From: State of Michigan <MISOM@govsubscriptions.michigan.gov>
Sent: Thursday, January 14, 2016 5:33 PM
To: Guthrie, Eric (DTMB)
Subject: Volunteer Opportunity in Flint

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, https://www.surveymonkey.com/r/28NVJBL

To volunteer on Sunday, January 17, https://www.surveymonkey.com/r/26NMJKK

To volunteer on Monday, January 18, https://www.surveymonkey.com/r/26P7P5G

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

For more information on the state's response efforts, visit www.michigan.gov/flintwater.

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Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Friday, January 22, 2016 12:52 PM
To: Guthrie, Eric (DTMB)
Subject: "He's his own best spokesman"

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How we are fixing the Flint water crsis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

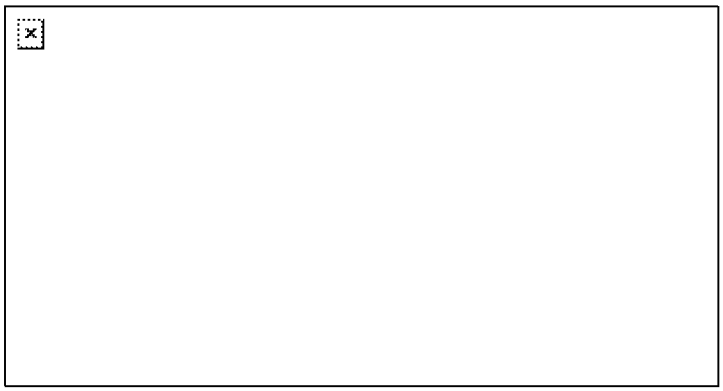
Governor Snyder on Morning Joe

"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.

Governor Snyder with Charlie LeDuff on Fox 2 Detroit

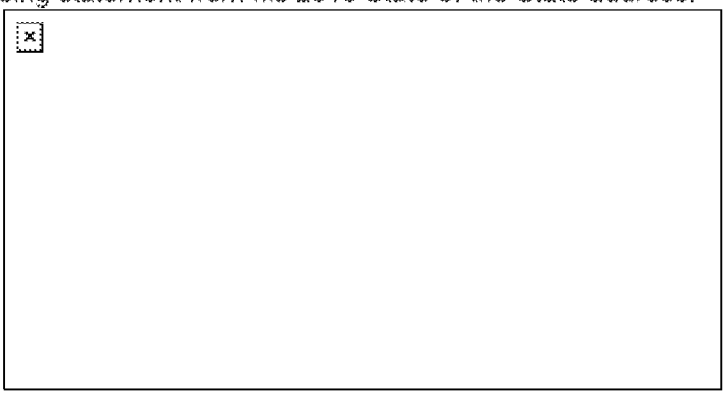
"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm

came from people who worked for me, and I feel responsible for that. But I am committed to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.

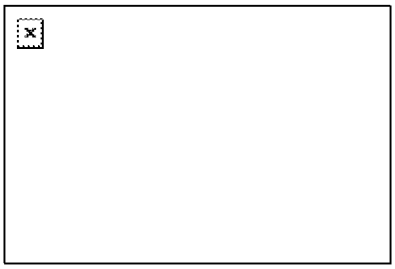


Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.



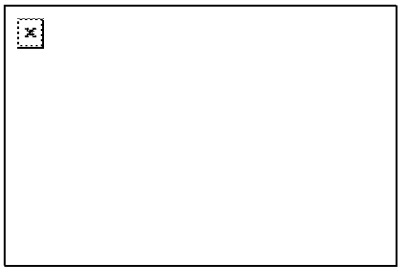
Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." Click here to read the Governor's full op-ed.

Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"

Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. Click here to read the full story in the Washington Post.



Visit HelpForFlint.com to learn how you can help Flint residents.

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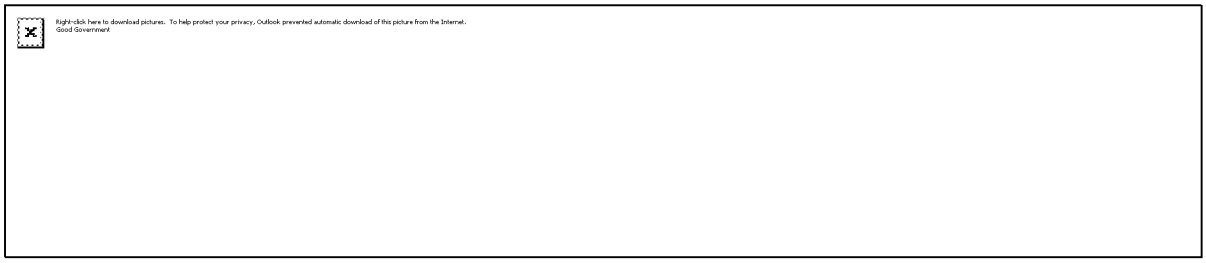
From: State of Michigan <MISOM@govsubscriptions.michigan.gov>
Sent: Friday, January 22, 2016 4:50 PM
To: Guthrie, Eric (DTMB)
Subject: Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit www.helpforflint.com to learn how you can help.

For additional information and updates, visit www.michigan.gov/flintwater.

Again, thank you for all your support.

Sincerely, Mike Zimmer
Office of Good Government Director
Dept. of Licensing and Regulatory Affairs Director

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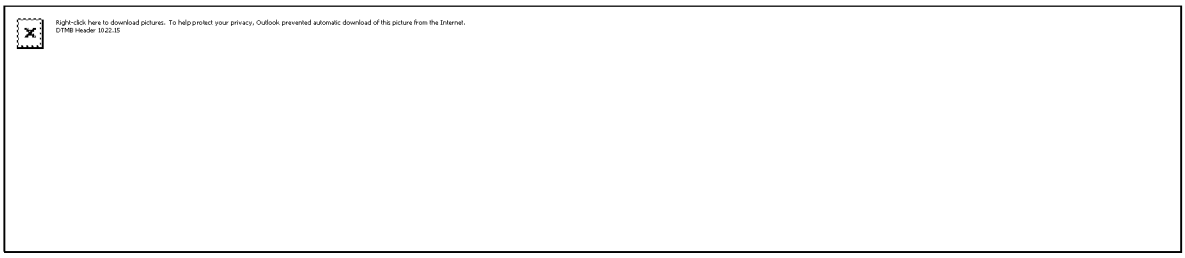
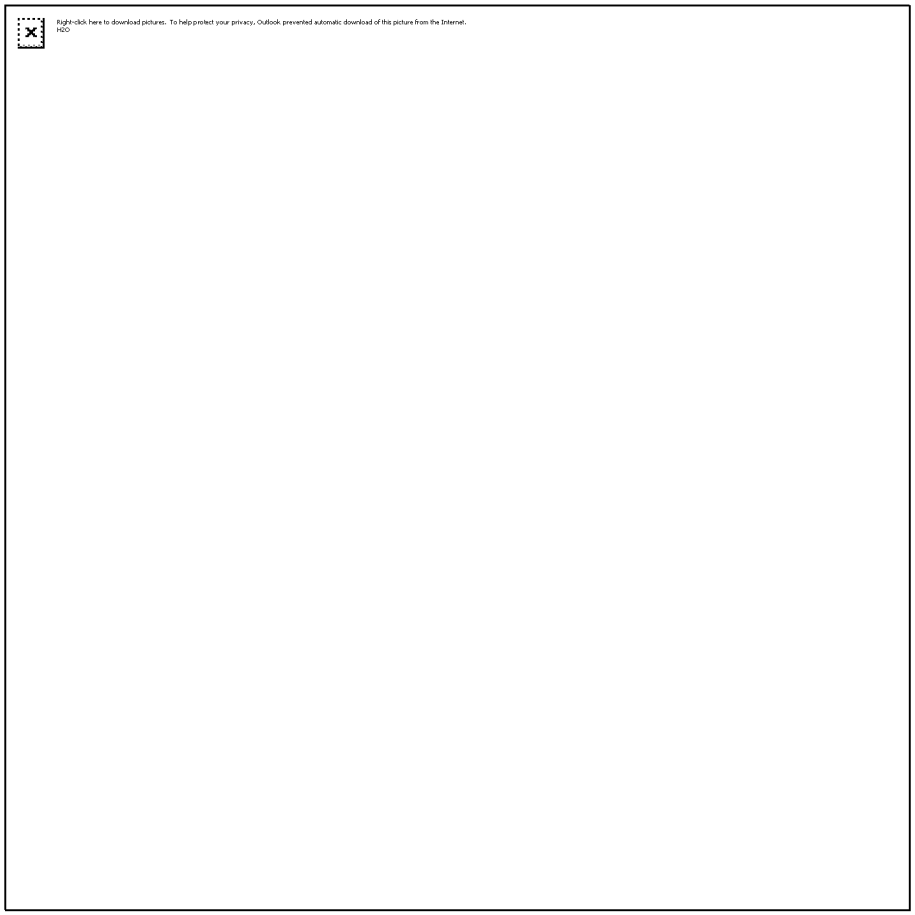
From: Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>
Sent: Tuesday, January 26, 2016 8:39 AM
To: Guthrie, Eric (DTMB)
Subject: Contributing time, muscle and money



During this month's Martin Luther King Jr. holiday weekend, some state employees turned their "day off" into a "day on" in Flint. There, they delivered bottled water, water filters, replacement cartridges and water testing kits to families. The volunteers joined other Michiganders, turning Dr. King's birthday observance into a day of service.



Mike Zimmer, director of the Office of Good Government and the Department of Licensing and Regulatory Affairs, has shared a link – www.helpforflint.com – that offers other opportunities to contribute time, muscle and money to bring clean drinking water to the community.Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.

Autumn Hubbard, Ambrea Mack and Sarah Esquivel, who are in the photo at the left, nearly emptied the shelves at their local grocery store. Thanks for your efforts.

everyone.

Now work.

Last week, I signed a new policy that formalizes the annual employee review process and sets expectations for employees and managers. Administrative Policy 200.37 establishes consistent standards for implementing performance plans and reviews. Some of the standards are practices we have followed for years. Others are new. Some of particular note include:

- The mandatory use of HRMN
- A standard Feb. 1-Jan. 31 rating period for all employees
- An Individual Development Plan that specifies training or development programs for each employee
- Competencies and objectives that align to DTMB goals or scorecard metrics
- Consequences for managers and supervisors who do not complete the review process as required

A fundamental role of each DTMB manager or supervisor is to provide employees with direction and feedback on their performance. Employees also are expected to take an active role in pursuing professional development opportunities and achieving their competencies and objectives. I encourage you to review the new policy and talk with your manager or supervisor if you have questions. Of course, I welcome your questions and input as well. Please send your comments and ideas to me at behend@michigan.gov.

I know these have been busy weeks for many of you as you take on additional responsibilities and work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

Have a great week,

David

The Department of Technology, Management and Budget
You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact DTMB-Communications@michigan.gov.

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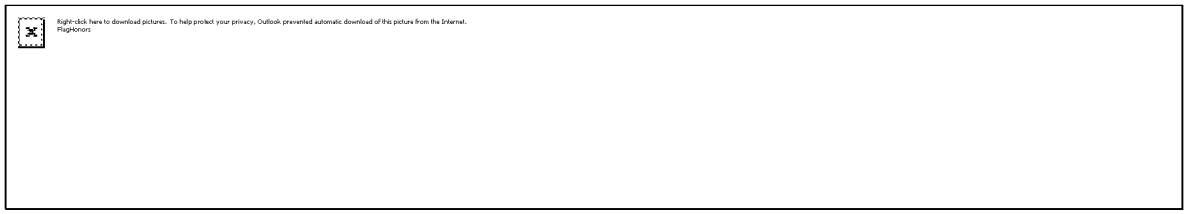
From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Friday, January 29, 2016 9:48 AM
To: Guthrie, Eric (DTMB)
Subject: Thank you for your service



THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit www.HelpForFlint.com to learn how you can do so. For additional information and to sign up for daily updates, please visit www.mi.gov/FlintWater. I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

Thanks,

Governor Rick Snyder

Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.
Photos of state employees volunteering

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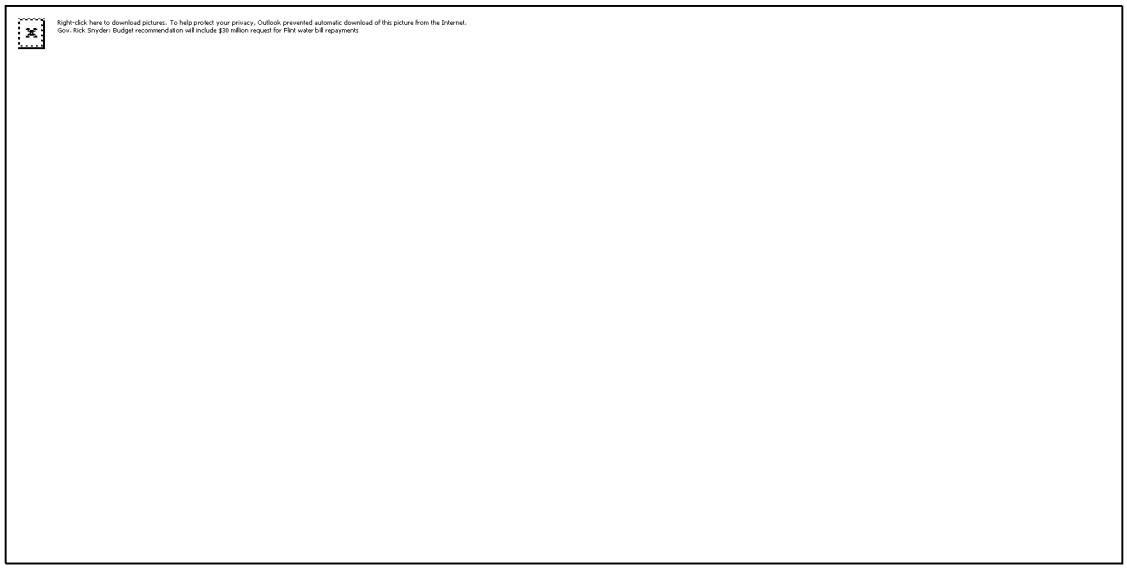
From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Wednesday, February 03, 2016 6:26 PM
To: Guthrie, Eric (DTMB)
Subject: "Flint residents should not have to pay for water they cannot drink"

Budget recommendation will include $30 million request for Flint water bill repayments



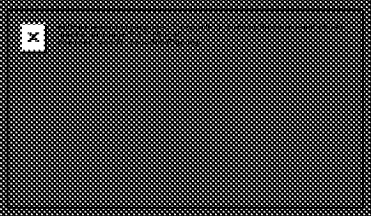
When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a $30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.

Under the governor's ask, the funding would enable the city of Flint to apply credits for customers on future bills. Estimates show water is roughly 47 percent of billing and sewer costs are around 53 percent. The credit would be applied to consumption usage (roughly 65 percent) of a resident's water portion of the bill, such as for bathing, drinking, cooking, and washing your hands. Residents still would be responsible for paying the sewer portion

of their water bills.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

Click here to learn more about the budget request.



We spoke with Staff Sgt. Thomas Vega about the critical resources they're providing to Flint families every day. He also encouraged residents to pick up and return their water testing kits to Flint fire stations. Test results will be posted online at www.mi.gov/flintwater. **Click here to watch the video.**

www.mi.gov/FlintWater | www.HelpForFlint.com

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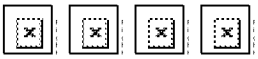

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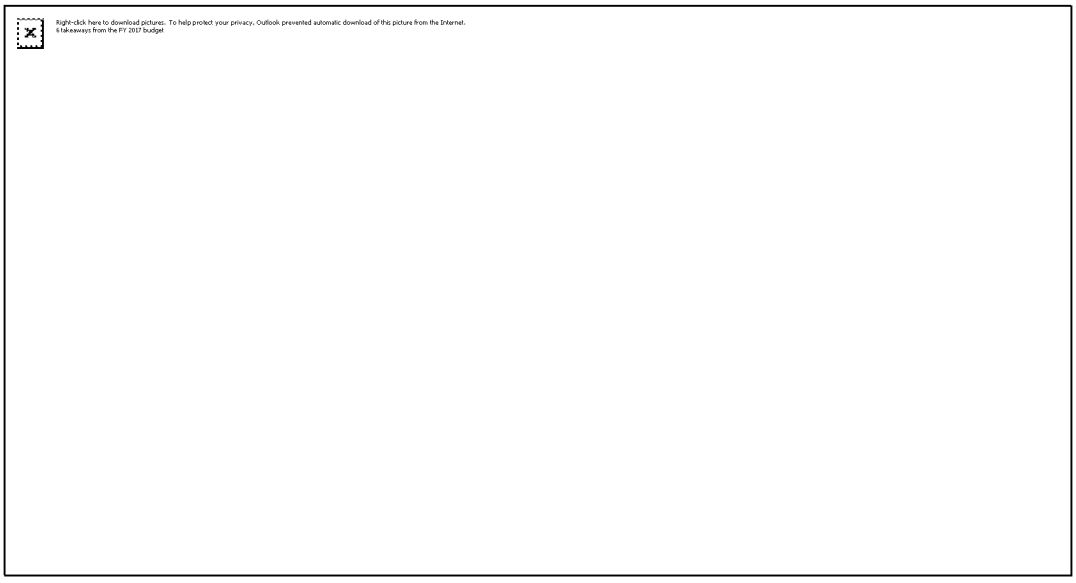
From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Thursday, February 11, 2016 5:49 PM
To: Guthrie, Eric (DTMB)
Subject: What this year's budget means for Michigan...

VIDEO: What Governor Snyder's FY17 budget means for Michigan



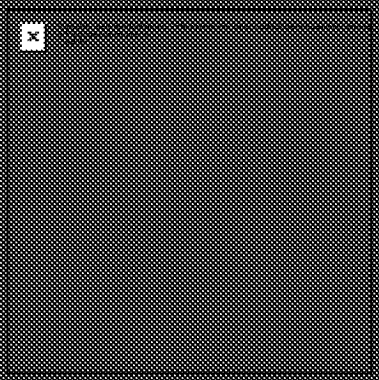
Gov. Rick Snyder's FY 2017 budget calls for critical investments for the Flint water crisis, statewide infrastructure and the Detroit Public Schools. The governor's recommendation also addresses the skyrocketing costs of specialty medications that Michigan residents depend on for better health outcomes.

This budget also stays committed to the Governor's core statewide priorities of education, talent and economic development, health and human services, and public safety.

The proposed FY 2017 budget makes key investments to strengthen the state for all of Michigan's families. Click here to learn more about the top 6 takeaways from the

Governor's FY 2017 state budget.

Click a tweet to tweet it out:



The #MIBudget @OneToughNerd proposed yesterday makes key investments to strengthen Michigan for all families --> www.mi.gov/MIBudget

--> @OneToughNerd's #MIBudget includes $72 million a year for Detroit Public Schools. It is time to act now --> www.mi.gov/MIBudget

--> @onetoughnerd's significant investment in #Flint families is the right thing to do. #FlintFWD #MIBudget www.mi.gov/MIBudget

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This email was sent to gutiriee@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: Aula, Jeffrey (DTMB)
Sent: Tuesday, February 16, 2016 8:35 AM
To: Weaver, Bruce (DTMB);Guthrie, Eric (DTMB);Cole, David (DTMB);Rhein, Jim (DTMB);Castro, Yishai (DTMB);Palmer, Jason (DTMB)
Subject: RE: Search Terms for

Group,

Since Flint is one of Michigan's Metropolitan Statistical Areas (MSAs) it is possible that I would use the word "Flint, Utilities, and any other industry name in communications, searches, etc. related to the Current Employment Statistics (CES) program. Obviously, this use would be directly related to our contractual obligation to administer the CES program. The other terms in this email are very unlikely to be used.

Jeff Aula

From: Weaver, Bruce (DTMB)
Sent: Monday, February 15, 2016 8:40 AM
To: Guthrie, Eric (DTMB) <GuthrieE@michigan.gov>; Cole, David (DTMB) <ColeD@michigan.gov>; Aula, Jeffrey (DTMB) <AulaJ@michigan.gov>; Rhein, Jim (DTMB) <RheinJ@michigan.gov>; Castro, Yishai (DTMB) <CastroY@michigan.gov>
Cc: Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>
Subject: FW: Search Terms for

Please respond to Jason Palmer by 10 AM Tuesday regarding this email.

My guess is we would all be "custodians" of documents or emails if the search term was "Flint".

I doubt any of us (except perhaps Eric) is in possession of a document or email with both the search term "Flint" and the other terms in Jason's email, or one of the other search terms below.

However, you are the best judge of this; so please respond Tuesday morning to Jason what you feel your "custodian" status is.

From: Palmer, Jason (DTMB)
Sent: Saturday, February 13, 2016 6:41 PM
To: Powell, Scott (DTMB) <PowellS6@michigan.gov>; Rourke, Wayne (DTMB) <RourkeW@michigan.gov>; Weaver, Bruce (DTMB) <WeaverB1@michigan.gov>; Williams, Michael (DTMB) <WilliamsM5@michigan.gov>
Subject: Search Terms for

Team:

Below are the search terms for the document production related to the lawsuit we spoke about last week. Please review the search terms and provide me with a list of staff who may be a custodian of this information by 10:00am on

Tuesday, February 16. Generally speaking a custodian, "will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms."

We are not being asked to conduct any searches, just to identify potential custodians.

I apologize for the short notice. Please make this your work priority for Tuesday morning.

Search terms:

Legionnaire
Legionella
"boil water order" & "Flint" (anywhere in document)
"coli" & Flint (anywhere in document)
"bacteria" & "Flint" (anywhere in document)
"microb" & "Flint" (anywhere in document)
"TTHM" & "Flint" (anywhere in document)
"Lead" & "Flint" (anywhere in document)
"emergency" & "Flint" (anywhere in document)
Karegnondi
"Genesee County Health Department"
"Flint" (within sentence) "utilities"
"Lead and Copper Rule"
"Detroit Water and Sewerage Department" & "Flint" (anywhere in document)
"DWSD" & "Flint" (anywhere in document)
"Flint River"
"Pb" & "water" (anywhere in document)
"KWA"

Thanks!

Jason

Jason S. Palmer
Director
Bureau of Labor Market Information & Strategic Initiatives
Office: (517) 335-5267
Mobile: (517) 282-2584
Palmerj2@michigan.gov

Please visit our website at: www.michigan.gov/lmi

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Tuesday, February 16, 2016 5:18 PM
To: Guthrie, Eric (DTMB)
Subject: VIDEO: Volunteering in Flint

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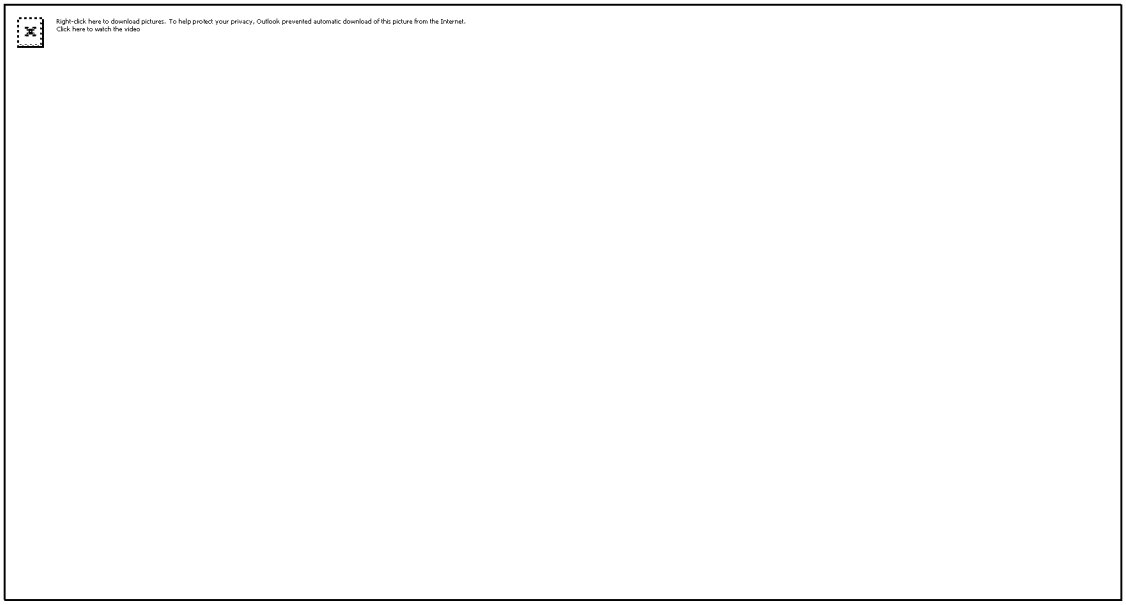
VIDEO: How volunteers are helping Flint



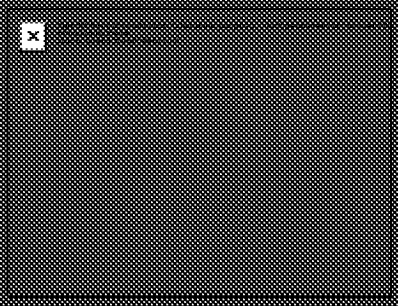
Volunteers at the Food Bank of Eastern Michigan are working hard to collect donations in order to help the families of Flint. Last Thursday, Governor Snyder visited with the many dedicated volunteers and helped sort cans of food.

Good nutrition is critically important for Flint's children. Foods that are high in calcium, vitamin C, and iron can help limit the effects of lead exposure. To donate or volunteer at the Food Bank of Eastern Michigan, visit www.fbem.org.

Click here to watch the video and learn more about how the Food Bank of Eastern Michigan is helping Flint's families.

Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.
click here to watch the video

LISTEN IN: Governor Snyder's tele-town hall with Flint residents



Governor Snyder hosted his third town hall with Flint residents on Thursday, Feb. 11, answering their questions directly. *Click here to listen to the call.*

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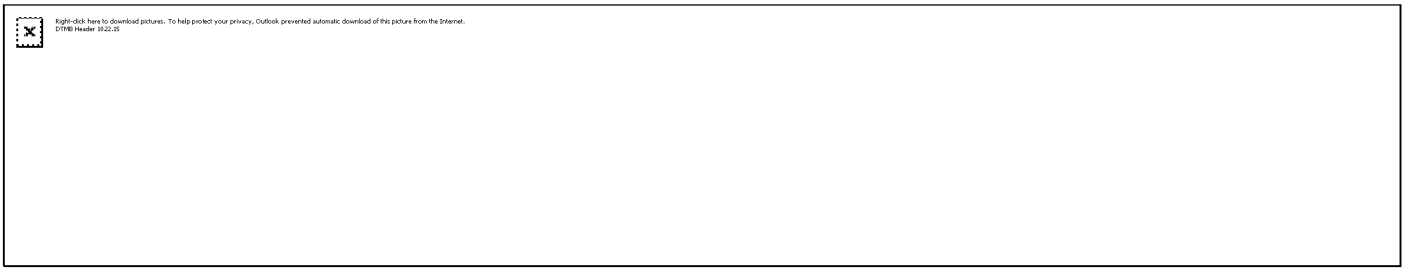
This email was sent to guthries@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>
Sent: Wednesday, February 17, 2016 10:10 AM
To: Guthrie, Eric (DTMB)
Subject: The Gov. Snyder's Budget Proposal



Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the $54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
- **Putting People First.** The governor recommends continued expansion of the Healthy Kids Dental Program and funding efforts to ensure residents have access to affordable health care. His proposal boosts funds to help cover new higher cost specialty medications to treat conditions such as hepatitis C and cystic fibrosis, among others.
- **Investing in Infrastructure.** The proposal allocates $1.2 billion to maintain and repair Michigan roads, bridges and other critical infrastructure.

The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of $1.3 billion for department operations and a one-time allocation of $32.4 million.

A few highlights include:

- $502 million for information technology support for all state agencies and $132.8 million for 14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by $7 million, from $65 million to $72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.
- An additional $5 million to support cybersecurity improvements to safeguard citizens' personal information and protect critical infrastructure and government services.
- IT support of $6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full executive budget recommendations, which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at behend@michigan.gov.

Thank you again for all the good work you do. I hope you have a great week ahead.

David

The Department of Technology, Management and Budget
You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact DTMB-Communications@michigan.gov.

This email was sent to guthrieе@michigan.gov using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 · 517-373-1004

From: Weaver, Bruce (DTMB)
Sent: Monday, February 15, 2016 8:40 AM
To: Guthrie, Eric (DTMB);Cole, David (DTMB);Aula, Jeffrey (DTMB);Rhein, Jim (DTMB);Castro, Yishai (DTMB)
Cc: Palmer, Jason (DTMB)
Subject: FW: Search Terms for

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"Flint River"
"Pb" & "water" (anywhere in document)
"KWA"

Thanks!

Jason

Jason S. Palmer
Director
Bureau of Labor Market Information & Strategic Initiatives
Office: (517) 335-5267
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Palmerj2@michigan.gov

Please visit our website at: www.michigan.gov/lmi

BTMB
HELP. CONNECT. SOLVE.

From: Palmer, Jason (DTMB)
Sent: Friday, January 15, 2016 3:52 PM
To: DTMB-LaborMarketInformation
Subject: What's Up

Follow Up Flag: Follow up
Flag Status: Completed

Team:

This has been a busy week. It seems like I spent a lot of time in meetings this week. I also got to wrap-up my annual performance reviews with my leadership team. It never gets old talking about accomplishments, and I want to publically recognize and thank **B. Weaver**, **M. Williams**, **W. Rourke**, and **S. Powell** for being - hands down - the best leadership team we could ask for. They really do keep this place going!

Very shortly, most of you will be sitting down and talking about your performance last year and learning about your objectives for next year. After you do, please stop by and tell me how it went!

You all should have received an invitation from **B. Taylor** for our January 25 action planning session. Please take a minute to accept the invitation so it is on your calendar. I hate to use words like "mandatory," but please think of this meeting as such. I am really looking forward to talking to you about our strategic objectives and hearing what ideas the team has for how we can accomplish them.

Lots of news to share this week:

- Something we are going to be talking a lot about is cross-training. And, **V. Walker** may have beat us to the punch. I understand she spent some time this week working on the Quarterly Census of Employment and Wages (QCEW) program. This is a game changer for two reasons. Frist, when we find ourselves short-staffed (think vacations, etc.) in any program area, having people trained an ready to step in will ensure we continue to meet and exceed our deliverables. Second, as we implement project-based budgeting, those who have the most diverse skill sets will have the most opportunity to adapt as federal dollars continue to slip. We have to stop thinking about ourselves as working in one section and start thinking of ourselves for working for one bureau. Thanks, Valerie, for your leadership in this area!
- Our bureau is the latest in the Department to begin the Operational Excellence program. We've assembled a great team for the program, including **Y. Castro**, **L. Bunge**, **B. Weaver**, and **S. Powell**. Over the next few months, the team is going to work with consultant Pat McDonnell on a methodology for implementation. After the

group completes the program, they are going to be showing the rest of us what they learned. Like I said at our bureau meeting, everybody is going to be touched by Operational Excellence. Stay tuned!

- For the second year in a row, **A. Rashid** has been invited to present a paper at the Census Bureau in Washington DC. She will share her paper "Manufacturing Rebound in Michigan: New Insights on Job Transitions in the Manufacturing Sector" at the Local Employment Dynamics (LED) Partnership Annual Workshop in March. She insisted that I mention **M. Deburghgraeve** helped with the paper. I just learned that **L. Murembya** will also participating in the workshop, presenting his paper "Competitiveness of the Michigan Construction Industry." Congratulations to all three of you on your great work and getting the opportunity to present our work to a national audience!
- I want to thank **J. Rhein** for completing the model review for the Local Area Employment Statistics (LAUS) program. This important deliverable is our chance to review the model that produces the state and local unemployment rate and provide feedback to our partners at the Bureau of Labor Statistics. While I don't know this for a fact, I would bet big money that his analysis is more complete and thoughtful than any other state. Great job, Jim!
- There is no doubt that many of you are following the Flint water story. But, did you know that **E. Guthrie** has been working with the State Budget Office to provide demographic data to support legislation and budget recommendations? That is just one example of how DTMB is helping . . . from Vehicle and Travel Services, Procurement, and Facilities, DTMB is front and center helping the people in Flint during what must be a truly awful time. I think that is pretty cool that we can help. Thanks, Eric for all you are doing.

What did I miss?

I hope everyone has a nice weekend and a great Martin Luther King Day!

What plans do you have?

Jason

From: Palmer, Jason (DTMB)
Sent: Tuesday, February 16, 2016 9:03 AM
To: Guthrie, Eric (DTMB)
Cc: Weaver, Bruce (DTMB)
Subject: Re: Search Terms for

Follow Up Flag: Follow up
Flag Status: Completed

Great point on news alerts. Thanks, Eric.

Sent from my iPhone

On Feb 16, 2016, at 9:02 AM, Guthrie, Eric (DTMB) <GuthrieE@michigan.gov> wrote:

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> Eric
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> Eric Guthrie
> Michigan's State Demographer
> Department of Technology, Management & Budget
> Bureau of Labor Market Information & Strategic Initiatives
> Victor Office Building
> 201 N. Washington Square
> 5th Floor
> Lansing, MI 48913
> (517) 241-8667
>
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> **From:** Aula, Jeffrey (DTMB)
> **Sent:** Tuesday, February 16, 2016 8:35 AM
> **To:** Weaver, Bruce (DTMB) <WeaverB1@michigan.gov>; Guthrie, Eric (DTMB) <GuthrieE@michigan.gov>; Cole, David (DTMB) <ColeD@michigan.gov>; Rhein, Jim (DTMB) <RheinJ@michigan.gov>; Castro, Yishai (DTMB) <CastroY@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>
> **Subject:** RE: Search Terms for
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> Group,
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Jeff Aula

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To: Guthrie, Eric (DTMB) <GuthrieE@michigan.gov>; Cole, David (DTMB) <ColeD@michigan.gov>; Aula, Jeffrey (DTMB) <AulaJ@michigan.gov>; Rhein, Jim (DTMB) <RheinJ@michigan.gov>; Castro, Yishai (DTMB) <CastroY@michigan.gov>
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Thanks!

Jason

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Office: (517) 335-5267
Mobile: (517) 282-2584
Palmerj2@michigan.gov

Please visit our website at: www.michigan.gov/lmi
<image001.png>

From: Rhein, Jim (DTMB)
Sent: Tuesday, February 16, 2016 9:05 AM
To: Palmer, Jason (DTMB);Aula, Jeffrey (DTMB)
Cc: Weaver, Bruce (DTMB);Guthrie, Eric (DTMB);Cole, David (DTMB);Castro, Yishai (DTMB)
Subject: RE: Search Terms for

I agree as well, we would all most likely be considered a custodian of information on Flint and utilities.
Jim

From: Palmer, Jason (DTMB)
Sent: Tuesday, February 16, 2016 8:37 AM
To: Aula, Jeffrey (DTMB) <AulaJ@michigan.gov>
Cc: Weaver, Bruce (DTMB) <Weaver81@michigan.gov>; Guthrie, Eric (DTMB) <GuthrieE@michigan.gov>; Cole, David (DTMB) <ColeD@michigan.gov>; Rhein, Jim (DTMB) <RheinJ@michigan.gov>; Castro, Yishai (DTMB) <CastroY@michigan.gov>
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Thanks, Jeff. I agree. I think flint and utilities is likely for many staff. When I respond to the request, I'll explain this and the reasons for the usage and hopefully we will be released from digging up the documents.

Sent from my iPhone

On Feb 16, 2016, at 8:34 AM, Aula, Jeffrey (DTMB) <AulaJ@michigan.gov> wrote:

> Group,
>
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Thanks!

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Cc: Weaver, Bruce (DTMB)
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Eric

Eric Guthrie
Michigan's State Demographer
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From: /O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=27A52C6B71394D1FBED9E0E1BC174FF8-GUTHRIE ERI
Sent: Tuesday, February 16, 2016 8:54 AM
To: Palmer, Jason (DTMB)
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Office: (517) 335-5267
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Palmerj2@michigan.gov

Please visit our website at: www.michigan.gov/lmi

Subject: FW: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint
Location: Ottawa Builidng - Upper Level – Conference Room 4 OR Call-in: 866-390-1828 access code: 1842654

Start: Thu 2/18/2016 2:00 PM
End: Thu 2/18/2016 3:00 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: DTMB-Directors-Office

Hi Eric:
Mr. Palmer has requested that you attend this meeting via phone this afternoon. A document to review and call-in number are below. Jean

-----Original Appointment-----
From: DTMB-Directors-Office
Sent: Wednesday, February 17, 2016 1:21 PM
To: DTMB-Directors-Office; Behen, David (DTMB); Donnan, Chanda (DTMB); Buhs, Caleb (DTMB); Davenport, Rodney (DTMB); Gelisse, Ashley (DTMB); Gilliland, Michael (DTMB); Spaniolo, Natalie (DTMB); Wilke, Lacey (DTMB); Stansfield, Marsha (DTMB); Ballard, Denice (DTMB); Hampton, Trisha (DTMB); DeCamp, Greg (DTMB); Gibson, Jennifer (DTMB); Hengesbach, Dane (DTMB); Ingersoll, Jean (DTMB); Jeffery, Phillip (DTMB); Philip, Brandon (DTMB); Kopacsi, Christian (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB); Pratt, Jeff (DTMB); Knapp, Kathy (DTMB); Bidelman, Craig (DTMB); Bussema, Terry (DTMB); Rokely, Rick (DTMB); Tefft, Niki (DTMB); Schlegel, Nicolle (DTMB); Parker, Alexandrea (DTMB); Keilen, Elizabeth (DTMB); McPherson, Victoria (DTMB); Christensen, Chris (DTMB); Lawson, Michelle (DTMB); Nevai, Tom (DTMB); Evans, Carter (DTMB); Fick, James (DTMB); McKee, Robert (DTMB); Perry, Blane (DTMB); Riddering, Eric (DTMB); Rodgers, Anthony (DTMB); Trial, Larry (DTMB); Thompson, Kyleigh (DTMB); Glomski, Tom (DTMB); Seger, Seth (DTMB); Lee, Timothy (DTMB); Sikkema, Tyler (DTMB); Manning, Kelly (DTMB); McFarlane, James (DTMB); Galeazzi, Tiziana (DTMB); Das, Rajiv (DTMB); Pung, Linda (DTMB); Hogan, James (DTMB); Westfall, Laurie (DTMB); Palmer, Jason (DTMB); Stibitz, Brom (DTMB); Trakul, Pamela (DTMB); Swanson, Eric (DTMB); Blastic, Laura (DTMB); Furseth, Kristen (DTMB); Brancheau, Laura (DTMB); Sebok, Yvonne (DTMB); Stankiewicz, Richard (DTMB); Vera, Jason (DTMB); Jehnsen, Jeremy W (DTMB); Jodway, Kenneth (DTMB); Newman, Jeremy (DTMB); Vijayaveeraraghavan, Anupkumar (DTMB); Harmon, Paul (DTMB); Root, Everett (DTMB); Pauley, Suzanne (DTMB); Thompson, John (DTMB); Nolan, Anne (DTMB); Peterson, Rick (DTMB); Stiffler, Michelle (DTMB); Patke, Sunit (DTMB); Estill, John (DTMB); Seckelman, Joe (DTMB); Martin, Ellen (DTMB); Aprill, Brian (DTMB); Ross, Josh (DTMB); Locke, Joel (DTMB); Cross, Steven (DTMB); Clark, John (DTMB); Olkowski, Tony (DTMB); Noldy, Scott (DTMB); Baer, John (DTMB); Dickinson, Holly (DTMB); Post, Corey (DTMB); Cantin, David (DTMB); Brun, Jeremy (DTMB); Hartsuff, Lisa (DTMB); Kosloski, Joni (DTMB); Jordan, Gerald (DTMB); Sweeney, Matthew (DTMB); Turnquist, Michael (DTMB); Morgan, Dan (DTMB); Droste, Kerri (DTMB); Paasch, Keith (DTMB); Scates, Larry (DTMB); Noonan, Michael (DTMB); Walts, Brian (DTMB); Martin, Ric (DTMB); Burns, Robert (DTMB); Doxie, William (DTMB); Clark, Jim (DTMB); Bailey, Maureen (DTMB); Bos, Troy (DTMB); Phillippo, Jamie (DTMB); Spitzley, Troy (DTMB); Darby, Marchan (DTMB); Hawes, Keith (DTMB); Wright, Seth (DTMB); Rambo, Carolyn (DTMB); Millimaki, Shelly (DTMB); Nelson, Christopher (DTMB); Murphy, Chris (DTMB); Clark, Stephanie (DTMB); Cischke, Roy (DTMB); Hofmeister, David (DTMB); Reynolds, Vince (DTMB); VanCoevering, Joyce (DTMB); Ragla, Beth (DTMB); Shaw, Gary (DTMB); Wonn, Michael (DTMB); Thompson, Kristi (DTMB); Goodine, Tom (DTMB); Armstrong, Mike (DTMB); Doyle, James (DTMB); Hampton, Kristen (DTMB); Miller, Mark (DTMB); Cooley, Tom (DTMB); Waltersdorf, Rex (DTMB); Monroe, Jerry (DTMB); Bergan, Kristin (DTMB); Banks, William (DTMB); Dyson, Mike (DTMB); Stiles, Dan (DTMB); Chipman, Dan (DTMB); Hodgman, Steve (DTMB); Martin, Todd (DTMB); Weston, Jessica (DTMB); Fitton, Scott (DTMB); Sample, Brice (DTMB); Vanden Bosch, Kerrie (DTMB); Wellman, Jeff (DTMB); Brownlee, Jeff (DTMB); Maynard, Sharon (DTMB); Calahan, Heather (DTMB); Cook, Rebecca (DTMB); Hayes, Genevieve (DTMB); Riehle, Jenni (DTMB); Falik, Tom A. (DTMB); Pemble, William (DTMB); Sambiagio, Melissa (DTMB); Cieciwa, Sue (DTMB); Hunter, Lymon (DTMB); Dufour, Yvon (DTMB); Camp, William (DTMB); Hatch, David (DTMB); Troub, Shelby (DTMB); Epps, Stephanie (DTMB);

Herman, Christyn (DTMB); Bliss, Mike (DTMB); Guardiola, Jamie (DTMB); jfoley@us.ibm.com; Rigg, Steve (DTMB); Bates, David (DTMB)
Cc: Stanaway, Deb (DTMB); Huhn, Jacqueline (DTMB); McQuaid, John (DTMB); Reasner, Richard (DTMB); Rakowski, Rock (DTMB); Gonzalez, Tonyia (DTMB); Doerr, Stephen (DTMB); Isaacs, Jan (DTMB)
Subject: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint
When: Thursday, February 18, 2016 2:00 PM-3:00 PM (UTC-05:00) Eastern Time (US & Canada).
Where: Ottawa Builidng - Upper Level – Conference Room 4 OR Call-in: 866-390-1828 access code: 1842654

Please note this meeting can be attended in person or via conference call-in. Location and Dial in information are provided below.

All DTMB Custodians of Correspondence Related to Flint.pdf
***This attachment was updated 2/18/16**

*See agenda below

Requested By:
DTMB Executive Staff

Location:
Ottawa Building
Upper Level – Conference Room 4
611 W. Ottawa Street
Lansing, MI 48933

Call-in: 866-390-1828
Access code: 1842654

Security:
Please have your State Employee ID showing at all times.

Parking:
Metered parking is available along Ottawa and Pine street.

Briefing:
In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to produce, by a certain date, any documents containing certain search terms. In this meeting we will review instructions for the process of identifying, compiling, scanning, and copying the necessary information.

Agenda

1. Kickoff – Brom Stibitz, Chief Deputy Director
2. Why you are here – Jean Ingersoll, Interim Chief of Staff
3. What you need to do (February 22, 2016 deadline) – Jean
4. What will be done for you – Jean
5. What's next – Jean
6. Public Information Reminder – Caleb Buhs, Public Information Officer
7. Questions and Answers - Group

SOM Meeting Contact:

Janelle Longanbach
LonganbachJ@michigan.gov
Office: 517-373-4210

Participants:
David Behen
Chanda Donnan
Caleb Buhs
Rodney Davenport
Ashley Gelisse
Michael Gilliland
Natalie Spaniolo
Lacy Wilke
Marsha Stansfield
Denice Ballard
Trisha Hampton
Greg DeCamp
Jennifer Gibson
Dane Hengesbach
Jean Ingersoll
Phillip Jeffery
Brandon Philip
Christian Kopacsi
Jeanette Doll
Ryan McKee
Jeff Pratt
Kathy Knapp
Craig Bidelman
Terry Bussema
Rick Rokely
Niki Tefft
Nicolle Schlegel
Alexandrea Parker
Elizabeth Keilen
Vicki McPherson
Chris Christensen
Michelle Lawson
Tom Nevai
Carter Evans
James Fick
Robert McKee
Blane Perry
Eric Riddering
Anthony Rodgers
Larry Trial
Kyleigh Thompson
Tom Glomski
Seth Seger
Tim Lee
Tyler Sikkema
Kelly Manning
James McFarlane
Tiziana Galeazzi
Rajiv Das
Linda Pung
James Hogan
Laurie Westfall
Jason Palmer

Brom Stibitz
Pam Trakul
Eric Swanson
Laura Blastic
Kristen Furseth
Laura Brancheau
Yvonne Sebok
Richard Stankiewicz
Jason Vera
Jeremy Jehnsen
Ken Jodway
Jeremy Newman
Anup Vijay
Paul Harmon
Everett Root
Suzanne Pauley
John Thompson
Anne Nolan
Rick Peterson
Michelle Stiffler
Sunit Patke
James Foley
John Estill
Joe Seckelman
Ellen Martin
Brian Aprill
Josh Ross
Joel Locke
Steven Cross
John Clark
Tony Olkowski
Scott Noldy
John Baer
Holly Dickinson
Corey Post
David Cantin
Jeremy Brun
Lisa Hartsuff
Joni Kosloski
Gerald Jordon
Matthew Sweeney
Michael Turnquist
Dan Morgan
Kerri Droste
Keith Paasch
Larry Scates
Mike Noonan
Brian Walts
Ric Martin
Robert Burns
William Doxie
Jim Clark
Maureen Bailey
Troy Bos
Jamie Phillippo
Troy Spitzley
Marchan Darby
Keith Hawes

Seth Wright
Carrie Rambo
Shelly Millimaki
Chris Nelson
Chris Murphy
Stephanie Clark
Roy Cischke
David Hofmeister
Vince Reynolds
Joyce Van Coevering
Beth Ragla
Gary Shaw
Mike Wonn
Kristi Thompson
Thomas Goodine
Mike Armstrong
Jim Doyle
Kristen Hampton
Mark Miller
Tom Cooley
Rex Waltersdorf
Jerry Monroe
Kristin Bergan
William Banks
Mike Dyson
Dan Stiles
Dan Chipman
Steve Hodgman
Todd Martin
Jessie Weston
Scott Fitton
Brice Sample
Kerrie Vanden Bosch
Jeff Wellman
Jeff Brownlee
Sharon Maynard
Heather Calahan
Rebecca Cook
Genevieve Hayes
Jennifer Riehle
Tom Falik
Bill Pemble
Melissa Sambiagio
Sue Cieciwa
Lymon Hunter
Yvon Dufour
Will Camp
David Hatch
Shelby Troub
Stephanie Epps
All DTMB Custodians of Correspondence Related to Flint - UPDATED.pdf

All DTMB Custodians of Co...

STATE OF MICHIGAN

RICK SNYDER
GOVERNOR

DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET
LANSING

DAVID B. BEHEN
DIRECTOR

February 18, 2016

TO: All DTMB Custodians of Correspondence Related to Flint

FROM: Jean Ingersoll, Interim Chief of Staff to David B. Behen, Director and CIO

SUBJECT: Flint Document Production – Search Terms and Guidance

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. **As a custodian, you are required to produce any documents containing the search terms listed below, no later than Monday, February 22, 2016.** This memorandum contains detailed instructions for the process of identifying, compiling, scanning, and copying the necessary information.

Microsoft 365 – Outlook (*includes emails, calendar items) and OneDrive*

DTMB staff will centrally coordinate the Microsoft 365 search for all of DTMB's custodians. Therefore, DTMB's custodians *do not need to independently search any of their Microsoft 365 applications* for the search terms listed below.

Network Drives

Similar to the approach outlined above, DTMB staff will centrally coordinate the network drive search effort for all DTMB custodians. Custodians do *not* need to independently conduct a network drive search for the search terms below.

Non-Network Drives – *includes hard drives, desktop, and thumb/flash drives*

For all non-network drive types, ***each custodian will need to search every search term listed below in every non-network format, and move all relevant/related documents in to a network drive for collection. In order to move items to the network, you must be connected to the network.***

Start by conducting the search of all non-network drives, filling out the attached search term checklist as you go. If you need guidance as to how to perform this search, a step-by-step guide is included below in Appendix 1.

All relevant/responsive items that are produced as a result of your search need to be moved to a network drive. You can move your relevant/related documents to a network drive in whatever format the document is currently in. After the February 22, 2016, deadline, DTMB staff will access the network drives to collect the files.

Paper Files

Review all applicable paper files. Scan any relevant/related documents, and save them to a network drive, as described above. If this is not possible, you may provide hard copies of documents to Jean Ingersoll in the Director's Office. These documents must be received in the Director's Office by February 22, 2016, and will not be returned to you.

Home Computer

Any relevant e-mails or other documents on a personal computer also are subject to this request. Please check your personal computer for any e-mails or other documents relating to this search. If you discover any relevant/related documents, please include the phrase "personal computer" in the file name, and save them to the aforementioned network drive.

Conclusion

Thank you for your cooperation in complying with this request. Should you have any questions, please contact Jean Ingersoll at 1-8844.

Attachments

- FOIA Checklist
- Attachment 1 – Search Guidance

Search Term Checklist

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to search and copy all items that you identify to a DTMB network drive, as described above.

Please complete your search no later than close of business on Monday, February 22, 2016. Relevant/related items from the past 10 years should be included.

You should search for *each term exactly as it is shown below, and include quotation marks around each separate word.* For example, "Legionnaire", "Legionella", or "Flint" would all go into search fields. After you complete a search term, check the box beside the term.

Search Terms:

- ☐ "Legionnaire"
- ☐ "Legionella"
- ☐ "boil water order" & "Flint"
- ☐ "coli" & "Flint"
- ☐ "bacteria" & "Flint"
- ☐ "microb" & "Flint"
- ☐ "TTHM" & "Flint"
- ☐ "Lead" & "Flint"
- ☐ "emergency" & "Flint"
- ☐ "Karegnondi"
- ☐ "Genesee County Health Department"
- ☐ "Flint" & "utilities"
- ☐ "Lead and Copper Rule"
- ☐ "Detroit Water and Sewerage Department" & "Flint"
- ☐ "DWSD" & "Flint"
- ☐ "Flint River"
- ☐ "Pb" & "water"
- ☐ "KWA"
- ☐ "Flint" & "water"

Search conducted on the email account of: _____

By (your name): _____

Date completed: _____

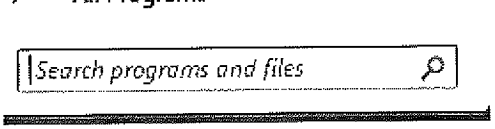
Please return this completed Checklist to DTMB Director's Office staff by Monday, February 22, 2016, at DTMB@michigan.gov, or Directors Office, Cass Building, Second Floor

APPENDIX 1 – Search Guidance

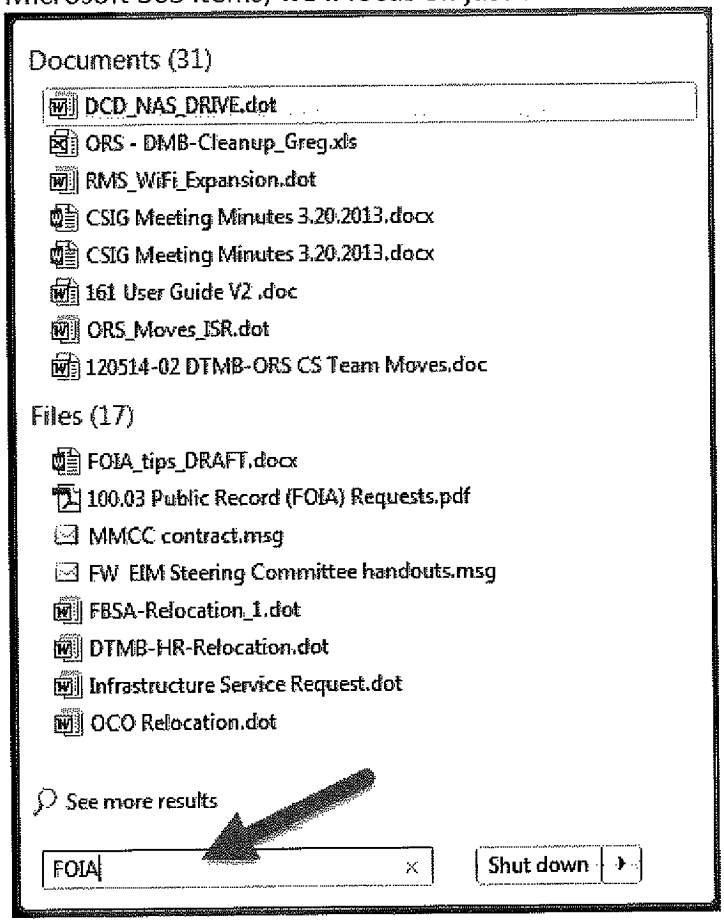
Regardless of what version of Windows you're using, each of them has a search feature built in called "Windows Explorer," you see it every time you open up a folder on a network drive, or on your own computer.

Using the search function in windows 7

Since the majority of DTMB is on Windows 7, the examples below are on that operating system. If you click on windows Start button, you'll see the search box right next to it

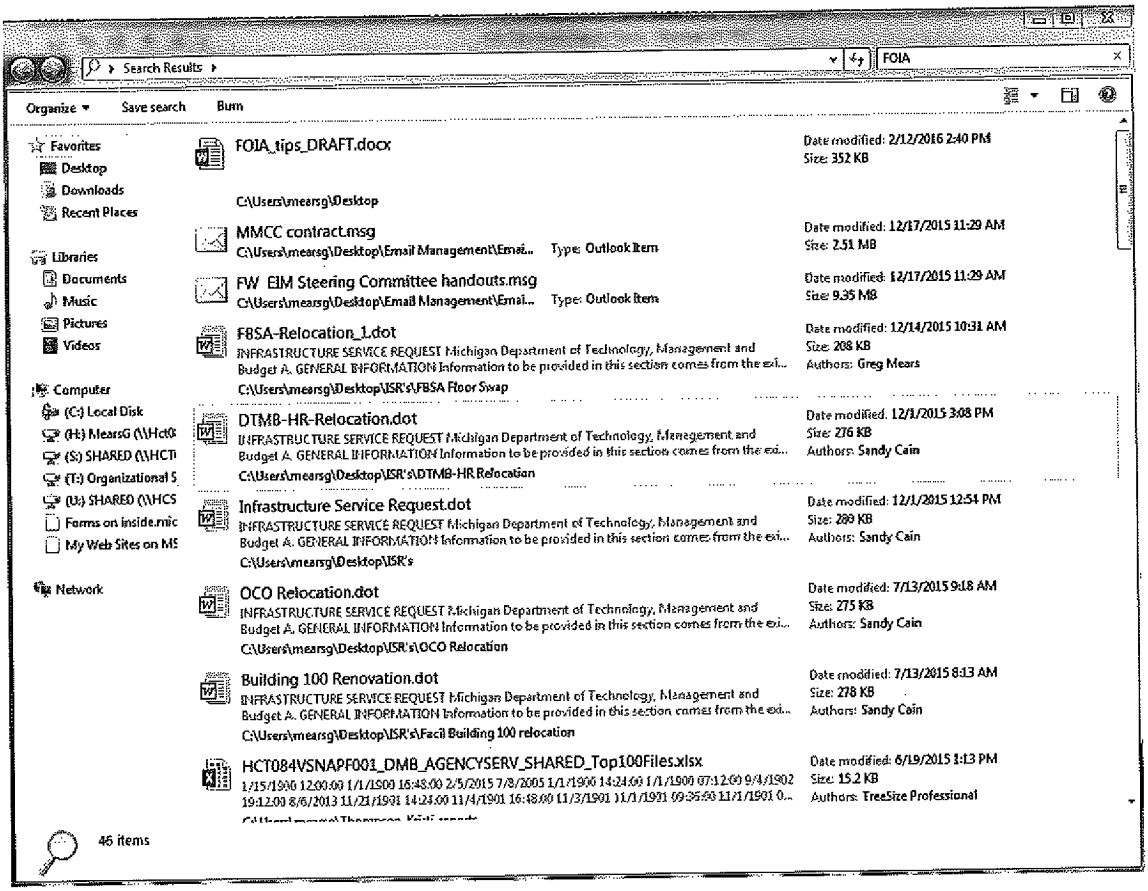


This example searches for the word FOIA. As you can see, the search yielded numerous documents including emails. Since DTMB is centrally collecting relevant emails and other Microsoft 365 items, we'll focus on just the documents.



You need to open each document to make sure that it's relevant. In this instance, the search brought up a DTMB Move form, but only because it has the word FOIA in the form.
You'll notice that the words "See more results" appears at the bottom of the list. This means that the search turned up a lot more documents than what can easily be displayed. You must

click on the link to open Windows Explorer and reveal a comprehensive list, along with their locations.



As you can see from this example the search found 46 items. We can now select them all using the "Ctrl-A method", and copy them to a network drive.

From: Guthrie, Eric (DTMB)
Sent: Tuesday, February 16, 2016 9:02 AM
To: Palmer, Jason (DTMB)
Cc: Weaver, Bruce (DTMB)
Subject: RE: Search Terms for

I will have many with just Flint, and I may have one with the combination of Flint and emergency in the context of "this is an emergency request" about the city of Flint. Other than that there may be a passing reference to the Genesee County Health Department, but that would not be in relation to the situation in Flint.

I also get news alerts from the Gongwer News service which may have any of the search terms.

Eric

Eric Guthrie
Michigan's State Demographer
Department of Technology, Management & Budget
Bureau of Labor Market Information & Strategic Initiatives
Victor Office Building
201 N. Washington Square
5th Floor
Lansing, MI 48913
(517) 241-8667

From: Aula, Jeffrey (DTMB)
Sent: Tuesday, February 16, 2016 8:35 AM
To: Weaver, Bruce (DTMB) <WeaverB1@michigan.gov>; Guthrie, Eric (DTMB) <GuthrieE@michigan.gov>; Cole, David (DTMB) <ColeD@michigan.gov>; Rhein, Jim (DTMB) <RheinJ@michigan.gov>; Castro, Yishai (DTMB) <CastroY@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>
Subject: RE: Search Terms for

Group,

Since Flint is one of Michigan's Metropolitan Statistical Areas (MSAs) it is possible that I would use the word "Flint, Utilities, and any other industry name in communications, searches, etc. related to the Current Employment Statistics (CES) program. Obviously, this use would be directly related to our contractual obligation to administer the CES program. The other terms in this email are very unlikely to be used.

Jeff Aula

From: Weaver, Bruce (DTMB)
Sent: Monday, February 15, 2016 8:40 AM
To: Guthrie, Eric (DTMB) <GuthrieE@michigan.gov>; Cole, David (DTMB) <ColeD@michigan.gov>; Aula, Jeffrey (DTMB) <AulaJ@michigan.gov>; Rhein, Jim (DTMB) <RheinJ@michigan.gov>; Castro, Yishai (DTMB) <CastroY@michigan.gov>
Cc: Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>
Subject: FW: Search Terms for

Please respond to Jason Palmer by 10 AM Tuesday regarding this email.

My guess is we would all be "custodians" of documents or emails if the search term was "Flint".

I doubt any of us (except perhaps Eric) is in possession of a document or email with both the search term "Flint" and the other terms in Jason's email, or one of the other search terms below.

However, you are the best judge of this; so please respond Tuesday morning to Jason what you feel your "custodian" status is.

From: Palmer, Jason (DTMB)
Sent: Saturday, February 13, 2016 6:41 PM
To: Powell, Scott (DTMB) <PowellS6@michigan.gov>; Rourke, Wayne (DTMB) <RourkeW@michigan.gov>; Weaver, Bruce (DTMB) <WeaverB1@michigan.gov>; Williams, Michael (DTMB) <WilliamsM5@michigan.gov>
Subject: Search Terms for

Team:

Below are the search terms for the document production related to the lawsuit we spoke about last week. Please review the search terms and provide me with a list of staff who may be a custodian of this information by 10:00am on Tuesday, February 16. Generally speaking a custodian, "will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms."

We are not being asked to conduct any searches, just to identify potential custodians.

I apologize for the short notice. Please make this your work priority for Tuesday morning.

Search terms:

Legionnaire
Legionella
"boil water order" & "Flint" (anywhere in document)
"coli" & Flint (anywhere in document)
"bacteria" & "Flint" (anywhere in document)
"microb" & "Flint" (anywhere in document)
"TTHM" & "Flint" (anywhere in document)
"Lead" & "Flint" (anywhere in document)
"emergency" & "Flint" (anywhere in document)
Karegnondi
"Genesee County Health Department"
"Flint" (within sentence) "utilities"
"Lead and Copper Rule"
"Detroit Water and Sewerage Department" & "Flint" (anywhere in document)
"DWSD" & "Flint" (anywhere in document)
"Flint River"
"Pb" & "water" (anywhere in document)

"KWA"

Thanks!

Jason

Jason S. Palmer
Director
Bureau of Labor Market Information & Strategic Initiatives
Office: (517) 335-5267
Mobile: (517) 282-2584
Palmerj2@michigan.gov

Please visit our website at: www.michigan.gov/lmi

BTMB
HELP. CONNECT. SOLVE.

From: State of Michigan <MISOM@govsubscriptions.michigan.gov>
Sent: Thursday, January 14, 2016 5:25 PM
To: Hawes, Keith (DTMB)
Subject: Volunteer Opportunity in Flint

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, https://www.surveymonkey.com/r/28NVJBL

To volunteer on Sunday, January 17, https://www.surveymonkey.com/r/26NMJKK

To volunteer on Monday, January 18, https://www.surveymonkey.com/r/26P7P5G

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

For more information on the state's response efforts, visit www.michigan.gov/flintwater.

This e-mail was sent to hawesk@michigan.gov using GovDelivery on behalf of: the State of Michigan, 111 S.

Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

From: Hawes, Mary Kay (DEQ)
Sent: Wednesday, January 20, 2016 9:57 AM
To: Cochrane, Sheldon (DTMB);Bristol, Ron (DTMB)
Cc: Hawes, Keith (DTMB)
Subject: DEQ Office Furniture

Hi Guys

Due to the Flint water crisis, I've been asked to make some changes here in Con Hall yesterday. ☺ I need to convert a conference room to an office so I'll need some modular furniture. If you can tell me what you have in our colors, then I will make a design work with that product. I need Tatami/Kobe/Gray Tone panels, Maple/Gray Tone Work Surface and Gray Tone storage pieces…..tower, one touch overhead, peds, lateral file….

When you get time, could you give me a quick count of just enough pieces for 1 office give or take?

Thanks

MK

Mary Kay Hawes
Department of Environmental Quality
Administration Division
Field Operations and Facilities Management
517-881-0768
hawesm@michigan.gov

From: Shrauger, Erika (DTMB)
Sent: Thursday, January 21, 2016 8:14 AM
To: Ross, Rodney (DTMB)
Cc: Hawes, Keith (DTMB)
Subject: FW: follow up

Rodney,

Furniture installation at the JOC for Project P00914-15 will start next Monday. When I did my walk through after the carpet was installed it looked like two basefeeds weren't installed yet. I need the electricians to install two hardwired basefeeds, coming off of the column on the 2nd floor before the furniture arrives. If there aren't anymore basefeeds on site, Keith will bring two from the warehouse for them.

Can you schedule them as soon as possible? Thanks for your help,

Erika Shrauger
DTMB Real Estate Division
Project Manager
P: 517-284-7984
C: 517-898-3088

From: McKee, Ryan (DTMB)
Sent: Wednesday, January 20, 2016 6:44 PM
To: Shrauger, Erika (DTMB) <ShraugerE@michigan.gov>
Subject: RE: follow up

I've been at the State Emergency Operations Center the last week straight helping with the Flint Water Issue. Can you please reach out to Rodney to make sure his electricians are all set to accommodate the modular furniture design?

Thank you,

Ryan McKee
DTMB Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
p: (517) 241-3356
e: mckeer1@michigan.gov

From: Shrauger, Erika (DTMB)
Sent: Wednesday, January 20, 2016 2:33 PM
To: McKee, Ryan (DTMB) <mckeer1@michigan.gov>
Subject: follow up

Ryan,

I called and left a message this morning. I just wanted to follow up with you on the furniture install, which will start Monday. I stopped in yesterday but it looked like you were out. I believe we need to have two hardwired whips installed for the cubes around the column before they installers start. Keith can run some over if necessary.

Give me a call if you have questions!

Erika Shrauger
DTMB Real Estate Division
Project Manager
P: 517-284-7984
C: 517-898-3088

From: Ross, Rodney (DTMB)
Sent: Thursday, January 21, 2016 8:25 AM
To: Shrauger, Erika (DTMB);Droste, Dan (DTMB);Leiber, Harry (DTMB)
Cc: Hawes, Keith (DTMB);Church, Douglas (DTMB)
Subject: RE: follow up

Thank you Erika I have included the Electricians in this reply so they will be aware of the need.

From: Shrauger, Erika (DTMB)
Sent: Thursday, January 21, 2016 8:14 AM
To: Ross, Rodney (DTMB) <rossr1@michigan.gov>
Cc: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: FW: follow up

Rodney,

Furniture installation at the JOC for Project P00914-15 will start next Monday. When I did my walk through after the carpet was installed it looked like two basefeeds weren't installed yet. I need the electricians to install two hardwired basefeeds, coming off of the column on the 2nd floor before the furniture arrives. If there aren't anymore basefeeds on site, Keith will bring two from the warehouse for them.

Can you schedule them as soon as possible? Thanks for your help,

Erika Shrauger
DTMB Real Estate Division
Project Manager
P: 517-284-7984
C: 517-898-3088

From: McKee, Ryan (DTMB)
Sent: Wednesday, January 20, 2016 6:44 PM
To: Shrauger, Erika (DTMB) <ShraugerE@michigan.gov>
Subject: RE: follow up

I've been at the State Emergency Operations Center the last week straight helping with the Flint Water Issue. Can you please reach out to Rodney to make sure his electricians are all set to accommodate the modular furniture design?

Thank you,

Ryan McKee
DTMB Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
p: (517) 241-3356
e: mckeer1@michigan.gov

From: Shrauger, Erika (DTMB)
Sent: Wednesday, January 20, 2016 2:33 PM
To: McKee, Ryan (DTMB) <mckeer1@michigan.gov>
Subject: follow up

Ryan,

I called and left a message this morning. I just wanted to follow up with you on the furniture install, which will start Monday. I stopped in yesterday but it looked like you were out. I believe we need to have two hardwired whips installed for the cubes around the column before they installers start. Keith can run some over if necessary.

Give me a call if you have questions!

Erika Shrauger
DTMB Real Estate Division
Project Manager
P: 517-284-7984
C: 517-898-3088

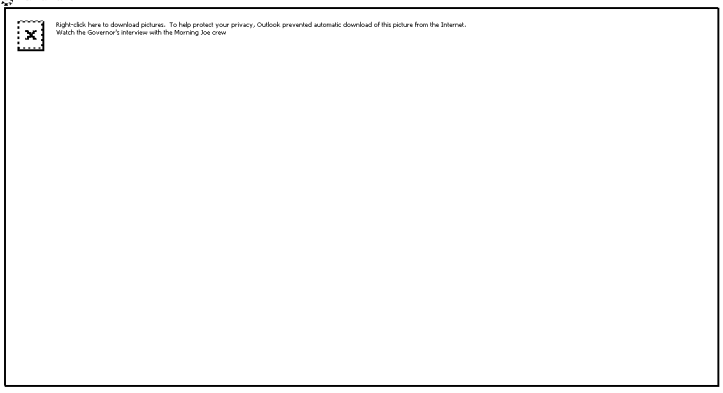
From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Friday, January 22, 2016 12:57 PM
To: Hawes, Keith (DTMB)
Subject: "He's his own best spokesman"

How we are fixing the Flint water crsis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

Governor Snyder on Morning Joe

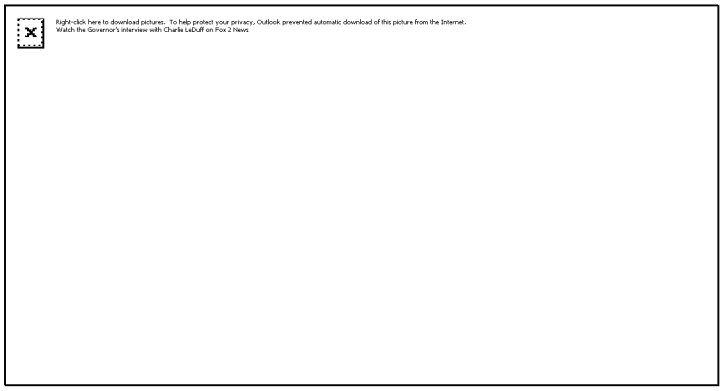
"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.



Governor Snyder with Charlie LeDuff on Fox 2 Detroit

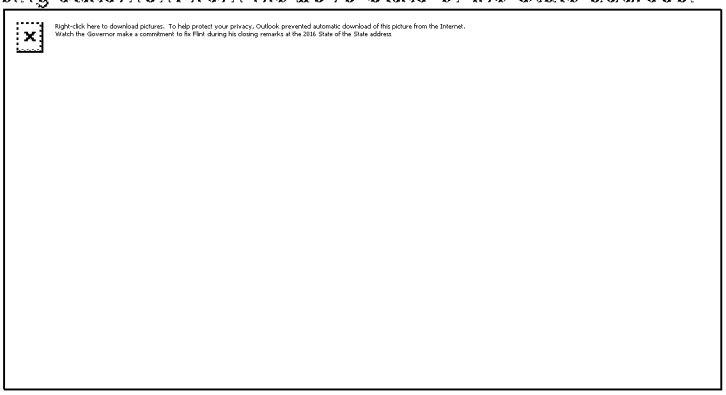
"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm came from people who worked for me, and I feel responsible for that. But I am committed

to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.

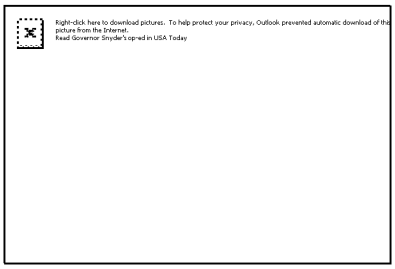


Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.



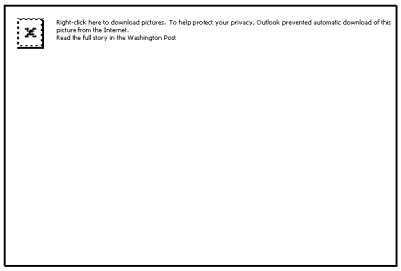
Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." Click here to read the Governor's full op-ed.

Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"

Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. Click here to read the full story in the Washington Post.



Visit HelpForFlint.com to learn how you can help Flint residents.

STAY CONNECTED:

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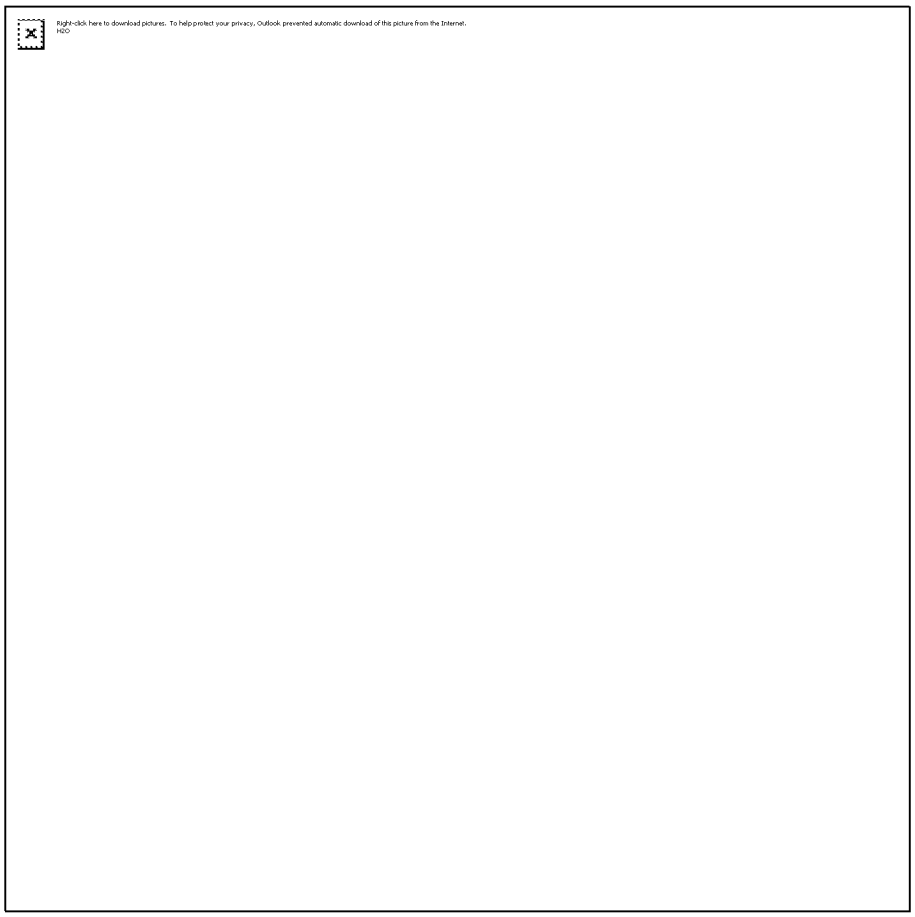
This email was sent to hawesk@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>
Sent: Tuesday, January 26, 2016 8:39 AM
To: Hawes, Keith (DTMB)
Subject: Contributing time, muscle and money

During this month's Martin Luther King Jr. holiday weekend, some state employees turned their "day off" into a "day on" in Flint. There, they delivered bottled water, water filters, replacement cartridges and water testing kits to families. The volunteers joined other Michiganders, turning Dr. King's birthday observance into a day of service.



Mike Zimmer, director of the Office of Good Government and the Department of Licensing and Regulatory Affairs, has shared a link – www.helpforflint.com – that offers other opportunities to contribute time, muscle and money to bring clean drinking water to the community.Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.

Autumn Hubbard, Ambrea Mack and Sarah Esquivel, who are in the photo at the left, nearly emptied the shelves at their local grocery store. Thanks for your efforts.

everyone.

Now work.

Last week, I signed a new policy that formalizes the annual employee review process and sets expectations for employees and managers. Administrative Policy 200.37 establishes consistent standards for implementing performance plans and reviews. Some of the standards are practices we have followed for years. Others are new. Some of particular note include:

- The mandatory use of HRMN
- A standard Feb. 1-Jan. 31 rating period for all employees
- An Individual Development Plan that specifies training or development programs for each employee
- Competencies and objectives that align to DTMB goals or scorecard metrics
- Consequences for managers and supervisors who do not complete the review process as required

A fundamental role of each DTMB manager or supervisor is to provide employees with direction and feedback on their performance. Employees also are expected to take an active role in pursuing professional development opportunities and achieving their competencies and objectives. I encourage you to review the new policy and talk with your manager or supervisor if you have questions. Of course, I welcome your questions and input as well. Please send your comments and ideas to me at behend@michigan.gov.

I know these have been busy weeks for many of you as you take on additional responsibilities and work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

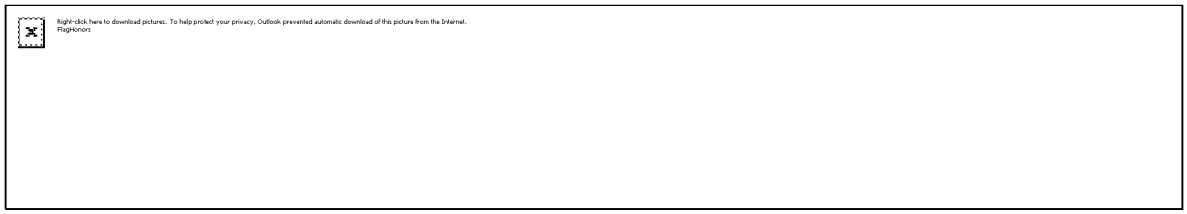
Have a great week,

David

The Department of Technology, Management and Budget
You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact DTMB-Communications@michigan.gov.

This email was sent to hawesk@michigan.gov using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 · 517-373-1004

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Friday, January 29, 2016 10:00 AM
To: Hawes, Keith (DTMB)
Subject: Thank you for your service



THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

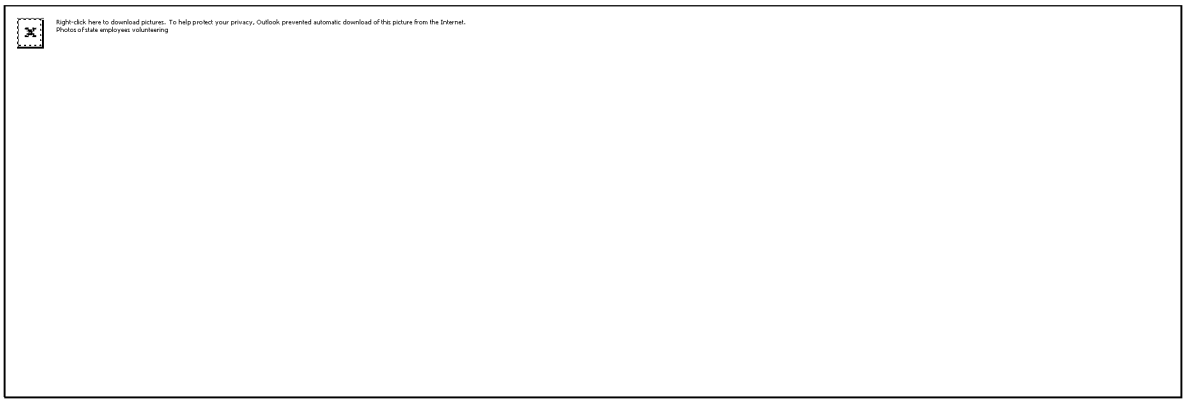
Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit www.HelpForFlint.com to learn how you can do so. For additional information and to sign up for daily updates, please visit www.mi.gov/FlintWater. I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

Thanks,

Governor Rick Snyder



STAY CONNECTED:

This email was sent to hawesk@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: Curtis, Patty (DHHS)
Sent: Wednesday, February 03, 2016 1:42 PM
To: Hawes, Keith (DTMB)
Subject: Flint State Office Building

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Patty Curtis
Property Analyst, Miosha/Surplus
Department of Health and Human Services
235 S. Grand Avenue
Lansing, MI 48933
(517) 335-6856

From: Curtis, Patty (DHHS)
Sent: Wednesday, February 03, 2016 2:48 PM
To: Hawes, Keith (DTMB)
Cc: Wilaniskis, John (DHHS);Brewer, Marlene M. (DHHS);McDaniel, Laura Leigh (DHHS)
Subject: RE: Flint State Office Building

I have talked with John and they wouldn't be able to get to it anytime soon.

Contact:
Marlene Brewer (810) 760-2470, Administrative Supervisor – 5th floor
Flint State Office Building
125 East Union Street

Marlene said they can all be done the same day. They need to know when so they can have the surfaces cleared. Let me know what else you need from me. Thanks Keith.

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Cc: Wilaniskis, John (DHHS);Brewer, Marlene M. (DHHS);McDaniel, Laura Leigh (DHHS)
Subject: RE: Flint State Office Building

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Cc: Wilaniskis, John (DHHS) <WilaniskisJ@michigan.gov>; Brewer, Marlene M. (DHHS) <BrewerM@michigan.gov>; McDaniel, Laura Leigh (DHHS) <McDanielL2@michigan.gov>
Subject: RE: Flint State Office Building

How about Monday the 8th at 8:30am?

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Cc: Wilaniskis, John (DHHS) <WilaniskisJ@michigan.gov>; Brewer, Marlene M. (DHHS) <BrewerM@michigan.gov>; McDaniel, Laura Leigh (DHHS) <McDanielL2@michigan.gov>
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Department of Health and Human Services
235 S. Grand Avenue
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(517) 335-6856

From: Curtis, Patty (DHHS)
Sent: Wednesday, February 03, 2016 3:11 PM
To: Hawes, Keith (DTMB)
Subject: RE: Flint State Office Building

Just great…bumping along. Lots of changes, new bosses, new finance people….just have to flow with the river of opportunity!

Going on a cruise in 12 days – two weeks off cannot get here soon enough☺

How are things with you? Sure miss MK's smiling face but so glad she had a chance for a better opportunity.

From: Hawes, Keith (DTMB)
Sent: Wednesday, February 03, 2016 3:02 PM
To: Curtis, Patty (DHHS) <CurtisP2@michigan.gov>
Subject: RE: Flint State Office Building

Sorry Patty, I didn't recognize the name. How you been?

From: Curtis, Patty (DHHS)
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From: Brewer, Marlene M. (DHHS)
Sent: Thursday, February 04, 2016 8:41 AM
To: Curtis, Patty (DHHS);Hawes, Keith (DTMB)
Cc: Wilaniskis, John (DHHS);McDaniel, Laura Leigh (DHHS);Flader, Jean (DHHS)
Subject: RE: Flint State Office Building

Yes, that will work. Thanks.

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To: Brewer, Marlene M. (DHHS);Hawes, Keith (DTMB)
Cc: Wilaniskis, John (DHHS);McDaniel, Laura Leigh (DHHS);Flader, Jean (DHHS)
Subject: RE: Flint State Office Building

We are all set Keith. If you need something else from me, let me know. Marlene will be your on-site contact. Thanks a bunch☺

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From: WanJam <wanjam@comcast.net>
Sent: Thursday, February 04, 2016 11:41 AM
To: Hawes, Keith (DTMB)
Subject: Re: water cases

Hello Keith!

Let me finalize things with the Church.

Much appreciated,

James

From: "Keith Hawes (DTMB)" <HawesK@michigan.gov>
To: wanjam@comcast.net
Sent: Thursday, February 4, 2016 6:48:30 AM
Subject: RE: water cases

Hi James,

My staff will take the water to Flint for you. Can we come over on Friday and load it up about 2pm? Also, Can you type a letter that shows the water is being donated by your organization?

If you have any questions, please call me at 282-6919.

Thank you!

From: Hawes, Keith (DTMB)
Sent: Wednesday, February 03, 2016 2:59 PM
To: Doll, Jeanette (DTMB) <dolli@michigan.gov>
Cc: 'wanjam@comcast.net' <wanjam@comcast.net>
Subject: water cases

James Stokes (517.574.0726) is a member of Union Missionary Baptist Church 500 N. MLK Lansing, MI 48915 and he has roughly 8 pallets of water that was donated to them for the Flint water crisis. Does the state offer trucks to get this to Flint? If so, can you please reply all to let him know?

Thanks!

Keith Hawes
Facilities and Business Services Administration
Real Estate/Carpenters
3111 W St. Joseph Lansing, MI
hawesk@michigan.gov
517.373.9361

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Does your staff do workstation adjustments in the Flint State office building? I'm not getting a response from facilities over there – I'm guessing because of the water crisis. We have had a request pending since January 7th to adjust 6 work surface heights on the 6th floor. The adjustments are part of the overall plan for the building that includes removal of 7 workstations on the 6th floor.

Patty Curtis
Property Analyst, Miosha/Surplus
Department of Health and Human Services
235 S. Grand Avenue
Lansing, MI 48933
(517) 335-6856

From: wanjam <wanjam@comcast.net>
Sent: Friday, February 05, 2016 9:34 AM
To: Hawes, Keith (DTMB)
Subject: RE: water cases

Hello Keith,

We will let them know that help will be needed to unload the water Monday at 1:00 PM.

Thanks again!

Sent from my Sprint Samsung Galaxy Note5.

-------- Original message --------
From: "Hawes, Keith (DTMB)" <HawesK@michigan.gov>
Date: 2/5/2016 9:01 AM (GMT-05:00)
To: wanjam <wanjam@comcast.net>
Subject: RE: water cases

Should be about 8:30am. If that is too soon, we could deliver a little later in the day, say around 1pm.

From: wanjam [mailto:wanjam@comcast.net]
Sent: Friday, February 05, 2016 9:00 AM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: RE: water cases

We would have to let them know. You have a specific time for Monday?

Sent from my Sprint Samsung Galaxy Note5.

-------- Original message --------

From: "Hawes, Keith (DTMB)" <HawesK@michigan.gov>

Date: 2/5/2016 8:31 AM (GMT-05:00)

To: wanjam <wanjam@comcast.net>

Subject: RE: water cases

Yes Sir.

From: wanjam [mailto:wanjam@comcast.net]
Sent: Friday, February 05, 2016 8:27 AM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: RE: water cases

Hello Keith,

Are you referring to unloading in Flint?

James

Sent from my Sprint Samsung Galaxy Note5.

-------- Original message --------

From: "Hawes, Keith (DTMB)" <HawesK@michigan.gov>

Date: 2/5/2016 6:35 AM (GMT-05:00)

To: WanJam <wanjam@comcast.net>

Subject: RE: water cases

Hi James,

Will there be people there to help unload. I will only have 2 men in that truck. Also, do you think that we should put them on pallets? If there isn't a loading dock at that church, we should not palletize them.

Let me know what you find out.

Thank you!

From: WanJam [mailto:wanjam@comcast.net]
Sent: Thursday, February 04, 2016 4:30 PM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: Re: water cases

Hello Keith,

The water will need to be delivered to:

Mt. Calvary Baptist Church

4805 N. Saginaw Street

Flint, MI 48505

Phone: 810-787-2563

Thanks again,

James

From: "Keith Hawes (DTMB)" <HawesK@michigan.gov>
To: "WanJam" <wanjam@comcast.net>
Cc: djwray@umbcwebsite.org, "Melvin Jones" <revmeljones@msn.com>
Sent: Thursday, February 4, 2016 3:24:44 PM
Subject: RE: water cases

Hi James,

I will. Thank you.

From: WanJam [mailto:wanjam@comcast.net]
Sent: Thursday, February 04, 2016 3:19 PM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Cc: djwray@umbcwebsite.org; Jones, Melvin <revmeljones@msn.com>
Subject: Re: water cases

Hello Keith,

Please contact Ms. Debra Wray, Administrative Assistant to the Pastor, upon your arrival at the Church and she will have the letter you requested.

Much appreciated!

James

(517) 574-0726

From: "Keith Hawes (DTMB)" <HawesK@michigan.gov>
To: wanjam@comcast.net
Sent: Thursday, February 4, 2016 6:48:30 AM
Subject: RE: water cases

Hi James,

My staff will take the water to Flint for you. Can we come over on Friday and load it up about 2pm? Also, Can you type a letter that shows the water is being donated by your organization?

If you have any questions, please call me at 282-6919.

Thank you!

From: Hawes, Keith (DTMB)
Sent: Wednesday, February 03, 2016 2:59 PM
To: Doll, Jeanette (DTMB) <dollj@michigan.gov>
Cc: 'wanjam@comcast.net' <wanjam@comcast.net>
Subject: water cases

James Stokes (517.574.0726) is a member of Union Missionary Baptist Church 500 N. MLK Lansing, MI 48915 and he has roughly 8 pallets of water that was donated to them for the Flint water crisis. Does the state offer trucks to get this to Flint? If so, can you please reply all to let him know?

Thanks!

Keith Hawes

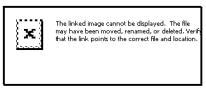
Facilities and Business Services Administration

Real Estate/Carpenters

3111 W St. Joseph Lansing, MI

hawesk@michigan.gov

517.373.9361



Help. Connect. Solve.

From: Aldaco, Daniel A. (DTMB)
Sent: Monday, February 08, 2016 9:49 AM
To: Hawes, Keith (DTMB)
Subject: RE: chairs

Please make sure you get the disposal to me for approval.
Ryan will need to come to surplus and pick out the ones that he wants and fill out the paperwork.

Thanks.

Daniel Aldaco
DTMB-Surplus Services
3111 W. St. Joseph Street
Lansing, MI 48917
aldacod@michigan.gov
Ph. 517-373-9120
Fax 517-334-8262

DTMB
HELP. CONNECT. SOLVE.

From: Hawes, Keith (DTMB)
Sent: Monday, February 08, 2016 9:37 AM
To: Aldaco, Daniel A. (DTMB) <AldacoD@michigan.gov>
Cc: McKee, Ryan (DTMB) <mckeer1@michigan.gov>
Subject: chairs

Hi Dan,

Ryan is looking for some chairs for the Flint water response team. I had just delivered 51 on Friday (I owe you paperwork for that). Can he have what he needs out of that?

I have CC'd him for your reply.

Thanks a bunch!

Keith Hawes
Facilities and Business Services Administration
Real Estate/Carpenters
3111 W St. Joseph Lansing, MI
hawesk@michigan.gov
517.373.9361

From: Aldaco, Daniel A. (DTMB)
Sent: Monday, February 08, 2016 11:01 AM
To: Hawes, Keith (DTMB)
Subject: RE: chairs

Submit the form after he gets the chairs.

From: Hawes, Keith (DTMB)
Sent: Monday, February 08, 2016 11:00 AM
To: Aldaco, Daniel A. (DTMB) <AldacoD@michigan.gov>
Cc: McKee, Ryan (DTMB) <mckeer1@michigan.gov>
Subject: RE: chairs

Thanks Dan. Do you want him to get the chairs first and I can adjust the form with the new quantity, or submit the form first. The chairs came from DTMB so there isn't an Agency transfer.

From: Aldaco, Daniel A. (DTMB)
Sent: Monday, February 08, 2016 9:49 AM
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Keith Hawes
Facilities and Business Services Administration
Real Estate/Carpenters
3111 W St. Joseph Lansing, MI
hawesk@michigan.gov
517.373.9361
Help. Connect. Solve.

From: McKee, Ryan (DTMB)
Sent: Monday, February 08, 2016 12:53 PM
To: Hawes, Keith (DTMB);Aldaco, Daniel A. (DTMB)
Subject: RE: chairs

I tagged 10 of the Haworth chair for the Flint Water Emergency. We'll get Mail & Delivery to pick them up.

Thank you,

Ryan McKee
DTMB Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
p: (517) 241-3356
e: mckeer1@michigan.gov

From: Hawes, Keith (DTMB)
Sent: Monday, February 8, 2016 11:26 AM
To: Aldaco, Daniel A. (DTMB) <AldacoD@michigan.gov>
Cc: McKee, Ryan (DTMB) <mckeer1@michigan.gov>
Subject: RE: chairs

Will do.

Thanks!

From: Aldaco, Daniel A. (DTMB)
Sent: Monday, February 08, 2016 11:01 AM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: RE: chairs

Submit the form after he gets the chairs.

From: Hawes, Keith (DTMB)
Sent: Monday, February 08, 2016 11:00 AM
To: Aldaco, Daniel A. (DTMB) <AldacoD@michigan.gov>
Cc: McKee, Ryan (DTMB) <mckeer1@michigan.gov>
Subject: RE: chairs

Thanks Dan. Do you want him to get the chairs first and I can adjust the form with the new quantity, or submit the form first. The chairs came from DTMB so there isn't an Agency transfer.

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Thanks a bunch!

Keith Hawes
Facilities and Business Services Administration
Real Estate/Carpenters
3111 W St. Joseph Lansing, MI
hawesk@michigan.gov
517.373.9361

DTMB
Help. Connect. Solve.

From: Flader, Jean (DHHS)
Sent: Monday, February 08, 2016 3:42 PM
To: Hawes, Keith (DTMB)
Cc: McDaniel, Laura Leigh (DHHS);Brewer, Marlene M. (DHHS);Curtis, Patty (DHHS)
Subject: RE: Flint State Office Building

Good afternoon Keith, I just wanted to let you know that your crew of John and Tom that you sent to the FSOB today to do work surface adjustments were very efficient, friendly and a pleasure to work with. You can send them our way any time!!!

Jean Flader
Dept Tech 10
DHHS Genesee Co. Union St. District
125 E. Union St.
Flint, MI 48501
(810) 760-2167
fladerj@michigan.gov

From: Hawes, Keith (DTMB)
Sent: Thursday, February 04, 2016 11:12 AM
To: Brewer, Marlene M. (DHHS) <BrewerM@michigan.gov>; Curtis, Patty (DHHS) <CurtisP2@michigan.gov>
Cc: McDaniel, Laura Leigh (DHHS) <McDanielL2@michigan.gov>; Flader, Jean (DHHS) <FladerJ@michigan.gov>
Subject: RE: Flint State Office Building

We are going to use this opportunity to haul a truck load of bottle water to Flint. We might be a little later than 8:30 but it shouldn't be much later.

Thank you,

From: Brewer, Marlene M. (DHHS)
Sent: Thursday, February 04, 2016 8:41 AM
To: Curtis, Patty (DHHS) <CurtisP2@michigan.gov>; Hawes, Keith (DTMB) <HawesK@michigan.gov>
Cc: Wilaniskis, John (DHHS) <WilaniskisJ@michigan.gov>; McDaniel, Laura Leigh (DHHS) <McDanielL2@michigan.gov>; Flader, Jean (DHHS) <FladerJ@michigan.gov>
Subject: RE: Flint State Office Building

Yes, that will work. Thanks.

From: Curtis, Patty (DHHS)
Sent: Wednesday, February 03, 2016 2:58 PM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Cc: Wilaniskis, John (DHHS) <WilaniskisJ@michigan.gov>; Brewer, Marlene M. (DHHS) <BrewerM@michigan.gov>;

McDaniel, Laura Leigh (DHHS) <McDanielL2@michigan.gov>
Subject: RE: Flint State Office Building

Marlene…will this work for you and Jean?

From: Hawes, Keith (DTMB)
Sent: Wednesday, February 03, 2016 2:53 PM
To: Curtis, Patty (DHHS) <CurtisP2@michigan.gov>
Cc: Wilaniskis, John (DHHS) <WilaniskisJ@michigan.gov>; Brewer, Marlene M. (DHHS) <BrewerM@michigan.gov>; McDaniel, Laura Leigh (DHHS) <McDanielL2@michigan.gov>
Subject: RE: Flint State Office Building

How about Monday the 8th at 8:30am?

From: Curtis, Patty (DHHS)
Sent: Wednesday, February 03, 2016 2:48 PM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Cc: Wilaniskis, John (DHHS) <WilaniskisJ@michigan.gov>; Brewer, Marlene M. (DHHS) <BrewerM@michigan.gov>; McDaniel, Laura Leigh (DHHS) <McDanielL2@michigan.gov>
Subject: RE: Flint State Office Building

I have talked with John and they wouldn't be able to get to it anytime soon.

Contact:
Marlene Brewer (810) 760-2470, Administrative Supervisor – 5th floor
Flint State Office Building
125 East Union Street

Marlene said they can all be done the same day. They need to know when so they can have the surfaces cleared. Let me know what else you need from me. Thanks Keith.

C. Stewart – 6-73 – Lower work surface from 29" to 27" as she has an RA for this height.

A. Jackson – 6-74 – Raise work surface from 27" to 29" (this is where Stewart came from)

L. Phelps – 6-51 – Lower work surface from 29" to 26" as she has an RA for this height.

V. Shaw – 6-71 – Raise work surface from 26" to 29" (this is where Phelps came from)

B. Stapleton – 6-127 Lower work station from 29" to 27"

Patty Curtis
Property Analyst, Surplus
Department of Health and Human Services
235 S. Grand Avenue
Lansing, MI 48933
(517) 335-6856

From: Hawes, Keith (DTMB)
Sent: Wednesday, February 03, 2016 1:48 PM
To: Curtis, Patty (DHHS) <CurtisP2@michigan.gov>
Cc: Wilaniskis, John (DHHS) <WilaniskisJ@michigan.gov>
Subject: RE: Flint State Office Building

Hi Patty,

This is something that we could do. We would need to do them all in one day due to the drive time from Lansing. If you could give me all of the information, I would be happy to send a couple of staff over to complete them. Otherwise, DHHS has modular staff that could do that for you too. I have CC'd the supervisor so he can chime in. Between the 2 of us, we could make this happen for you.

Thanks!

From: Curtis, Patty (DHHS)
Sent: Wednesday, February 03, 2016 1:42 PM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: Flint State Office Building

Hi Keith,
Does your staff do workstation adjustments in the Flint State office building? I'm not getting a response from facilities over there – I'm guessing because of the water crisis. We have had a request pending since January 7th to adjust 6 work surface heights on the 6th floor. The adjustments are part of the overall plan for the building that includes removal of 7 workstations on the 6th floor.

Patty Curtis
Property Analyst, Miosha/Surplus
Department of Health and Human Services
235 S. Grand Avenue
Lansing, MI 48933
(517) 335-6856

From: Curtis, Patty (DHHS)
Sent: Monday, February 08, 2016 3:46 PM
To: Flader, Jean (DHHS);Hawes, Keith (DTMB)
Cc: McDaniel, Laura Leigh (DHHS);Brewer, Marlene M. (DHHS)
Subject: RE: Flint State Office Building

I'm glad everything went well. Thanks from me too Keith!

From: Flader, Jean (DHHS)
Sent: Monday, February 08, 2016 3:42 PM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Cc: McDaniel, Laura Leigh (DHHS) <McDanielL2@michigan.gov>; Brewer, Marlene M. (DHHS) <BrewerM@michigan.gov>; Curtis, Patty (DHHS) <CurtisP2@michigan.gov>
Subject: RE: Flint State Office Building

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Dept Tech 10
DHHS Genesee Co. Union St. District
125 E. Union St.
Flint, MI 48501
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fladerj@michigan.gov

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Cc: Wilaniskis, John (DHHS) <WilaniskisJ@michigan.gov>; McDaniel, Laura Leigh (DHHS) <McDanielL2@michigan.gov>;

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Patty Curtis

Property Analyst, Surplus
Department of Health and Human Services
235 S. Grand Avenue
Lansing, MI 48933
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Thanks!

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Subject: Flint State Office Building

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Property Analyst, Miosha/Surplus
Department of Health and Human Services
235 S. Grand Avenue
Lansing, MI 48933
(517) 335-6856

From: McKee, Ryan (DTMB)
Sent: Monday, February 08, 2016 4:00 PM
To: Hawes, Keith (DTMB)
Subject: RE: Flint Furniture Delivery 2/9

Perfect! Thanks Keith!

Thank you,

Ryan McKee
DTMB Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
p: (517) 241-3356
e: mckeer1@michigan.gov

From: Hawes, Keith (DTMB)
Sent: Monday, February 8, 2016 3:57 PM
To: McKee, Ryan (DTMB) <mckeer1@michigan.gov>
Cc: Doll, Jeanette (DTMB) <dollj@michigan.gov>; MSP-EOC-MDTMB <MSP-EOC-MDTMB@michigan.gov>
Subject: Re: Flint Furniture Delivery 2/9

I would think that the guys should be there by 4:30pm.
As far as the OT tracking, I have a monthly report that I send to Dane for the Flint water crisis. I will add it to that.

Thanks!

Sent from my iPhone

On Feb 8, 2016, at 3:54 PM, McKee, Ryan (DTMB) <mckeer1@michigan.gov> wrote:

> Keith,
>
> We are sending (5) rectangle conference tables and (20) task chairs to Flint for the water emergency. They are at the DBI Warehouse (1611 N Grand River Ave, Lansing). DBI contact is Josh Haken (517) 703-6014. They will be available tomorrow afternoon.
>
> Please deliver to 2629 W. Pierson Road, Flint, MI 48504 (Old Kroeger Store). The onsite contact is Bonnie Shatrau at 517-242-1346.
>
> Please send me OT costs so we can track and recoup these costs.
>
> Thank you,
>
> **Ryan McKee**
> Professional Emergency Manager (PEM)

DTMB Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
p: (517) 241-3356
e: mckeer1@michigan.gov

From: Matelski, Pamela (DTMB)
Sent: Tuesday, February 09, 2016 12:48 PM
To: Hawes, Keith (DTMB)
Cc: Davis, Scott (DTMB);McGrath, David (DTMB)
Subject: RE: Sidelights for CSC Conference Rooms

Thanks Keith,
Pam

From: Hawes, Keith (DTMB)
Sent: Tuesday, February 9, 2016 12:45 PM
To: Matelski, Pamela (DTMB) <MatelskiP1@michigan.gov>
Cc: Davis, Scott (DTMB) <DavisS2@michigan.gov>; McGrath, David (DTMB) <mcgrathd@michigan.gov>
Subject: RE: Sidelights for CSC Conference Rooms

Hi Pam,

This is my fault. I had an emergency that needed to be taken care of in Flint yesterday. We will be over this afternoon to prep the area for the doors.

I apologize for my lack of communication on this.

Thank you,

From: Matelski, Pamela (DTMB)
Sent: Tuesday, February 09, 2016 12:41 PM
To: McGrath, David (DTMB) <mcgrathd@michigan.gov>; Hawes, Keith (DTMB) <HawesK@michigan.gov>
Cc: Davis, Scott (DTMB) <DavisS2@michigan.gov>; Kylie Bowles <kylie.bowles@dbiyes.com>
Subject: RE: Sidelights for CSC Conference Rooms
Importance: High

Dave,
Can you give an update on when to expect them to start the project?
Pam

From: Matelski, Pamela (DTMB)
Sent: Thursday, February 4, 2016 12:54 PM
To: McGrath, David (DTMB) <mcgrathd@michigan.gov>; Hawes, Keith (DTMB) <HawesK@michigan.gov>
Cc: Davis, Scott (DTMB) <DavisS2@michigan.gov>
Subject: RE: Sidelights for CSC Conference Rooms

Yes, I have the rooms blocked off Feb 8-19th.
Pam

From: McGrath, David (DTMB)
Sent: Thursday, February 4, 2016 12:53 PM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Cc: Matelski, Pamela (DTMB) <MatelskiP1@michigan.gov>
Subject: RE: Sidelights for CSC Conference Rooms

Yes it is.
If I am wrong Pam will correct me on this?

From: Hawes, Keith (DTMB)
Sent: Thursday, February 04, 2016 11:22 AM
To: McGrath, David (DTMB) <mcgrathd@michigan.gov>
Cc: Davis, Scott (DTMB) <DavisS2@michigan.gov>
Subject: RE: Sidelights for CSC Conference Rooms

Dave, Is this a go as far as the customer is concerned?

Thanks!

From: McGrath, David (DTMB)
Sent: Monday, February 01, 2016 11:44 AM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Cc: Davis, Scott (DTMB) <DavisS2@michigan.gov>
Subject: RE: Sidelights for CSC Conference Rooms

Ok Great
I moved this along to Pam and Kyle.

From: Hawes, Keith (DTMB)
Sent: Monday, February 01, 2016 11:42 AM
To: McGrath, David (DTMB) <mcgrathd@michigan.gov>
Cc: Davis, Scott (DTMB) <DavisS2@michigan.gov>
Subject: RE: Sidelights for CSC Conference Rooms

We will need 1 day to install and 3 to finish drywall. Then paint.

From: McGrath, David (DTMB)
Sent: Monday, February 01, 2016 11:41 AM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: RE: Sidelights for CSC Conference Rooms

thanks

From: Hawes, Keith (DTMB)
Sent: Monday, February 01, 2016 11:28 AM
To: McGrath, David (DTMB) <mcgrathd@michigan.gov>
Cc: Davis, Scott (DTMB) <DavisS2@michigan.gov>
Subject: RE: Sidelights for CSC Conference Rooms

If the info below is correct, I have this on our schedule to start next Monday the 8th.

From: Hawes, Keith (DTMB)
Sent: Monday, February 01, 2016 11:26 AM
To: McGrath, David (DTMB) <mcgrathd@michigan.gov>
Subject: RE: Sidelights for CSC Conference Rooms

1st floor where we just finished the wider door frames? These are the standard sidelights, correct?

From: McGrath, David (DTMB)
Sent: Monday, February 01, 2016 11:19 AM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: FW: Sidelights for CSC Conference Rooms

What are your thoughts..

From: Matelski, Pamela (DTMB)
Sent: Monday, February 01, 2016 11:13 AM
To: McGrath, David (DTMB) <mcgrathd@michigan.gov>
Cc: Davis, Scott (DTMB) <DavisS2@michigan.gov>
Subject: Sidelights for CSC Conference Rooms

Dave,
Do you have a date set for the installation of the side lights in the Wolverine and Eagle conference rooms, and painting in the Chippewa Room?

Pam

Pamela Matelski
Director – Client Service Center
Department of Technology, Management, and Budget
7285 Parsons Drive
Dimondale, Michigan 48821
Tx: (517) 241-1819 | Cell (517) 242-1985

DTMB
HELP. CONNECT. SOLVE.

From: Clark, Tracy (DTMB)
Sent: Tuesday, February 09, 2016 1:43 PM
To: Hawes, Keith (DTMB)
Subject: RE: Attendance 2/9/2016

Handsome crew!!

Tracy

From: Hawes, Keith (DTMB)
Sent: Tuesday, February 09, 2016 1:41 PM
To: Knieper, Kayla (DTMB) <KnieperK@michigan.gov>; Burns, Robert (DTMB) <BurnsR@michigan.gov>; Sanchez, Leasa (DTMB) <SanchezL1@michigan.gov>; Doxie, William (DTMB) <DoxieW@michigan.gov>; Sullivan, Bernice (DTMB) <sullivanb@michigan.gov>; Lascari, Jennifer (DTMB) <lascarij@michigan.gov>; Yope, Eric (DTMB) <yopee@michigan.gov>; Darby, Marchan (DTMB) <DarbyM@michigan.gov>; Bailey, Maureen (DTMB) <baileym1@michigan.gov>; Sump, Anthony (DTMB) <SumpA@michigan.gov>; Arking, David (DTMB) <arkingd@michigan.gov>; Clark, Tracy (DTMB) <ClarkT14@michigan.gov>; Bos, Troy (DTMB) <bost@michigan.gov>; Clark, Jim (DTMB) <clarkj1@michigan.gov>; Myers, Curt (DTMB) <myersc@michigan.gov>; McGrath, David (DTMB) <mcgrathd@michigan.gov>; Shrauger, Erika (DTMB) <ShraugerE@michigan.gov>; Spitzley, Troy (DTMB) <SpitzleyT@michigan.gov>; Phillippo, Jamie (DTMB) <PhillippoJ@michigan.gov>; Finney, Chad (DTMB) <FinneyC1@michigan.gov>; Doll, John (DTMB) <DollJ1@michigan.gov>; Adams, LC (DTMB) <adamsl3@michigan.gov>; Rowley, Nick (DTMB) <RowleyN@michigan.gov>; Swaynie, Robert (DTMB) <SwaynieR@michigan.gov>; Bristol, Ron (DTMB) <bristolr@michigan.gov>; Pohl, Scott (DTMB) <PohlS3@michigan.gov>; Cochrane, Sheldon (DTMB) <CochraneS@michigan.gov>; Taylor, Thomas (DTMB) <TaylorT21@michigan.gov>
Subject: RE: Attendance 2/9/2016

Picture of the crew loading water for transport to Flint!

From: Knieper, Kayla (DTMB)
Sent: Tuesday, February 09, 2016 9:09 AM
To: Burns, Robert (DTMB) <BurnsR@michigan.gov>; Sanchez, Leasa (DTMB) <SanchezL1@michigan.gov>; Knieper, Kayla (DTMB) <KnieperK@michigan.gov>; Doxie, William (DTMB) <DoxieW@michigan.gov>; Sullivan, Bernice (DTMB) <sullivanb@michigan.gov>; Lascari, Jennifer (DTMB) <lascarij@michigan.gov>; Yope, Eric (DTMB) <yopee@michigan.gov>; Darby, Marchan (DTMB) <DarbyM@michigan.gov>; Bailey, Maureen (DTMB) <baileym1@michigan.gov>; Sump, Anthony (DTMB) <SumpA@michigan.gov>; Arking, David (DTMB) <arkingd@michigan.gov>; Clark, Tracy (DTMB) <ClarkT14@michigan.gov>; Bos, Troy (DTMB) <bost@michigan.gov>; Clark, Jim (DTMB) <clarkj1@michigan.gov>; Myers, Curt (DTMB) <myersc@michigan.gov>; McGrath, David (DTMB) <mcgrathd@michigan.gov>; Shrauger, Erika (DTMB) <ShraugerE@michigan.gov>; Spitzley, Troy (DTMB) <SpitzleyT@michigan.gov>; Phillippo, Jamie (DTMB) <PhillippoJ@michigan.gov>; Hawes, Keith (DTMB) <HawesK@michigan.gov>; Finney, Chad (DTMB) <FinneyC1@michigan.gov>; Doll, John (DTMB) <DollJ1@michigan.gov>; Adams, LC (DTMB) <adamsl3@michigan.gov>; Rowley, Nick (DTMB) <RowleyN@michigan.gov>; Swaynie, Robert (DTMB) <SwaynieR@michigan.gov>; Bristol, Ron (DTMB) <bristolr@michigan.gov>; Pohl, Scott (DTMB) <PohlS3@michigan.gov>; Cochrane, Sheldon (DTMB) <CochraneS@michigan.gov>; Taylor, Thomas (DTMB) <TaylorT21@michigan.gov>
Subject: Attendance 2/9/2016

Tubby Tuesday All!

Jen – Working in G.R.
LC – Out All Day
Customer Roundtable (Downtown) – 9:00 – 11:00

Looking Ahead to Wednesday!

Marchan – Working in Pontiac
Jamie – Out All Day
LC – Out All Day
Troy B. – Out All Day
Bernice – Out All Day

From: Sullivan, Bernice (DTMB)
Sent: Tuesday, February 09, 2016 3:06 PM
To: Hawes, Keith (DTMB)
Subject: RE: Attendance 2/9/2016

Great photo. Thanks! b.

From: Hawes, Keith (DTMB)
Sent: Tuesday, February 09, 2016 1:41 PM
To: Knieper, Kayla (DTMB) <KnieperK@michigan.gov>; Burns, Robert (DTMB) <BurnsR@michigan.gov>; Sanchez, Leasa (DTMB) <SanchezL1@michigan.gov>; Doxie, William (DTMB) <DoxieW@michigan.gov>; Sullivan, Bernice (DTMB) <sullivanb@michigan.gov>; Lascari, Jennifer (DTMB) <lascarij@michigan.gov>; Yope, Eric (DTMB) <yopee@michigan.gov>; Darby, Marchan (DTMB) <DarbyM@michigan.gov>; Bailey, Maureen (DTMB) <baileym1@michigan.gov>; Sump, Anthony (DTMB) <SumpA@michigan.gov>; Arking, David (DTMB) <arkingd@michigan.gov>; Clark, Tracy (DTMB) <ClarkT14@michigan.gov>; Bos, Troy (DTMB) <bost@michigan.gov>; Clark, Jim (DTMB) <clarkj1@michigan.gov>; Myers, Curt (DTMB) <myersc@michigan.gov>; McGrath, David (DTMB) <mcgrathd@michigan.gov>; Shrauger, Erika (DTMB) <ShraugerE@michigan.gov>; Spitzley, Troy (DTMB) <SpitzleyT@michigan.gov>; Phillippo, Jamie (DTMB) <PhillippoJ@michigan.gov>; Finney, Chad (DTMB) <FinneyC1@michigan.gov>; Doll, John (DTMB) <DollJ1@michigan.gov>; Adams, LC (DTMB) <adamsl3@michigan.gov>; Rowley, Nick (DTMB) <RowleyN@michigan.gov>; Swaynie, Robert (DTMB) <SwaynieR@michigan.gov>; Bristol, Ron (DTMB) <bristolr@michigan.gov>; Pohl, Scott (DTMB) <PohlS3@michigan.gov>; Cochrane, Sheldon (DTMB) <CochraneS@michigan.gov>; Taylor, Thomas (DTMB) <TaylorT21@michigan.gov>
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To: Burns, Robert (DTMB) <BurnsR@michigan.gov>; Sanchez, Leasa (DTMB) <SanchezL1@michigan.gov>; Knieper, Kayla (DTMB) <KnieperK@michigan.gov>; Doxie, William (DTMB) <DoxieW@michigan.gov>; Sullivan, Bernice (DTMB) <sullivanb@michigan.gov>; Lascari, Jennifer (DTMB) <lascarij@michigan.gov>; Yope, Eric (DTMB) <yopee@michigan.gov>; Darby, Marchan (DTMB) <DarbyM@michigan.gov>; Bailey, Maureen (DTMB) <baileym1@michigan.gov>; Sump, Anthony (DTMB) <SumpA@michigan.gov>; Arking, David (DTMB) <arkingd@michigan.gov>; Clark, Tracy (DTMB) <ClarkT14@michigan.gov>; Bos, Troy (DTMB) <bost@michigan.gov>; Clark, Jim (DTMB) <clarkj1@michigan.gov>; Myers, Curt (DTMB) <myersc@michigan.gov>; McGrath, David (DTMB) <mcgrathd@michigan.gov>; Shrauger, Erika (DTMB) <ShraugerE@michigan.gov>; Spitzley, Troy (DTMB) <SpitzleyT@michigan.gov>; Phillippo, Jamie (DTMB) <PhillippoJ@michigan.gov>; Hawes, Keith (DTMB) <HawesK@michigan.gov>; Finney, Chad (DTMB) <FinneyC1@michigan.gov>; Doll, John (DTMB) <DollJ1@michigan.gov>; Adams, LC (DTMB) <adamsl3@michigan.gov>; Rowley, Nick (DTMB) <RowleyN@michigan.gov>; Swaynie, Robert (DTMB) <SwaynieR@michigan.gov>; Bristol, Ron (DTMB) <bristolr@michigan.gov>; Pohl, Scott (DTMB) <PohlS3@michigan.gov>; Cochrane, Sheldon (DTMB) <CochraneS@michigan.gov>; Taylor, Thomas (DTMB) <TaylorT21@michigan.gov>
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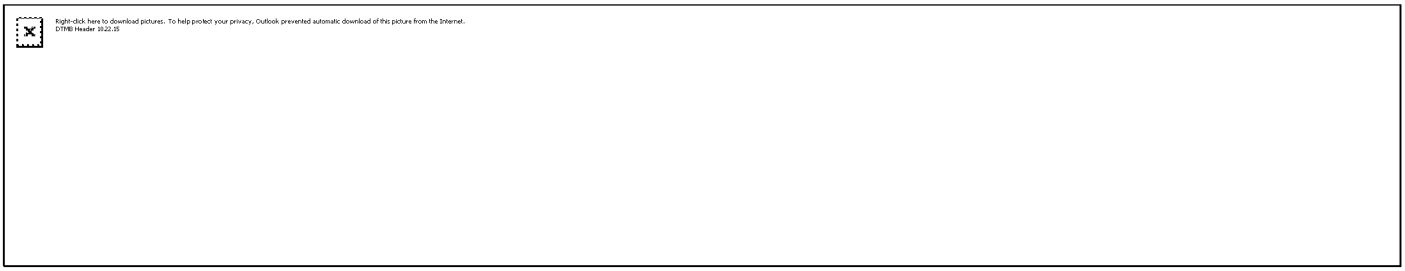
Marchan – Working in Pontiac
Jamie – Out All Day
LC – Out All Day
Troy B. – Out All Day
Bernice – Out All Day

From: DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>
Sent: Wednesday, February 17, 2016 10:10 AM
To: Hawes, Keith (DTMB)
Subject: The Gov. Snyder's Budget Proposal



Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the $54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
- **Putting People First.** The governor recommends continued expansion of the Healthy Kids Dental Program and funding efforts to ensure residents have access to affordable health care. His proposal boosts funds to help cover new higher cost specialty medications to treat conditions such as hepatitis C and cystic fibrosis, among others.
- **Investing in Infrastructure.** The proposal allocates $1.2 billion to maintain and repair Michigan roads, bridges and other critical infrastructure.

The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of $1.3 billion for department operations and a one-time allocation of $32.4 million.

A few highlights include:

- $502 million for information technology support for all state agencies and $132.8 million for 14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by $7 million, from $65 million to $72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.
- An additional $5 million to support cybersecurity improvements to safeguard citizens' personal information and protect critical infrastructure and government services.
- IT support of $6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full executive budget recommendations, which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at behend@michigan.gov.

Thank you again for all the good work you do. I hope you have a great week ahead.

David

The Department of Technology, Management and Budget
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From: State of Michigan <MISOM@govsubscriptions.michigan.gov>
Sent: Friday, January 22, 2016 4:35 PM
To: Hawes, Keith (DTMB)
Subject: Flint Volunteer Efforts

Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit www.helpforflint.com to learn how you can help.

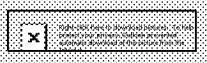
For additional information and updates, visit www.michigan.gov/flintwater.

Again, thank you for all your support.

Sincerely, Mike Zimmer
Office of Good Government Director
Dept. of Licensing and Regulatory Affairs Director

This e-mail was sent to hawesk@michigan.gov using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

From: LinkedIn Pulse <news@linkedin.com>
Sent: Tuesday, January 26, 2016 6:16 AM
To: Hawes, Keith (DTMB)
Subject: How low oil prices went from blessing to curse



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Hillary Clinton

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"There is no excuse for what's happening in Flint." The drinking water in Flint, Michigan, is...

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You are receiving notification emails from LinkedIn. Unsubscribe
This email was intended for Keith Hawes (Building Trades Supervisor at DTMB). Learn why we included this.
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Sent: Wednesday, February 03, 2016 1:46 PM
To: Curtis, Patty (DHHS)
Subject: RE: Flint State Office Building

Hi Patty,

This is something that we could do. We would need to do them all in one day due to the drive time from Lansing. If you could give me all of the information, I would be happy to send a couple of staff over to complete them.

Thanks!

From: Curtis, Patty (DHHS)
Sent: Wednesday, February 03, 2016 1:42 PM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: Flint State Office Building

Hi Keith,
Does your staff do workstation adjustments in the Flint State office building? I'm not getting a response from facilities over there – I'm guessing because of the water crisis. We have had a request pending since January 7th to adjust 6 work surface heights on the 6th floor. The adjustments are part of the overall plan for the building that includes removal of 7 workstations on the 6th floor.

Patty Curtis
Property Analyst, Miosha/Surplus
Department of Health and Human Services
235 S. Grand Avenue
Lansing, MI 48933
(517) 335-6856

From: Doll, Jeanette (DTMB)
Sent: Wednesday, February 03, 2016 2:59 PM
To: Hawes, Keith (DTMB)
Subject: Automatic reply: water cases

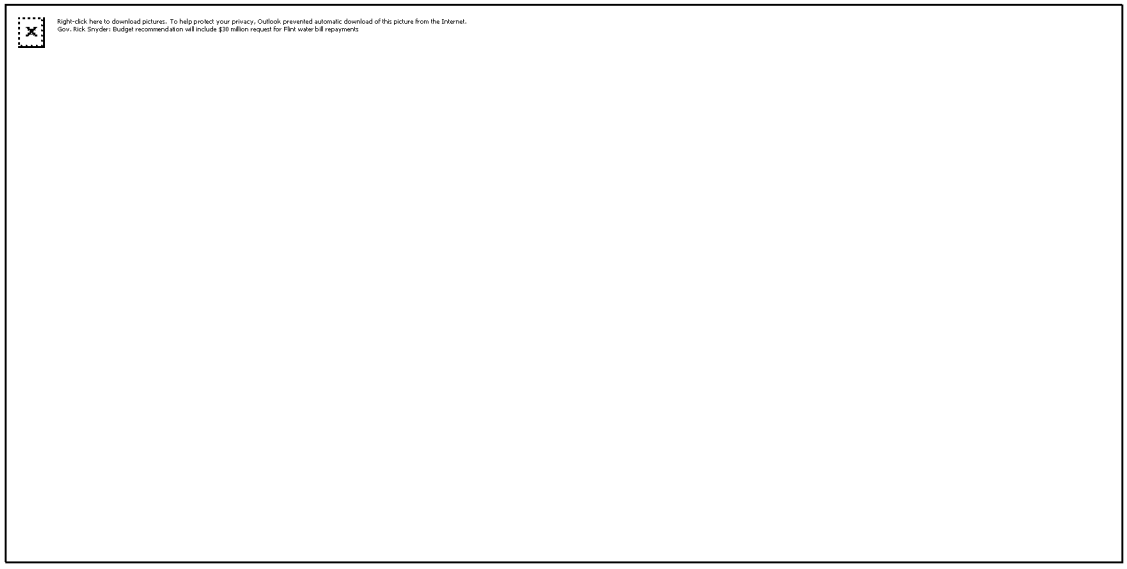
I am currently on special assignment and have limited ability to respond to requests that are not associated with the Flint Water Response.

If you need assistance with a building closure, please contact Central Control at (517) 373-0196 for immediate assistance.

Jeanette

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Wednesday, February 03, 2016 6:21 PM
To: Hawes, Keith (DTMB)
Subject: "Flint residents should not have to pay for water they cannot drink"

Budget recommendation will include $30 million request for Flint water bill repayments



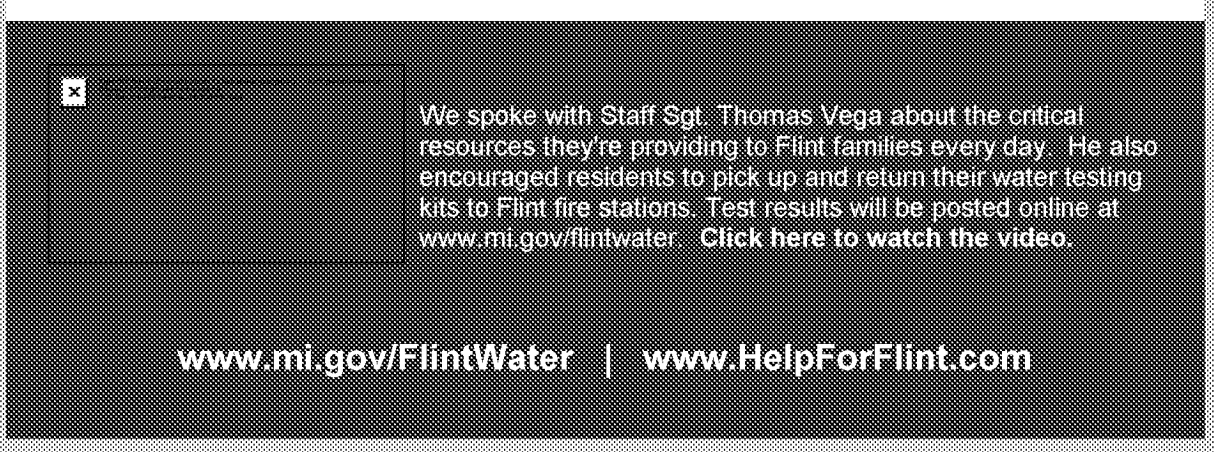
When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a $30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.

Under the governor's ask, the funding would enable the city of Flint to apply credits for customers on future bills. Estimates show water is roughly 47 percent of billing and sewer costs are around 53 percent. The credit would be applied to consumption usage (roughly

65 percent) of a resident's water portion of the bill, such as for bathing, drinking, cooking, and washing your hands. Residents still would be responsible for paying the sewer portion of their water bills.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

Click here to learn more about the budget request.



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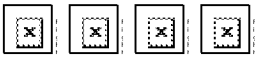

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Sent: Monday, February 08, 2016 9:28 AM
To: Burns, Robert (DTMB)
Subject: RE: Flint Expenses

Just the time that it took for Tome delivering the test kits for Janette Doll. It was only a 1.5 hours of OT and 2 hours of regular. If you want to add the time it took for us to load the truck on Friday for the delivery today, that was 5 men x 1 hour.

From: Burns, Robert (DTMB)
Sent: Monday, February 08, 2016 9:23 AM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: FW: Flint Expenses

Have you had to pay any OT as it relates to Flint deliveries or anything else I should know about?

From: Droste, Kerri (DTMB)
Sent: Monday, February 08, 2016 8:42 AM
To: Noonan, Michael (DTMB) <noonanm@michigan.gov>; Paasch, Keith (DTMB) <paaschK@michigan.gov>; Burns, Robert (DTMB) <BurnsR@michigan.gov>
Cc: Martin, Ric (DTMB) <MartinR3@michigan.gov>; Sanchez, Leasa (DTMB) <SanchezL1@michigan.gov>; Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>
Subject: FW: Flint Expenses

Good Morning –
Jeanette is looking for any extra costs related to Flint due to the water situation. From staff time/o.t. to water to supplies or purchases. Jeanette needs to report on this every Friday.

Dane, do you want to see this information or should our staff send it directly to Jeanette?

Mike, I know you and Dane have discussed this already.

Thank you in advance -

Kerri Droste
Facilities and Business Services Administration Department of Technology, Management & Budget
Drostek@michigan.gov
517-284-7953

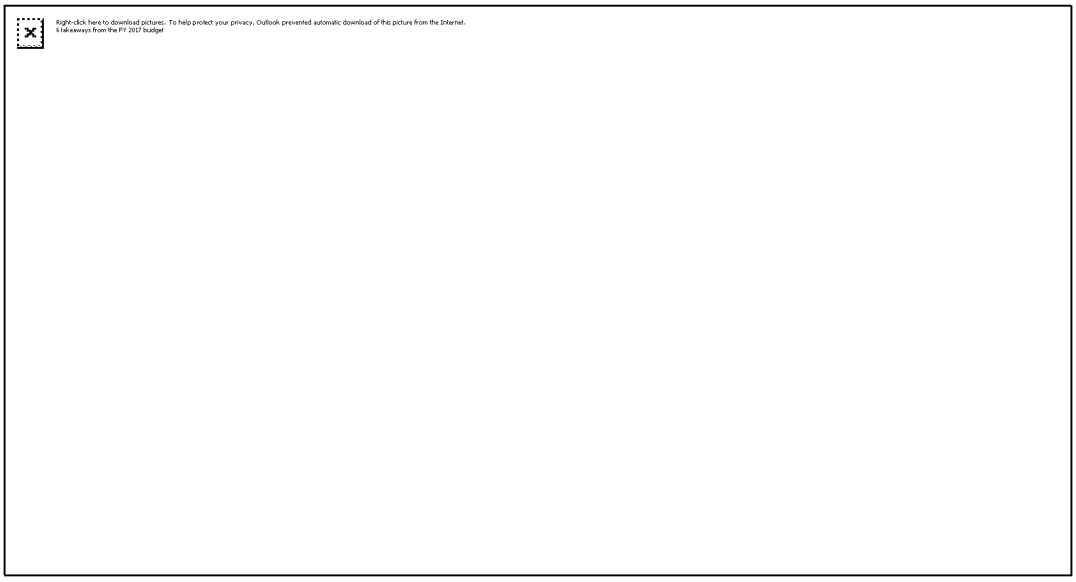
From: Hengesbach, Dane (DTMB)
Sent: Monday, February 08, 2016 8:05 AM
To: Droste, Kerri (DTMB) <drostek@michigan.gov>
Subject: Flint Expenses

Kerri, is anybody keeping track of Flint water expenses, either OT hours or direct purchases? Jeanette called me last week and she needs to submit a report every Friday showing actual/estimated costs. I have e-mailed Mike Noonan and he is getting me some information but not sure if there is a central area within Facilities that is tracking.

Any ideas on what would be the best way to track for Facilities?

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Thursday, February 11, 2016 5:53 PM
To: Hawes, Keith (DTMB)
Subject: What this year's budget means for Michigan...

VIDEO: What Governor Snyder's FY17 budget means for Michigan



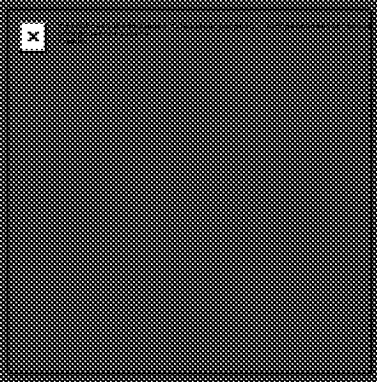
Gov. Rick Snyder's FY 2017 budget calls for critical investments for the Flint water crisis, statewide infrastructure and the Detroit Public Schools. The governor's recommendation also addresses the skyrocketing costs of specialty medications that Michigan residents depend on for better health outcomes.

This budget also stays committed to the Governor's core statewide priorities of education, talent and economic development, health and human services, and public safety.

The proposed FY 2017 budget makes key investments to strengthen the state for all of

Michigan's families. Click here to learn more about the top 6 takeaways from the Governor's FY 2017 state budget.

Click a tweet to tweet it out:



The #MIBudget @OneToughNerd proposed yesterday makes key investments to strengthen Michigan for all families --> www.mi.gov/MIBudget

--> @OneToughNerd's #MIBudget includes $72 million a year for Detroit Public Schools. It is time to act now -- > www.mi.gov/MIBudget

--> @onetoughnerd's significant investment in #Flint families is the right thing to do. #FlintFWD #MIBudget www.mi.gov/MIBudget

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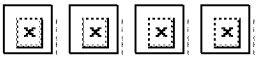

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From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Tuesday, February 16, 2016 5:15 PM
To: Hawes, Keith (DTMB)
Subject: VIDEO: Volunteering in Flint

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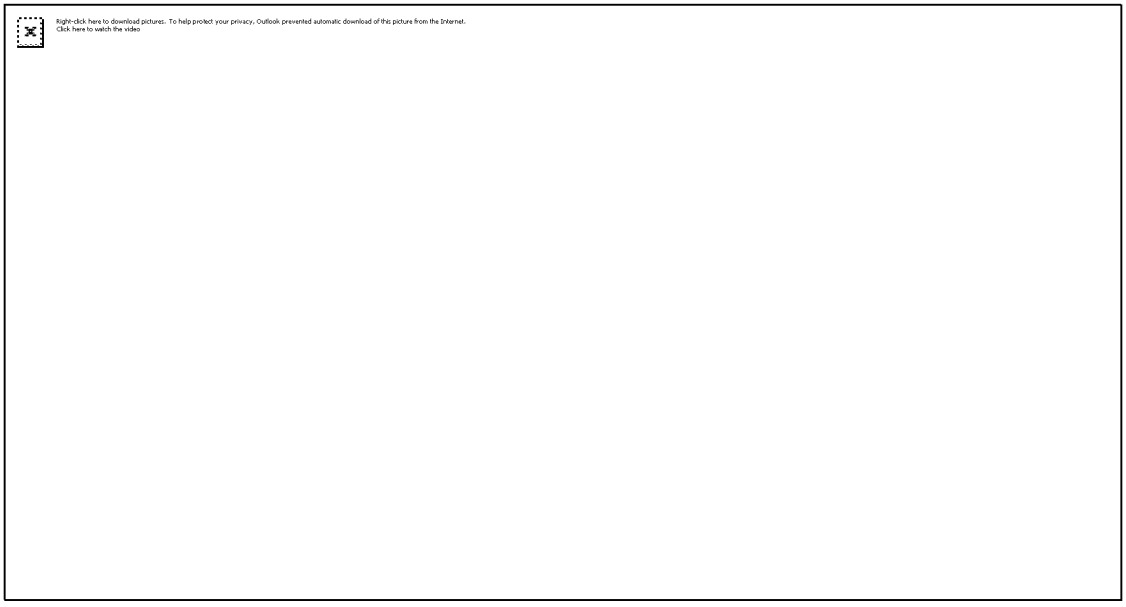
VIDEO: How volunteers are helping Flint

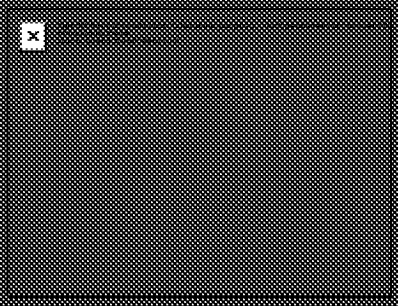


Volunteers at the Food Bank of Eastern Michigan are working hard to collect donations in order to help the families of Flint. Last Thursday, Governor Snyder visited with the many dedicated volunteers and helped sort cans of food.

Good nutrition is critically important for Flint's children. Foods that are high in calcium, vitamin C, and iron can help limit the effects of lead exposure. To donate or volunteer at the Food Bank of Eastern Michigan, visit www.fbem.org.

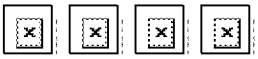
Click here to watch the video and learn more about how the Food Bank of Eastern Michigan is helping Flint's families.

LISTEN IN: Governor Snyder's tele-town hall with Flint residents



Governor Snyder hosted his third town hall with Flint residents on Thursday, Feb. 11, answering their questions directly. *Click here to listen to the call.*

STAY CONNECTED:



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This email was sent to hawesk@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: Hawes, Keith (DTMB)
Sent: Wednesday, February 03, 2016 3:21 PM
To: Curtis, Patty (DHHS)
Subject: RE: Flint State Office Building

I am Jealous! A cruise is just what I need!

MK is loving her new job and doing great!

From: Curtis, Patty (DHHS)
Sent: Wednesday, February 03, 2016 3:11 PM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: RE: Flint State Office Building

Just great…bumping along. Lots of changes, new bosses, new finance people….just have to flow with the river of opportunity!

Going on a cruise in 12 days – two weeks off cannot get here soon enough☺

How are things with you? Sure miss MK's smiling face but so glad she had a chance for a better opportunity.

From: Hawes, Keith (DTMB)
Sent: Wednesday, February 03, 2016 3:02 PM
To: Curtis, Patty (DHHS) <CurtisP2@michigan.gov>
Subject: RE: Flint State Office Building

Sorry Patty, I didn't recognize the name. How you been?

From: Curtis, Patty (DHHS)
Sent: Wednesday, February 03, 2016 2:58 PM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Cc: Wilaniskis, John (DHHS) <WilaniskisJ@michigan.gov>; Brewer, Marlene M. (DHHS) <BrewerM@michigan.gov>; McDaniel, Laura Leigh (DHHS) <McDanielL2@michigan.gov>
Subject: RE: Flint State Office Building

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Subject: RE: Flint State Office Building

How about Monday the 8th at 8:30am?

From: Curtis, Patty (DHHS)
Sent: Wednesday, February 03, 2016 2:48 PM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Cc: Wilaniskis, John (DHHS) <WilaniskisJ@michigan.gov>; Brewer, Marlene M. (DHHS) <BrewerM@michigan.gov>; McDaniel, Laura Leigh (DHHS) <McDanielL2@michigan.gov>
Subject: RE: Flint State Office Building

I have talked with John and they wouldn't be able to get to it anytime soon.

Contact:
Marlene Brewer (810) 760-2470, Administrative Supervisor – 5th floor
Flint State Office Building
125 East Union Street

Marlene said they can all be done the same day. They need to know when so they can have the surfaces cleared. Let me know what else you need from me. Thanks Keith.

C. Stewart – 6-73 – Lower work surface from 29" to 27" as she has an RA for this height.

A. Jackson – 6-74 – Raise work surface from 27" to 29" (this is where Stewart came from)

L. Phelps – 6-51 – Lower work surface from 29" to 26" as she has an RA for this height.

V. Shaw – 6-71 – Raise work surface from 26" to 29" (this is where Phelps came from)

B. Stapleton – 6-127 Lower work station from 29" to 27"

Patty Curtis
Property Analyst, Surplus
Department of Health and Human Services
235 S. Grand Avenue
Lansing, MI 48933
(517) 335-6856

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Subject: RE: Flint State Office Building

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Thanks!

From: Curtis, Patty (DHHS)
Sent: Wednesday, February 03, 2016 1:42 PM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: Flint State Office Building

Hi Keith,
Does your staff do workstation adjustments in the Flint State office building? I'm not getting a response from facilities over there – I'm guessing because of the water crisis. We have had a request pending since January 7th to adjust 6 work surface heights on the 6th floor. The adjustments are part of the overall plan for the building that includes removal of 7 workstations on the 6th floor.

Patty Curtis
Property Analyst, Miosha/Surplus
Department of Health and Human Services
235 S. Grand Avenue
Lansing, MI 48933
(517) 335-6856

From: Hawes, Keith (DTMB)
Sent: Wednesday, February 03, 2016 3:56 PM
To: Kim Harkness
Subject: Re: water cases

Thank you.

Sent from my iPhone

On Feb 3, 2016, at 3:30 PM, Kim Harkness <kim.harkness@glfoodbank.org> wrote:

> Sorry but I cannot speak for the state of Michigan.
>
> All I can report is that the Greater Lansing Food Bank does not have a truck going in that direction with water.
>
> Kim Harkness | director of operations
> greater lansing food bank
>
> ---
>
> **From:** Hawes, Keith (DTMB) [mailto:HawesK@michigan.gov]
> **Sent:** Wednesday, February 03, 2016 3:26 PM
> **To:** Kim Harkness <kim.harkness@glfoodbank.org>
> **Subject:** RE: water cases
>
> I was just wondering because this person stopped by my shop and asked. I will look at other avenues.
>
> Thanks!
>
> ---
>
> **From:** Kim Harkness [mailto:kim.harkness@glfoodbank.org]
> **Sent:** Wednesday, February 03, 2016 3:24 PM
> **To:** Hawes, Keith (DTMB) <HawesK@michigan.gov>
> **Subject:** RE: water cases
>
> Hello,
>
> I don't know if you meant for this email to come to me but I am not coordinating water deliveries to Flint for the State of Michigan.
>
> Kim Harkness | director of operations
> greater lansing food bank

From: Hawes, Keith (DTMB) [mailto:HawesK@michigan.gov]
Sent: Wednesday, February 03, 2016 3:20 PM
To: Kim Harkness <kim.harkness@glfoodbank.org>
Subject: FW: water cases

Please see below.

Thanks!

From: Hawes, Keith (DTMB)
Sent: Wednesday, February 03, 2016 2:59 PM
To: Doll, Jeanette (DTMB) <dollj@michigan.gov>
Cc: 'wanjam@comcast.net' <wanjam@comcast.net>
Subject: water cases

James Stokes (517.574.0726) is a member of Union Missionary Baptist Church 500 N. MLK Lansing, MI 48915 and he has roughly 8 pallets of water that was donated to them for the Flint water crisis. Does the state offer trucks to get this to Flint? If so, can you please reply all to let him know?

Thanks!

Keith Hawes
Facilities and Business Services Administration
Real Estate/Carpenters
3111 W St. Joseph Lansing, MI
hawesk@michigan.gov
517.373.9361
<image001.jpg>
Help. Connect. Solve.

From: Hawes, Keith (DTMB)
Sent: Thursday, February 04, 2016 1:45 PM
To: Curtis, Patty (DHHS)
Cc: Brewer, Marlene M. (DHHS)
Subject: RE: Flint State Office Building

Shouldn't be a problem. Just let me know the specifics so I can add it to the work order.

Thanks!

From: Curtis, Patty (DHHS)
Sent: Thursday, February 04, 2016 1:42 PM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Cc: Brewer, Marlene M. (DHHS) <BrewerM@michigan.gov>
Subject: FW: Flint State Office Building

Hi Keith,
For Monday, we would like to add a recently approved reasonable accommodation raising work surfaces to standing height. If this could be done at the same time, that would be great. She has been ordered a stool but that hasn't come in yet.

Marlene, do you know what the height should be?

Patty Curtis
Property Analyst, Surplus
Department of Health and Human Services
235 S. Grand Avenue
Lansing, MI 48933
(517) 335-6856

From: Brewer, Marlene M. (DHHS)
Sent: Thursday, February 04, 2016 1:33 PM
To: Curtis, Patty (DHHS) <CurtisP2@michigan.gov>
Cc: Flader, Jean (DHHS) <FladerJ@michigan.gov>
Subject: RE: Flint State Office Building

Let me apologize now, but a couple of changes were necessary. I swapped one out for a different one...that should easy.

We also have the reasonable accommodation that needs to be completed for Jen Smart to have standing height work surfaces. I understand that is a bigger job so not sure if that can be done on 2/8. Thanks.

From: Curtis, Patty (DHHS)
Sent: Thursday, February 04, 2016 11:13 AM

To: Hawes, Keith (DTMB) <HawesK@michigan.gov>; Brewer, Marlene M. (DHHS) <BrewerM@michigan.gov>
Cc: McDaniel, Laura Leigh (DHHS) <McDanielL2@michigan.gov>; Flader, Jean (DHHS) <FladerJ@michigan.gov>
Subject: RE: Flint State Office Building

Perfect! We like multi taskers☺

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Cc: Wilaniskis, John (DHHS) <WilaniskisJ@michigan.gov>; McDaniel, Laura Leigh (DHHS) <McDanielL2@michigan.gov>; Flader, Jean (DHHS) <FladerJ@michigan.gov>
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Yes, that will work. Thanks.

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Thanks!

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(517) 335-6856

From: Hawes, Keith (DTMB)
Sent: Friday, February 05, 2016 8:36 AM
To: Curtis, Patty (DHHS)
Subject: RE: Flint State Office Building

Thanks Patty! U have a good one too!

From: Curtis, Patty (DHHS)
Sent: Friday, February 05, 2016 8:35 AM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: Flint State Office Building

Additional info for Jen Smart, workstation 6-52, all surfaces raised to 40" and tack boards to be removed. Let me know if you need anything else. Thanks Keith. Have a great weekend.

From: Brewer, Marlene M. (DHHS)
Sent: Thursday, February 04, 2016 2:28 PM
To: Curtis, Patty (DHHS) <CurtisP2@michigan.gov>; Hawes, Keith (DTMB) <HawesK@michigan.gov>
Cc: Flader, Jean (DHHS) <FladerJ@michigan.gov>
Subject: RE: Flint State Office Building

We gave Jen a stool and measured things. She will need **all work surfaces raised to 40"**. The tack boards will need to be removed and all overhead shelving should be good to stay as is. Thank you so much for fitting this into the schedule.

From: Brewer, Marlene M. (DHHS)
Sent: Thursday, February 04, 2016 2:04 PM
To: Curtis, Patty (DHHS) <CurtisP2@michigan.gov>; Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: RE: Flint State Office Building

Cubicle 6-52 for Jen Smart.

From: Curtis, Patty (DHHS)
Sent: Thursday, February 04, 2016 1:47 PM
To: Brewer, Marlene M. (DHHS) <BrewerM@michigan.gov>; Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: RE: Flint State Office Building

This is for Jennifer Smart. Where is her workstation located?

From: Brewer, Marlene M. (DHHS)
Sent: Thursday, February 04, 2016 1:46 PM
To: Curtis, Patty (DHHS) <CurtisP2@michigan.gov>; Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: RE: Flint State Office Building

We plan to loan Jen a stool from reception until her stool gets here. We do not have a surface height yet, but will have that before Monday. We'll get the stool in place and do some measurements.

From: Curtis, Patty (DHHS)
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Cc: Brewer, Marlene M. (DHHS) <BrewerM@michigan.gov>
Subject: FW: Flint State Office Building

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Patty Curtis
Property Analyst, Miosha/Surplus
Department of Health and Human Services
235 S. Grand Avenue
Lansing, MI 48933
(517) 335-6856

From: Hawes, Keith (DTMB)
Sent: Monday, February 08, 2016 10:58 AM
To: McKee, Ryan (DTMB)
Subject: FW: chairs

FYI

From: Aldaco, Daniel A. (DTMB)
Sent: Monday, February 08, 2016 9:49 AM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: RE: chairs

Please make sure you get the disposal to me for approval.
Ryan will need to come to surplus and pick out the ones that he wants and fill out the paperwork.

Thanks.

Daniel Aldaco
DTMB-Surplus Services
3111 W. St. Joseph Street
Lansing, MI 48917
aldacod@michigan.gov
Ph. 517-373-9120
Fax 517-334-8262

DTMB
HELP. CONNECT. SOLVE.

From: Hawes, Keith (DTMB)
Sent: Monday, February 08, 2016 9:37 AM
To: Aldaco, Daniel A. (DTMB) <AldacoD@michigan.gov>
Cc: McKee, Ryan (DTMB) <mckeer1@michigan.gov>
Subject: chairs

Hi Dan,

Ryan is looking for some chairs for the Flint water response team. I had just delivered 51 on Friday (I owe you paperwork for that). Can he have what he needs out of that?

I have CC'd him for your reply.

Thanks a bunch!

Keith Hawes
Facilities and Business Services Administration
Real Estate/Carpenters
3111 W St. Joseph Lansing, MI
hawesk@michigan.gov
517.373.9361
Help. Connect. Solve.

From: Hawes, Keith (DTMB)
Sent: Monday, February 08, 2016 11:00 AM
To: Aldaco, Daniel A. (DTMB)
Cc: McKee, Ryan (DTMB)
Subject: RE: chairs

Thanks Dan. Do you want him to get the chairs first and I can adjust the form with the new quantity, or submit the form first. The chairs came from DTMB so there isn't an Agency transfer.

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DTMB
HELP. CONNECT. SOLVE.

From: Hawes, Keith (DTMB)
Sent: Monday, February 08, 2016 9:37 AM
To: Aldaco, Daniel A. (DTMB) <AldacoD@michigan.gov>
Cc: McKee, Ryan (DTMB) <mckeer1@michigan.gov>
Subject: chairs

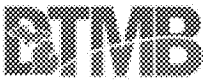
Hi Dan,

Ryan is looking for some chairs for the Flint water response team. I had just delivered 51 on Friday (I owe you paperwork for that). Can he have what he needs out of that?

I have CC'd him for your reply.

Thanks a bunch!

Keith Hawes
Facilities and Business Services Administration
Real Estate/Carpenters
3111 W St. Joseph Lansing, MI
hawesk@michigan.gov
517.373.9361



Help. Connect. Solve.

From: Hawes, Keith (DTMB)
Sent: Monday, February 08, 2016 11:26 AM
To: Aldaco, Daniel A. (DTMB)
Cc: McKee, Ryan (DTMB)
Subject: RE: chairs

Will do.

Thanks!

From: Aldaco, Daniel A. (DTMB)
Sent: Monday, February 08, 2016 11:01 AM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: RE: chairs

Submit the form after he gets the chairs.

From: Hawes, Keith (DTMB)
Sent: Monday, February 08, 2016 11:00 AM
To: Aldaco, Daniel A. (DTMB) <AldacoD@michigan.gov>
Cc: McKee, Ryan (DTMB) <mckeer1@michigan.gov>
Subject: RE: chairs

Thanks Dan. Do you want him to get the chairs first and I can adjust the form with the new quantity, or submit the form first. The chairs came from DTMB so there isn't an Agency transfer.

From: Aldaco, Daniel A. (DTMB)
Sent: Monday, February 08, 2016 9:49 AM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: RE: chairs

Please make sure you get the disposal to me for approval.
Ryan will need to come to surplus and pick out the ones that he wants and fill out the paperwork.

Thanks.

Daniel Aldaco
DTMB-Surplus Services
3111 W. St. Joseph Street
Lansing, MI 48917
aldacod@michigan.gov
Ph. 517-373-9120
Fax 517-334-8262

DTMB
HELP. CONNECT. SOLVE.

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517.373.9361
DTMB
Help. Connect. Solve.

From: Hawes, Keith (DTMB)
Sent: Monday, February 08, 2016 1:08 PM
To: McKee, Ryan (DTMB)
Subject: RE: chairs

10-4

From: McKee, Ryan (DTMB)
Sent: Monday, February 08, 2016 12:53 PM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>; Aldaco, Daniel A. (DTMB) <AldacoD@michigan.gov>
Subject: RE: chairs

I tagged 10 of the Haworth chair for the Flint Water Emergency. We'll get Mail & Delivery to pick them up.

Thank you,

Ryan McKee
DTMB Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
p: (517) 241-3356
e: mckeer1@michigan.gov

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Sent: Monday, February 8, 2016 11:26 AM
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Cc: McKee, Ryan (DTMB) <mckeer1@michigan.gov>
Subject: RE: chairs

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Thanks a bunch!

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Facilities and Business Services Administration
Real Estate/Carpenters
3111 W St. Joseph Lansing, MI
hawesk@michigan.gov
517.373.9361

DTMB
Help. Connect. Solve.

From: Hawes, Keith (DTMB)
Sent: Monday, February 08, 2016 3:46 PM
To: Flader, Jean (DHHS);Taylor, Thomas (DTMB);Doll, John (DTMB)
Cc: McDaniel, Laura Leigh (DHHS);Brewer, Marlene M. (DHHS);Curtis, Patty (DHHS);Burns, Robert (DTMB)
Subject: Re: Flint State Office Building

Guys,

Thanks for your great customer service!

Jean, thank you for taking the time to send this nice note.

Sent from my iPhone

On Feb 8, 2016, at 3:42 PM, Flader, Jean (DHHS) <FladerJ@michigan.gov> wrote:

> Good afternoon Keith, I just wanted to let you know that your crew of John and Tom that you sent to the FSOB today to do work surface adjustments were very efficient, friendly and a pleasure to work with. You can send them our way any time!!!
>
> **Jean Flader**
> Dept Tech 10
> DHHS Genesee Co. Union St. District
> 125 E. Union St.
> Flint, MI 48501
> (810) 760-2167
> fladerj@michigan.gov

From: Hawes, Keith (DTMB)
Sent: Thursday, February 04, 2016 11:12 AM
To: Brewer, Marlene M. (DHHS) <BrewerM@michigan.gov>; Curtis, Patty (DHHS) <CurtisP2@michigan.gov>
Cc: McDaniel, Laura Leigh (DHHS) <McDanielL2@michigan.gov>; Flader, Jean (DHHS) <FladerJ@michigan.gov>
Subject: RE: Flint State Office Building

We are going to use this opportunity to haul a truck load of bottle water to Flint. We might be a little later than 8:30 but it shouldn't be much later.

Thank you,

From: Brewer, Marlene M. (DHHS)
Sent: Thursday, February 04, 2016 8:41 AM
To: Curtis, Patty (DHHS) <CurtisP2@michigan.gov>; Hawes, Keith (DTMB) <HawesK@michigan.gov>
Cc: Wilaniskis, John (DHHS) <WilaniskisJ@michigan.gov>; McDaniel, Laura Leigh (DHHS) <McDanielL2@michigan.gov>; Flader, Jean (DHHS) <FladerJ@michigan.gov>
Subject: RE: Flint State Office Building

Yes, that will work. Thanks.

From: Curtis, Patty (DHHS)
Sent: Wednesday, February 03, 2016 2:58 PM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Cc: Wilaniskis, John (DHHS) <WilaniskisJ@michigan.gov>; Brewer, Marlene M. (DHHS) <BrewerM@michigan.gov>; McDaniel, Laura Leigh (DHHS) <McDanielL2@michigan.gov>
Subject: RE: Flint State Office Building

Marlene…will this work for you and Jean?

From: Hawes, Keith (DTMB)
Sent: Wednesday, February 03, 2016 2:53 PM
To: Curtis, Patty (DHHS) <CurtisP2@michigan.gov>
Cc: Wilaniskis, John (DHHS) <WilaniskisJ@michigan.gov>; Brewer, Marlene M. (DHHS) <BrewerM@michigan.gov>; McDaniel, Laura Leigh (DHHS) <McDanielL2@michigan.gov>
Subject: RE: Flint State Office Building

How about Monday the 8th at 8:30am?

From: Curtis, Patty (DHHS)
Sent: Wednesday, February 03, 2016 2:48 PM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Cc: Wilaniskis, John (DHHS) <WilaniskisJ@michigan.gov>; Brewer, Marlene M. (DHHS) <BrewerM@michigan.gov>; McDaniel, Laura Leigh (DHHS) <McDanielL2@michigan.gov>
Subject: RE: Flint State Office Building

I have talked with John and they wouldn't be able to get to it anytime soon.

Contact:
Marlene Brewer (810) 760-2470, Administrative Supervisor – 5th floor
Flint State Office Building
125 East Union Street

Marlene said they can all be done the same day. They need to know when so they can have the surfaces cleared. Let me know what else you need from me. Thanks Keith.

C. Stewart – 6-73 – Lower work surface from 29" to 27" as she has an RA for this height.

A. Jackson – 6-74 – Raise work surface from 27" to 29" (this is where Stewart came from)

L. Phelps – 6-51 – Lower work surface from 29" to 26" as she has an RA for this height.

V. Shaw – 6-71 – Raise work surface from 26" to 29" (this is where Phelps came from)

B. Stapleton – 6-127 Lower work station from 29" to 27"

Patty Curtis
Property Analyst, Surplus
Department of Health and Human Services
235 S. Grand Avenue
Lansing, MI 48933
(517) 335-6856

From: Hawes, Keith (DTMB)
Sent: Wednesday, February 03, 2016 1:48 PM
To: Curtis, Patty (DHHS) <CurtisP2@michigan.gov>
Cc: Wilaniskis, John (DHHS) <Wilaniskisj@michigan.gov>
Subject: RE: Flint State Office Building

Hi Patty,

This is something that we could do. We would need to do them all in one day due to the drive time from Lansing. If you could give me all of the information, I would be happy to send a couple of staff over to complete them. Otherwise, DHHS has modular staff that could do that for you too. I have CC'd the supervisor so he can chime in. Between the 2 of us, we could make this happen for you.

Thanks!

From: Curtis, Patty (DHHS)
Sent: Wednesday, February 03, 2016 1:42 PM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: Flint State Office Building

Hi Keith,
Does your staff do workstation adjustments in the Flint State office building? I'm not getting a response from facilities over there – I'm guessing because of the water crisis. We have had a request pending since January 7th to adjust 6 work surface heights on the 6th floor. The adjustments are part of the overall plan for the building that includes removal of 7 workstations on the 6th floor.

Patty Curtis
Property Analyst, Miosha/Surplus
Department of Health and Human Services
235 S. Grand Avenue
Lansing, MI 48933
(517) 335-6856

From: Hawes, Keith (DTMB)
Sent: Monday, February 08, 2016 3:58 PM
To: Bristol, Ron (DTMB);Cochrane, Sheldon (DTMB)
Subject: Fwd: Flint Furniture Delivery 2/9

Guys, can you get in touch with Josh and let him know that you will be there at 3pm to pick up the product listed below.

Thanks!

Sent from my iPhone

Begin forwarded message:

> **From:** "McKee, Ryan (DTMB)" <mckeer1@michigan.gov>
> **Date:** February 8, 2016 at 3:54:25 PM EST
> **To:** "Hawes, Keith (DTMB)" <HawesK@michigan.gov>
> **Cc:** "Doll, Jeanette (DTMB)" <dollj@michigan.gov>, MSP-EOC-MDTMB <MSP-EOC-MDTMB@michigan.gov>
> **Subject: Flint Furniture Delivery 2/9**
>
> Keith,
>
> We are sending (5) rectangle conference tables and (20) task chairs to Flint for the water emergency. They are at the DBI Warehouse (1611 N Grand River Ave, Lansing). DBI contact is Josh Haken (517) 703-6014. They will be available tomorrow afternoon.
>
> Please deliver to 2629 W. Pierson Road, Flint, MI 48504 (Old Kroeger Store). The onsite contact is Bonnie Shatrau at 517-242-1346.
>
> Please send me OT costs so we can track and recoup these costs.
>
> Thank you,
>
> **Ryan McKee**
> Professional Emergency Manager (PEM)
> DTMB Cybersecurity & Infrastructure Protection
> Office of Infrastructure Protection
> p: (517) 241-3356
> e: mckeer1@michigan.gov

THE UNIVERSITY OF MICHIGAN-FLINT F.E.I. NO. 38-6006309

INVOICE DATE 10/15/2013 **INVOICE NUMBER** 14355

D-U-N-S NO. 085043891

ORIGINATING DEPARTMENT'S TELEPHONE NUMBER (810)237-6688

TO:
State of Michigan
Department of Management and Budget
Attention: Mike Noonan
125 East Union Street
Flint, MI 48502

MAKE REMITTANCES PAYABLE TO:
The University of Michigan-Flint
ADDRESS TO:
University of Michigan-Flint
Financial Services & Budget
Michele Sowash
303 E. Kearsley St.
Northbank Center, Suite 507
Flint, MI 48502

PLEASE REMIT ONE COPY OF INVOICE WITH PAYMENT

DESCRIPTION			TOTAL COST	STATE OF MICHIGAN 2/3 TOTAL
State of Michigan/UM-Flint Contract Terms (2/3-1/3 Split)				
EXPENDITURES				
City of Flint Water				
	4/30/13-5/30/13		$ 301.24	$ 200.83
	5/30/13-6/26/13		301.24	200.83
			$ 602.48	**$ 401.65**
Consumers Energy				
	5/17/13-6/18/13		$ 2,907.11	$ 1,938.07
	6/19/13-7/18/13		2,539.60	1,693.07
	7/19/13-8/15/13		2,204.15	1,469.43
			$ 7,650.86	**$ 5,100.57**
Flint Glass				
	9/13	Stair tower window replacement	$ 169.00	$ 112.67
			$ 169.00	**$ 112.67**
M&M Pavement Marking				
	8/13	Striping	$ 3,387.00	$ 2,258.00
			$ 3,387.00	**$ 2,258.00**
UM Grounds				
Labor	8/4/13-8/17/13	General Maintenance	$ 49.74	$ 33.16
			$ 49.74	**$ 33.16**
UM Phone Services				
	5/29/13-6/28/13		$ 93.15	$ 62.10
	6/29/13-7/28/13		94.38	62.92
	7/20/13-8/20/13		49.80	33.20
	7/29/13-8/28/13		97.48	64.99
	8/20/13-9/20/13		49.80	33.20
			$ 384.61	**$ 256.41**
UM Tread Repair Project				
	9/13	Withdrawal of funds for tread repair project	$ 8,000.00	$ 5,333.33
			$ 8,000.00	**$ 5,333.33**
				Total Split Items **$ 13,495.79**

DESCRIPTION			HOURS/ QUANTITY	HOURLY RATE/UNIT RATE	TOTAL COST
Sole State of Michigan Costs (Work done on SOM Levels)					
EXPENDITURES					
University of Michigan Services					
UM Administration					
Labor	July 2013		10	$ 31.80	$ 318.03
Labor	August 2013		10	31.80	318.03
Labor	September 2013		10	32.46	324.63
					$ 960.69
UM Grounds					
Labor	6/23/13-6/30/13		3	$ 28.60	$ 85.81
Labor	7/1/13-7/6/13		2	28.60	57.21
Labor	7/7/13-8/3/13		17.5	28.60	500.53
Labor	8/4/13-8/17/13		9	28.60	257.40
Labor	8/18/13-8/31/13		10	28.60	286.01
					$ 1,186.96
				Total Sole State of Michigan Costs	**$ 2,147.65**
				Subtotal	**$ 15,643.44**

DESCRIPTION			TOTAL COST	UM-FLINT 1/3 TOTAL
State of Michigan/UM-Flint Contract Terms (2/3-1/3 Split)				
CREDITS				
Utilities				
Elevator				
			$ -	$ -
			Total Credit	**$ -**
			Total Invoice	**$ 15,643.44**

ACCOUNTS CREDITED-FOR DEPARTMENT USE ONLY

ACCOUNT	FUND	DEPARTMENT	PROGRAM	CLASS	PROJECT/GRANT	AMOUNT
[redacted]	10000	957900	15258	71200		$ 15,643.44

From: State of Michigan <MISOM@govsubscriptions.michigan.gov>
Sent: Thursday, January 14, 2016 5:25 PM
To: Hengesbach, Dane (DTMB)
Subject: Volunteer Opportunity in Flint

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, https://www.surveymonkey.com/r/28NVJBL

To volunteer on Sunday, January 17, https://www.surveymonkey.com/r/26NMJKK

To volunteer on Monday, January 18, https://www.surveymonkey.com/r/26P7P5G

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

For more information on the state's response efforts, visit www.michigan.gov/flintwater.

This e-mail was sent to hengesbachd@michigan.gov using GovDelivery on behalf of: the State of Michigan, 111

S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

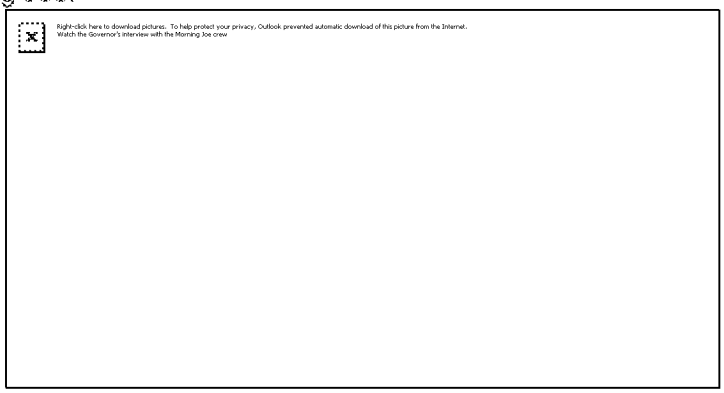
From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Friday, January 22, 2016 12:39 PM
To: Hengesbach, Dane (DTMB)
Subject: "He's his own best spokesman"

How we are fixing the Flint water crsis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

Governor Snyder on Morning Joe

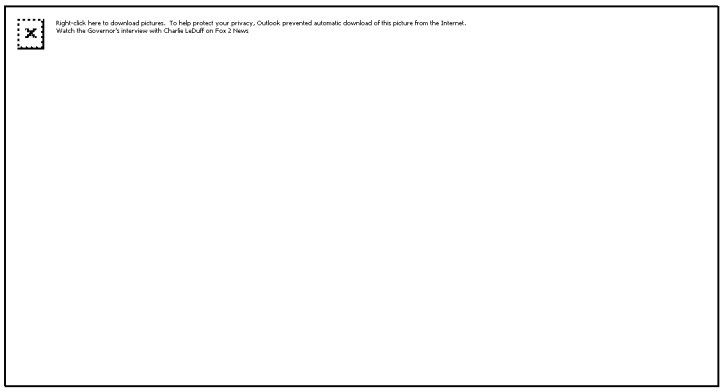
"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.



Governor Snyder with Charlie LeDuff on Fox 2 Detroit

"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm

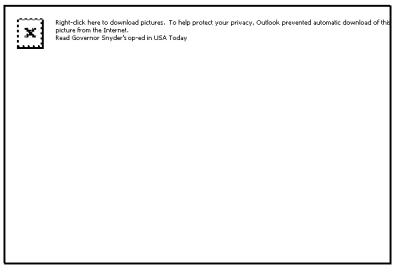
came from people who worked for me, and I feel responsible for that. But I am committed to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.



Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.

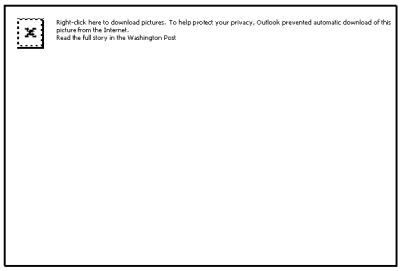
Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." Click here to read the Governor's full op-ed.

Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"

Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. Click here to read the full story in the Washington Post.



Visit HelpForFlint.com to learn how you can help Flint residents.

STAY CONNECTED:

SUBSCRIBER SERVICES:
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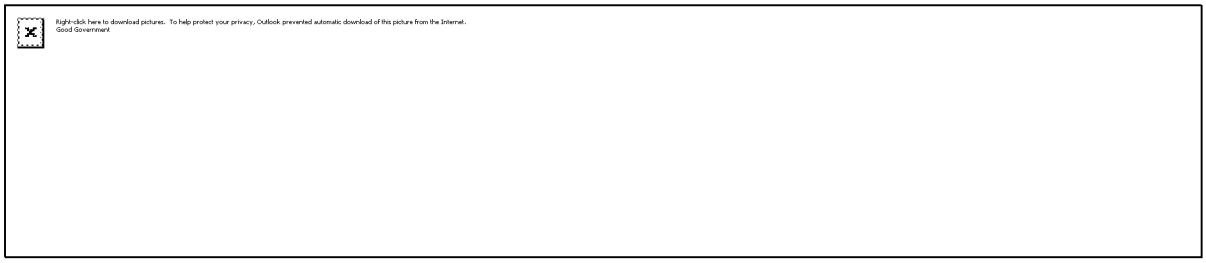
This email was sent to hengesbachd@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: State of Michigan <MISOM@govsubscriptions.michigan.gov>
Sent: Friday, January 22, 2016 4:35 PM
To: Hengesbach, Dane (DTMB)
Subject: Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit www.helpforflint.com to learn how you can help.

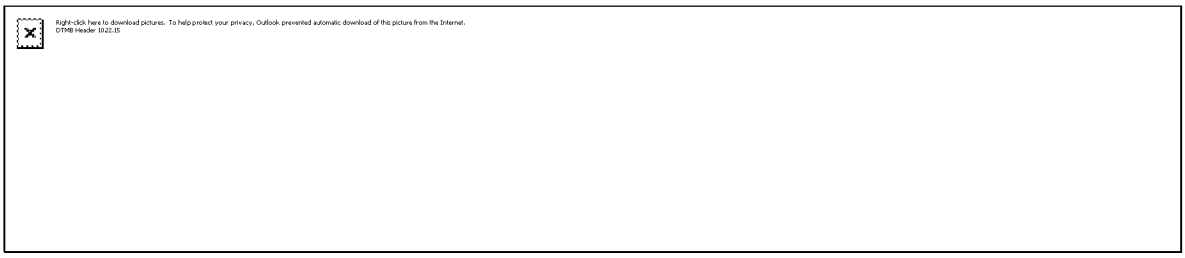
For additional information and updates, visit www.michigan.gov/flintwater.

Again, thank you for all your support.

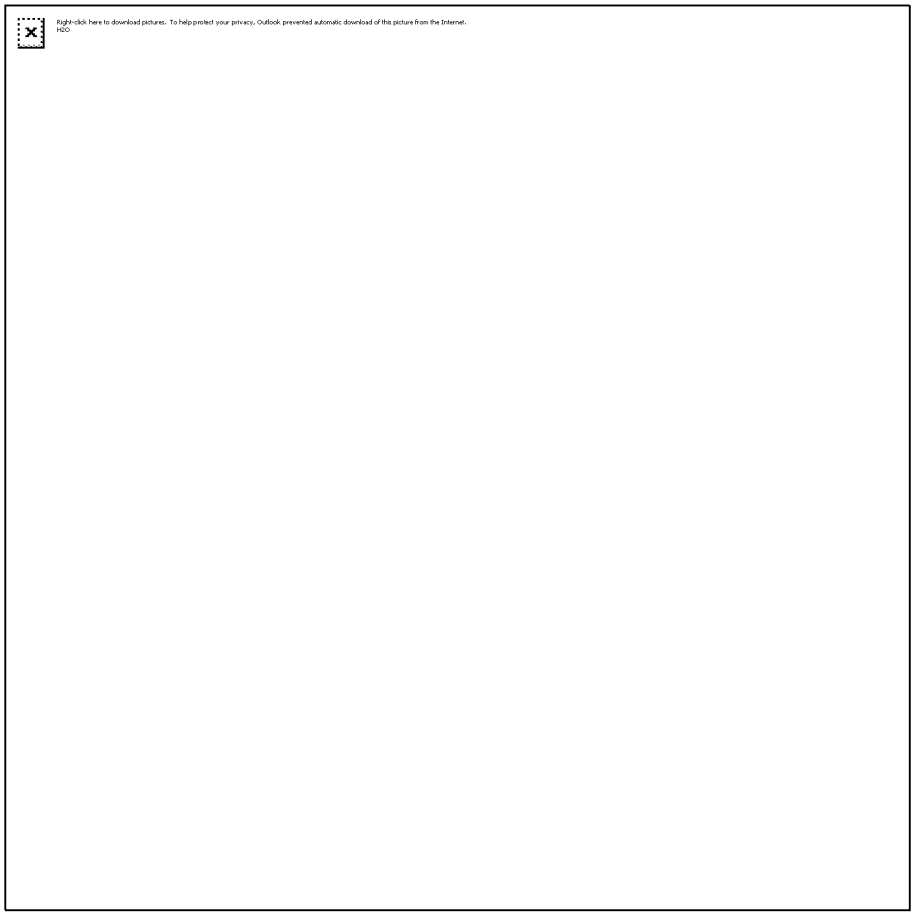
Sincerely, Mike Zimmer
Office of Good Government Director
Dept. of Licensing and Regulatory Affairs Director

This e-mail was sent to hengesbachd@michigan.gov using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

From: Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>
Sent: Tuesday, January 26, 2016 8:39 AM
To: Hengesbach, Dane (DTMB)
Subject: Contributing time, muscle and money



During this month's Martin Luther King Jr. holiday weekend, some state employees turned their "day off" into a "day on" in Flint. There, they delivered bottled water, water filters, replacement cartridges and water testing kits to families. The volunteers joined other Michiganders, turning Dr. King's birthday observance into a day of service.



Mike Zimmer, director of the Office of Good Government and the Department of Licensing and Regulatory Affairs, has shared a link – www.helpforflint.com – that offers other opportunities to contribute time, muscle and money to bring clean drinking water to the community.Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.

Autumn Hubbard, Ambrea Mack and Sarah Esquivel, who are in the photo at the left, nearly emptied the shelves at their local grocery store. Thanks for your efforts.

everyone.

Now work.

Last week, I signed a new policy that formalizes the annual employee review process and sets expectations for employees and managers. Administrative Policy 200.37 establishes consistent standards for implementing performance plans and reviews. Some of the standards are practices we have followed for years. Others are new. Some of particular note include:

- The mandatory use of HRMN
- A standard Feb. 1-Jan. 31 rating period for all employees
- An Individual Development Plan that specifies training or development programs for each employee
- Competencies and objectives that align to DTMB goals or scorecard metrics
- Consequences for managers and supervisors who do not complete the review process as required

A fundamental role of each DTMB manager or supervisor is to provide employees with direction and feedback on their performance. Employees also are expected to take an active role in pursuing professional development opportunities and achieving their competencies and objectives. I encourage you to review the new policy and talk with your manager or supervisor if you have questions. Of course, I welcome your questions and input as well. Please send your comments and ideas to me at behend@michigan.gov.

I know these have been busy weeks for many of you as you take on additional responsibilities and work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

Have a great week,

David

The Department of Technology, Management and Budget
You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact DTMB-Communications@michigan.gov.

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From: Hampton, Trisha (DTMB)
Sent: Wednesday, January 27, 2016 11:32 AM
To: Huhn, Jacqueline (DTMB);Hengesbach, Dane (DTMB)
Cc: Mathews, Jamie (DTMB)
Subject: RE: Flint Index

Thanks, Jackie.

From: Huhn, Jacqueline (DTMB)
Sent: Wednesday, January 27, 2016 10:59 AM
To: Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>; Hampton, Trisha (DTMB) <HamptonT@michigan.gov>
Cc: Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>
Subject: RE: Flint Index

Trisha, please do not post these charges to index 71105; allow the charges to post to the home index. Jamie Matthews will include these purchases in our tracking tool. We will move costs at a later date if needed. Thanks.

Jamie – can you make sure included are included in your spreadsheet? Thanks.

From: Hengesbach, Dane (DTMB)
Sent: Wednesday, January 27, 2016 8:27 AM
To: Huhn, Jacqueline (DTMB) <huhnj@michigan.gov>
Subject: FW: Flint Index

Jackie, do you want Mail and Deliver p-card expenses to be changed to the Flint Water index? They can make the change in the p-card system so you wouldn't have to JV them later.

From: Hampton, Trisha (DTMB)
Sent: Wednesday, January 27, 2016 8:24 AM
To: Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>
Subject: Flint Index

Hi Dane

Should all (071) Flint Water Disaster PCard purchases go to Index 71105? DMB Mail & Delivery has some UHaul charges and just wondered if they should go to Index 71105 also?

Trisha Hampton
DTMB, Financial Services, Operations
Procurement Card and Administrative Services
(517) 373-7579

From: Mathews, Jamie (DTMB)
Sent: Wednesday, January 27, 2016 12:19 PM
To: Huhn, Jacqueline (DTMB);Hengesbach, Dane (DTMB);Hampton, Trisha (DTMB)
Subject: RE: Flint Index

Yes will do!

From: Huhn, Jacqueline (DTMB)
Sent: Wednesday, January 27, 2016 10:59 AM
To: Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>; Hampton, Trisha (DTMB) <HamptonT@michigan.gov>
Cc: Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>
Subject: RE: Flint Index

Trisha, please do not post these charges to index 71105; allow the charges to post to the home index. Jamie Matthews will include these purchases in our tracking tool. We will move costs at a later date if needed. Thanks.

Jamie – can you make sure included are included in your spreadsheet? Thanks.

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Sent: Wednesday, January 27, 2016 8:27 AM
To: Huhn, Jacqueline (DTMB) <huhnj@michigan.gov>
Subject: FW: Flint Index

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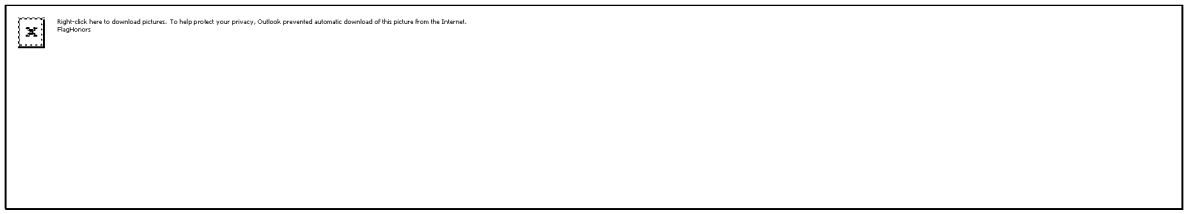
Sent: Wednesday, January 27, 2016 8:24 AM
To: Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>
Subject: Flint Index

Hi Dane

Should all (071) Flint Water Disaster PCard purchases go to Index 71105? DMB Mail & Delivery has some UHaul charges and just wondered if they should go to Index 71105 also?

Trisha Hampton
DTMB, Financial Services, Operations
Procurement Card and Administrative Services
(517) 373-7579

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Friday, January 29, 2016 9:49 AM
To: Hengesbach, Dane (DTMB)
Subject: Thank you for your service



THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit www.HelpForFlint.com to learn how you can do so. For additional information and to sign up for daily updates, please visit www.mi.gov/FlintWater. I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

Thanks,

Governor Rick Snyder

Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.
Photos of state employees volunteering

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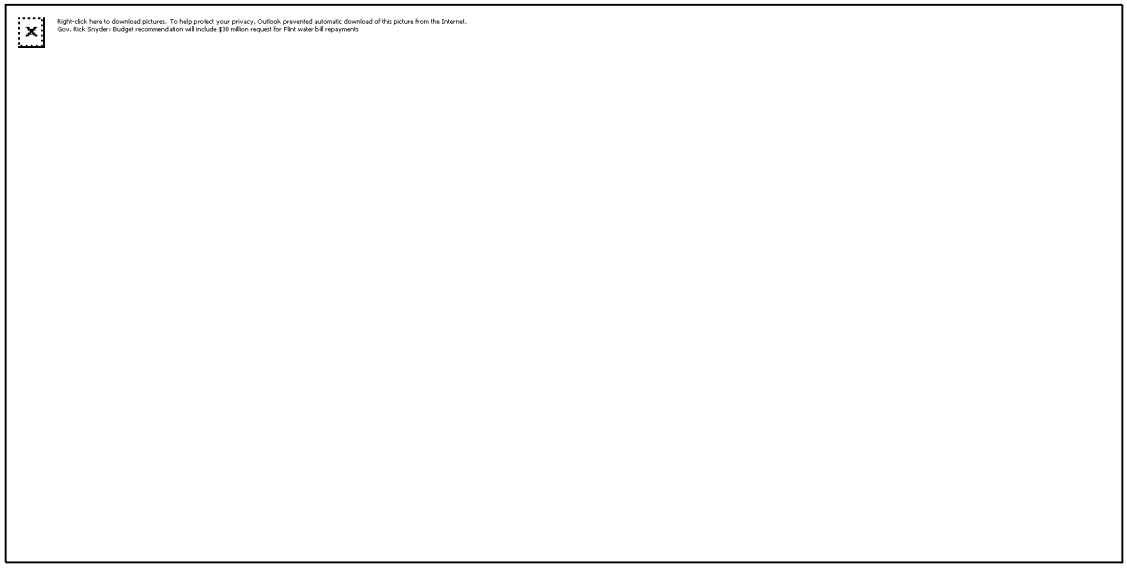
From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Wednesday, February 03, 2016 6:16 PM
To: Hengesbach, Dane (DTMB)
Subject: "Flint residents should not have to pay for water they cannot drink"

Budget recommendation will include $30 million request for Flint water bill repayments



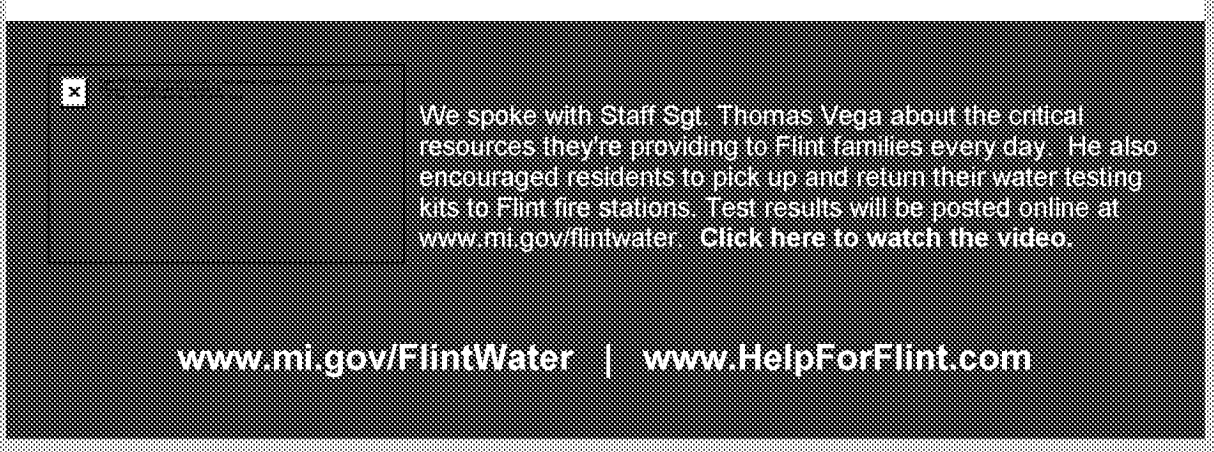
When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a $30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.

Under the governor's ask, the funding would enable the city of Flint to apply credits for customers on future bills. Estimates show water is roughly 47 percent of billing and sewer costs are around 53 percent. The credit would be applied to consumption usage (roughly

65 percent) of a resident's water portion of the bill, such as for bathing, drinking, cooking, and washing your hands. Residents still would be responsible for paying the sewer portion of their water bills.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

Click here to learn more about the budget request.



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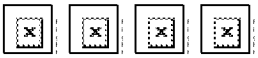

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Message

From: Doll, Jeanette (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=B93FFC078BE649D0A8AA0C386D7B73F1-DOLL JEANETTE]
Sent: 2/8/2016 8:57:31 AM
To: Martin, Tim (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=2282b7bc0c1c4f889742b31b029da041-Martin Tim_63cb82aff6]
CC: Hengesbach, Dane (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=9f860ed59b014ba993b17af3c6fb7b37-Hengesbach Dane]
Subject: RE: Overtime and Financials

Great, thank you!

Jeanette

From: Martin, Tim (DTMB)
Sent: Monday, February 8, 2016 8:56 AM
To: Doll, Jeanette (DTMB) <dollj@michigan.gov>
Cc: Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>
Subject: RE: Overtime and Financials

Hi Jeanette,

I'm attaching what I've seen thus far for IT Flint related costs.

I have not seen overtime yet but we will monitor and report any we learn about.

Thanks – please let me know if you need anything else.

Tim

Timothy L. Martin

Manager

IT Proprietary Accounting

DTMB Financial Services

(517) 335-0374

martint6@michigan.gov

DTMB
HELP. CONNECT. SOLVE.

From: Doll, Jeanette (DTMB)
Sent: Friday, February 05, 2016 3:16 PM
To: Martin, Tim (DTMB) <martint6@michigan.gov>
Cc: Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>
Subject: Overtime and Financials

Hi Tim –

This email is in response to a voicemail message I left you the first week of January regarding IT coding and an index for the Flint water emergency. I am compiling a list of DTMB expenses to-date in response to the water emergency and was wondering if you could provide expenses reported for any IT related purchases and/or overtime. We began working on the emergency on January 6, 2016 with the activation of the SEOC.

The attached spreadsheet is what I am using to track employee time. If you have any questions, please let me know. If you do not have any expenses, please reply to this email with a note.

Thank you –

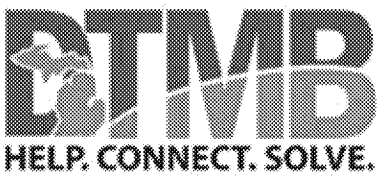
Jeanette

Jeanette Doll, Professional Emergency Manager

MI Dept. of Technology, Management & Budget

Emergency Management Coordinator

[redacted]



From: Doll, Jeanette (DTMB)
Sent: Wednesday, February 10, 2016 8:41 AM
To: Hengesbach, Dane (DTMB)
Subject: Automatic reply: Flint Expenses

I am currently on special assignment and have limited ability to respond to requests that are not associated with the Flint Water Response.

If you need assistance with a building closure, please contact Central Control at (517) 373-0196 for immediate assistance.

Jeanette

From: Huhn, Jacqueline (DTMB)
Sent: Thursday, February 11, 2016 9:56 AM
To: Hengesbach, Dane (DTMB)
Subject: RE: Flint Water

Thanks. I will review and let you know.

From: Hengesbach, Dane (DTMB)
Sent: Thursday, February 11, 2016 7:00 AM
To: Huhn, Jacqueline (DTMB) <huhnj@michigan.gov>
Subject: FW: Flint Water

I believe these are for your programs.

From: Baker, Kay (DTMB)
Sent: Wednesday, February 10, 2016 4:15 PM
To: Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>
Subject: Flint Water

Dane - attached are two Expense reimbursements I approved that relate to the Flint Water Crisis. Let me know if you need anything more.

Kay L. Baker
Department of Technology, Management & Budget
Accounts Payable Service Center Supervisor
Financial Services- Operations
2nd floor – Lewis Cass Building
PO Box 30026 – Lansing, MI 48909
517-373-8806 517-241-9046 (fax)
bakerk@michigan.gov

DTMB
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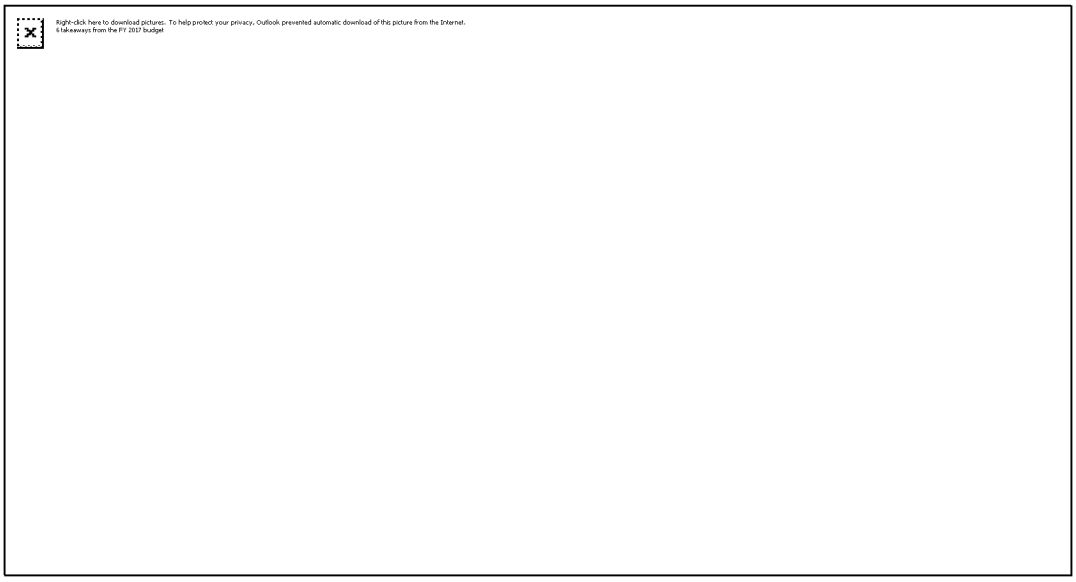
From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Thursday, February 11, 2016 5:51 PM
To: Hengesbach, Dane (DTMB)
Subject: What this year's budget means for Michigan...

HOME | BLOG | CONTACTS | FACEBOOK | TWITTER | INSTAGRAM

VIDEO: What Governor Snyder's FY17 budget means for Michigan



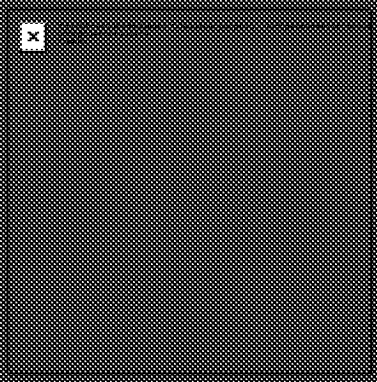
Gov. Rick Snyder's FY 2017 budget calls for critical investments for the Flint water crisis, statewide infrastructure and the Detroit Public Schools. The governor's recommendation also addresses the skyrocketing costs of specialty medications that Michigan residents depend on for better health outcomes.

This budget also stays committed to the Governor's core statewide priorities of education, talent and economic development, health and human services, and public safety.

The proposed FY 2017 budget makes key investments to strengthen the state for all of

Michigan's families. Click here to learn more about the top 6 takeaways from the Governor's FY 2017 state budget.

Click a tweet to tweet it out:



The #MIBudget @OneToughNerd proposed yesterday makes key investments to strengthen Michigan for all families --> www.mi.gov/MIBudget

--> @OneToughNerd's #MIBudget includes $72 million a year for Detroit Public Schools. It is time to act now -- > www.mi.gov/MIBudget

--> @onetoughnerd's significant investment in #Flint families is the right thing to do. #FlintFWD #MIBudget www.mi.gov/MIBudget

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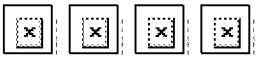

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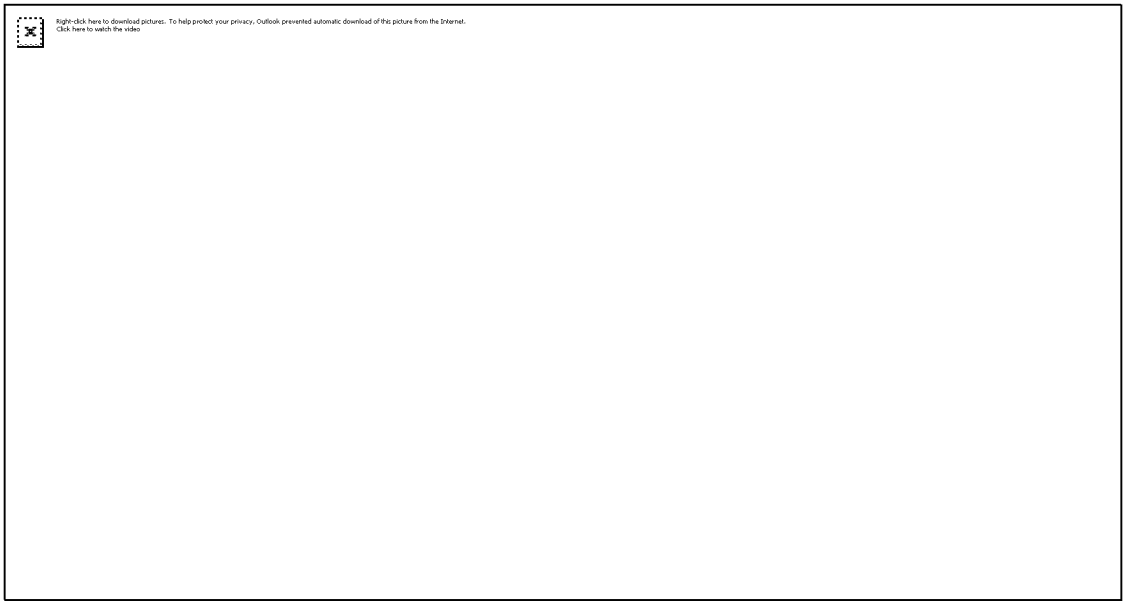
From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Tuesday, February 16, 2016 5:30 PM
To: Hengesbach, Dane (DTMB)
Subject: VIDEO: Volunteering in Flint

HOME | BLOG | CONTACTS | FACEBOOK | TWITTER | INSTAGRAM

VIDEO: How volunteers are helping Flint

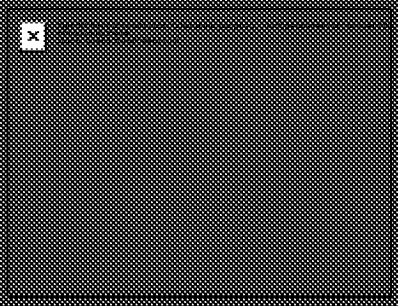


Volunteers at the Food Bank of Eastern Michigan are working hard to collect donations in order to help the families of Flint. Last Thursday, Governor Snyder visited with the many dedicated volunteers and helped sort cans of food.

Good nutrition is critically important for Flint's children. Foods that are high in calcium, vitamin C, and iron can help limit the effects of lead exposure. To donate or volunteer at the Food Bank of Eastern Michigan, visit www.fbem.org.

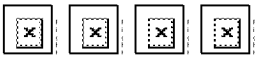
Click here to watch the video and learn more about how the Food Bank of Eastern Michigan is helping Flint's families.

LISTEN IN: Governor Snyder's tele-town hall with Flint residents



Governor Snyder hosted his third town hall with Flint residents on Thursday, Feb. 11, answering their questions directly. *Click here to listen to the call.*

STAY CONNECTED:



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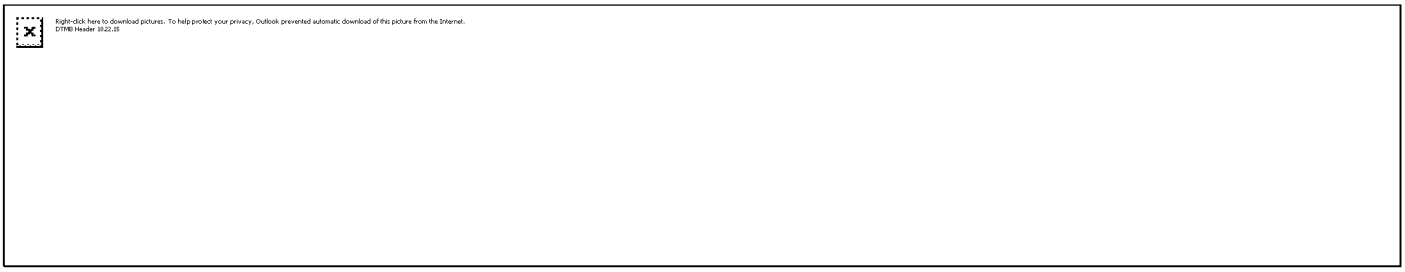
From: DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>
Sent: Wednesday, February 17, 2016 10:10 AM
To: Hengesbach, Dane (DTMB)
Subject: The Gov. Snyder's Budget Proposal



Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the $54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
- **Putting People First.** The governor recommends continued expansion of the Healthy Kids Dental Program and funding efforts to ensure residents have access to affordable health care. His proposal boosts funds to help cover new higher cost specialty medications to treat conditions such as hepatitis C and cystic fibrosis, among others.
- **Investing in Infrastructure.** The proposal allocates $1.2 billion to maintain and repair Michigan roads, bridges and other critical infrastructure.

The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of $1.3 billion for department operations and a one-time allocation of $32.4 million.

A few highlights include:

- $502 million for information technology support for all state agencies and $132.8 million for

14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by $7 million, from $65 million to $72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.

- An additional $5 million to support cybersecurity improvements to safeguard citizens' personal information and protect critical infrastructure and government services.
- IT support of $6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full executive budget recommendations, which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at behend@michigan.gov.

Thank you again for all the good work you do. I hope you have a great week ahead.

David

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THE UNIVERSITY OF MICHIGAN-FLINT F.E.I. NO. 38-6006309

INVOICE DATE **10/1/2012** **INVOICE NUMBER** **14019**

D-U-N-S NO. 085043891

ORIGINATING DEPARTMENT'S TELEPHONE NUMBER (810)237-6688

TO:
State of Michigan
Department of Management and Budget
Attention: Mike Noonan
125 East Union Street
Flint, MI 48502

MAKE REMITTANCES PAYABLE TO:
The University of Michigan-Flint
ADDRESS TO:
University of Michigan-Flint
Financial Services & Budget
Michele Sowash
303 E. Kearsley St.
Northbank Center, Suite 803
Flint, MI 48502

PLEASE REMIT ONE COPY OF INVOICE WITH PAYMENT

State of Michigan/UM-Flint Contract Terms (2/3-1/3 Split)

EXPENDITURES

DESCRIPTION			TOTAL COST	STATE OF MICHIGAN 2/3 TOTAL
City of Flint Water				
5/30/12-6/25/12			$ 152.63	$ 101.75
6/25/12-7/30/12			150.62	100.41
			$ 303.25	**$ 202.17**
Consumers Energy				
6/17/12-7/17/12			$ 3,340.57	$ 2,227.05
7/18/12-8/16/12			1,266.86	844.57
8/17/12-9/15/12			2,457.17	1,638.11
			$ 7,064.60	**$ 4,709.73**
Lil House of Carpet				
Carpet replacement in the elevators 9/12			$ 300.00	$ 200.00
			$ 300.00	**$ 200.00**
UM Grounds				
Labor	7/8/12-7/21/12	General Maintenance	$ 24.26	$ 16.17
Labor	7/22/12-8/4/12	General Maintenance	74.61	49.74
			$ 98.87	**$ 65.91**
UM Phone Services				
5/29/12-6/28/12			$ 81.33	$ 54.22
6/29/12-7/28/12			82.11	54.74
7/29/12-8/28/12			89.17	59.45
			$ 252.61	**$ 168.41**
UM Ann Arbor				
First withdrawal of funds for the tendon repair project 9/12			$ 5,200.00	$ 3,466.67
			$ 5,200.00	**$ 3,466.67**

Total Split Items $ 8,812.89

DESCRIPTION		HOURS/ QUANTITY	HOURLY RATE/UNIT RATE	TOTAL COST
Sole State of Michigan Costs (Work done on SOM Levels)				
EXPENDITURES				
University of Michigan Services				
UM Administration				
Labor	July 2012	10	$ 29.31	$ 293.11
Labor	August 2012	10	29.31	293.11
Labor	September 2012	10	29.83	298.30
				$ 884.52
			Total Sole State of Michigan Costs	**$ 884.52**
			Subtotal	**$ 9,697.41**

DESCRIPTION		TOTAL COST	UM-FLINT 1/3 TOTAL
State of Michigan/UM-Flint Contract Terms (2/3-1/3 Split)			
CREDITS			
Utilities			
Elevator			
	7/1/12-7/31/12	$ 255.00	$ 85.00
	8/1/12-8/31/12	255.00	85.00
	9/1/12-9/30/12	255.00	85.00
		$ 765.00	**$ 255.00**
		Total Credit	**$ (255.00)**
		Total Invoice	**$ 9,442.41**

ACCOUNTS CREDITED-FOR DEPARTMENT USE ONLY

ACCOUNT	FUND	DEPARTMENT	PROGRAM	CLASS	PROJECT/GRANT	AMOUNT
[redacted]	10000	957900	15258	71200		$ 9,442.41

From: Viele, Sarah (DTMB)
Sent: Friday, May 10, 2013 3:07 PM
To: Hengesbach, Dane (DTMB)
Subject: FW: Flint Ramp Utility Annual Costs

Dane,

In addition to my last email, I just had a conversation with Mike Noonan is our Facility Supervisor for Flint. He says that for the parking ramp, he gets invoices from U of M Flint for our portion, and then that electric and water invoice gets sent to you for payment. I have never received those bills, and need to get copies for all of FY12 to current.

Just give me a call at your earliest convenience.

Thanks.

Sarah L. Viele
Energy Efficiency Analyst
State of Michigan
DTMB – Building Operations
vieles@michigan.gov
(517) 241.4941 office

From: Cooper, Steve (DTMB)
Sent: Friday, May 10, 2013 2:00 PM
To: Viele, Sarah (DTMB)
Subject: Flint Ramp Utility Annual Costs

Sarah…….along with the annual costs for utilities for the Flint Ramp, I would also like to know if we are sharing the costs of these utilities with U of M. Any information you could give me would be appreciated.

Thanks Sarah…….Have a Great Weekend !!

Thank you,
Steve Cooper
Building Trades Supervisor
Saginaw/ Flint Facilities
810-614-5167

"If your actions inspire others to dream more,

learn more, do more and become more,

.....you are a leader."

From: Williams, Dianne (DTMB)
Sent: Tuesday, January 12, 2016 9:21 AM
To: Huhn, Jacqueline (DTMB)
Cc: Hengesbach, Dane (DTMB);Armbrustmacher, Tom (DTMB)
Subject: DTMB emergency response to Flint water crisis

Jackie,

Dane has made us (Tom and I) aware that DTMB's Delivery and Printing services have been used in the emergency response team (through Facilities) regarding the Flint water crisis. Question is, would we want to recover the costs. Dane mentioned two managers: Shelli Milimaki for Delivery and Mark Miller in Print. If their upper management has not already decided on this, we need to ask if this work will be billed as 'regular' services and if not would we need reimbursement for direct labor, etc.

Dane will ask Jeanette Doll in Facilities for more information. If they gave billing information to Print and Delivery, it seems they would be billed for services and we'd be all set then.

Stay tuned…

Dianne Williams, Accountant
williamsd@michigan.gov
Department of Technology Management and Budget
320 S. Walnut
Lansing, MI 48933
517/335-4912
Fax: 517/373-7725

From: Huhn, Jacqueline (DTMB)
Sent: Thursday, January 14, 2016 1:19 PM
To: Williams, Dianne (DTMB)
Cc: Hengesbach, Dane (DTMB);Armbrustmacher, Tom (DTMB)
Subject: RE: DTMB emergency response to Flint water crisis

Thanks Dianne.

FYI – At this time, all OSS managers are tracking time spent assisting with this crisis. They will share information about recovery of costs once they learn more. Currently, I understand some employees from Delivery, Print, and VTS are assisting.

From: Williams, Dianne (DTMB)
Sent: Tuesday, January 12, 2016 9:21 AM
To: Huhn, Jacqueline (DTMB) <huhnj@michigan.gov>
Cc: Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>; Armbrustmacher, Tom (DTMB) <armbrustmachert@michigan.gov>
Subject: DTMB emergency response to Flint water crisis

Jackie,

Dane has made us (Tom and I) aware that DTMB's Delivery and Printing services have been used in the emergency response team (through Facilities) regarding the Flint water crisis. Question is, would we want to recover the costs. Dane mentioned two managers: Shelli Milimaki for Delivery and Mark Miller in Print. If their upper management has not already decided on this, we need to ask if this work will be billed as 'regular' services and if not would we need reimbursement for direct labor, etc.

Dane will ask Jeanette Doll in Facilities for more information. If they gave billing information to Print and Delivery, it seems they would be billed for services and we'd be all set then.

Stay tuned…

Dianne Williams, Accountant
williamsd@michigan.gov
Department of Technology Management and Budget
320 S. Walnut
Lansing, MI 48933
517/335-4912
Fax: 517/373-7725

From: Droste, Kerri (DTMB)
Sent: Wednesday, January 20, 2016 6:59 AM
To: Hengesbach, Dane (DTMB);Burns, Robert (DTMB);Doxie, William (DTMB)
Subject: RE: Warehouse Space

Bob and Will –
Please let Dane know if this is an issue.

Thanks!

Kerri Droste
Facilities and Business Services Administration
Department of Technology, Management & Budget
Drostek@michigan.gov
517-284-7953
DTMB
HELP. CONNECT. SOLVE.

From: Hengesbach, Dane (DTMB)
Sent: Wednesday, January 20, 2016 6:57 AM
To: Droste, Kerri (DTMB) <drostek@michigan.gov>; Burns, Robert (DTMB) <BurnsR@michigan.gov>; Doxie, William (DTMB) <DoxieW@michigan.gov>
Subject: RE: Warehouse Space

Thanks for the information Kerri.

Can we get the index changed on the lease to 71105, this is what we will be using to capture all the Flint expenses.

From: Droste, Kerri (DTMB)
Sent: Tuesday, January 19, 2016 4:06 PM
To: Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>
Subject: FW: Warehouse Space

Dane –
Does this give you what you need?

Kerri Droste
Facilities and Business Services Administration
Department of Technology, Management & Budget
Drostek@michigan.gov
517-284-7953
DTMB
HELP. CONNECT. SOLVE.

From: Doxie, William (DTMB)
Sent: Tuesday, January 19, 2016 3:51 PM

To: Droste, Kerri (DTMB) <drostek@michigan.gov>
Cc: Burns, Robert (DTMB) <BurnsR@michigan.gov>
Subject: FW: Warehouse Space

Kerri –

Please see the email below. Index 45400 was given to charge the warehouse costs.

Will

From: Doll, Jeanette (DTMB)
Sent: Tuesday, January 12, 2016 4:36 PM
To: Bailey, Maureen (DTMB) <baileym1@michigan.gov>
Cc: Doxie, William (DTMB) <DoxieW@michigan.gov>; Branton, Christopher <Christopher.Branton@ssa.gov>
Subject: Warehouse Space

Maureen –

Please setup a lease agreement with Bob Sherman for 100,000 of warehouse space to hold supplies as the state provides assistance in the water emergency. We do not know how long the space will be required. OIP/MSP will be listed as the contacts for the lease, index number to use 45400.

If you need anything else, please let me know.

Thank you for your help! We have 12 truckloads of water being delivered tomorrow along with water filters and space is a high demand right now.

Jeanette

Jeanette Doll, Professional Emergency Manager
MI Dept. of Technology, Management & Budget
Emergency Management Coordinator
(517) 719-8763 Cell

DTMB
HELP. CONNECT. SOLVE.

From: Huhn, Jacqueline (DTMB)
Sent: Wednesday, January 27, 2016 10:59 AM
To: Hengesbach, Dane (DTMB);Hampton, Trisha (DTMB)
Cc: Mathews, Jamie (DTMB)
Subject: RE: Flint Index

Trisha, please do not post these charges to index 71105; allow the charges to post to the home index. Jamie Matthews will include these purchases in our tracking tool. We will move costs at a later date if needed. Thanks.

Jamie – can you make sure included are included in your spreadsheet? Thanks.

From: Hengesbach, Dane (DTMB)
Sent: Wednesday, January 27, 2016 8:27 AM
To: Huhn, Jacqueline (DTMB) <huhnj@michigan.gov>
Subject: FW: Flint Index

Jackie, do you want Mail and Deliver p-card expenses to be changed to the Flint Water index? They can make the change in the p-card system so you wouldn't have to JV them later.

From: Hampton, Trisha (DTMB)
Sent: Wednesday, January 27, 2016 8:24 AM
To: Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>
Subject: Flint Index

Hi Dane

Should all (071) Flint Water Disaster PCard purchases go to Index 71105? DMB Mail & Delivery has some UHaul charges and just wondered if they should go to Index 71105 also?

Trisha Hampton
DTMB, Financial Services, Operations
Procurement Card and Administrative Services
(517) 373-7579

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1			**Flint Water**													
2																
3				**1/9/2016**		**1/10/2016**		**1/11/2016**		**1/12/2016**		**1/13/2016**		**1/14/2016**		**1/15/2016**
4	**EID**	**Home Index**	**Name**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**
5	729029	77009	**Brent Thelen**		9		13.5									
6	182340	77009	**Jim Thomas**				13.5	8	4	8	4	8	4	8	4	8
7	114340	77008	**Jeff Bailey**					8	4	8	4	8	4	8	4	8
8	1131981	47021	**Sam Putmon**							8	4.5	8	4.5	8	3.5	8
9	1072864	77009	**Sean Dennison**					8	2	8	4	8	4.5	8	2	
10	121796	77009	**Brian Cardwell**													
11	1123082	67090	**Kevin Moe**									8	3.5	8	4.5	8
12	1109675	67090	**John Lance**									8	5.5	8	4	8
13	1076463	67090	**John Patterson**									8	3.5	8	4.5	8
14	615884	77008	**Shawn Doolittle**								3		3		3	
15	175341	74202	**Todd Martin**						7.5							
16	160497	74202	**Arnie Castillo**						4				1.5			
17	179164	74100	**William Banks**						4							
18	157462	74100	**Tom Cooley**						8							
19																
20			**Total**		**9**	**0**	**27**	**24**	**10**	**32**	**16.5**	**56**	**34**	**56**	**29.5**	**48**
21																
22				**1/17/2016**		**1/18/2016**		**1/19/2016**		**1/20/2016**		**1/21/2016**		**1/22/2016**		**1/23/2016**
23				**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**
24	729029	77009	**Brent Thelen**	8	5.5	8	15									6.5
25	182340	77009	**Jim Thomas**	8	2	8	10	8	2.5	8	4	8	1.5	0	10	
26	114340	77008	**Jeff Bailey**	8	3	8	10.5	8	2.5	8	3	8	2.5	0	10.5	
27	1131981	47021	**Sam Putmon**					8	4	8	4	8	3	0	11	
28	1072864	77009	**Sean Dennison**													
29	121796	77009	**Brian Cardwell**	8	2	8	12.5								8	
30	1133481	47021	**Steve Kesson**					8	5							
31	1123082	67090	**Kevin Moe**	8	3	8	13	8	4.5	8	4	8	5.25	0	13.5	
32	1109675	67090	**John Lance**	8	4.5	8	12.5	8	6.5	0	0	8	4.5	8	4.5	
33	1076463	67090	**John Patterson**	8	3	8	13.25	8	4.5	8	4	8	3.5	0	9.5	
34	1108530	39500	**Bill Selleck***													
35	175341	74202	**Todd Martin**						2		2		2			
36																
37			**Total**	56	23	56	86.75	56	29.5	40	19	48	20.25	8	67	6.5
38																
39				**1/24/2016**		**1/25/2016**		**1/26/2016**		**1/27/2016**		**1/28/2016**		**1/29/2016**		**1/30/2016**
40				**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**

	Q	R	S	T	U	V	W	X	Y	Z
1										
2										
3		1/16/2016		Total		Pay Rate	Reg	OT		
4	OT	Reg	OT	Reg	OT					
5			13	0	35.5	$ 49.89	$ -	$ 2,656.64		
6	4		12	40	45.5	$ 49.31	$ 1,972.40	$ 3,365.41		
7	4		12	40	32	$ 39.94	$ 1,597.60	$ 1,917.12		
8	4			32	16.5	$ 38.38	$ 1,228.16	$ 949.91		
9				32	12.5	$ 45.44	$ 1,454.08	$ 852.00		
10			12.5	0	12.5	$ 43.49	$ -	$ 815.44		
11	4.5		13.5	24	26	$ 36.08	$ 865.92	$ 1,407.12		
12	3.5		12.5	24	25.5	$ 48.10	$ 1,154.40	$ 1,839.83		
13	4.5		13.5	24	26	$ 32.45	$ 778.80	$ 1,265.55		
14	3			0	12	$ 41.76	$ -	$ 751.68		
15					7.5	$ 41.29	$ -	$ 464.51		
16					4	$ 40.63	$ -	$ 243.78		
17					4	$ 53.25	$ -	$ 319.50		
18					8	$ 50.38	$ -	$ 604.56		
19										
20	27.5	0	89	216	232		$ 9,051.36	$ 17,453.04	$ 26,504.40	
21										
22		Total		Pay Rate	Reg	OT				
23	OT	Reg	OT							
24		22.5	20.5	$ 49.89	$ 1,122.53	$ 1,534.12			Total Payroll	Overtime
25	11	40	41	$ 49.31	$ 1,972.40	$ 3,032.57		Week 1	$ 26,504.40	$ 17,453.04
26	13.5	40	45.5	$ 39.94	$ 1,597.60	$ 2,725.91		Week 2	$ 30,652.29	$ 19,421.69
27	12	24	34	$ 38.38	$ 921.12	$ 1,957.38		Week 3	$ 15,625.75	$ 9,196.92
28		0	0	$ 45.44	$ -	$ -		Week 4	$ 1,810.65	$ 668.46
29	0	16	22.5	$ 43.49	$ 695.84	$ 1,467.79		Total	$ 74,593.08	$ 46,740.11
30		8	5	$ 31.99	$ 255.92	$ 239.93				
31	12	40	55.25	$ 36.08	$ 1,443.20	$ 2,990.13				
32	12.75	40	45.25	$ 48.10	$ 1,924.00	$ 3,264.79				
33		40	37.75	$ 32.45	$ 1,298.00	$ 1,837.48				
34	13	0	13		$ -	$ -				
35			6	$ 41.29	$ -	$ 371.61				
36										
37	74.25	270.5	306.75		$ 11,230.61	$ 19,421.69				
38										
39		Total		Pay Rate	Reg	OT				
40	OT	Reg	OT							

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
41	729029	77009	**Brent Thelen**	8	2										8	
42	182340	77009	**Jim Thomas**	8	2											
43	114340	77008	**Jeff Bailey**					4		8	1.5	8	1	8	1	
44	1131981	47021	**Sam Putmon**	8	3										8	
45	1072864	77009	**Sean Dennison**									8	2	8	2	
46	121796	77009	**Brian Cardwell**													
47	1133481	47021	**Steve Kesson**													
48	1123082	67090	**Kevin Moe**	8	4.5	8	6	8	6	8	5.5	8	5.5		13.5	
49	1109675	67090	**John Lance**	8	4.5	8	4.5	8	4.5	8	4.5	8	4.5		12.5	
50	1076463	67090	**John Patterson**													
51	1108530	39500	**Bill Selleck***	8	4.5	8	6	8	6	8	5.5	8	4.5		10.5	
52	132287	47019	**Dale Dipple**									2.5	2			
53	160497	74202	**Arnie Castillo**										3			
54	1084044	74202	**Randy Kartunnen**								5					
55	157462	74100	**Tom Cooley**								2					
56			**Total**													
57																
58				**1/31/2016**		**2/1/2016**		**2/2/2016**		**2/3/2016**		**2/4/2016**		**2/5/2016**		**2/6/2016**
59				**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**
60	729029	77009	**Brent Thelen**													
61	182340	77009	**Jim Thomas**													
62	114340	77008	**Jeff Bailey**													
63	1131981	47021	**Sam Putmon**													
64	1072864	77009	**Sean Dennison**			8	2									
65	121796	77009	**Brian Cardwell**													
66	1133481	47021	**Steve Kesson**													
67	1123082	67090	**Kevin Moe**	8	4.5											
68	1109675	67090	**John Lance**	8	4											
69	1076463	67090	**John Patterson**													
70	1108530	39500	**Bill Selleck***	8	3.5											
71	132287	47019	**Dale Dipple**													
72	1083578	74100	**Scott Barclay**			2.5										
73			**Total**													

	Q	R	S	T	U	V	W	X	Y	Z
41		**8**	**10**	$ 49.89	**$ 399.12**	**$ 748.35**				
42		**8**	**2**	$ 49.31	**$ 394.48**	**$ 147.93**				
43		**28**	**3.5**	$ 39.94	**$ 1,118.32**	**$ 209.69**				
44		**8**	**11**	$ 38.38	**$ 307.04**	**$ 633.27**				
45		**16**	**4**	$ 45.44	**$ 727.04**	**$ 272.64**				
46		**0**	**0**	$ 43.49	$ -	$ -				
47		**0**	**0**	$ 31.99	$ -	$ -				
48	12.5	**40**	**53.5**	$ 36.08	**$ 1,443.20**	**$ 2,895.42**				
49	12.5	**40**	**47.5**	$ 48.10	**$ 1,924.00**	**$ 3,427.13**				
50		**0**	**0**	$ 32.45	$ -	$ -				
51	11.5	**40**	**48.5**		$ -	$ -				
52		**2.5**	**2**	$ 46.25	**$ 115.63**	**$ 138.75**		*Funded by IT-084		
53			**3**	$ 40.63		**$ 182.84**				
54			**5**	$ 51.97		**$ 389.78**				
55			**2**	$ 50.38		**$ 151.14**				
56		148	131.5		$ 6,428.83	$ 9,196.92				
57										
58		**Total**		**Pay Rate**	**Reg**	**OT**				
59	**OT**	**Reg**	**OT**							
60		**0**	**0**	$ 49.89	$ -	$ -				
61		**0**	**0**	$ 49.31	$ -	$ -				
62		**0**	**0**	$ 39.94	$ -	$ -				
63		**0**	**0**	$ 38.38	$ -	$ -				
64		**8**	**2**	$ 45.44	**$ 363.52**	**$ 136.32**				
65		**0**	**0**	$ 43.49	$ -	$ -				
66		**0**	**0**	$ 31.99	$ -	$ -				
67		**8**	**4.5**	$ 36.08	**$ 288.64**	**$ 243.54**				
68		**8**	**4**	$ 48.10	**$ 384.80**	**$ 288.60**				
69		**0**	**0**	$ 32.45	$ -	$ -				
70		**8**	**3.5**		$ -	$ -				
71		**0**	**0**	$ 46.25	$ -	$ -		*Funded by IT-084		
72		**2.5**	**0**	$ 42.09	**$ 105.23**	$ -				
73		24	10.5		$ 1,142.19	$ 668.46				

Message

From: Martin, Tim (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=2282B7BC0C1C4F889742B31B029DA041-MARTIN TIM_63CB82AFF6]
Sent: 2/8/2016 8:56:19 AM
To: Doll, Jeanette (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b93ffc078be649d0a8aa0c386d7b73f1-Doll Jeanette]
CC: Hengesbach, Dane (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=9f860ed59b014ba993b17af3c6fb7b37-Hengesbach Dane]
Subject: RE: Overtime and Financials
Attachments: IT Flint Water Costs 020816.xls

Hi Jeanette,

I'm attaching what I've seen thus far for IT Flint related costs.

I have not seen overtime yet but we will monitor and report any we learn about.

Thanks – please let me know if you need anything else.

Tim

Timothy L. Martin

Manager

IT Proprietary Accounting

DTMB Financial Services

(517) 335-0374

martint6@michigan.gov

DTMB
HELP. CONNECT. SOLVE.

From: Doll, Jeanette (DTMB)
Sent: Friday, February 05, 2016 3:16 PM
To: Martin, Tim (DTMB) <martint6@michigan.gov>
Cc: Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>
Subject: Overtime and Financials

Hi Tim –

This email is in response to a voicemail message I left you the first week of January regarding IT coding and an index for the Flint water emergency. I am compiling a list of DTMB expenses to-date in response to the water emergency and was wondering if you could provide expenses reported for any IT related purchases and/or overtime. We began working on the emergency on January 6, 2016 with the activation of the SEOC.

The attached spreadsheet is what I am using to track employee time. If you have any questions, please let me know. If you do not have any expenses, please reply to this email with a note.

Thank you –

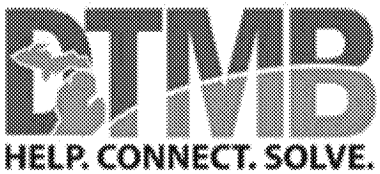
Jeanette

Jeanette Doll, Professional Emergency Manager

MI Dept. of Technology, Management & Budget

Emergency Management Coordinator

[redacted]


BTMB
HELP. CONNECT. SOLVE.

	A	B	C	D	E	F	G
1	**Index Detail, FY '16**					**2/8/2016**	
2	**90055**						
3	**DIRECT COSTS - FLINT WATER RESPONSE**						
4							
5	**Eff Date**	**Agency Object**	**RefDoc**	**Doc**	**Current Document Suffix**	**Document Desc**	**Vendor Name**
6	1/27/2016	6246		GBA01LKM	002	VERIZON WRLS M4873-01 NN	
7	1/27/2016	6246		GBA01LKS	002	APPLE STORE #R616 NN	
8	1/31/2016	6525		GE009989	049	DEPOTBUY # N20160129-100437	
9							

	H
1	
2	
3	
4	
5	**ExpGAAP**
6	$ 837.24
7	$ 18,592.85
8	$ 2,726.84
9	**$ 22,156.93**

From: Burns, Robert (DTMB)
Sent: Monday, February 08, 2016 9:34 AM
To: Hengesbach, Dane (DTMB)
Subject: FW: Flint Expenses

I am not sure if all of this needs to be recorded for Flint or not. This is my carpentry crew expenses. There is some OT.

From: Hawes, Keith (DTMB)
Sent: Monday, February 08, 2016 9:30 AM
To: Burns, Robert (DTMB) <BurnsR@michigan.gov>
Subject: RE: Flint Expenses

Just the time that it took for Tome delivering the test kits for Janette Doll. It was only a 1.5 hours of OT and 2 hours of regular. If you want to add the time it took for us to load the truck on Friday for the delivery today, that was 8.5 hours regular. Today's delivery for the water should be 2 hours.

Total 12.5 hours regular and 1.5 hours OT.

From: Burns, Robert (DTMB)
Sent: Monday, February 08, 2016 9:23 AM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: FW: Flint Expenses

Have you had to pay any OT as it relates to Flint deliveries or anything else I should know about?

From: Droste, Kerri (DTMB)
Sent: Monday, February 08, 2016 8:42 AM
To: Noonan, Michael (DTMB) <noonanm@michigan.gov>; Paasch, Keith (DTMB) <paaschK@michigan.gov>; Burns, Robert (DTMB) <BurnsR@michigan.gov>
Cc: Martin, Ric (DTMB) <MartinR3@michigan.gov>; Sanchez, Leasa (DTMB) <SanchezL1@michigan.gov>; Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>
Subject: FW: Flint Expenses

Good Morning –
Jeanette is looking for any extra costs related to Flint due to the water situation. From staff time/o.t. to water to supplies or purchases. Jeanette needs to report on this every Friday.

Dane, do you want to see this information or should our staff send it directly to Jeanette?

Mike, I know you and Dane have discussed this already.

Thank you in advance -

Kerri Droste
Facilities and Business Services Administration
Department of Technology, Management & Budget
Drostek@michigan.gov

517-284-7953

DTMB
HELP. CONNECT. SOLVE.

From: Hengesbach, Dane (DTMB)
Sent: Monday, February 08, 2016 8:05 AM
To: Droste, Kerri (DTMB) <drostek@michigan.gov>
Subject: Flint Expenses

Kerri, is anybody keeping track of Flint water expenses, either OT hours or direct purchases? Jeanette called me last week and she needs to submit a report every Friday showing actual/estimated costs. I have e-mailed Mike Noonan and he is getting me some information but not sure if there is a central area within Facilities that is tracking.

Any ideas on what would be the best way to track for Facilities?

From: Hawes, Keith (DTMB)
Sent: Monday, February 08, 2016 11:21 AM
To: Hengesbach, Dane (DTMB);Burns, Robert (DTMB)
Subject: RE: Flint Expenses
Attachments: Water Crisis Hours.xlsx

Please see attached and let me know if you need anything else.

Today's work would be on the next report. Correct?

Thanks!

From: Hengesbach, Dane (DTMB)
Sent: Monday, February 08, 2016 9:40 AM
To: Burns, Robert (DTMB) <BurnsR@michigan.gov>
Cc: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: RE: Flint Expenses

Keith, do you have the hours by date? See the attached as to what Jeanette sent as a template for recording time. If you could fill in the daily info, regular or OT hours I will get the pay rate information.

Thanks.

From: Burns, Robert (DTMB)
Sent: Monday, February 08, 2016 9:34 AM
To: Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>
Subject: FW: Flint Expenses

I am not sure if all of this needs to be recorded for Flint or not. This is my carpentry crew expenses. There is some OT.

From: Hawes, Keith (DTMB)
Sent: Monday, February 08, 2016 9:30 AM
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Subject: RE: Flint Expenses

Just the time that it took for Tome delivering the test kits for Janette Doll. It was only a 1.5 hours of OT and 2 hours of regular. If you want to add the time it took for us to load the truck on Friday for the delivery today, that was 8.5 hours regular. Today's delivery for the water should be 2 hours.

Total 12.5 hours regular and 1.5 hours OT.

From: Burns, Robert (DTMB)
Sent: Monday, February 08, 2016 9:23 AM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: FW: Flint Expenses

Have you had to pay any OT as it relates to Flint deliveries or anything else I should know about?

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Cc: Martin, Ric (DTMB) <MartinR3@michigan.gov>; Sanchez, Leasa (DTMB) <SanchezL1@michigan.gov>; Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>
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Thank you in advance -

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Drostek@michigan.gov
517-284-7953

From: Hengesbach, Dane (DTMB)
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To: Droste, Kerri (DTMB) <drostek@michigan.gov>
Subject: Flint Expenses

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Any ideas on what would be the best way to track for Facilities?

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1			**Flint Water**														
2																	
3				**1/9/2016**		**1/10/2016**		**1/11/2016**		**1/12/2016**		**1/13/2016**		**1/14/2016**		**1/15/2016**	
4	**EID**	**Home Index**	**Name**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**
5	1122353	25025	**Thomas taylor**							2	1.5						
6																	
7																	
8																	
9																	
10																	
11																	
12																	
13																	
14																	
15																	
16																	
17																	
18																	
19																	
20			**Total**		**0**	**0**	**0**	**0**	**0**	**2**	**1.5**	**0**	**0**	**0**	**0**	**0**	**0**
21																	
22				**1/17/2016**		**1/18/2016**		**1/19/2016**		**1/20/2016**		**1/21/2016**		**1/22/2016**		**1/23/2016**	
23				**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**
24																	
25																	
26																	
27																	
28																	
29																	
30																	
31																	
32																	
33																	
34																	
35																	
36																	
37			**Total**	0	0	0	0	0	0	0	0	0	0	0	0	0	0
38																	
39				**1/24/2016**		**1/25/2016**		**1/26/2016**		**1/27/2016**		**1/28/2016**		**1/29/2016**		**1/30/2016**	
40				**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**

	R	S	T	U	V	W	X	Y
1								
2								
3	**1/16/2016**		**Total**		**Pay Rate**	**Reg**	**OT**	
4	**Reg**	**OT**	**Reg**	**OT**				
5					$ 25.25			
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
20	**0**	**0**	**0**	**0**		**$ -**	**$ -**	**$ -**
21								
22	**Total**		**Pay Rate**	**Reg**	**OT**			
23	**Reg**	**OT**						
24								
25								
26								
27								
28								
29								
30								
31								
32								
33								
34								
35								
36								
37	0	0		$ -	$ -			
38								
39	**Total**		**Pay Rate**	**Reg**	**OT**			
40	**Reg**	**OT**						

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
41																	
42																	
43																	
44																	
45																	
46																	
47																	
48																	
49																	
50																	
51																	
52																	
53																	
54																	
55																	
56			**Total**														
57																	
58				**1/31/2016**		**2/1/2016**		**2/2/2016**		**2/3/2016**		**2/4/2016**		**2/5/2016**		**2/6/2016**	
59				**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**
60	1118523	25025	**Nicholas Rowley**											2			
61	1121431	25025	**Robert Swaynie**											2			
62	1114750	25025	**John Doll**											1.5			
63	1114190	25025	**Chad Finney**											1.5			
64	1122353	25025	**Thomas Taylor**											1.5			
65	1127554	25029	**Sheldon Cochrane**											1.5			
66																	
67																	
68																	
69																	
70																	
71																	
72																	
73			**Total**														

	R	S	T	U	V	W	X	Y
41								
42								
43								
44								
45								
46								
47								
48								
49								
50								
51								
52								
53								
54								
55								
56	0	0		$ -	$ -			
57								
58	**Total**		**Pay Rate**	**Reg**	**OT**			
59	**Reg**	**OT**						
60			$ 27.54					
61			$ 27.54					
62			$ 25.25					
63			$ 23.61					
64			$ 25.25					
65			$ 19.74					
66								
67								
68								
69								
70								
71								
72								
73	0	0		$ -	$ -			

From: Hawes, Keith (DTMB)
Sent: Monday, February 08, 2016 11:27 AM
To: Hengesbach, Dane (DTMB);Burns, Robert (DTMB)
Subject: RE: Flint Expenses

That will work.

Thanks!

From: Hengesbach, Dane (DTMB)
Sent: Monday, February 08, 2016 11:27 AM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>; Burns, Robert (DTMB) <BurnsR@michigan.gov>
Subject: RE: Flint Expenses

I think we could wait and shows todays time on the next report. You might want to just change the dates on the template to keep track if that works better for you.

Thanks.

From: Hawes, Keith (DTMB)
Sent: Monday, February 08, 2016 11:21 AM
To: Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>; Burns, Robert (DTMB) <BurnsR@michigan.gov>
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Cc: Martin, Ric (DTMB) <MartinR3@michigan.gov>; Sanchez, Leasa (DTMB) <SanchezL1@michigan.gov>; Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>
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From: Hengesbach, Dane (DTMB)
Sent: Monday, February 08, 2016 8:05 AM
To: Droste, Kerri (DTMB) <drostek@michigan.gov>
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Any ideas on what would be the best way to track for Facilities?

From: Huhn, Jacqueline (DTMB)
Sent: Monday, February 08, 2016 1:11 PM
To: Hengesbach, Dane (DTMB);Armbrustmacher, Tom (DTMB);Williams, Dianne (DTMB)
Subject: RE: Flint Water Expenses

Thanks Dane.

FYI - I have requested an updated report from OSS. Once it is received I will review their details and see if this person is included. Thanks for the heads up.

Tom & Dianne – we will talk further after I receive the report.

From: Hengesbach, Dane (DTMB)
Sent: Monday, February 08, 2016 10:31 AM
To: Armbrustmacher, Tom (DTMB) <armbrustmachert@michigan.gov>; Williams, Dianne (DTMB) <williamsd@michigan.gov>
Cc: Huhn, Jacqueline (DTMB) <huhnj@michigan.gov>
Subject: Flint Water Expenses

Tom, I thought that John Lance had some payroll hitting the 71105 index as well as his travel but we looked into further and the payroll charges are for a Steve Kesson. It looks like had payroll charges hit indexes 47021, 77011, 77009 and 71105 which I believe are some of Diane's reports. We can't figure out how these expenses would be hitting index 71105 other than they are being manually changed.

Either way it looks like charges are hitting the 71105 index which I thought your areas were not supposed to be hitting.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1			**Flint Water**														
2				Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
3				**1/3/2016**		**1/4/2016**		**1/5/2016**		**1/6/2016**		**1/7/2016**		**1/8/2016**		**1/8/2016**	
4	**EID**	**Home Index**	**Name**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**
5	567608	45400	**Jeanette Doll**							10.5		11.5			10		9.5
6																	
7				Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
8				**1/10/2016**		**1/11/2016**		**1/12/2016**		**1/13/2016**		**1/14/2016**		**1/15/2016**		**1/16/2016**	
9	**EID**	**Home Index**	**Name**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**
10	567608	45400	**Jeanette Doll**	10.5		14		12		3.5	9.5		12		12		11.5
11		45400	**Ryan McKee**							5		3	2		13.5		6
12		45400	**Chris Christensen**			8		8		8		8		8		8	
13		45400	**Craig Bidelman**														3
14		45400	**Rick Rokely**											4.5			
15			**Rock Rakowski**														
16			**Total**	**0**	**0**	**8**	**0**	**8**	**0**	**13**	**0**	**11**	**2**	**12.5**	**13.5**	**8**	**9**
17																	
18				Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
19				**1/17/2016**		**1/18/2016**		**1/19/2016**		**1/20/2016**		**1/21/2016**		**1/22/2016**		**1/23/2016**	
20	**EID**	**Home Index**	**Name**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**
21	567608	45400	**Jeanette**	9.5		8	11.5	10		10		2.5	7.5	9.5			
22			**Jeff Pratt**	5		8	8	9	0	2			5.5		4.5		6
23			**Rick Rokely**									2		3.75			
24			**Ryan McKee**	9		8	8	8		4			5.5		9.5		6
25			**Chris Christensen**	8		8		8		8		8					
26			**Brandon Philip**														
27			**Craig Bidelman**														
28			**Eddie Moore**				3.5										
29			**Rock Rakowski**											8		8	
30			**Total**	22	0	24	19.5	25	0	14	0	10	11	3.75	14	0	12
31																	
32				Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
33				**1/24/2016**		**1/25/2016**		**1/26/2016**		**1/27/2016**		**1/28/2016**		**1/29/2016**		**1/30/2016**	
34	**EID**	**Home Index**	**Name**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**
35	567608	45400	**Jeanette Doll**	9.5		10		11		9.5	4		13		8.5		8
36			**Ryan McKee**			8						1	3		13		8
37			**Jeff Pratt**	8		4		4			1		2		2		
38			**Rick Rokely**														
39			**Rock Rakowski**					3.5		4				1			
40																	

	R	S	T	U	V
1					
2					
3	**Total**		**Pay Rate**	**Reg**	**OT**
4	**Reg**	**OT**			
5	**22**	**19.5**			
6					
7					
8	**Total**		**Pay Rate**	**Reg**	**OT**
9	**Reg**	**OT**			
10	**40**	**45**			
11	**8**	**21.5**			
12	**48**	**0**			
13	**0**	**3**			
14	**4.5**				
15					
16	**60.5**	**24.5**		**$ -**	**$ -**
17					
18					
19	**Total**		**Pay Rate**	**Reg**	**OT**
20	**Reg**	**OT**			
21	**49.5**	**19**			
22	**24**	**24**			
23	**5.75**				
24	**29**	**29**			
25	**40**				
26					
27		**8**			
28		**3.5**			
29					
30	98.75	64.5		$ -	$ -
31					
32					
33	**Total**		**Pay Rate**	**Reg**	**OT**
34	**Reg**	**OT**			
35	**40**	**33.5**			
36	**9**	**24**			
37	**16**	**5**			
38					
39					
40					

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
41																	
42			**Total**														
43				Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
44				**1/31/2016**		**2/1/2016**		**2/2/2016**		**2/3/2016**		**2/4/2016**		**2/5/2016**		**2/6/2016**	
45	**EID**	**Home Index**	**Name**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**
46	567608	45400	**Jeanette Doll**	9.5		10		13.5		7	3.5		9		12.5		3
47			**Ryan McKee**			5						6.5			11		12
48			**Jeff Pratt**	3		2		2		2			2		2		2
49			**Rock Rakowski**	4						3.5							
50																	
51																	
52			**Total**														
53																	
54				Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
55				**2/7/2016**		**2/8/2016**		**2/9/2016**		**2/10/2016**		**2/11/2016**		**2/12/2016**		**2/13/2016**	
56	**EID**	**Home Index**	**Name**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**
57	567608	45400	**Jeanette Doll**	8.5													
58			**Ryan McKee**	6													
59			**Jeff Pratt**	2													
60			**Rock Rakowski**														
61																	
62																	
63			**Total**														

	R	S	T	U	V
41					
42	25	29		$ -	$ -
43					
44	**Total**		**Pay Rate**	**Reg**	**OT**
45	**Reg**	**OT**			
46	**40**	**28**			
47	**11.5**	**23**			
48	**9**	**6**			
49					
50					
51					
52	20.5	29		$ -	$ -
53					
54					
55	**Total**		**Pay Rate**	**Reg**	**OT**
56	**Reg**	**OT**			
57	**8.5**	**0**			
58	**6**	**0**			
59	**2**	**0**			
60	**0**				
61	**0**				
62	**0**				
63		0		$ -	$ -

	A	B	C	D
1	**Vendor**	**Item**	**P-Card**	**Date**
2	Bell Warehouse*Estimate**	Warehouse rental agreement (Monthly fee with personnel costs)	$30,000.00	1/14/16
3	Apple	30 iPads, cases, stylis	$18,592.85	1/14/15
4	Verizon Wireless	iPad cases, stylis	$837.24	1/14/16
5	U-Haul	Rental of 4 trucks 1/14 - 1/25/16 +$.79 mile $21 per truck per day	$2,714.31	1/14/16
6	Survey Monkey for MSP	One month access	$26.00	1/15/16
7	Republic Services*	Dumpster Rental $300 each time emptied	$600.00	1/15/16
8	**Grainger**	500 Rain Ponchos	$895.00	1/15/16
9	**Apple**	30 iPads, cases, stylis	$18,242.20	1/15/16
10	DK Security	Armed security guard with vehicle overnight at Clio Road warehouse 1/17	$9,308.00	1/17/16
11		Additional security guard rover	$253.80	1/22/16
12		Additional guard at Flint State Office Building 1/13 25.38 per day	$1,256.31	1/13/16
13		3 - 15 foot trucks 1/17 - 1/25/16 $.79 per mile+$32 per day per truck	$664.62	1/17/16
14	Staples	Wireless Printer and Router for FEMA	$893.94	1/17/16
15	Grainger	765 Handwarmers	$999.60	1/17/16
16	**Arwood Waste 810 515-7346**	Porta Potty Rental $85 month (3) onsite	$467.76	1/18/16
17	**Verizon Wireless**	2 iPhones with cases and chargers for MCSC	$121.94	1/18/16
18	**Apple**	1 iPad	$700.00	1/18/16
19	**Apple**	4 iPads	$2,176.00	1/18/16
20	**Apple**	8 iPads and 19 cases	$5,281.05	1/18/16
21	**Apple**	7 iPads and 12 cases	$5,151.40	1/18/16
22	**Apple**	11 iPads	$7,653.20	1/18/16
23	Walmart #1928 4313 Corunna Rd	Water Filters-Walmart Foundation to reimburse purchase	$17,920.00	1/11/16
24	**ABC Warehouse**	TV for JIC (Mike Noonan)	$747.00	1/13/16
25	**Home Depot**	13 rolls of Stretch Wrap & 10 Box Cutters	$305.28	1/20/16
26	**Apple**	iPads	$18,242.20	1/22/16
27	Constitution Hall Guards	Additional Guards January 22 - February 12	$6,472.00	1/22/16
28	Grainger	Vests	$960.00	1/21/16
29	Grainger	Vests	$1,440.00	1/22/16
30	Grainger	Power Strips	$61.92	1/22/16
31	DTMB Customer Service Center		$1,281.03	1/22/16
32	DTMB Mail & Delivery	Cost for rental truck through 1/23 plus mileage fee	$2,835.00	1/23/16
33	DTMB Mail & Delivery	Driver's Overtime - Through 2/1/16	$46,740.11	
34	DTMB Mail & Delivery	DTMB Truck Use - Through 1/23	$4,800.00	1/22/16
35	Verizon Wireless	(30) iPads, Cases, Chargers & Stylis	$16,198.80	1/21/16
36	Verizon Wireless	(30) iPads, Cases, Chargers & Stylis	$13,198.80	1/22/16
37	Gordon's Food Service	Coffee Supplies (coffee, 36 coffee maker, cups, cream, sugar)	$167.14	1/24/16
38	DTMB Printing	Printing fees (DTMB Print & Graphic Services) Palm cards, test kit page	$47,305.88	2/2/16
39	Hotel for Employee	Mariott Grand Blanc 1-13 thru 1-18 (John Lance)	$606.06	1/13-1/18/16

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2	Rental agreement needed for detailed costs
3	
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5	Confirmation #s: 81617681, 81617859, 81617791, 81617921
6	
7	$225-$300 per load removed - Delivery $300, Emptied 1/18 $300 Randy 4101 Holiday Drive, Flint 48507 810-768-2228 o; 810-210-5663 c
8	
9	Waiting for invoice
10	
11	
12	
13	Confirmation #s 81754625, 81754594, 81754568, 81754538, 81754485
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17	Phone Numbers 517-242-9806 and 517-420-4162
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38	Palm cards (English, Spanish) Test kit pages, GC County Prints
39	

	A	B	C	D
40	Home Depot	Markers	$516.00	1/23/16
41	DTMB Customer Service Center	Access key cards for Federal Partners	$14.84	1/27/2016
42		Pallet Jack Rental (5) $425 each per month and (1) Repair	$2,623.50	1/29/2016
43	DTMB-Telecom	19 Telephones for Flint State Office Building		
44	Home Depot	Stretch Wrap for warehouse	$2,369.50	2/1/2016
45	DTMB Vehicle & Travel Services*	Fuel Cost	$1,417.45	1/12-2/1/16
46	Consumers Energy			2/4/16
47	DTMB Employee Travel	Meals 1/14 - 1/30/2016	$263.43	1/14-1/30/16
48	Office Depot	Toner for Clio Road warehouse	$129.79	2/4/16
49	Home Depot	Stretch Wrap for warehouse	$2,369.50	2/2/16
50	DTMB Customer Service Center	26 access cards, case, clip, security holograms	$190.06	2/5/16
51	DTMB Customer Service Parking	Parking Spaces for DEQ ECC Employees (7) Random spots	$220.50	1/27/16
52	DTMB Customer Service Parking	Flint Ramp 30 Reserved $757.50 month and 10 General Space $135 month	$892.50	1/26/16
53	DTMB Customer Service Center	10 Access cards $66, cases $4, clips $2.30 and Holograms $.80	$73.10	1/25/16
54	DTMB Customer Service Center	1 access card $6.60, clip $.40, clip $.23, Hologram $.08	$7.31	1/25/16
55	DTMB Customer Service Center	1 access card $6.60, clip $.40, clip $.23, Hologram $.08	$7.31	1/22/16
56	DTMB Customer Service Center	500 ID cards $50, 10 access cards $66, 10 cases $4, 500 lanyards $220, 500 holograms $4, 1 color printer ribbon $338, 1 printer retransfer film $72	$907.30	1/22/16
57	DTMB Customer Service Center	300 ID cards $65, 300 Lanyards $286, 300 clips $149.50, 300 holograms $52, 1 color printer ribbon $338, 1 printer retransfer film $72	$962.50	1/16/16
58	Penske Truck Rental	11 trucks for 1 week, began February 4	$29.48	2/4/16
59	Hotel Room (Mariott)	Driver working with distribution of supplies for 9 days on P-card		
60	DTMB Vehicle & Travel Services	(13) Passenger Vehicles Mini Vans		
61	DHHS Flint State Office Building	Use of real estate of 5th floor		1/19/16
62	DTMB Vehicle & Travel Services	Tranport Company Fee to move mini vans to/from Flint and Lansing		
63				
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68				
69	**Total Spent**		**$299,110.51**	
70				
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72	**Expenditures OutStanding**			
73	DTMB Print & Graphic Services	Translation Fees		
74	Hotel Room (Mariott)	Driver working with distribution of supplies for 9 days on P-card		1/28-2/6/16
75	Hotel Room (Mariott)	Driver working with distribution of supplies for 2 days on P-card		
76	DTMB Employee Overtime	Employees other than drivers		
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58	Truck #'s 9160237, 9162038, 9163074, 9163391, 9163842, 9167994, 9169395, 9170937, 9171108, 9172055, 9162568
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From: Baker, Kay (DTMB)
Sent: Wednesday, February 10, 2016 4:15 PM
To: Hengesbach, Dane (DTMB)
Subject: Flint Water
Attachments: Flint water T E requests.pdf

Dane - attached are two Expense reimbursements I approved that relate to the Flint Water Crisis. Let me know if you need anything more.

Kay L. Baker
Department of Technology, Management & Budget
Accounts Payable Service Center Supervisor
Financial Services- Operations
2nd floor – Lewis Cass Building
PO Box 30026 – Lansing, MI 48909
517-373-8806 517-241-9046 (fax)
bakerk@michigan.gov

DTMB
HELP. CONNECT. SOLVE.

Employee Reimbursement Request

Feb 2, 2016 2:50PM

Name:	LANCE, JOHN J	Emp ID #:	1109675
Request ID:	674049		

Expense Version:	1	Process Level:	0701
Expense Dates:	01/21/2016 to 01/31/2016	HRMN Dept:	09005 CONSULTING AND FLEET ADMIN SVC
Nature of Official Business:	Flint Water Crisis	TKU:	732 AGENCY SERV/VEH & TRAVEL SERV
User Event Description:	On loan for Flint Water Crisis		

Totals

Total Expenses (Non - Taxable):	$943.50		
Total Expenses (Taxable):	$0.00		
Total Expenses:	$943.50		
Total Advance Liquidated:	$0.00	(Current Outstanding Advance -	$0.00)
Total Due To(From) Employee:	$943.50	(before taxes)	

Summary by Category

Expense Category	Amount
IN-STATE NON-TAXABLE LODGING	$943.50

Summary by Coding Block

AY	Index	Pca	Grant	Ph	AG1	Project	Ph	AG2	AG3	Multi	Std	Amount
											Y	$943.50

Employee Reimbursement Request

Feb 2, 2016 9:55AM

Name:	BAILEY, JEFFREY L	Emp ID #:	114340
Request ID:	671658		

Expense Version:	1	Process Level:	0701
Expense Dates:	01/11/2016 to 01/26/2016	HRMN Dept:	09001 LOGISTICS & OPERATIONS
Nature of Official Business:	travel	TKU:	744 MAILING SERVICES
User Event Description:	flint water crisis		

Totals

Total Expenses (Non - Taxable):	$80.07		
Total Expenses (Taxable):	$13.73		
Total Expenses:	$93.80		
Total Advance Liquidated:	$0.00	(Current Outstanding Advance -	$0.00)
Total Due To(From) Employee:	$93.80	(before taxes)	

Summary by Category

Expense Category	Amount
IN-STATE TAXABLE MEALS	$93.80

Summary by Coding Block

AY	Index	Pca	Grant	Ph	AG1	Project	Ph	AG2	AG3	Multi	Std	Amount
											Y	$93.80

From: DeCamp, Greg (DTMB)
Sent: Tuesday, February 16, 2016 8:07 AM
To: Gibson, Jennifer (DTMB);Hengesbach, Dane (DTMB)
Subject: FW: NEW DEADLINE - Time Sensitive Request

This may include you

From: Gilliland, Michael (DTMB)
Sent: Tuesday, February 16, 2016 7:40 AM
To: DeCamp, Greg (DTMB) <DeCampG1@michigan.gov>
Subject: FW: NEW DEADLINE - Time Sensitive Request

Has phil shared this with you??

From: Stibitz, Brom (DTMB)
Sent: Friday, February 12, 2016 3:57 PM
To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <Brownleej@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoevering1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>
Cc: Baker, Natasha (SRO) <BakerN5@michigan.gov>; Hawks, Orlene (DTMB) <HawksO@michigan.gov>
Subject: NEW DEADLINE - Time Sensitive Request

Senior Management Team,

We just received the search terms for the document production. (See below.) Given the lateness of this email, we are asking you send your list of custodians to Jean Ingersoll **no later than noon on Tuesday, February 16**.

We are not asking you to conduct any searches right now. Further directions will come from Jean.

Search terms:

Legionnaire
Legionella

"boil water order" & "Flint" (anywhere in document)
"coli" & Flint (anywhere in document)
"bacteria" & "Flint" (anywhere in document)
"microb" & "Flint" (anywhere in document)
"TTHM" & "Flint" (anywhere in document)
"Lead" & "Flint" (anywhere in document)
"emergency" & "Flint" (anywhere in document)
Karegnondi
"Genesee County Health Department"
"Flint" (within sentence) "utilities"
"Lead and Copper Rule"
"Detroit Water and Sewerage Department" & "Flint" (anywhere in document)
"DWSD" & "Flint" (anywhere in document)
"Flint River"
"Pb" & "water" (anywhere in document)
"KWA"

Please call me or Jean if you have any questions.

Brom

From: Stibitz, Brom (DTMB)
Sent: Thursday, February 11, 2016 4:40 PM
To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <Stibitz8@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>
Subject: Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB's effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard "search terms" which we will use to compile documents related to this lawsuit.

Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area. Jean may have more information on this tomorrow, but generally speaking a custodian will be

a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz
Chief Deputy Director
Michigan Department of Technology, Management and Budget
stibitzb@michigan.gov
517-373-1004
DTMB
HELP. CONNECT. SOLVE.

From: DeCamp, Greg (DTMB)
Sent: Tuesday, February 16, 2016 1:10 PM
To: Huhn, Jacqueline (DTMB);Gibson, Jennifer (DTMB);Hengesbach, Dane (DTMB);Foss, Ron (DTMB)
Subject: FW: Time Sensitive: FAQs Needed
Attachments: Financials 02162016.xlsx

FYI

From: Christensen, Chris (DTMB)
Sent: Tuesday, February 16, 2016 1:02 PM
To: DeCamp, Greg (DTMB) <DeCampG1@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>
Subject: RE: Time Sensitive: FAQs Needed

Here is the information that I currently have.

Thanks,

Chris Christensen
Director of Infrastructure Protection
Office: (517) 241-2188
Cell: (517) 243-1647
Christensenc4@michigan.gov

From: DeCamp, Greg (DTMB)
Sent: Tuesday, February 16, 2016 7:48 AM
To: Christensen, Chris (DTMB) <christensenc4@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>
Subject: RE: Time Sensitive: FAQs Needed

Chris – Do you have updated numbers? Thanks.

From: Christensen, Chris (DTMB)
Sent: Monday, February 1, 2016 2:06 PM
To: Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>
Cc: DeCamp, Greg (DTMB) <DeCampG1@michigan.gov>
Subject: RE: Time Sensitive: FAQs Needed

Finance information attached.

Chris Christensen
Director of Infrastructure Protection

Office: (517) 241-2188
Cell: (517) 243-1647
Christensenc4@michigan.gov

DTMB
HELP. CONNECT. SOLVE.

From: Jeffery, Phillip (DTMB)
Sent: Monday, February 1, 2016 9:18 AM
To: Christensen, Chris (DTMB) <christensenc4@michigan.gov>
Cc: DeCamp, Greg (DTMB) <DeCampG1@michigan.gov>
Subject: FW: Time Sensitive: FAQs Needed

Chris,

I asked him to send this to you as well since all requests are going through you. Have either you or Greg seen any numbers yet?

Phil

From: Buhs, Caleb (DTMB)
Sent: Monday, February 1, 2016 9:12 AM
To: Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; Christensen, Chris (DTMB) <christensenc4@michigan.gov>; DeCamp, Greg (DTMB) <DeCampG1@michigan.gov>
Subject: FW: Time Sensitive: FAQs Needed

Please take a look at the request from SBO below. I don't think that we would have much at DTMB around Flint spending, but I would like to be able to contribute info on anything we are involved with. Please provide a brief overview for any spending items we will have included in a FY 16 supplemental or the FY 17 budget as it relates to Flint.

Thanks,
Caleb

From: Weiss, Kurt (DTMB)
Sent: Sunday, January 31, 2016 2:57 PM
To: Ackley, Martin (MDE) <AckleyM@michigan.gov>; Angela Simpson <angela.m.simpson28.nfg@mail.mil>; Bach, Katie (MSHDA) <BachK@michigan.gov>; Banner, Shanon (MSP) <BannerS@michigan.gov>; Bean, Mary Kay (MGCB) <BeanM1@michigan.gov>; Biehl, Laura (GOV) <BiehlL@michigan.gov>; Humes, William R (DMVA) <william.r.humes2.mil@mail.mil>; Bitely, Andrea (AG) <BitelyA@michigan.gov>; Brown, Jessica (GOV) <BrownJ53@michigan.gov>; Brown, Melanie (DEQ) <BrownM45@michigan.gov>; Brown, Tiffany (MSP) <BrownT22@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Cranson, Jeff (MDOT) <CransonJ@michigan.gov>; DeVol, Lauren (DMVA) <DeVolL@michigan.gov>; Eisner, Jennifer (DHHS) <EisnerJ@michigan.gov>; Fagan, Kathleen (MEDC) <fagank@michigan.org>; Fedorchuk, Matthew (MCSC) <fedorchukm@michigan.gov>; Gautz, Chris (MDOC) <GautzC@michigan.gov>; Gendreau, Gisgie (MDOS) <GendreauG@michigan.gov>; Golder, Edward (DNR) <GolderE@michigan.gov>; Heaton, Anna (GOV) <HeatonA@michigan.gov>; Holton, Jennifer (MDARD) <holtonj@michigan.gov>; Holyfield, Jeff (MSL) <HolyfieldJ1@michigan.gov>; Kennedy, Jordan (GOV) <KennedyJ4@michigan.gov>; Leeds, Lauren (DTMB) <LeedsL@michigan.gov>; Levengood, Vicki (MDCR) <LevengoodV@michigan.gov>; Miller, Andrea (DIFS) <MillerA16@michigan.gov>; Miller, Jacki (MDCR) <MillerJ31@michigan.gov>; Minicuci, Angela (DHHS) <MinicuciA@michigan.gov>; Moon, Jason (LARA) <moonj@michigan.gov>; Murray, David (GOV) <MurrayD1@michigan.gov>; Emily Palsrok <PalsrokE@michigan.org>; Sampson, Jeremy (TREASURY) <SampsonJ@michigan.gov>; Stanton, Terry A. (Treasury) <StantonT@michigan.gov>; Thelen, Suzanne (DMVA)

<ThelenS3@michigan.gov>; Throne, Heather (MDARD) <ThroneH@michigan.gov>; Tommasulo, Karen (DEQ) <TommasuloK@michigan.gov>; Wheaton, Bob (DHHS) <WheatonB@michigan.gov>; Woodhams, Fred (MDOS) <WoodhamsF@michigan.gov>; Wurfel, Brad (DEQ) <WurfelB@michigan.gov>
Cc: JICManager <JICManager@michigan.gov>
Subject: FW: Time Sensitive: FAQs Needed

Your help with the request below is much appreciated. This message was sent by the budget office legislative liaison to all of your legislative liaisons. Thank you.

Kurt Weiss
State Budget Office
517-335-0050
State Budget

From: Starr, Scott (DTMB)
Sent: Sunday, January 31, 2016 2:53 PM
To: Ruest, Karla (DHHS); Pallone, Maggie (DEQ)
Cc: Weiss, Kurt (DTMB); Epkey, Amy (DEQ); Hanley, Farah (DHHS)
Subject: Time Sensitive: FAQs Needed

Good afternoon,

In preparation for announcing additional appropriation measures related to the Flint water emergency in the upcoming FY 17 budget presentation, we'll be preparing a briefing document for legislators. As part of this effort, we want to include a Frequently Asked Questions document. This is where we really need your help.

Your budget staff should have a breakdown of each potential spending item related to your agency (both pending FY 16 supplemental items and FY 17 items). Please work with your budget folks and your communications team to develop any FAQs that you anticipate the public or legislators might ask, related to each item assigned to your agency.

Outreach to the Legislature has already begun, so having these responses back from you quickly is very important. Please send our PIO, Kurt Weiss, and me your FAQ lists no later than 5:00 p.m. this Tuesday, February 2.

Please let me know if you have any questions or concerns, or feel free to have your communications staff touch base with Kurt. I apologize for the short time window, but we really appreciate your help.

	A	B	C	D	E
1	**Vendor**	**Item**	**P-Card**	**Other**	**PO**
2	ABC Warehouse	TV for JIC (Mike Noonan)	$747.00		
3	Apple	1 iPad	$700.00		
4	Apple	(12) iPads and (16) cases	$9,730.20		
5	Apple	15 iPads	$8,512.00		
6	Apple	4 iPads	$2,176.00		
7	Apple	8 iPads and 19 cases	$5,281.05		
8	Apple	7 iPads and 12 cases	$5,151.40		
9	Apple	11 iPads	$7,653.20		
10	Apple	iPads	$700.00		
11	Apple Eastwood Towne Center	(30) iPads, (23)cases	$18,592.85		
12	Arwood Waste 810 515-7346	Porta Potty Rental $85 month (3) onsite	$467.76		
13	Bell Warehouse*Estimate**	Warehouse rental agreement (Monthly fee with personnel costs)	$30,000.00		
14	Constitution Hall Guards	Additional Guards January 22 - February 12			$6,472.00
15	Consumers Energy	Utilities for Pierson Road Warehouse beginning 2/4/16			
16	Crown	Pallet Jack Rental (5) $425 each per month and (1) Repair (paid for one month)	$2,623.50		
17	DHHS Flint State Office Building	Use of real estate of 5th floor			
18	DK Security	Additional guard at Flint State Office Building 1/13 25.38 per day			$1,256.31
19	DK Security	Armed security guard with vehicle overnight at Clio Road warehouse 1/17			$9,308.00
20	DK Security	Additional security guard rover			$253.80
21	Direct TV	For 5th floor JIC at FOB			
22	DTMB Customer Service Center	300 ID cards $65, 300 Lanyards $286, 300 clips $149.50, 300 holograms $52, 1 color printer ribbon $338, 1 printer retransfer film $72	$962.50		
23	DTMB Customer Service Center	Printing of volunteer cards	$1,281.03		
24	DTMB Customer Service Center	1 access card $6.60, clip $.40, clip $.23, Hologram $.08	$7.31		
25	DTMB Customer Service Center	1 access card $6.60, clip $.40, clip $.23, Hologram $.08	$7.31		
26	DTMB Customer Service Center	500 ID cards $50, 10 access cards $66, 10 cases $4, 500 lanyards $220, 500 holograms $4, 1 color printer ribbon $338, 1 printer retransfer film $72	$907.30		
27	DTMB Customer Service Center	10 Access cards $66, cases $4, clips $2.30 and Holograms $.80	$73.10		
28	DTMB Customer Service Center	1 access card $6.60, clip $.40, clip $.23, Hologram $.08	$7.31		
29	DTMB Customer Service Center	Access key cards for Federal Partners	$14.84		
30	DTMB Customer Service Center	26 access cards, case, clip, security holograms	$190.06		
31	DTMB Customer Service Parking	Flint Ramp 30 Reserved $757.50 month and 10 General Space $135 month	$892.50		
32	DTMB Customer Service Parking	Parking Spaces for DEQ ECC Employees (9) Random spots $91.55 each per month	$823.95		
33	DTMB Employee OverTime 1/6-2/6/16	CIP, RED and BOD		$15,068.57	
34	DTMB Employee Travel	Meals 1/14 - 1/30/2016	$263.43		
35	DTMB Mail & Delivery	DTMB Truck Use - Through 1/23	$4,800.00		
36	DTMB Mail & Delivery	Cost for Star rental truck through 1/23 plus mileage fee	$2,835.00		
37	DTMB Mail & Delivery	Driver's Overtime - Through 2/1/16	$46,740.11		
38	DTMB Printing	Printing fees (DTMB Print & Graphic Services) Palm cards, test kit page, GC	$47,305.88		
39	DTMB Vehicle & Travel Services	Fuel for (13) Passenger Vehicles (Mini Vans)		$333.70	
40	DTMB Vehicle & Travel Services	Tranport Company Fee to move mini vans to/from Flint and Lansing		$1,912.82	

	F
1	**Date**
2	1/13/16
3	1/18/16
4	1/15/16
5	1/15/16
6	1/18/16
7	1/18/16
8	1/18/16
9	1/18/16
10	1/18/16
11	1/13/16
12	1/18/16
13	1/14/16
14	1/22/16
15	2/4/16
16	1/29/2016
17	1/19/16
18	1/13/16
19	1/17/16
20	1/22/16
21	1/21/16
22	1/16/16
23	1/22/16
24	2/11/16
25	1/22/16
26	1/22/16
27	1/25/16
28	1/25/16
29	1/27/2016
30	2/5/16
31	1/26/16
32	1/27/16
33	
34	1/14-1/30/16
35	1/22/16
36	1/23/16
37	2/1/16
38	2/2/16
39	2/1/16
40	2/1/16

	A	B	C	D	E
41	DTMB Vehicle & Travel Services	Fuel Cost 1/12-2/1/16		$1,417.45	
42	DTMB-Telecom	19 Telephones for Flint State Office Building			
43		Coffee Supplies (coffee, 36 coffee maker, cups, cream, sugar)	$167.14		
44	Grainger	500 Rain Ponchos	$895.00		
45	Grainger	200 Safety Vests	$803.00		
46	Grainger	Safety Vests (100)	$401.50		
47	Grainger	Box cutters, stretch wrap and cardboad pallet box	$2,854.60		
48	Grainger	Supplies for Pierson & Clio Rd warehouses (Tape, tape gun, gloves, toilet paper)	$390.30		
49	Grainger	Paper towells (30 pk) for Pierson & Clio Rd warehouses	$25.93		
50	Grainger	Gaylord Boxes for Pierson & Clio Rd warehouses (10)	$1,812.60		
51	Grainger	Handwarmers (255), safety vests (200)	$1,802.60		
52	Grainger	First Aid Kits (2) for Pierson and Clio Road warehouses	$115.52		
53	Grainger	Power Strips	$61.92		
54	Home Depot	13 rolls of Stretch Wrap & 10 Box Cutters	$305.28		
55	Home Depot	Markers	$516.00		
56	Home Depot	Stretch Wrap for warehouse	$2,369.50		
57	Home Depot	Stretch Wrap for warehouse 1/22/16	$1,888.56		
58	Home Depot	Stretch Wrap for warehouse	$307.44		
59	Mariott	Mariott Grand Blanc 1-13 thru 1-18 (John Lance)	$606.06		
60	Louie's Towing	Penske truck towed 1/20 - EOC never called Penske (tow and holding fee)	$760.00		
61	Mariott	Driver working with distribution of supplies - VTS Driver	$166.50		
62	Mariott	Driver working with distribution of supplies	$800.00		
63	Mariott	Driver working with distribution of supplies for 5 days	$615.25		
64	Mariott	Mariott Grand Blanc - Kevin Moe 2/3-2/5/16	$166.50		
65	New Edge Satellite	Direct TV Install at FOB	$255.00		
66	Office Depot	Printing of Flyers (3 quotes received)	$148.40		
67	Office Depot	Toner for Clio Road warehouse	$129.79		
68	Penske Truck Rental	Truck rental #9162568 2/4-2/11/16	$268.00		
69	Penske Truck Rental	Truck rental #9160237 2/4-2/11/16	$268.00		
70	Penske Truck Rental	Truck rental #9162038 2/4-2/11/16	$268.00		
71	Penske Truck Rental	Truck rental #9163074 2/4-2/11/16	$268.00		
72	Penske Truck Rental	Truck rental #9163391 2/4-2/11/16	$268.00		
73	Penske Truck Rental	Truck rental #9163842 2/4-2/11/16	$268.00		
74	Penske Truck Rental	Truck rental #9167994 2/4-2/11/16	$268.00		
75	Penske Truck Rental	Truck rental #9166395 2/4-2/11/16	$268.00		
76	Penske Truck Rental	Truck rental #9170937 2/4-2/11/16	$268.00		
77	Penske Truck Rental	Truck rental #9171108 2/4-2/11/16	$268.00		
78	Penske Truck Rental	Truck rental #9172055 2/4-2/11/16	$268.00		
79	Republic Services	Dumpster Delivery and Rental	$625.00		
80	Republic Services*	Republic Services Dumpster Rental Bill for January	$609.29		
81	Staples	Wireless Printer and Router for FEMA	$893.94		
82	Star Truck Rental	2 trucks to assist MDOC in deliveries (Non CDL) $96.12 daily plus 17.25 cents a mile			

	F
41	1/12-2/1/16
42	
43	1/24/16
44	1/15/16
45	1/21/16
46	1/22/16
47	2/8/16
48	2/15/16
49	2/15/16
50	2/15/16
51	1/22/16
52	2/13/16
53	1/22/16
54	1/20/16
55	1/23/16
56	2/1/2016
57	1/22/2016
58	2/2/16
59	1/13-1/18/16
60	2/10/16
61	2/3-2/3/16
62	1/28-2/9/16
63	2/9-2/14/16
64	2/3/16
65	1/19/16
66	1/10/2016
67	2/4/16
68	2/4/16
69	2/4/16
70	2/4/16
71	2/4/16
72	2/4/16
73	2/4/16
74	2/4/16
75	2/4/16
76	2/4/16
77	2/4/16
78	2/4/16
79	1/15/16
80	2/9/16
81	1/17/16
82	2/10/16

	A	B	C	D	E
83	Survey Monkey for MSP	One month access - Survey for state employees for MLK holiday	$26.00		
84	U-Haul	Rental truck #81754538 1/18-1/26/16	$313.80		
85	U-Haul	Rental truck #81754485 1/18-1/25/16	$350.82		
86	U-Haul	Rental truck #81617791 1/14-1/25/16	$699.79		
87	U-Haul	Rental truck #81617853 1/14-1/25/16	$690.46		
88	U-Haul	Rental truck #81617681 1/14-1/24/16	$687.05		
89	U-Haul	Rental truck #81617921 1/14-1/24/16	637.01		
90	Verizon Wireless	2 iPhones with cases and chargers for MCSC (517)242-9806 and (5174)420-4162	$121.94		
91	Verizon Wireless	(30) iPads, Cases, Chargers & Stylis	$16,052.06		
92	Verizon Wireless	(30) iPads, Cases, Chargers & Stylis	$13,198.80		
93	Verizon Wireless Preyde Blvd.	(7) iPad cases, (8)stylus	$837.24		
94	Walmart #1928 4313 Corunna Rd	Water Filters-Walmart Foundation to reimburse purchase	$17,920.00		
95	DTMB Print & Graphic Services	15,000 recycling stickers (for recycling bags)	$1,316.07		
96					
97					
98					
99					
100					
101					
102					
103	**Total Per Line**		**$275,738.25**	**$18,732.54**	**$17,290.11**
104	**Grand Total Spent**				
105					
106					
107					
108					
109					
110	Credit to be issued				
111	Paid Receipt/paperwork available				
112					

	F
83	1/15/16
84	1/18/2016
85	1/18/2016
86	1/14/2016
87	1/14/2016
88	1/14/2016
89	1/14/2016
90	1/18/16
91	1/21/16
92	1/22/16
93	1/13/16
94	1/11/16
95	1/16/16
96	
97	
98	
99	
100	
101	
102	
103	
104	**$311,760.90**
105	
106	
107	
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110	
111	
112	

From: Gibson, Jennifer (DTMB)
Sent: Thursday, February 18, 2016 10:42 AM
To: Hengesbach, Dane (DTMB)
Subject: FW: DTMB Flint Water Tracking and Reporting Meeting
Attachments: Agenda - Flint Water Tracking and Reporting document.docx; ATT00001.htm; Flint Tracking Doc - OIAS Suggestions.xlsx; ATT00002.htm

From: DeCamp, Greg (DTMB)
Sent: Thursday, February 18, 2016 10:27 AM
To: Gibson, Jennifer (DTMB) <GibsonJ@michigan.gov>
Subject: Fwd: DTMB Flint Water Tracking and Reporting Meeting

Sent from my iPhone

Begin forwarded message:

> **From:** "Hobson, Daphne (DTMB)" <HobsonD@michigan.gov>
> **Date:** February 17, 2016 at 4:46:16 PM EST
> **To:** "Christensen, Chris (DTMB)" <christensenc4@michigan.gov>, "O'Callaghan, Carol A. (DTMB)" <O'CallaghanC@michigan.gov>, "Mikula, Lora (DTMB)" <MikulaL@michigan.gov>, "Shoemaker, Lisa (DTMB)" <shoemakerl@michigan.gov>, "Doll, Ryan (DTMB)" <DollR@michigan.gov>, "Jeffery, Phillip (DTMB)" <Jefferyp@michigan.gov>, "DeCamp, Greg (DTMB)" <DeCampG1@michigan.gov>, "Spaniolo, Natalie (DTMB)" <spaniolon@michigan.gov>
> **Cc:** "Weiler, Bryan (DTMB)" <weilerb@michigan.gov>
> **Subject: DTMB Flint Water Tracking and Reporting Meeting**
>
> Hello Everyone,
>
> Please review the attached agenda and tracking worksheet that we will be discussing during the meeting tomorrow. We have provided some examples for the agenda items to assist you in preparing for the meeting. We apologize for the short notice. Please let me know If you have any question or concerns.
>
> Thank you,
>
> Daphne

State Budget Office
Office of Internal Audit Services (OIAS)
Consulting Engagement

Flint Water Expenditure Tracking and Reporting
Agency Meeting

Agenda

I. **Introductions**

II. **Objective – Ensure proper tracking and reporting of Flint water related expenditures, outputs and outcomes.**

III. **Expenditures -Flint water expenditures to date - (Type, description, supplemental vs. non, approvals)**

IV. **Agency Coding - Flint water related expenditures – (Appn, Fund, PCA, Index, Activity Code, Multipurpose code, etc.)**

V. **Supporting Documentation – (Invoices, P-Cards, contracts, grant agreements, payroll sign in/sign out logs of times worked on Flint water activities, or other documentation).**

VI. **Grants/Contracts – signed agreements including grants with subrecipients and monitoring of the expenditures and other reporting requirements.**

VII. **Outputs/Outcomes – Establishment of output and outcomes**

VIII. **Metrics - Planned Output and Outcomes**

IX. **Tracking Template – Comments on draft tracking temp**

X. **Planned Staffing:**

a. Supervisor - Daphne Hobson
b. Staff – Carol O'Callaghan

XI. **Questions/Comments**

	A	B	C	D	E	F	G	H
1	**Report Name**			Flint Water Emergency - Expenditures and Activities Report Tracking Document				
2	**Report Date**							
3	**Reporting Period**							
4	**Submitted by:**							
5								
6	**Spending Authority, Purpose and Description**							
7	#	**Dept**	**FY**	**PA**	**Outcome Category**	**Description**	**SEOC Request**	**Expend Type**
8	1	DHHS	16		Water	Purchase of bottled water, faucet filters, and water mounts	Yes	Direct
9	2	DHHS			Water	Distribution of bottled water, faucets, and water mounts	No	T&A
10	3	DHHS			Food	Nutrition access contract	No	Other
11	4	DEQ			Water	Water testing		Direct

	I	J	K	L	M	N	O	P	Q	R	S	T	U	V
1														
2														
3														
4														
5														
6	**Contractor Information**				**Payroll Information**			**Accounting Information**			**Appropriated Amount**			
7	**Contract**	**Contractor Name(s)**	**Contract Number(s)**	**Invoice Number(s)**	**Number of Employees**	**Hours**	**Average Rate**	**20 Approp**	**PCA**	**Object Code**	**State GF**	**School Aid**	**Other State Restricted**	**Federal**
8	Yes													
9	No							XXXXX						
10	Unknown							XXXXX						
11	Mix													

	W	X	Y	Z	AA	AB	AC	AD	AE	AF	AG
1											
2											
3											
4											
5											
6			**Expended Through End of Reporting Period**						**Response Activities**		
7	**Donations**	**Gross**	**GF**	**School Aid**	**Other State Restricted**	**Federal**	**Donations**	**Gross**	**% Exp**	**Output Description**	**Planned Outputs**
8		$ 8,500.0	$ 8,500.0						0%	Number of water bottles purchased (deleted distributed)	
9								$ 1,800.0		Number of water bottles distributed	
10											
11											

	AH	AI
1		
2		
3		
4		
5		
6		
7	**This Week's Output**	**Cumulative Output**
8	1000	2500
9	1000	3000
10		
11		

Cell: M7
Comment: Author:
Agency should maintain list of employees by name, position title, HRMN ID, dates and times worked on Flint activities

Cell: AF7
Comment: Author:
Output - Answers the questions regarding what what we did or who we reach

Cell: H9
Comment: Author:
Time and activity expenditure types would only need to report "Appropriated Amount" if funds from a direct appropriation were being used.

Cell: AF9
Comment: Author:
Deleted number of hours as this refers to an input, the output is the number of bottles distributed.

Cell: H10
Comment: Author:
"Other" expenditure types (i.e. expenditures from other funds) would not need to include appropriated amount

	A	B	C	D
1	We suggest reporting the activity by zip code separate from the expenditures and obtain this information from the SEOC through their MICIMS or GIS system.			
2				
3				
4				
5				
6	#	**Dept**	**FY**	**Expend Type**
7	1	DHHS	16	Direct
8	2	DHHS		T&A
9	3	DHHS		Other
10				
11				
12				
13				
14				
15	*Percent expend only for direct appropriation			

	E	F	G	H	I	J	K	L
1								
2								
3	**Report Date:**							
4	**Report Period:**							
5	**Response Activities**				**Expended Through End of Reporting Period**			
6	**Output Description**	**Zip Code**	**This Week's Output**	**Cumulative Output**	**GF**	**School Aid**	**Gross**	**% Exp***
7	Number of water bottles purchased and distributed	Genessee Zip Codes would be a drop down selection	1000	2500	$ 8,500.0			
8	Number of hours		1000	3000			$ 1,800.0	
9	Water testing							
10	Water filters							
11	Homes visited							
12								
13								
14								
15								

Cell: D8
Comment: Author:
Time and activity expenditure types would only need to report "Appropriated Amount" if funds from a direct appropriation were being used.

Cell: D9
Comment: Author:
"Other" expenditure types (i.e. expenditures from other funds) would not need to include appropriated amount

	A
1	Purpose: This is a draft of provide some suggested guidance for determination of Output and Outcomes.
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	B
1	
2	
3	
4	**Outputs - Refers to what we did and who we reached. Such as what is created at the end of a process.**
5	
6	Activities - What we did
7	Conduct Workshops or meetings
8	Delivered Products or Services
9	Developed Products,Curriculm, provided resources
10	Train about nutriton and ways to minimize effects of lead poisoning
11	Provided Counseling
12	
13	
14	
15	**Outcomes - Refers to what difference is there. Such as, the level of performance or achievement that occurred because of products or services that we provided.**
16	
17	**What are the short-term results**
18	Learning - Educate about ways to reduce lead in water
19	Awareness
20	Knowledge
21	Attitudes
22	Skills
23	Opinions
24	Aspirations
25	Motivations
26	
27	
28	
29	1. Describe the outcome you want to achieve. Why do you perform the process or service in the first place.
30	2. Turn the identified outcomes into a quantified measure, # of clients demonstrating a new behavior, % of clients coming back to treatment, etc.
31	3. Confirm that your identified outcome is actually linked to your outputs or activities. In other words ensure that it is reasonable to expect your desired outcome to be achieved based on your activities.
32	4. Implement these measures and track them over time.
33	5.Demonstrate and Increase your success because you have data to confidently and appropriately communicate your impact and value.
34	
35	Example Outcome : % of homes, schools, etc with reduced water lead levels

	C	D
1		
2		
3		
4		
5		
6	Participation - Who we reached	
7	Schools, businesses, families, etc	
8	Flint Residents, # of Homes, Restaurants, Schools, etc	
9		
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17	**What are the intermediate-term results**	**What's the ultimate Impact**
18	Action - number of homes reached and pamphlets delivered	Water -Educate about Safe Drinking Water
19	Behavior	Food - Nutrition and Food Counseling and Provisions to reduce lead contamination
20	Practice	Physical- Sustained Physical Well-Being
21	Decision Making	Social - Sustained Social and Development Well Being for individuals with lead poision
22		
23	Policies	
24	Social Action	
25		
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Sent: Monday, January 25, 2016 8:19 AM
To: Noonan, Michael (DTMB)
Subject: Flint Water - Documenting Time

Mike, I was told you and some of your employees have been assisting in Flint. I was asked for an estimate of expenses we have incurred for the help we provided in Flint. Have you and your employees been documenting any time or purchases made over the past few weeks?

I would need regular hours as well as any overtime that were directly associated with the Flint water problems.

Sent: Monday, February 08, 2016 10:22 AM
To: Armbrustmacher, Tom (DTMB);Williams, Dianne (DTMB)
Cc: Huhn, Jacqueline (DTMB)
Subject: Flint Water Expenses

Tom, I thought that John Lance had some payroll hitting the 71105 index as well as his travel but we looked into further and the payroll charges are for a Steve Kesson. It looks like had payroll charges hit indexes 47021, 77011, 77009 and 71105 which I believe are Dianes

From: Hengesbach, Dane (DTMB)
Sent: Wednesday, January 20, 2016 7:03 AM
To: Burns, Robert (DTMB);Droste, Kerri (DTMB)
Cc: Doxie, William (DTMB)
Subject: RE: Warehouse Space

You can send them to Chris.

From: Burns, Robert (DTMB)
Sent: Wednesday, January 20, 2016 7:01 AM
To: Droste, Kerri (DTMB) <drostek@michigan.gov>
Cc: Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>; Doxie, William (DTMB) <DoxieW@michigan.gov>
Subject: Re: Warehouse Space

Dane - In this case which agency should be signing off on the lease/expense? We had planned on Chris Christiensen at OIP.

Sent from my iPhone

On Jan 20, 2016, at 6:58 AM, Droste, Kerri (DTMB) <drostek@michigan.gov> wrote:

> Bob and Will –
> Please let Dane know if this is an issue.
>
> Thanks!
>
> **Kerri Droste**
> Facilities and Business Services Administration
> Department of Technology, Management & Budget
> Drostek@michigan.gov
> 517-284-7953
> <image001.gif>
>
> ---
>
> **From:** Hengesbach, Dane (DTMB)
> **Sent:** Wednesday, January 20, 2016 6:57 AM
> **To:** Droste, Kerri (DTMB) <drostek@michigan.gov>; Burns, Robert (DTMB) <BurnsR@michigan.gov>; Doxie, William (DTMB) <DoxieW@michigan.gov>
> **Subject:** RE: Warehouse Space
>
> Thanks for the information Kerri.
>
> Can we get the index changed on the lease to 71105, this is what we will be using to capture all the Flint expenses.
>
> ---
>
> **From:** Droste, Kerri (DTMB)
> **Sent:** Tuesday, January 19, 2016 4:06 PM

To: Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>
Subject: FW: Warehouse Space

Dane –
Does this give you what you need?

Kerri Droste
Facilities and Business Services Administration
Department of Technology, Management & Budget
Drostek@michigan.gov
517-284-7953

<image001.gif>

From: Doxie, William (DTMB)
Sent: Tuesday, January 19, 2016 3:51 PM
To: Droste, Kerri (DTMB) <drostek@michigan.gov>
Cc: Burns, Robert (DTMB) <BurnsR@michigan.gov>
Subject: FW: Warehouse Space

Kerri –

Please see the email below. Index 45400 was given to charge the warehouse costs.

Will

From: Doll, Jeanette (DTMB)
Sent: Tuesday, January 12, 2016 4:36 PM
To: Bailey, Maureen (DTMB) <baileym1@michigan.gov>
Cc: Doxie, William (DTMB) <DoxieW@michigan.gov>; Branton, Christopher <Christopher.Branton@ssa.gov>
Subject: Warehouse Space

Maureen –

Please setup a lease agreement with Bob Sherman for 100,000 of warehouse space to hold supplies as the state provides assistance in the water emergency. We do not know how long the space will be required. OIP/MSP will be listed as the contacts for the lease, index number to use 45400.

If you need anything else, please let me know.

Thank you for your help! We have 12 truckloads of water being delivered tomorrow along with water filters and space is a high demand right now.

Jeanette

Jeanette Doll, Professional Emergency Manager
MI Dept. of Technology, Management & Budget
Emergency Management Coordinator
(517) 719-8763 Cell
<image002.jpg>

From: Hengesbach, Dane (DTMB)
Sent: Wednesday, January 27, 2016 8:53 AM
To: Hampton, Trisha (DTMB)
Subject: RE: Flint Index

Ok, thanks. They should get back to me by the end of the week.

From: Hampton, Trisha (DTMB)
Sent: Wednesday, January 27, 2016 8:51 AM
To: Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>
Subject: RE: Flint Index

Coding changes for the current PCard cycle will need to be completed by Tuesday, February 9th in order to avoid JV's.

Thanks, Dane.

From: Hengesbach, Dane (DTMB)
Sent: Wednesday, January 27, 2016 8:50 AM
To: Hampton, Trisha (DTMB) <HamptonT@michigan.gov>
Subject: RE: Flint Index

I forwarded this to Jackie Huhn since it involves her program. Will let you know when I hear back from her.

Do you have to know by a certain date?

From: Hampton, Trisha (DTMB)
Sent: Wednesday, January 27, 2016 8:24 AM
To: Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>
Subject: Flint Index

Hi Dane

Should all (071) Flint Water Disaster PCard purchases go to Index 71105? DMB Mail & Delivery has some UHaul charges and just wondered if they should go to Index 71105 also?

Trisha Hampton
DTMB, Financial Services, Operations
Procurement Card and Administrative Services
(517) 373-7579

From: Hengesbach, Dane (DTMB)
Sent: Monday, February 08, 2016 9:40 AM
To: Burns, Robert (DTMB)
Cc: Hawes, Keith (DTMB)
Subject: RE: Flint Expenses
Attachments: Template.xlsx

Keith, do you have the hours by date? See the attached as to what Jeanette sent as a template for recording time. If you could fill in the daily info, regular or OT hours I will get the pay rate information.

Thanks.

From: Burns, Robert (DTMB)
Sent: Monday, February 08, 2016 9:34 AM
To: Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>
Subject: FW: Flint Expenses

I am not sure if all of this needs to be recorded for Flint or not. This is my carpentry crew expenses. There is some OT.

From: Hawes, Keith (DTMB)
Sent: Monday, February 08, 2016 9:30 AM
To: Burns, Robert (DTMB) <BurnsR@michigan.gov>
Subject: RE: Flint Expenses

Just the time that it took for Tome delivering the test kits for Janette Doll. It was only a 1.5 hours of OT and 2 hours of regular. If you want to add the time it took for us to load the truck on Friday for the delivery today, that was 8.5 hours regular. Today's delivery for the water should be 2 hours.

Total 12.5 hours regular and 1.5 hours OT.

From: Burns, Robert (DTMB)
Sent: Monday, February 08, 2016 9:23 AM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: FW: Flint Expenses

Have you had to pay any OT as it relates to Flint deliveries or anything else I should know about?

From: Droste, Kerri (DTMB)
Sent: Monday, February 08, 2016 8:42 AM
To: Noonan, Michael (DTMB) <noonanm@michigan.gov>; Paasch, Keith (DTMB) <paaschK@michigan.gov>; Burns, Robert (DTMB) <BurnsR@michigan.gov>
Cc: Martin, Ric (DTMB) <MartinR3@michigan.gov>; Sanchez, Leasa (DTMB) <SanchezL1@michigan.gov>; Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>
Subject: FW: Flint Expenses

Good Morning –

Jeanette is looking for any extra costs related to Flint due to the water situation. From staff time/o.t. to water to supplies or purchases. Jeanette needs to report on this every Friday.

Dane, do you want to see this information or should our staff send it directly to Jeanette?

Mike, I know you and Dane have discussed this already.

Thank you in advance -

Kerri Droste
Facilities and Business Services Administration
Department of Technology, Management & Budget
Drostek@michigan.gov
517-284-7953

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HELP. CONNECT. SOLVE.

From: Hengesbach, Dane (DTMB)
Sent: Monday, February 08, 2016 8:05 AM
To: Droste, Kerri (DTMB) <drostek@michigan.gov>
Subject: Flint Expenses

Kerri, is anybody keeping track of Flint water expenses, either OT hours or direct purchases? Jeanette called me last week and she needs to submit a report every Friday showing actual/estimated costs. I have e-mailed Mike Noonan and he is getting me some information but not sure if there is a central area within Facilities that is tracking.

Any ideas on what would be the best way to track for Facilities?

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1			**Flint Water**															
2																		
3				**1/9/2016**		**1/10/2016**		**1/11/2016**		**1/12/2016**		**1/13/2016**		**1/14/2016**		**1/15/2016**		**1/16/2016**
4	**EID**	**Home Index**	**Name**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**
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22				**1/17/2016**		**1/18/2016**		**1/19/2016**		**1/20/2016**		**1/21/2016**		**1/22/2016**		**1/23/2016**		**Total**
23				**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**
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39				**1/24/2016**		**1/25/2016**		**1/26/2016**		**1/27/2016**		**1/28/2016**		**1/29/2016**		**1/30/2016**		**Total**
40				**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**

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39		**Pay Rate**	**Reg**	**OT**			
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58				**1/31/2016**		**2/1/2016**		**2/2/2016**		**2/3/2016**		**2/4/2016**		**2/5/2016**		**2/6/2016**		**Total**
59				**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**	**OT**	**Reg**
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From: Hengesbach, Dane (DTMB)
Sent: Monday, February 08, 2016 11:27 AM
To: Hawes, Keith (DTMB);Burns, Robert (DTMB)
Subject: RE: Flint Expenses

I think we could wait and shows todays time on the next report. You might want to just change the dates on the template to keep track if that works better for you.

Thanks.

From: Hawes, Keith (DTMB)
Sent: Monday, February 08, 2016 11:21 AM
To: Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>; Burns, Robert (DTMB) <BurnsR@michigan.gov>
Subject: RE: Flint Expenses

Please see attached and let me know if you need anything else.

Today's work would be on the next report. Correct?

Thanks!

From: Hengesbach, Dane (DTMB)
Sent: Monday, February 08, 2016 9:40 AM
To: Burns, Robert (DTMB) <BurnsR@michigan.gov>
Cc: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: RE: Flint Expenses

Keith, do you have the hours by date? See the attached as to what Jeanette sent as a template for recording time. If you could fill in the daily info, regular or OT hours I will get the pay rate information.

Thanks.

From: Burns, Robert (DTMB)
Sent: Monday, February 08, 2016 9:34 AM
To: Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>
Subject: FW: Flint Expenses

I am not sure if all of this needs to be recorded for Flint or not. This is my carpentry crew expenses. There is some OT.

From: Hawes, Keith (DTMB)
Sent: Monday, February 08, 2016 9:30 AM
To: Burns, Robert (DTMB) <BurnsR@michigan.gov>
Subject: RE: Flint Expenses

Just the time that it took for Tome delivering the test kits for Janette Doll. It was only a 1.5 hours of OT and 2 hours of regular. If you want to add the time it took for us to load the truck on Friday for the delivery today, that was 8.5 hours regular. Today's delivery for the water should be 2 hours.

Total 12.5 hours regular and 1.5 hours OT.

From: Burns, Robert (DTMB)
Sent: Monday, February 08, 2016 9:23 AM
To: Hawes, Keith (DTMB) <HawesK@michigan.gov>
Subject: FW: Flint Expenses

Have you had to pay any OT as it relates to Flint deliveries or anything else I should know about?

From: Droste, Kerri (DTMB)
Sent: Monday, February 08, 2016 8:42 AM
To: Noonan, Michael (DTMB) <noonanm@michigan.gov>; Paasch, Keith (DTMB) <paaschK@michigan.gov>; Burns, Robert (DTMB) <BurnsR@michigan.gov>
Cc: Martin, Ric (DTMB) <MartinR3@michigan.gov>; Sanchez, Leasa (DTMB) <SanchezL1@michigan.gov>; Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>
Subject: FW: Flint Expenses

Good Morning --
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Thank you in advance -

Kerri Droste
Facilities and Business Services Administration
Department of Technology, Management & Budget
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517-284-7953
DTMB
HELP. CONNECT. SOLVE.

From: Hengesbach, Dane (DTMB)
Sent: Monday, February 08, 2016 8:05 AM
To: Droste, Kerri (DTMB) <drostek@michigan.gov>
Subject: Flint Expenses

Kerri, is anybody keeping track of Flint water expenses, either OT hours or direct purchases? Jeanette called me last week and she needs to submit a report every Friday showing actual/estimated costs. I have e-mailed Mike Noonan and he is getting me some information but not sure if there is a central area within Facilities that is tracking.

Any ideas on what would be the best way to track for Facilities?

From: Hengesbach, Dane (DTMB)
Sent: Thursday, February 11, 2016 7:00 AM
To: Huhn, Jacqueline (DTMB)
Subject: FW: Flint Water
Attachments: Flint water T E requests.pdf

I believe these are for your programs.

From: Baker, Kay (DTMB)
Sent: Wednesday, February 10, 2016 4:15 PM
To: Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>
Subject: Flint Water

Dane - attached are two Expense reimbursements I approved that relate to the Flint Water Crisis. Let me know if you need anything more.

Kay L. Baker
Department of Technology, Management & Budget
Accounts Payable Service Center Supervisor
Financial Services- Operations
2nd floor – Lewis Cass Building
PO Box 30026 – Lansing, MI 48909
517-373-8806 517-241-9046 (fax)
bakerk@michigan.gov

DTMB
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Employee Reimbursement Request

Feb 2, 2016 2:50PM

Name:	LANCE, JOHN J	Emp ID #:	1109675
Request ID:	674049		

Expense Version:	1	Process Level:	0701
Expense Dates:	01/21/2016 to 01/31/2016	HRMN Dept:	09005 CONSULTING AND FLEET ADMIN SVC
Nature of Official Business:	Flint Water Crisis	TKU:	732 AGENCY SERV/VEH & TRAVEL SERV
User Event Description:	On loan for Flint Water Crisis		

Totals

Total Expenses (Non - Taxable):	$943.50		
Total Expenses (Taxable):	$0.00		
Total Expenses:	$943.50		
Total Advance Liquidated:	$0.00	(Current Outstanding Advance -	$0.00)
Total Due To(From) Employee:	$943.50	(before taxes)	

Summary by Category

Expense Category	Amount
IN-STATE NON-TAXABLE LODGING	$943.50

Summary by Coding Block

AY	Index	Pca	Grant	Ph	AG1	Project	Ph	AG2	AG3	Multi	Std	Amount
											Y	$943.50

Employee Reimbursement Request

Feb 2, 2016 9:55AM

Name:	BAILEY, JEFFREY L	Emp ID #:	114340
Request ID:	671658		

Expense Version:	1	Process Level:	0701
Expense Dates:	01/11/2016 to 01/26/2016	HRMN Dept:	09001 LOGISTICS & OPERATIONS
Nature of Official Business:	travel	TKU:	744 MAILING SERVICES
User Event Description:	flint water crisis		

Totals

Total Expenses (Non - Taxable):	$80.07		
Total Expenses (Taxable):	$13.73		
Total Expenses:	$93.80		
Total Advance Liquidated:	$0.00	(Current Outstanding Advance -	$0.00)
Total Due To(From) Employee:	$93.80	(before taxes)	

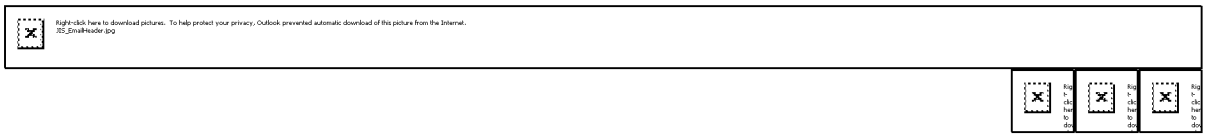
Summary by Category

Expense Category	Amount
IN-STATE TAXABLE MEALS	$93.80

Summary by Coding Block

AY	Index	Pca	Grant	Ph	AG1	Project	Ph	AG2	AG3	Multi	Std	Amount
											Y	$93.80

From: Michigan Supreme Court <MSC_Pub_Info@courts.mi.gov>
Sent: Wednesday, November 25, 2015 3:17 PM
To: Hofmeister, David (DTMB)
Subject: Court News Michigan



November 25, 2015

Thanksgiving is first holiday with family for 17-year-old after Adoption Day – MLive

Adoption Day celebrated in Michigan – Fox 47 Lansing

Seven families adopt 11 children during Oakland County Adoption Day – Oakland Press

Families welcome newest members at annual Adoption Day – Detroit News

VIDEO: Michigan Adoption Day provides forever homes – Fox 2 Detroit

Michigan Adoption Day: 100 children welcomed into loving homes – WXYZ Detroit

Macomb County children adopted on 'happy day' – Macomb Daily

Adoption Day celebrated – Monroe News

AUDIO: Justice Bridget McCormack talks Adoption Day – WEMU Radio Ypsilanti

Seven adoptions finalized at annual event – Battle Creek Enquirer

Calhoun Co. holds 13th annual 'Adoption Day' – WWMT Battle Creek

Seven adoptions finalized in annual Calhoun County ceremony – WKZO Kalamazoo

'It's made a big impact on our lives' – Three Rivers Commercial-News

Three Families Celebrated during Michigan Adoption Day Ceremony – WLKM Three Rivers

Six Michigan kids find forever homes during 13th annual Adoption Day – FOX 28 Elkhart

Adoption Day: Eight Ottawa County children have adoptions finalized Tuesday – Holland Sentinel

'He completes our family' – Ionia Sentinel-Standard

Northern Michigan Celebrates Adoption Day – 9&10 News

Finding forever homes: 12 children adopted during Adoption Day – Traverse City Record-Eagle

Hundreds of children in need of adoption – ABC 10 U.P.

Twelve forever families united on Michigan Adoption Day – UpNorthLive.com

Michigan Foster Children Find Forever Homes on Adoption Day – Just in Time for Thanksgiving – People Magazine

State adoption day celebrated with local finalizations – Midland Daily News

Isabella celebrates Adoption Day – Mt. Pleasant Morning Sun

Judge Dobrich recognized by local CASA – Dowagiac Daily News

Daily Briefs: MDHHS executive director wins lifetime achievement award – Detroit Legal News

Dunn deal: Bay County family welcomes 19-month-old girl to her forever family – MLive

Appeals court greenlights hearing on Flint water rate ruling – MLive

Michigan medical marijuana patients can't smoke in parked cars at public places, court rules – MLive

Judges dismisses gun lawsuit at University of Michigan - MLive

Man sentenced to probation for making lewd comments to women from his car – MLive

Buena Vista man gets 10-plus years for stabbing, sexual assault - MLive

Man sentenced for role in 'commando-style' raid, murder – Detroit Free Press

Jail sentence for mother of boy who killed boy – Detroit Free Press

Shaw gets life without parole in baby death – Coldwater Daily Reporter

Prison sentence levied in M-20 meth cook – Midland Daily News

Please note that news sites update their hyperlinks, so it is advised that articles of interest be read soon, as they might not be accessible later. Forward this issue to anyone who might be interested in subscribing.

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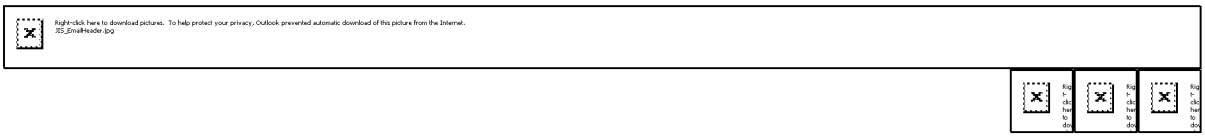
From: Michigan Supreme Court <MSC_Pub_Info@courts.mi.gov>
Sent: Monday, December 07, 2015 11:32 AM
To: Hofmeister, David (DTMB)
Subject: Court News Michigan



December 7, 2015

AUDIO: Chief Justice Young & Justice McCormack discuss upcoming appearance at Detroit Economic Club – WJR Detroit

Bob Bennett sworn in as new 34th District Court Judge for Roscommon, Ogemaw counties – UpNorthLive.com

Governor appoints former State Court Administrator John Hohman & SCAO's Robin Eagleson to Child Abuse & Neglect Task Force - Detroit Legal News

Berrien County seeking administrator for indigent legal defense operations – Herald-Palladium

Senior Probate Judge Kathryn George on panel to appoint replacement for late Macomb County treasurer – Macomb Daily

Panel including Chief Probate Judge Freddie Burton, Jr. names new Wayne Co. treasurer – Detroit News

Editorial: Raise juvenile age in Michigan – Detroit News

Flint water shutoffs case heading back to court - Michigan Radio

Judge to address referendum request for building project - WWMT Kalamazoo (AP)

ACLU enters Michigan child custody case involving same-sex parents – MLive

Twice-convicted murderer could get new trial after U.S. Supreme Court decision – MLive

DNA from gunfire-fleeing robber's lost shoe may make legal history – MLive

Muskegon man, 58, found guilty of robbery, home invasion, unlawful imprisonment - MLive

Man convicted in slaying of French street artist in Detroit - Oakland County Legal News (AP)

Sex offender registry violation leads to jail – Ionia Sentinel-Standard

Ex-township worker avoids jail in embezzlement case – Huron Daily Tribune (AP)

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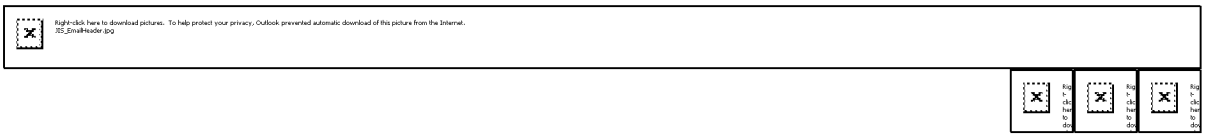
From: Michigan Supreme Court <MSC_Pub_Info@courts.mi.gov>
Sent: Wednesday, December 23, 2015 10:08 AM
To: Hofmeister, David (DTMB)
Subject: Court News Michigan



December 23, 2015

Gov. Snyder signs bills saving courts money and increasing efficiency – WLNS Lansing

Hallacy named circuit judge – Battle Creek Enquirer

In Memoriam: Former State Rep. Daisy Elliott, Co-Sponsor of Elliott-Larsen Civil Rights Act – SBM Blog

Daisy Elliott, Detroit civil rights activist, dies – Detroit Free Press

Two lawyers plan to run for circuit court bench – Macomb Daily

Karbon steps down from CASA – Coldwater Daily Reporter

Mike Bosnic Sworn in as Magistrate for Novi and Other Communities – Oakland County 115 News Hub

Editorial: The scourge of sexual trafficking – Detroit Free Press

Michigan judge's landmark DNA ruling could revolutionize CSI work - MLive

Judge calls Detroit's prosecution of water shut-off protesters a 'disaster' – Metro Times

Judge sides with city of Flint in court fight over water rates – Michigan Radio

Arndt to appeal guilty verdict in embezzlement case – Gaylord Herald Times

Distracted driver who killed boy, 13, gets probation – WOOD TV Grand Rapids

Anastasia Gracia sentenced to 90 days for stabbing girl during fight – Holland Sentinel

Guzman sent to prison for CSC – Hillsdale Daily News

Kiss sentenced to prison for robberies – Hillsdale Daily News

Theft of marijuana money brings prison – WZZM Grand Rapids

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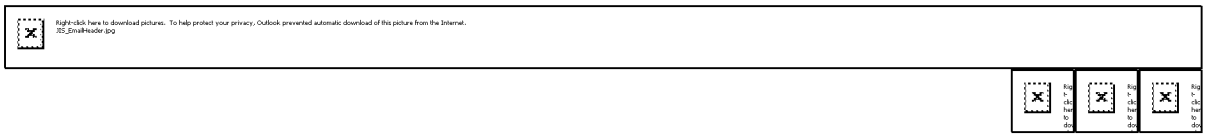
From: Michigan Supreme Court <MSC_Pub_Info@courts.mi.gov>
Sent: Tuesday, January 05, 2016 11:52 AM
To: Hofmeister, David (DTMB)
Subject: Court News Michigan



January 5, 2016

Trooper not liable for shooting cop during gun fight, says Supreme Court – MLive

Michigan Indigent Defense Commission Submits First Set of Standards to the Michigan Supreme Court – MIDC Blog

Appeals court denies request for attorney fees – Three Rivers Commercial-News

Editor's Note: Daisy Elliott's legacy will endure – Detroit News

Chief Ottawa County judge announces retirement – Grand Haven Tribune

CPS investigator who tackles tough child abuse cases wins award for her work – MLive

Flint may resume water shutoffs soon – Michigan Radio

Woman sent to jail for stealing from summer camp – Detroit Free Press (AP)

Murder, mayhem keep court watchers glued to trials – Detroit Free Press

Gorcyca granted extension to file response to formal complaint – Oakland Press

Harassment suit against lawmaker settled for under $12K – Detroit News

Emotions high at sentencing of Michigan man who killed taxi driver in drunken I-75 crash - MLive

4 months in jail for mom in adopted toddler's death – MLive

Older sister of Portage man killed by police in May standoff gets time served – MLive

Life of crime leads back to prison for knife-wielding robber - MLive

Judge says $2M credit-union embezzler 'puts on a good face,' jails her - MLive

Auburn man gets delayed sentence 2 years after he threatens to shoot 'first badge I see' – MLive

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From: State of Michigan <MISOM@govsubscriptions.michigan.gov>
Sent: Thursday, January 14, 2016 5:25 PM
To: Hofmeister, David (DTMB)
Subject: Volunteer Opportunity in Flint

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, https://www.surveymonkey.com/r/28NVJBL

To volunteer on Sunday, January 17, https://www.surveymonkey.com/r/26NMJKK

To volunteer on Monday, January 18, https://www.surveymonkey.com/r/26P7P5G

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

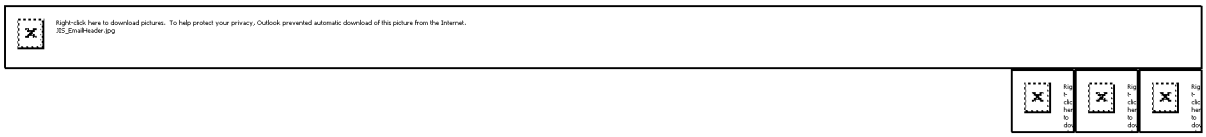
This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

For more information on the state's response efforts, visit www.michigan.gov/flintwater.

This e-mail was sent to hofmeisterd@michigan.gov using GovDelivery on behalf of: the State of Michigan, 111 S.

Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

From: Michigan Supreme Court <MSC_Public_Info@courts.mi.gov>
Sent: Friday, January 15, 2016 11:44 AM
To: Hofmeister, David (DTMB)
Subject: Court News Michigan



January 15, 2016

Program cuts drug testing costs for addicts – Huron Daily Tribune

Woman accused of sexual misconduct with inmate has case moved to appeals court – Ionia Sentinel-Standard

Clerk outlines details about jury selection process – Sturgis Journal

Michigan Attorney General investigating Flint water crisis – MLive

Lansing studies City Hall options, Justice Center plan – Lansing State Journal

Federal judge denies motion in foreclosure lawsuit – Hometown Life

Livingston County Appeals To U.S. Supreme Court In Defense Of Jail Mail Policy – WHMI Brighton

Westland Man Who Led Police Chase Sentenced – WHMI Brighton

Human trafficking in GR brings serial felon more time – WZZM Grand Rapids

Hearing For Man Charged In Trooper's Traffic Death To Resume Next Month – WWJ Detroit

Warren man sentenced to life without parole in stabbing – Detroit Free Press

Ex-teacher who assaulted students gets jail – Detroit Free Press

Drunk driver in fatal crash gets more prison time than he bargained for - MLive

Michigan man who sent teen sexually explicit photos, videos headed to prison – MLive

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To: Hofmeister, David (DTMB)
Subject: Court News Michigan

January 19, 2016

Lauderbach appointed to state's Attorney Discipline Board – Midland Daily News

Prosecutor To Appeal Hold Ruling To State Supreme Court – WHMI Howell

New class action lawsuits to be filed in Flint water crisis – WXYZ Detroit

DPS, Flint, energy, criminal justice reform on agenda – Detroit Free Press

Rethinking juvenile justice – Herald-Palladium

Trafficking in Michigan: Survivors, advocates say issue is not new, but awareness heightened – Gaylord Herald Times

Opinion: Rethink passing court costs to defendants – Detroit News

Pay-or-stay rules not likely to impact county courthouse – Port Huron Times-Herald

Midland County meth protocol team targets growing problem – Midland Daily News

'Scary Mary' to leave judgeship for federal post – Macomb Daily

Fraser's lawsuit windfall reduced in cops' degree scandal – Macomb Daily

Judge rules marijuana searches legal – Adrian Daily Telegram

Bay City man's lawsuit against former police officers settled out of court - MLive

West Ottawa teacher Matthew Powell sentenced to month in jail for

groping student – Holland Sentinel

Man sentence in home invasion of woman he once dated – Detroit Free Press

Snapchat photo, reply lands Pinckney teen in jail – Detroit Free Press

Jail ordered for man recording niece naked – Detroit Free Press

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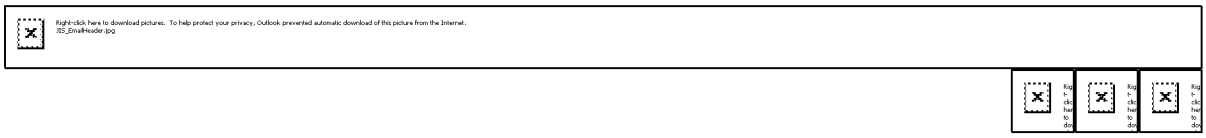
To: Hofmeister, David (DTMB)
Subject: Court News Michigan



January 20, 2016

Survey: Public Very Satisfied with Michigan's Trial Courts - News Release

Justice McCormack Profiled as Featured Alumna - NYU Law

Snowmobile plunge off Mackinac Island cliff, killing sisters, splits appeals court – MLive

Judicial Vacancy--8th Circuit Court, Ionia County – State Bar of Michigan

Additional Class-action lawsuits filed over Flint water crisis – Detroit News

Student Drug Awareness Coalition Partners with Local Court Despite Funding Loss – C&G Newspapers

Midland County canine advocacy program receives grant - Midland Daily News

Judges gather for January Meeting – Macomb County Legal News

Magistrate Helder announces District Court campaign – Grand Haven Tribune

Opinion: Legislators made a mistake getting rid of gun boards – Livingston Daily

Judge in Mount Pleasant Murder Trial Declares Mistrial – 9 & 10 News

Dad sentenced in case of boy found in Detroit basement – Detroit Free Press

Couple cooking meth to trade for heroin get prison – Detroit Free Press

DNA evidence may mean new murder trial for Port Huron woman – Port Huron Times-Herald

Chad Curtis may get new hearing on sex crime sentence – Detroit News

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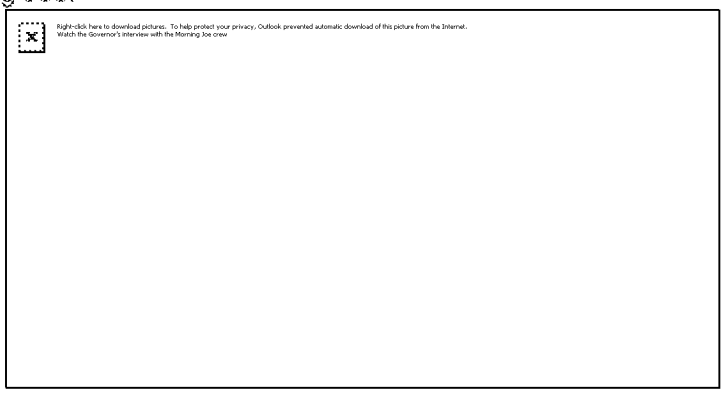
From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Friday, January 22, 2016 12:39 PM
To: Hofmeister, David (DTMB)
Subject: "He's his own best spokesman"

How we are fixing the Flint water crsis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

Governor Snyder on Morning Joe

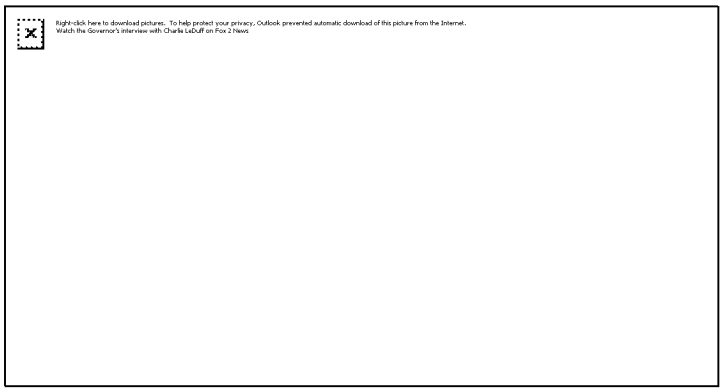
"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.



Governor Snyder with Charlie LeDuff on Fox 2 Detroit

"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm

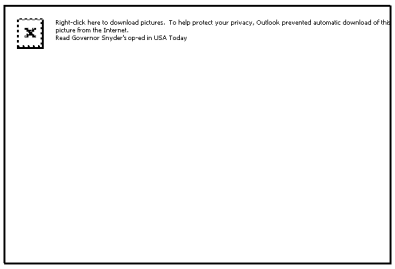
came from people who worked for me, and I feel responsible for that. But I am committed to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.



Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.

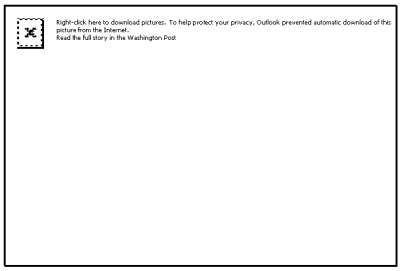
Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." Click here to read the Governor's full op-ed.

Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"

Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. Click here to read the full story in the Washington Post.



Visit HelpForFlint.com to learn how you can help Flint residents.

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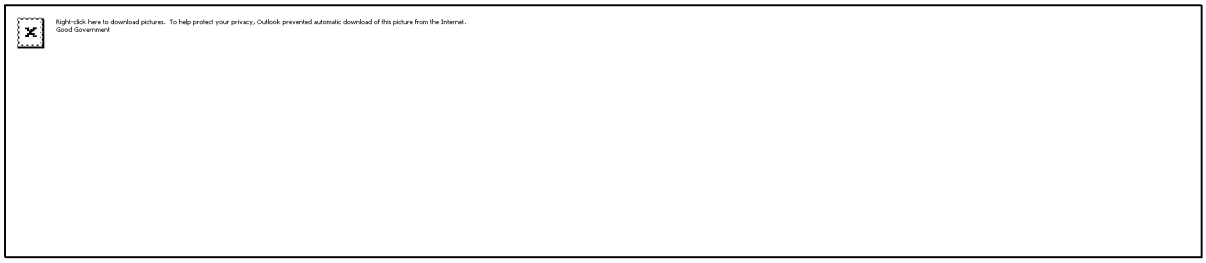
From: State of Michigan <MISOM@govsubscriptions.michigan.gov>
Sent: Friday, January 22, 2016 4:35 PM
To: Hofmeister, David (DTMB)
Subject: Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit www.helpforflint.com to learn how you can help.

For additional information and updates, visit www.michigan.gov/flintwater.

Again, thank you for all your support.

Sincerely, Mike Zimmer
Office of Good Government Director
Dept. of Licensing and Regulatory Affairs Director

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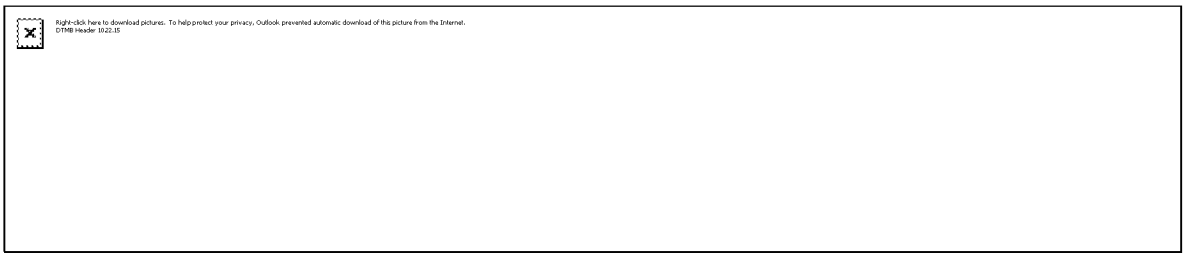
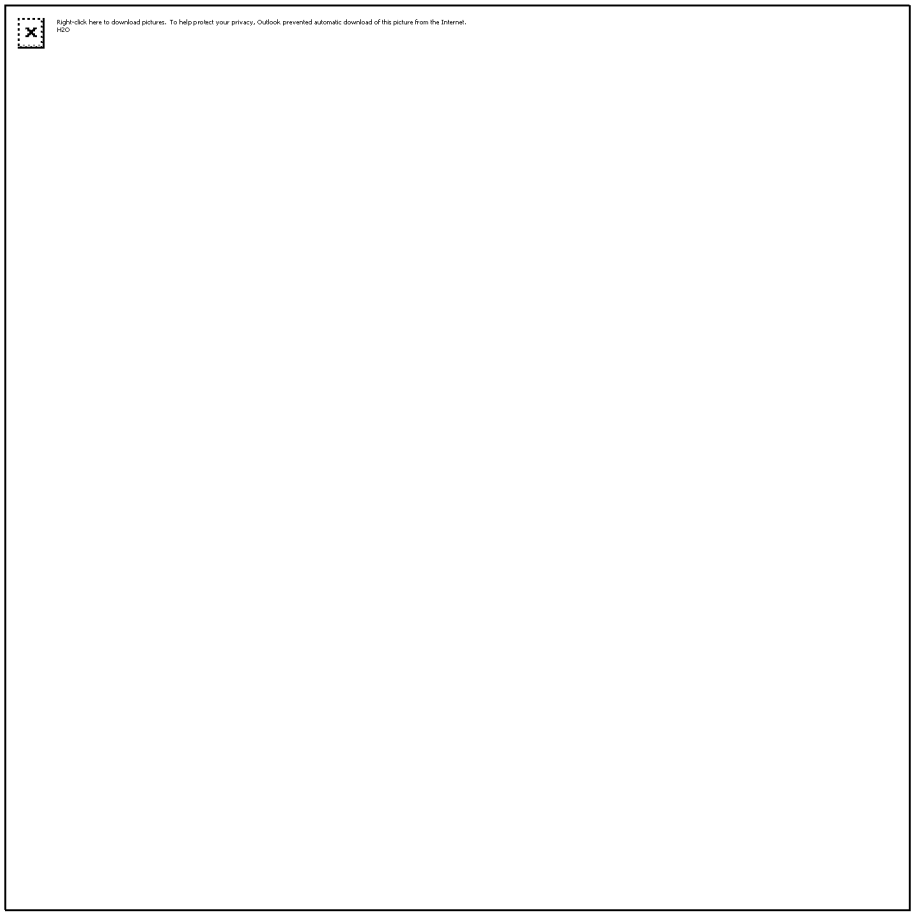
From: Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>
Sent: Tuesday, January 26, 2016 8:39 AM
To: Hofmeister, David (DTMB)
Subject: Contributing time, muscle and money



During this month's Martin Luther King Jr. holiday weekend, some state employees turned their "day off" into a "day on" in Flint. There, they delivered bottled water, water filters, replacement cartridges and water testing kits to families. The volunteers joined other Michiganders, turning Dr. King's birthday observance into a day of service.



Mike Zimmer, director of the Office of Good Government and the Department of Licensing and Regulatory Affairs, has shared a link – www.helpforflint.com – that offers other opportunities to contribute time, muscle and money to bring clean drinking water to the community.Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.

Autumn Hubbard, Ambrea Mack and Sarah Esquivel, who are in the photo at the left, nearly emptied the shelves at their local grocery store. Thanks for your efforts.

everyone.

Now work.

Last week, I signed a new policy that formalizes the annual employee review process and sets expectations for employees and managers. Administrative Policy 200.37 establishes consistent standards for implementing performance plans and reviews. Some of the standards are practices we have followed for years. Others are new. Some of particular note include:

- The mandatory use of HRMN
- A standard Feb. 1-Jan. 31 rating period for all employees
- An Individual Development Plan that specifies training or development programs for each employee
- Competencies and objectives that align to DTMB goals or scorecard metrics
- Consequences for managers and supervisors who do not complete the review process as required

A fundamental role of each DTMB manager or supervisor is to provide employees with direction and feedback on their performance. Employees also are expected to take an active role in pursuing professional development opportunities and achieving their competencies and objectives. I encourage you to review the new policy and talk with your manager or supervisor if you have questions. Of course, I welcome your questions and input as well. Please send your comments and ideas to me at behend@michigan.gov.

I know these have been busy weeks for many of you as you take on additional responsibilities and work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

Have a great week,

David

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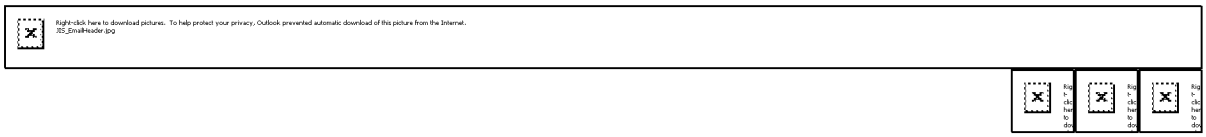
Sent: Tuesday, January 26, 2016 11:43 AM
To: Hofmeister, David (DTMB)
Subject: Court News Michigan



January 26, 2016

Survey: Public satisfied with local courts – Livingston Daily Press & Argus

Drug Court facilitates new recovery support groups – Grand Haven Tribune

A celebration of recovery: Seven graduate from Swift & Sure Sanctions Probation Program – Three Rivers Commercial-News

AUDIO: Why is Court of Claims handling DPS, Flint water crisis lawsuits? – Michigan Radio

VIDEO: Court denies DPS injunction to stop teacher sick-outs – FOX2 Detroit

DPS denied injunction against teachers; new hearing set – Detroit Free Press

Juvenile lifers will get the chance to argue for parole – Detroit Free Press

Editorial: High court does what Michigan failed to do – Detroit Free Press

Schuette taps ex-prosecutor, FBI chief for Flint water probe – Detroit News

Couple faces trial after losing appeal – Coldwater Daily Reporter

Local Circuit Court judge to resign from bench, join AG office – Lansing State Journal

Hearing set on whether prosecutor can argue murder case – Battle Creek Enquirer

'Coach Of The Year' Who Stole from Cheer Team Sentenced – Farmington-Farmington Hills Patch

Second man sentenced in deadly York Township stabbing spree - MLive

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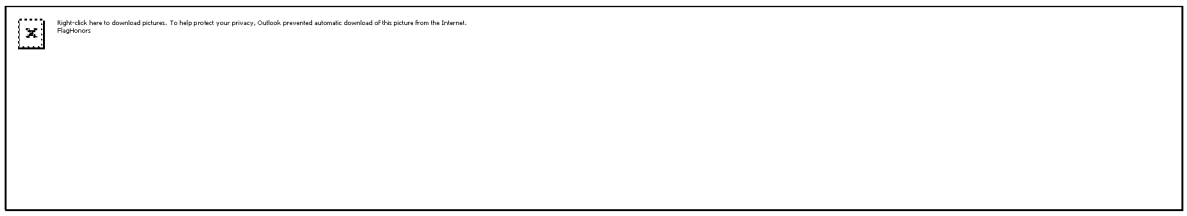
Sent: Friday, January 29, 2016 9:50 AM
To: Hofmeister, David (DTMB)
Subject: Thank you for your service



THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

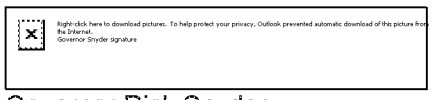
I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit www.HelpForFlint.com to learn how you can do so. For additional information and to sign up for daily updates, please visit www.mi.gov/FlintWater. I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

Thanks,



Governor Rick Snyder

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Photos of state employees volunteering

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From: Laura Konen <konenl@glcomets.net>
Sent: Tuesday, February 02, 2016 8:42 AM
To: Hofmeister, David (DTMB)
Subject: Hayes Middle School Families

Dear Hayes Families,

Hayes Student Council is sponsoring a water drive for Flint residents. Please consider donating water to them in this time of need. Sealed gallons or bottles of water may be dropped off at the front entrance of Hayes through Friday, February 5th.

Thank you for your help!

Hayes Student Council

Ms. Joni Henretty, advisor

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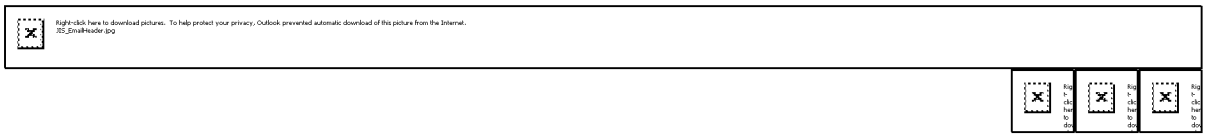
Sent: Wednesday, February 03, 2016 12:42 PM
To: Hofmeister, David (DTMB)
Subject: Court News Michigan



February 3, 2016

AUDIO: Michigan Supreme Court Justice David Viviano talks public satisfaction – Sunny 101.9FM

Sobriety Court celebrates 15 new graduates – WLNS

State Supreme Court clarifies range of whistleblower law – 9&10 News (AP)

Citizens sought to serve on Foster Care Review Boards - Oakland County Legal News

Welcomed to the bench: Judge Jarbou gets officially sworn in - Oakland County Legal News

Investiture ceremonies held for two new Oakland County circuit judges – Oakland Press

Livingston City chair touts veteran's treatment court success, court upgrades – Livingston Daily Press & Argus

Hearing on DPS sickout lawsuit delayed until March 7 – Detroit News

Inmates sentenced to life in prison as juveniles get chance at parole - Record & Clarion

Potential class action lawsuit seeks $150 million for Flint water bills, damages – Michigan Radio

Ypsilanti's 30 untested rape kits tied to complete or disputed cases - MLive

Michigan has fewer goals to end child welfare system oversight – WLNS

Ex-cop sentenced to 13 months to 10 years in Dent case – Detroit Free Press

Former manager of Catholic parish gets probation in scandal - Oakland County Legal News (AP)

Daily Briefs: Man acquitted in slayings of 2 during 2014 conviction - Detroit Legal News (AP)

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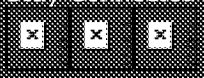

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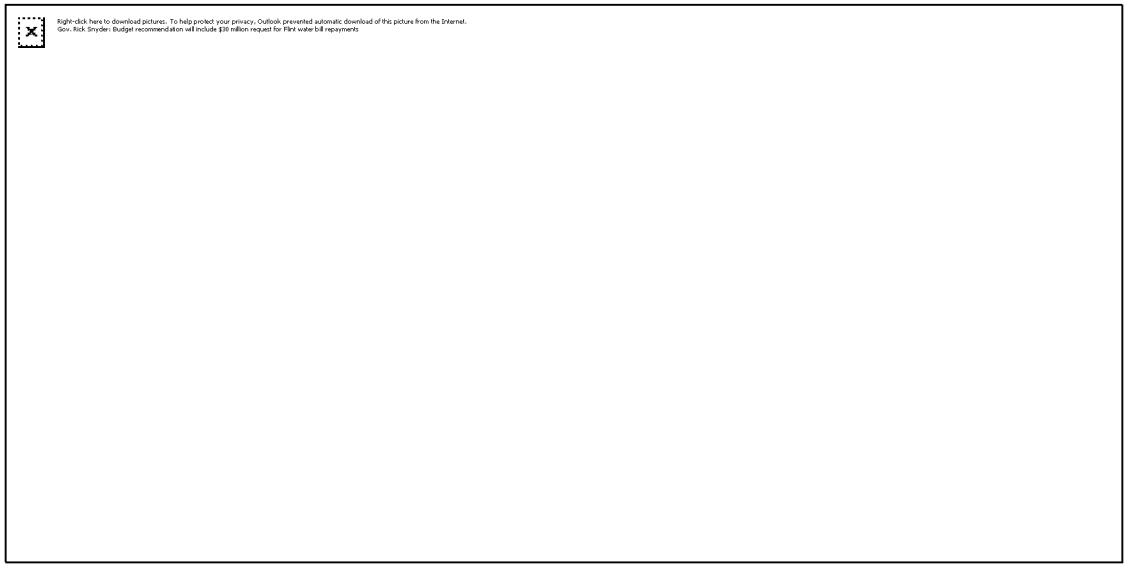
From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Wednesday, February 03, 2016 6:16 PM
To: Hofmeister, David (DTMB)
Subject: "Flint residents should not have to pay for water they cannot drink"

Budget recommendation will include $30 million request for Flint water bill repayments



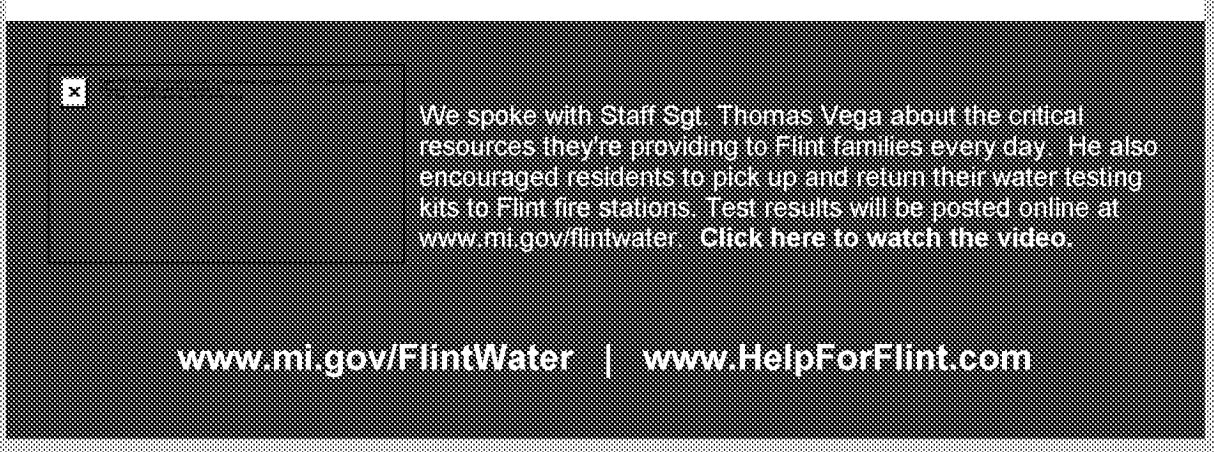
When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a $30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.

Under the governor's ask, the funding would enable the city of Flint to apply credits for customers on future bills. Estimates show water is roughly 47 percent of billing and sewer costs are around 53 percent. The credit would be applied to consumption usage (roughly

65 percent) of a resident's water portion of the bill, such as for bathing, drinking, cooking, and washing your hands. Residents still would be responsible for paying the sewer portion of their water bills.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

Click here to learn more about the budget request.



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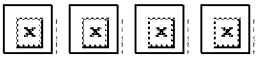

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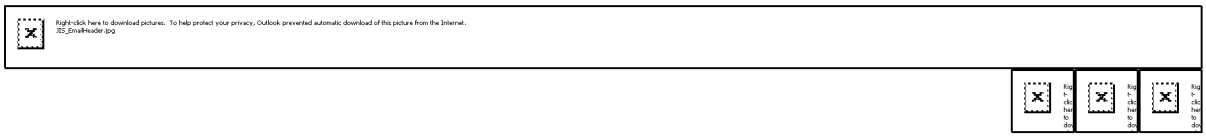
Sent: Tuesday, February 09, 2016 1:55 PM
To: Hofmeister, David (DTMB)
Subject: Court News Michigan



February 9, 2016

Daily Briefs: 3rd Circuit Court to hold Juvenile Drug Court Program Graduation – Detroit Legal News

Oakland County Circuit Court judges celebrate Adult Treatment Court graduation – Detroit Legal News

Survey Names Wayne, Oakland & Macomb Circuit Court 'Top Judges' – DBusiness Magazine

Allegan Chief Circuit Judge Announces re-election plans - WHTC Holland

Legislators discussing eliminating one Waterford district judgeship – Oakland Press

Family of lead-poisoned Flint girl, 2, files suit – Detroit Free Press

Ex-teacher gets prison for sexually assaulting boys - Detroit Free Press

Lansing man convicted of 2015's first murder – WLNS Lansing

VanCallis guilty in murder of April Millsap of Armada – Detroit News

Man nets four years in prison for drunken home invasion – Huron Daily Tribune

Arndt's request for new trial to be reviewed Thursday – Gaylord Herald Times

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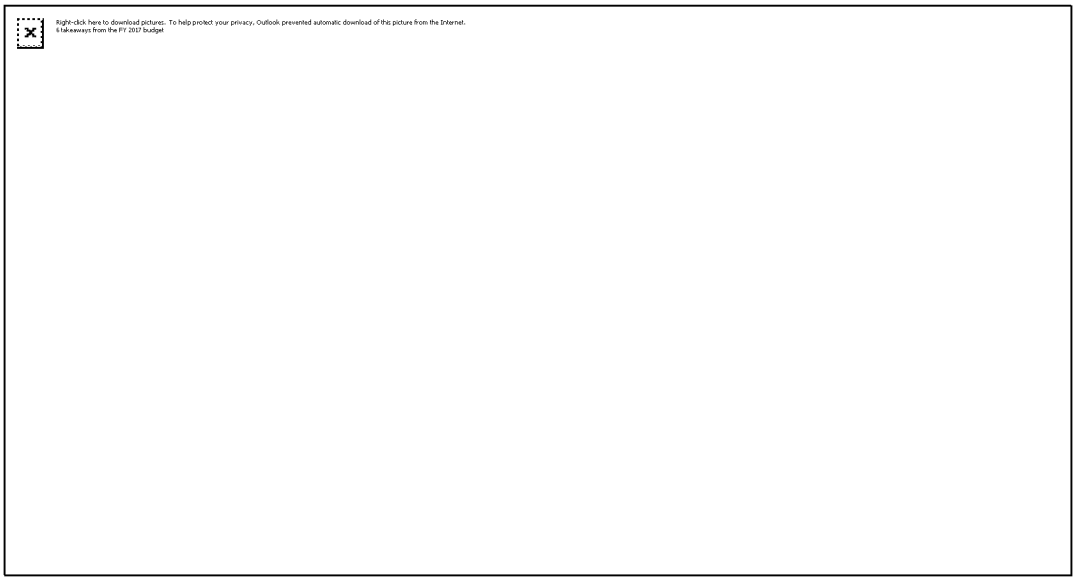
From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Thursday, February 11, 2016 5:33 PM
To: Hofmeister, David (DTMB)
Subject: What this year's budget means for Michigan...

VIDEO: What Governor Snyder's FY17 budget means for Michigan



Gov. Rick Snyder's FY 2017 budget calls for critical investments for the Flint water crisis, statewide infrastructure and the Detroit Public Schools. The governor's recommendation also addresses the skyrocketing costs of specialty medications that Michigan residents depend on for better health outcomes.

This budget also stays committed to the Governor's core statewide priorities of education, talent and economic development, health and human services, and public safety.

The proposed FY 2017 budget makes key investments to strengthen the state for all of

Michigan's families. Click here to learn more about the top 6 takeaways from the Governor's FY 2017 state budget.

Click a tweet to tweet it out:

The #MIBudget @OneToughNerd proposed yesterday makes key investments to strengthen Michigan for all families --> www.mi.gov/MIBudget

--> @OneToughNerd's #MIBudget includes $72 million a year for Detroit Public Schools. It is time to act now -- > www.mi.gov/MIBudget

--> @onetoughnerd's significant investment in #Flint families is the right thing to do. #FlintFWD #MIBudget www.mi.gov/MIBudget

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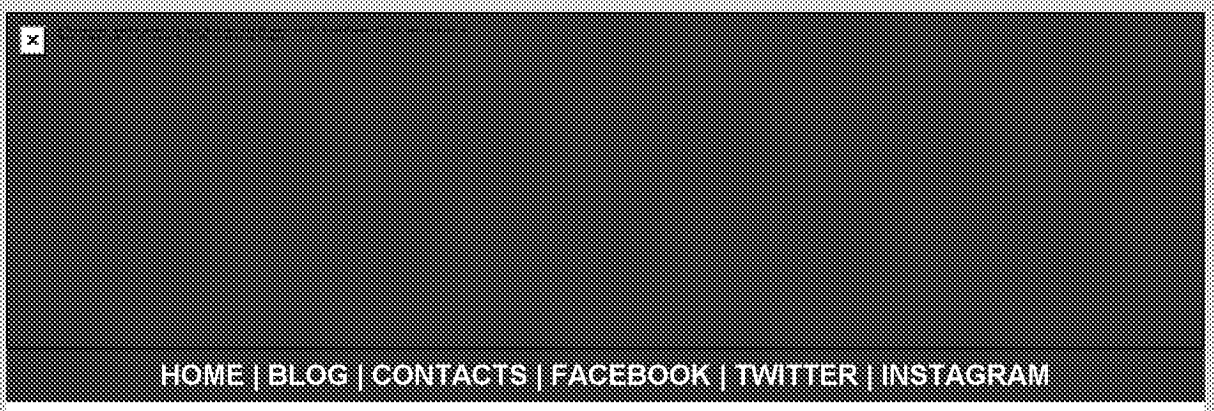
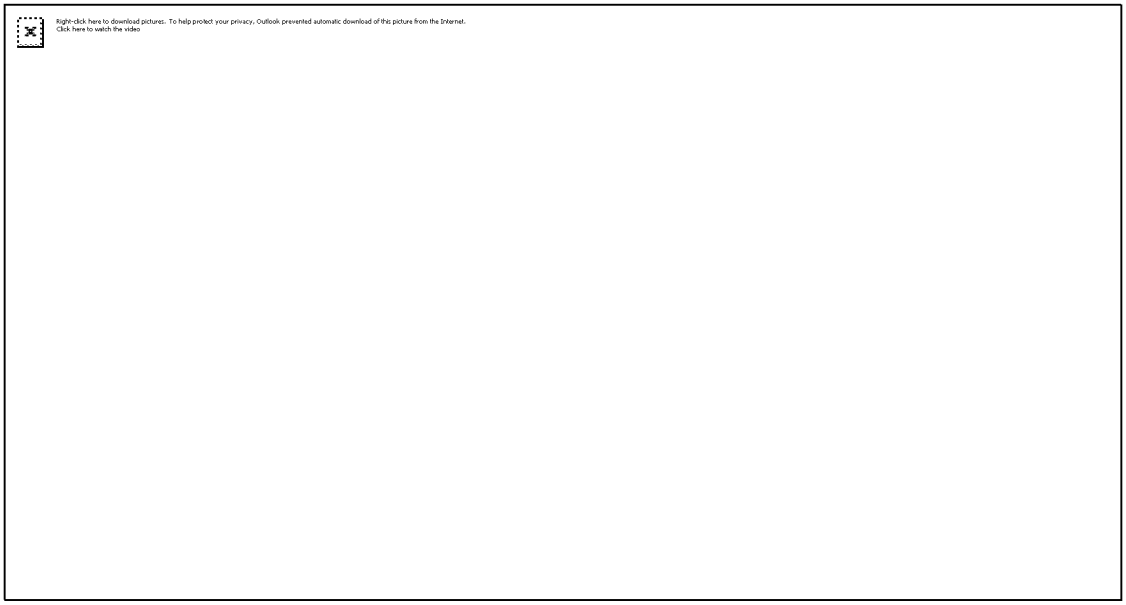
This email was sent to hofmeisterd@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Tuesday, February 16, 2016 5:05 PM
To: Hofmeister, David (DTMB)
Subject: VIDEO: Volunteering in Flint



VIDEO: How volunteers are helping Flint



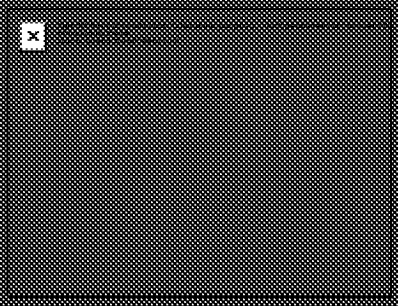
Volunteers at the Food Bank of Eastern Michigan are working hard to collect donations in order to help the families of Flint. Last Thursday, Governor Snyder visited with the many dedicated volunteers and helped sort cans of food.

Good nutrition is critically important for Flint's children. Foods that are high in calcium, vitamin C, and iron can help limit the effects of lead exposure. To donate or volunteer at the Food Bank of Eastern Michigan, visit www.fbem.org.

Click here to watch the video and learn more about how the Food Bank of Eastern Michigan is helping Flint's families.

Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.
click here to watch the video

LISTEN IN: Governor Snyder's tele-town hall with Flint residents



Governor Snyder hosted his third town hall with Flint residents on Thursday, Feb. 11, answering their questions directly. *Click here to listen to the call.*

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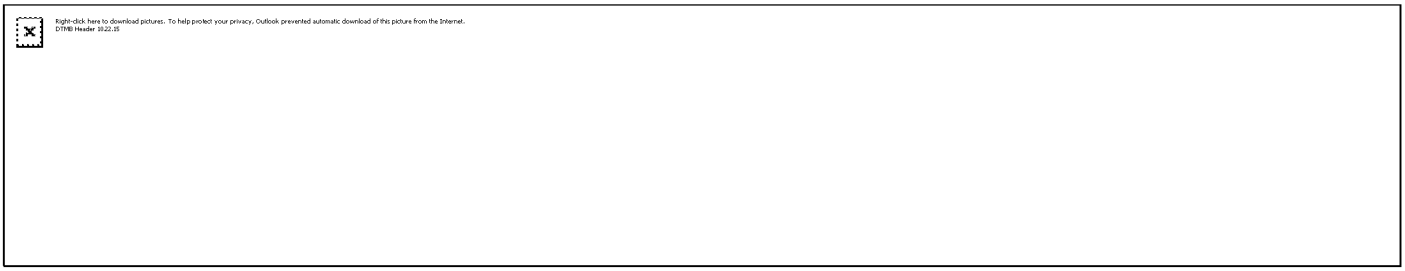
From: DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>
Sent: Wednesday, February 17, 2016 10:10 AM
To: Hofmeister, David (DTMB)
Subject: The Gov. Snyder's Budget Proposal



Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the $54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
- **Putting People First.** The governor recommends continued expansion of the Healthy Kids Dental Program and funding efforts to ensure residents have access to affordable health care. His proposal boosts funds to help cover new higher cost specialty medications to treat conditions such as hepatitis C and cystic fibrosis, among others.
- **Investing in Infrastructure.** The proposal allocates $1.2 billion to maintain and repair Michigan roads, bridges and other critical infrastructure.

The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of $1.3 billion for department operations and a one-time allocation of $32.4 million.

A few highlights include:

- $502 million for information technology support for all state agencies and $132.8 million for 14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by $7 million, from $65 million to $72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.
- An additional $5 million to support cybersecurity improvements to safeguard citizens' personal information and protect critical infrastructure and government services.
- IT support of $6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full executive budget recommendations, which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at behend@michigan.gov.

Thank you again for all the good work you do. I hope you have a great week ahead.

David

The Department of Technology, Management and Budget
You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact DTMB-Communications@michigan.gov.

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Message

From: Cischke, Roy (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=2A788271EA0749F3A378138A22E1F492-CISCHKE ROY]
Sent: 2/19/2016 7:40:07 AM
To: Hofmeister, David (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=4e7b36b1fa9b412b80f0aaba9981540b-Hofmeister David A]
Subject: FW: Flint Automobile Accident

From: Wonn, Michael (DTMB)
Sent: Thursday, February 11, 2016 10:43 AM
To: Cischke, Roy (DTMB) <cischker@michigan.gov>
Cc: VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>
Subject: Flint Automobile Accident

I wanted to make you aware that [redacted] who are transporting water in Flint, were returning to VTS on Wednesday evening and were rear-ended while driving a motor-pool van. Both were suffering from pain in the neck and back and sought treatment at a Ready-Care then later at Sparrow. Both have felt they could return to work the next day in Flint and are currently working there. John will be completing a DTMB personal accident report and a Wheels accident report this evening.

From: Graham, Kimberly (DMVA)
Sent: Wednesday, January 20, 2016 12:22 PM
To: Hofmeister, David (DTMB)
Subject: RE: Emergency 17 Pack Vans for Flint Water Crisis

Can you call me?

Thank You,
Kimberly Graham, Buyer Manager
DMVA, State Operations - Purchasing & Contracts
Reserve Forces Support Center
3423 N. Martin Luther King Jr. Blvd, Suite 320F
Lansing, MI 48906
(517) 481-7643 ~ Office
(517) 481-7644 - Fax

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Go to www.buy4michigan.com

From: Hofmeister, David (DTMB)
Sent: Wednesday, January 20, 2016 10:02 AM
To: Graham, Kimberly (DMVA)
Subject: Re: Emergency 17 Pack Vans for Flint Water Crisis

How long do you need?

Sent from my iPhone

On Jan 20, 2016, at 9:32 AM, Graham, Kimberly (DMVA) <grahamk@michigan.gov> wrote:

> Hi David:
>
> Can you please call me when you are available?
>
> **Thank You,**
> **Kimberly Graham, Buyer Manager**
> **DMVA, State Operations - Purchasing & Contracts**
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From: Thelen, Tom (DTMB)
Sent: Friday, January 22, 2016 3:10 PM
To: Hofmeister, David (DTMB)
Subject: RE: S1898

No Biggie, it's was scheduled for a wash and vac, we can do that later.
Have a good weekend.

From: Hofmeister, David (DTMB)
Sent: Friday, January 22, 2016 3:06 PM
To: Thelen, Tom (DTMB) <thelent1@michigan.gov>
Subject: S1898

Hi Tom,

I have S1898 (Flint) reserved and it is being used to transport workers back and forth from Lansing to Flint for the water crisis. I originally reserved it until today but I'm extending it longer. I had to cancel a reservation for Shelton Automotive on Monday. Please let them know. Thanks

David Hofmeister
Fleet Consulting Manager
DTMB-Vehicle and Travel Services
6951 Crowner Drive
Lansing, MI 48909
(517)322-6338
(517)322-1423 fax
Hofmeisterd@michigan.gov

From: HDT Headline News <hdtheadlinenews@bobitnews.com>
Sent: Thursday, January 28, 2016 6:02 AM
To: Hofmeister, David (DTMB)
Subject: Volvo Group Reorganizes By Truck Brands | Trucking Company Organizes Flint Bottled Water Drive

Ohio Trucking Company Organizes Bottled Water Drive for Flint Click to view online

January 28, 2016

Volvo Group Reorganizes by Truck Brands

The Volvo Group is reorganizing based on truck brand, a move the Sweden-based global truck and engine maker says "offers clearer commercial accountability" for the group's various truck brands.

Ohio Trucking Company Organizes Bottled Water Drive for Flint

Kevin Burch grew up in Flint, Mich.,, so it's only natural that he would start a campaign to get trucking companies involved in providing bottled water to the city whose water has been poisoned by dangerous levels of lead.

Spot Freight Rates Continue Freefall

First, the good news. Last week's winter storms had minimal effect on spot market truckload freight rates and load-to-truck ratios. Now, the bad news. Both managed to slip all on their own, with rates in the three major sectors being the lowest in at least the last four weeks.

Time Off Positively Impacts Driver Performance, Study Shows

Carriers can improve the productivity and performance of drivers by meeting their requests to take time off, according to the results of a recent study conducted by Stay Metrics.

Economist: Low Risk of U.S. Recession

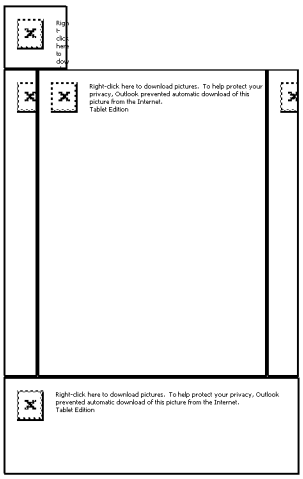
The odds of a recession in the U.S. during the first three quarters are low, according to Bob Dieli, president and founder of RDLB, Inc.

Accuride Rolls Out Anti-Corrosion EverSteel Wheel Technology

At HDAW, component supplier Accuride launched its EverSteel wheel technology, designed to prevent corrosion in steel wheels, as well as two new lightweight aluminum wheels.

Earnings Watch: Heartland Profit Drops,2Patriot

TABLET EDITION



Now available on your table!

BLOG

Model Train Show Includes Trucks that Deliver Memories

The Greenberg Great Train & Toy Show is an annual event at the fairgrounds in Columbus, Ohio. On the show's layouts as in real life, trucks and trailers play an important transportation role.

What Does a Skateboarder Have to do with CSA?

A tragic accident illustrates why carriers want the Compliance, Safety, Accountability program to include crash accountability.

Roll-Off Truck's Raised Rails Batter a Bridge

Roll-off truck drivers: Did you turn off the PTO? Trucks and

DOWNLOAD WHITEPAPER

- What the New FMCSA Electronic Logging Device Rule Means for Motor Carriers and Truck Drivers
- Next Gen Navigation: When Big Data Drives Innovation, Drivers Win
- Are You Scared of Driver Monitoring Myths?
- Is Your Business Ready for the ELD Mandate?
- What do today's fleet professionals think of GPS tracking technology?
- Improve Fleet Performance by Changing Driver Behavior

PHOTO GALLERIES

Rush Truck Centers 10th Annual Tech Skills Rodeo

Photos: Kenworth and the Capitol Christmas Tree

Photos: Kenworths on the Paccar Test Track

Photos: Hauling the Capitol Christmas Tree

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From: Hofmeister, David (DTMB)
Sent: Wednesday, January 20, 2016 10:02 AM
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Lansing, MI 48909
(517)322-6338
(517)322-1423 fax
Hofmeisterd@michigan.gov

ALL ABOUT US

OUR MONTHLY REPORTS

DTMB

HELP. CONNECT. SOLVE.

SAVINGS REALIZED BY MAILING SERVICES CUSTOMERS when mail is pre-sorted and batched FYTD:

- Presort Letters - $2,075,013
- Presort 2nd Ounce Letters - $585,630
- Presort Flats - $104,269*
- Total Presort Savings- $2,764,912
- Consulting Savings - $64,301

* presorted flat-size mail has not been presorted since Jan. 13. The vendor (Bell & Howell) is working to correct this issue with additional testing.

State Surplus MiBid Results

- Posted 119 auctions
- Sold 68 vehicles
- Sales of $367,439
- Retained Revenue MiBid - $103,096

Federal Surplus

- Two new applications for federal program
- Two Federal Surplus Donations
- Retained Revenue from donations - $451

Delivery Services

- Revenue – January FY 2016: $191,216 on 174 work orders
- Revenue from move jobs – January FY16: $36,084

OSS Steps Up to Assist in Flint Water Crisis

- Printing Services staff have printed over 1.2 million palm cards and 1 million water testing forms, in English, Spanish and Arabic. These jobs were all quick turnaround – sometimes a matter of hours! Staff stepped up to the challenge! Special thanks to **Mark Miller, Todd Martin, Arnie Castillo, Brad Schumann, Shay Cooper, Tina Luna, Scott Barclay, Dan Chipman, Tom Cooley and William Banks** for going above and beyond in providing excellent customer service!

- The Federal Surplus Property Program received help from the National Association of State Agencies for Surplus Property (NASAP) obtaining bottled water from the South Carolina Surplus Program. South Carolina had an entire warehouse full of bottled water that was left over from a flooding emergency. With the help of Scott Pepperman, of NASASP, MISASP was able to arrange shipping for the water to be delivered to Flint and distributed throughout the city. Approximately 175,000 bottles (92 pallets) of water were successfully delivered to Flint to assist with the water crisis.

- Employees from the Delivery Services Team have been working tirelessly helping out with the Flint Water Crisis since Jan. 9, 2016. They have done a fantastic job and it has been greatly appreciated. Please join me in thanking **Brent Thelen, Jim Thomas, Jeff Bailey, Sam Putmon, Sean Dennison, Brian Cardwell and Steven Kesson**.

- Beginning Jan. 13, VTS Garage employees **John Lance, Kevin Moe and John Patterson** have worked many hours, seven days a week, while putting their family and VTS duties second, assisting with water delivery efforts in Flint. Their primary mission has been to transport pallets of bottled water from a central warehouse to various fire departments. We thank them for their efforts along with their dedication to helping the people of Flint.

Great Examples of Teamwork!

Records Management Services

- DHHS is moving its employees who are currently working in the Capitol View building to the building that MSP is moving out of. The Senate will be moving into Capitol View, and MSP is moving out to the Secondary Complex. DHHS hired a consultant to coordinate the move, and the consultant contacted RMS for help with records management issues. RMS was asked to provide training to the affected employees. RMS taught 4 classes, and 84 people registered to attend the classes. The classes addressed how to identify records that need to be kept, Retention and Disposal Schedules, storage issues, and tips for moving.
- Records Management Services held meetings with local offices in Wayne County from the Department of Health and Human Services to discuss the transition from Iron Mountain to Royal Oak Storage for the storage of its boxes of closed case files. 74 boxes from the Western Wayne County office are scheduled to be picked up and delivered to Royal Oak Storage on February 5, which marks the first boxes sent to the new storage vendor. Approximately 95,000 boxes will be moved from Iron Mountain to Royal Oak.

Records Manager Projects (formerly TRIM)

- The Department of State Human Resources office, already a Records Manager customer, intends to expand its use to its Labor Relations section, using the same configuration already in use by Department of Health & Human Services Labor Relations section. Records Management Services (RMS) will host a meeting with multiple HR offices using Records Manager to go over the labor relations configuration and establish a standardized configuration for use by any HR Labor Relations section.
- The Michigan Department of Transportation (MDOT) signed a charter to use Records Manager for its Human Resources office, leveraging the standardized structure made available through previous HR projects with DHS, MDOS, DTMB, and Quality of Life (DEQ/DNR/MDARD). A training has been scheduled for February 22, 2016, to give the implementation team hands on experience with generic records as part of the standardized structure.

Delivery Services Thanked

- 1/28/2016

  Just wanted to say thank you. The crew was extremely nice, polite and waited patiently to be told where to put file cabinets. They also, didn't get full use of the dock at the Grand Tower because of the semi they had to use. So they had more work than usual moving items from the truck to their destination.

  Just thought I'd pass this along, thank you!

  Michelle Holloway, Project Manager, Bureau of Organizational Services

MDHHS
Michigan Department of Health & Human Services

New Staff

The ID Mail area welcomed another new employee to their team on Jan. 4, 2016. Colleen Rupert has taken the position of Motor Vehicle Operator 6 (MVO6). Please welcome Colleen to our team.

Are You Reviewing Your Old Email?

The implementation of the DTMB policy on Email Management has been postponed until March 13, 2016, in order to give staff more time to properly file their email records.

Mailing Services

- Logistics & Operations Support (LOS) is currently working with Michigan Department of State (MDOS) on updating the Service Level Agreement (SLA) for the renewal by mail program. Copies of the current SLA have been shared with MDOS and the re-write process will soon begin.
- Mailing Services presented to the IT Assets servicing Treasury regarding the sunset of Optical Mark Recognition (OMR) technology used to match multi page document sets for mailing letters. LOS is working on identifying all Treasury applications using OMR and statistical data outlining the benefits of using a higher integrity code to minimize data breaches in the mailing process.
- A joint project has been started to link all Michigan Department of Health and Human Services (MDHHS) Business Reply Mail (BRM) accounts to DTMB's United States Postal Services (USPS) Central Account Processing System (CAPS) to centralize all service payments and cost monitoring. Mailing Services currently has linked 42 BRM accounts for MDHHS. Linking the remaining offices will simplify the process by making direct payments to the postal service for individual account activity. Locally managed accounts will benefit by not having to maintain a fund balance with the serving post office, ensuring mail will not be held for the lack of funds, and eliminate the need for local self-monitoring of fund balances statewide. Mailing Services has enlisted the help of the Postal Service to link the remaining identified MDHHS accounts into DTMB's CAPS system.
- Mailing and Financial Services met with the Sigma development group to finalize the design of the MS Order System. Clarification of content, updates of Sigma department coding, contact personnel on the order system, and user direction have been updated for the Sigma designer to be placed in the system.
- LOS is progressing with the EFI/PACE/Storefront implementation. Discussions related to non-state mailing account coding are under advisement with financial services. The reason being, the current coding of non-state accounts are not compatible with EFI/PACE requirements. Financial Services is reviewing the code changes requested for PACE to ensure these will not adversely affect the current billing data base process.
- In line with Executive direction, Mailing Services conducted Action Plan Update meetings with all of our staff. An advance copy of the current Action Plan was provided to each employee so as to gather input regarding updates they may have to offer to the current plan. During the sessions with staff, an in-depth review of current actions and expected outcomes were discussed so staff could help in identifying gaps that can be measured in the new plan.
- Mailing Services has established a rate committee to identify and accurately define service rates with DTMB Financial Services. The committee meetings, now scheduled bi-monthly, have been invaluable in bringing understanding to the process and gathering data to accurately determine service rates going forward. Outcomes for the meetings include; accurately identifying and placing costs, building an annual rate setting worksheet, assigning responsibilities to provide accurate data, monitor and provide a mailing trend analysis and cost projection reviews as a committee.
-

Thank You Notes

- *To: Tom Goodine*

  Thanks Tom. You are always Mr. Dependable, and pretty darn fast too.

  Deanna Anderson, MSHDA

- *To: Mike Armstrong*

  Thank you for the update as well as your hard work and promptness with this project! It's greatly appreciated!

  Autumn Spitzley, Graphic Arts Designer, DNR Wildlife

- *To: Tom Goodine & Shelly Millimaki*

  Thanks, Tom. I almost CC to you and thank you Shelly for forwarding the message. I will let my LAW person know. Thank you both for your help!

  Jennifer Sochor, DNR

Vehicle and Travel Services

- VTS consultants met with GM Fleet Account Executive Connie Scarpelli and GM Sales Support and Police Vehicle Specialist Todd Little to discuss the delay of the Impala Limited and Chevrolet truck issues. The production of the fleet Impala Limited was delayed from Dec. 10 through Jan. 14 with final vehicle orders being excepted through mid-January.
- Staff from the VTS Garage and Canfield Equipment worked together in an effort to save costs on beacons and hood signs for MSP vehicles. Canfield Equipment picked up a large quantity of used beacons and hood signs from VTS that have been removed from retired MSP vehicles. These used beacons and hood signs will be reconditioned and reused on new MSP vehicles. MSP is not required to purchase all new parts for their patrol vehicles, and recycling these items saves money.
- A number of VTS staff attended the 2016 North American International Auto Show held at the Cobo Center in Detroit. This is an opportunity to preview the new model vehicles on display and talk with company representatives about current and future product offerings. Vince Reynolds and Ronda Greko also had the opportunity to attend the "Pre-Show" Product Preview" and talk one-on-one with Ford and Chrysler Representatives along with Company Executives, Engineers and Designers.
- GPS Telematics Update: VTS Consultants working with their Telematics Vendors and participating departments continue to meet and discuss reporting options, what works and what doesn't, and any issues that come up. Vince Reynolds attended a high level meeting with MDARD Deputy Director, Division Directors, Supervisors, and Managers who met with GPSInsight Representatives. GPSInsight demonstrated the overall capabilities and limitations of the system. They also showed some of the reporting functions. This presentation was scheduled to determine what educational opportunities might be used with the pilot participants. The presentation was received very highly by the MDARD staff and online, follow-up sessions were scheduled for the following week so that the attendees could observe the system function in real time.
- VTS Garage staff loaded a cube truck full of surplus plastics and delivered to Louis Padnos for recycling.

Printing Services in High Gear

- January was a huge "tax" month for Printing Services.
    - Completed development and printing of the annual DTMB OFM 1099 statement. There were a total of 58,521 images printed.
    - Completed development and printing of the annual DTMB OFM W2 statement. There were a total of 61,208 images printed.
    - Completed development and printing of the annual MDHHS W2 statement. There were a total of 64,118 images printed.
    - CPC successfully completed the MDHHS CHAMPS 1095B printing project. There were a total of 279 print files, each file consisting of 40,000 images. The entire project resulted in 11,160,000 printed images.
    - Completed development and printing of the annual MSHDA 1099 statement. There were a total of 11,052 images printed.
    - Completed development and printing of the annual MSHDA 1099G statement. There were a total of 682 images printed.
    - Completed development and printing of the annual ORS 1099 statement. There were a total of 286,576 images printed.
- Printing Services completed a rush project for Treasury in less than 4 hours! Treasury contacted us with a request to print 70 copies of a document on light green paper. The order was received at 4:00 p.m. but the specifications were much different! The quantity was still 70, but the paper and bindery requirements had changed. Despite the changes, the job was still able to be completed and delivered before noon! Great teamwork by Printing Services staff to meet our customer needs!
- The Pace implementation is on-going. EFI will be on-site the week of Feb.1, to implement the Fiery Central (which will allow our Xerox printers to communicate with Pace) and the update to our online ordering system.
- Printing Services completed the quarterly Voya printing. The statements consisted of over 1.1 million images. In addition, newsletters, seminar schedules and performance numbers were produced as well. This quarter's printing also included the MPSERS Pension Plus and DC statements and inserts, which are completed twice a year.
- CPC finalized our responses to the findings from the August IRS Safeguarding Audit. The outstanding issue with Xerox on a security patch for the IRS overlay on the Nuvera controllers has been resolved. Printing Services is now 100% compliant.
- Printing services was contacted by DTMB Building Operations who were need of an emergency sign for their GOB construction site. Electrical inspectors had threatened to shut down their construction if an electrical sign wasn't installed. **Molly Perry** was able to produce a sign for them within a few hours, which allowed Building Operations to continue to work! Great job, Molly!

Printing Services Now in Con Hall

- DTMB Office of Performance Management graciously allowed Printing Services consultants to occupy a vacant office in their area in Constitution Hall. We moved into that space on Jan. 20. It is on the 1st floor of Constitution Hall in the northwest tower.

Warehouse Services

- The on-going project to move Depot Logistics into the General Services Building is still on track to hit our April timeline. In January, we began preparing the building for the move by making some adjustments to racking, cleared an area where Printing Services will have a new rack installed, and cleared some racking at the current Depot location that will be brought over to GSB.

- The next phase of work will include having a vendor move some racking from Depot to GSB, as well as constructing cubicles, setting up data and power lines, and final configurations of the Depot layout.

Appreciation to Printing Services

- ***From:*** *Khouri, Claire (GOV)* ***Sent:*** *Monday, January 18, 2016 3:39 PM*
  To: *Monroe, Jerry (DTMB) <monroej1@michigan.gov>*
  Subject: *RE: SOTS Materials-- Program*

I think we might be all set and not need any additional copies printed of new materials… Again, thank you so much for your help this year! As always you have been amazing to work with and the service you provide is exceptional!

- ***From:*** *Doll, Jeanette (DTMB)* ***Sent:*** *Friday, January 22, 2016 11:22 AM*
  To: *Miller, Mark (DTMB) <millerm13@michigan.gov>*
  Subject: *RE: 300 Palm Cards*

Wow – you are fast!! DHHS says YOU ROCK! Thank you for going above and beyond!

- ***From:*** *Wanamaker, Kurt (LARA)* ***Sent:*** *Monday, January 25, 2016 2:07 PM*
  To: *Monroe, Jerry (DTMB) <monroej1@michigan.gov>*
  Subject: *Approved Proof*

YOU ARE THE BEST! Thank you and your team for all that you do. I appreciate everything!!!

Kurt Wanamaker, Consultation Education and Training Division, Michigan Occupational Safety and Health Administration

- ***From:*** *Peters, Cynthia (DTMB)* ***Sent:*** *Thursday, January 28, 2016 1:21 PM*
  To: *Miller, Mark (DTMB) <millerm13@michigan.gov>*
  Subject: *RE: SOMCAFR*

  I'm a bit tardy… but great job on the SOMCAFRs. Thanks!

MICHIGAN DEPARTMENT OF
DTMB TECHNOLOGY, MANAGEMENT AND BUDGET

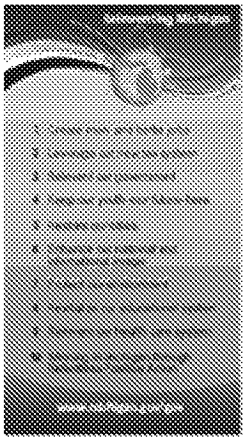
HELP. CONNECT. SOLVE.

Next week, DTMB employees are invited to an open house to learn more about the hard work the Data Center Operations team does on a daily basis. Join fellow employees on Wednesday, Feb. 17, from 11:00 a.m. to 2:00 p.m. at the Secretary of State Building, 7064 Crowner Drive, State Secondary Complex. A self-guided tour will give you the opportunity to speak with data center staff and learn about:

- Data Center Operations Facilities
- Disaster Recovery
- Enterprise Monitoring
- Enterprise Platforms
- Imaging and Scheduling
- Michigan Configuration Management Data Base (MiCMDB)
- Service Management
- Tape Library

Please bring your State of Michigan ID and your Driver's License or another picture ID to check in with data

center security.



Value for Money Government Group Report

MiStat Review
Feb-16

Mission: The Value for Money Government group supports and enables effective and efficient state operations while protecting state assets through diverse partnerships.

Vision: We will make the State of Michigan one of the most innovative, efficient and responsive governments in the world.

Activities that support dashboard measures

	Prior	Current	Progress
Credit Rating	Moody's: Aa2 (positive) (2014) S&P: AA- (stable) (2014) Fitch: AA (stable) (2014)	Moody's: Aa1 (stable) (2015) S&P: AA- (positive) (2015) Fitch: AA (stable) (2015)	= = —
Government Debt Burden Per Capita	$785 (2013)	$758 (2014)	👍
State Government Operating Cost as a Percentage of State Gross Domestic Product	14.9% (2012)	14.6% (2013)	👍
State and Local Government Operating Cost as a Percentage of State Gross Domestic Product	21.40% (2012)	20.70% (2013)	👍
Access to State Government – Number of Online Services	271	276	👍

👍 Performance improving = Performance staying about the same 👎 Performance declining

Issue 5 - **Department of Technology Management and Budget**

- **MiPage:** DTMB is working to identify and promote opportunities for high value mobile conversions and MILogin candidates. Current conversion projects include: TAMC for MDOT, Fishing Tournaments application for DNR, Wildfire application for DNR, and a mapping project for MEDC. DTMB is offering conversion services, and we is also soliciting responses for a pre-qualified vendor list to help agencies with the mobile conversions if they would prefer to work with an outside vendor. Thus far, 18 responses have been received to the pre-qualified vendor RFP. We anticipate finalizing this list by the end of March, 2016. A new MiPage release was available in the app stores the week of January 25th, and additional releases are planned for spring (5/29/2016) and summer (8/28/2016).
- **Cyber:** Michigan continues to face over 12 million cyber attempts per day. Recently, so-called hacktivist groups have targeted the state in response to the Flint water crisis. The City of Flint and Hurley Hospital in Flint have been targeted as well. Since this threat was announced, DTMB has worked organized a cross-lateral team of experts to ensure that we are able to respond as quickly as possible to potential threats. Specifically, DTMB has been working with MSP, the National Guard, the City of Flint, IBM, and other private sector partners.
- **CAR:** DHHS is moving from the Capitol View Building to 333 W. Grand Ave 1st - 5th floors. Phase #1 begins May 20, 2016, phase #2 follows starting on June 3, 2016, and phase #3 is slated to begin June 10, 2016. Crime Victim Services and Developmental Disabilities Council will be moving to Grand Tower 11th floor and Lewis Cass garden level. Details about Aging & Adult Services Agency and the Business Integration Center are being developed. MSP moves from 333 W. Grand Ave. to 7150 Harris Dr. Diamondale. Phase #1 was planned to begin December 11, 2015, phase #2 is planned for March 11, 2016, phase #3a Aril 1-7, 2016, phase #3b April 8, 2016, and phase #3c April 15, 2016.
- **Operational Excellence & RPM Reviews:** DTMB has examined root cause(s) for IT projects that over budget and anticipated timeline. Automation of inefficient business processes was found to be a root cause of these issues. In order to develop the best solution possible and stay within budget, DTMB and the Office of Good Government will work with agencies to ensure that the underlying process business has been reviewed and optimized before commencing work.

Issue 2 - **Michigan Gaming Control Board**

- **Commercial Casinos**:
  - Total revenue for calendar year 2015 was $1.38 billion, up 3.3% compared to calendar year 2014
  - Taxes- $174.3 million paid to the City of Detroit and $111.5 million paid to the State in 2015.
- **Non-Gaming Suppliers- Board Resolution 2015-01:**
  - Increased the thresholds for non-disclosure from $15,000 to $50,000 per casino
    - 24% decrease in the number of vendor exemptions in 2015
  - Increased the thresholds for a vendor exemption from $300,000 per casino ($600,000 total) to $400,000 per casino ($1,200,000 total)
    - 20% decrease non-gaming license requests for low-volume suppliers in 2015
    - 50% decrease in processing time for exemption applications (42 to 21 days)
- **Millionaire Parties (MP):**
  - In 2015 the number of suppliers and locations have remained relatively static compared to 2014
    - Current number of locations is 50; Current number of suppliers is 33
  - In 2015 there was a slight decrease in the number of event days
    - Total event days in 2015 was 10,146 compared to 10,508 in 2014
  - 70 indictments in 2015 and 2016 involving 10 defendants issued by the Attorney General's (AG) Office as a result of AG, MGCB investigations
- **Horse Racing:**
  - 90 total race days scheduled in calendar year 2016
    - 60 days of harness racing at Northville Downs; 30 days of thoroughbred racing at Hazel Park
  - Numerous meetings have been held with the various stakeholders to try to reach a compromise on legislation that would help the industry
- **Daily Fantasy Sports (DFS):**
  - 11 states have declared DFS illegal
    - 10 states have introduced legislation to legalize, or tax and regulate DFS, including Michigan (SB 0459)
  - MGCB board members are asking for information on DFS

Issue 3 - **Lottery**

- Fiscal Year 2015 was a record year with gross sales at approximately $2.771 billion (a 6.8% increase from last year) and a contribution to the school aid fund of approximately $795 million (a 7.2% increase from last year).
- **iLottery:** program continues to grow. Average net-win (bets minus prizes) over the last eight weeks was approximately $580,000 per week (a 28.9% increase from the weekly average reported last July). Sales of draw-games (Classic Lotto 47, Fantasy 5, Mega Millions, and Powerball) have started this month.
- **Pilot program:** Charitable Gaming Division is pilot testing a new charity-ticket dispensing machine for use by licensed nonprofit organizations. The pilot consists of 57 machines at 20 different locations. Average daily revenue from charity-ticket sales per machine is close to $100 a day, which is statutorily divided 60% to the licensed nonprofit organizations and 40% to the Charitable Gaming Division (and subsequently to the general fund). Total revenue from tickets sold through these dispensers to date is approximately $1.3 million (with roughly $530,000 going to Charitable Gaming).

Issue 4 - **Office of Children's Ombudsman**

- Case backlog reduction from approximately 85 down to 3 (3 cases related to an employee performance improvement plan currently underway)
- In the testing stages of the CRM case management database- Go-live scheduled for the first week of February
- New investigators have been trained and are closing cases within established timeframes
- Office and staff efficiency optimization
    - Relocation/space optimization
    - Cohesion
    - Consistency
    - Fiscally prudent
- Leadership principles applied- teamwork/accountability/communication

Issue 1 - **State Budget Office**

- **SIGMA:** The re-planning for Phase 1.5 and Phase 2 is complete and the re-baseline of Project SIGMA was approved by the Project Executives, Governing Board Co-Chairs and Executive Sponsor. Agency work related to re-planning is complete. Weekly project health checkpoints have been completed to review schedules and status prior to Agencies generating their 4UP reports. Agencies have attended the majority of the Functional Design Showcases which highlight key design decisions and business processes associated with functionality being implemented in Phase 2. The presentation for End to End Processes is scheduled for week of February 1st with Security and Workflow being addressed in March.

Issue 6 - **Treasury**

- **MTO Optimization Deliverables by Release November 2, 2015:**
    - Over the next 4 months:
        - Implement a single password, this has been one of the biggest pain points for the user community (Completing via Release 1)
        - Reduce the number of steps needed for authentication (Completing via Release 1)
        - Rebranding MTO to make improvements to the look and feel (Completing via Release 1)
    - Over the next 4 to 6 months, additional improvements will be implemented, such as:
        - Increased functionality for password resets (Completing via Release 1)
        - Inactivity alert before expiration (Completing via Release 1)
        - Continued improvements to MTO look so the user feels that they are in a single site from start to finish (Completing via Release 2, 3, n)
    - Over the next 7 to 16 months:
        - Auto-population functionality (Completing via Release 3)
        - Improved delegation process (Completing via Release 1)
        - Delivery of email confirmations after returns are submitted (Completing via Release 1)

** Release 1 (January 11, 2016); Release 2 (April 2, 2016) and Release 3 (December 2016)

Subject:	Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint
Location:	Ottawa Builidng - Upper Level – Conference Room 4 OR Call-in: 866-390-1828 access code: 1842654
Start:	Thu 2/18/2016 2:00 PM
End:	Thu 2/18/2016 3:00 PM
Recurrence:	(none)
Meeting Status:	Accepted
Organizer:	DTMB-Directors-Office
Required Attendees:	Behen, David (DTMB); Donnan, Chanda (DTMB); Buhs, Caleb (DTMB); Davenport, Rodney (DTMB); Gelisse, Ashley (DTMB); Gilliland, Michael (DTMB); Spaniolo, Natalie (DTMB); Wilke, Lacey (DTMB); Stansfield, Marsha (DTMB); Ballard, Denice (DTMB); Hampton, Trisha (DTMB); DeCamp, Greg (DTMB); Gibson, Jennifer (DTMB); Hengesbach, Dane (DTMB); Ingersoll, Jean (DTMB); Jeffery, Phillip (DTMB); Philip, Brandon (DTMB); Kopacsi, Christian (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB); Pratt, Jeff (DTMB); Knapp, Kathy (DTMB); Bidelman, Craig (DTMB); Bussema, Terry (DTMB); Rokely, Rick (DTMB); Tefft, Niki (DTMB); Schlegel, Nicolle (DTMB); Parker, Alexandrea (DTMB); Keilen, Elizabeth (DTMB); McPherson, Victoria (DTMB); Christensen, Chris (DTMB); Lawson, Michelle (DTMB); Nevai, Tom (DTMB); Evans, Carter (DTMB); Fick, James (DTMB); McKee, Robert (DTMB); Perry, Blane (DTMB); Riddering, Eric (DTMB); Rodgers, Anthony (DTMB); Trial, Larry (DTMB); Thompson, Kyleigh (DTMB); Glomski, Tom (DTMB); Seger, Seth (DTMB); Lee, Timothy (DTMB); Sikkema, Tyler (DTMB); Manning, Kelly (DTMB); McFarlane, James (DTMB); Galeazzi, Tiziana (DTMB); Das, Rajiv (DTMB); Pung, Linda (DTMB); Hogan, James (DTMB); Westfall, Laurie (DTMB); Palmer, Jason (DTMB); Stibitz, Brom (DTMB); Trakul, Pamela (DTMB); Swanson, Eric (DTMB); Blastic, Laura (DTMB); Furseth, Kristen (DTMB); Brancheau, Laura (DTMB); Sebok, Yvonne (DTMB); Stankiewicz, Richard (DTMB); Vera, Jason (DTMB); Jehnsen, Jeremy W (DTMB); Jodway, Kenneth (DTMB); Newman, Jeremy (DTMB); Vijayaveeraraghavan, Anupkumar (DTMB); Harmon, Paul (DTMB); Root, Everett (DTMB); Pauley, Suzanne (DTMB); Thompson, John (DTMB); Nolan, Anne (DTMB); Peterson, Rick (DTMB); Stiffler, Michelle (DTMB); Patke, Sunit (DTMB); Estill, John (DTMB); Seckelman, Joe (DTMB); Martin, Ellen (DTMB); Aprill, Brian (DTMB); Ross, Josh (DTMB); Locke, Joel (DTMB); Cross, Steven (DTMB); Clark, John (DTMB); Olkowski, Tony (DTMB); Noldy, Scott (DTMB); Baer, John (DTMB); Dickinson, Holly (DTMB); Post, Corey (DTMB); Cantin, David (DTMB); Brun, Jeremy (DTMB); Hartsuff, Lisa (DTMB); Kosloski, Joni (DTMB); Jordan, Gerald (DTMB); Sweeney, Matthew (DTMB); Turnquist, Michael (DTMB); Morgan, Dan (DTMB); Droste, Kerri (DTMB); Paasch, Keith (DTMB); Scates, Larry (DTMB); Noonan, Michael (DTMB); Walts, Brian (DTMB); Martin, Ric (DTMB); Burns, Robert (DTMB); Doxie, William (DTMB); Clark, Jim (DTMB); Bailey, Maureen (DTMB); Bos, Troy (DTMB); Phillippo, Jamie (DTMB); Spitzley, Troy (DTMB); Darby, Marchan (DTMB); Hawes, Keith (DTMB); Wright, Seth (DTMB); Rambo, Carolyn (DTMB); Millimaki, Shelly (DTMB); Nelson, Christopher (DTMB); Murphy, Chris (DTMB); Clark, Stephanie (DTMB); Cischke, Roy (DTMB); Hofmeister, David (DTMB); Reynolds, Vince (DTMB); VanCoevering, Joyce (DTMB); Ragla, Beth (DTMB); Shaw, Gary (DTMB); Wonn, Michael (DTMB); Thompson, Kristi (DTMB); Goodine, Tom (DTMB); Armstrong,

Required Attendees:	Mike (DTMB); Doyle, James (DTMB); Hampton, Kristen (DTMB); Miller, Mark (DTMB); Cooley, Tom (DTMB); Waltersdorf, Rex (DTMB); Monroe, Jerry (DTMB); Bergan, Kristin (DTMB); Banks, William (DTMB); Dyson, Mike (DTMB); Stiles, Dan (DTMB); Chipman, Dan (DTMB); Hodgman, Steve (DTMB); Martin, Todd (DTMB); Weston, Jessica (DTMB); Fitton, Scott (DTMB); Sample, Brice (DTMB); Vanden Bosch, Kerrie (DTMB); Wellman, Jeff (DTMB); Brownlee, Jeff (DTMB); Maynard, Sharon (DTMB); Calahan, Heather (DTMB); Cook, Rebecca (DTMB); Hayes, Genevieve (DTMB); Riehle, Jenni (DTMB); Falik, Tom A. (DTMB); Pemble, William (DTMB); Sambiagio, Melissa (DTMB); Cieciwa, Sue (DTMB); Hunter, Lymon (DTMB); Dufour, Yvon (DTMB); Camp, William (DTMB); Hatch, David (DTMB); Troub, Shelby (DTMB); Epps, Stephanie (DTMB); Herman, Christyn (DTMB); Bliss, Mike (DTMB); Guardiola, Jamie (DTMB); 'jfoley@us.ibm.com'
Optional Attendees:	Stanaway, Deb (DTMB); Huhn, Jacqueline (DTMB); McQuaid, John (DTMB); Reasner, Richard (DTMB); Rakowski, Rock (DTMB); Gonzalez, Tonyia (DTMB); Doerr, Stephen (DTMB); Isaacs, Jan (DTMB)

Please note this meeting can be attended in person or via conference call-in. Location and Dial in information are provided below.

All DTMB Custodians of Correspondence Related to Flint.pdf
***This attachment was updated 2/18/16**

*See agenda below

Requested By:
DTMB Executive Staff

Location:
Ottawa Building
Upper Level – Conference Room 4
611 W. Ottawa Street
Lansing, MI 48933

Call-in: 866-390-1828
Access code: 1842654

Security:
Please have your State Employee ID showing at all times.

Parking:
Metered parking is available along Ottawa and Pine street.

Briefing:
In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to produce, by a certain date, any documents containing certain search terms. In this meeting we will review instructions for the process of identifying, compiling, scanning, and copying the necessary information.

Agenda

1. Kickoff – Brom Stibitz, Chief Deputy Director

2. Why you are here – Jean Ingersoll, Interim Chief of Staff
3. What you need to do (February 22, 2016 deadline) – Jean
4. What will be done for you – Jean
5. What's next – Jean
6. Public Information Reminder – Caleb Buhs, Public Information Officer
7. Questions and Answers - Group

SOM Meeting Contact:
Janelle Longanbach
LonganbachJ@michigan.gov
Office: 517-373-4210

Participants:
David Behen
Chanda Donnan
Caleb Buhs
Rodney Davenport
Ashley Gelisse
Michael Gilliland
Natalie Spaniolo
Lacy Wilke
Marsha Stansfield
Denice Ballard
Trisha Hampton
Greg DeCamp
Jennifer Gibson
Dane Hengesbach
Jean Ingersoll
Phillip Jeffery
Brandon Philip
Christian Kopacsi
Jeanette Doll
Ryan McKee
Jeff Pratt
Kathy Knapp
Craig Bidelman
Terry Bussema
Rick Rokely
Niki Tefft
Nicolle Schlegel
Alexandrea Parker
Elizabeth Keilen
Vicki McPherson
Chris Christensen
Michelle Lawson
Tom Nevai
Carter Evans
James Fick
Robert McKee
Blane Perry
Eric Riddering
Anthony Rodgers
Larry Trial
Kyleigh Thompson
Tom Glomski
Seth Seger

Tim Lee
Tyler Sikkema
Kelly Manning
James McFarlane
Tiziana Galeazzi
Rajiv Das
Linda Pung
James Hogan
Laurie Westfall
Jason Palmer
Brom Stibitz
Pam Trakul
Eric Swanson
Laura Blastic
Kristen Furseth
Laura Brancheau
Yvonne Sebok
Richard Stankiewicz
Jason Vera
Jeremy Jehnsen
Ken Jodway
Jeremy Newman
Anup Vijay
Paul Harmon
Everett Root
Suzanne Pauley
John Thompson
Anne Nolan
Rick Peterson
Michelle Stiffler
Sunit Patke
James Foley
John Estill
Joe Seckelman
Ellen Martin
Brian Aprill
Josh Ross
Joel Locke
Steven Cross
John Clark
Tony Olkowski
Scott Noldy
John Baer
Holly Dickinson
Corey Post
David Cantin
Jeremy Brun
Lisa Hartsuff
Joni Kosloski
Gerald Jordon
Matthew Sweeney
Michael Turnquist
Dan Morgan
Kerri Droste
Keith Paasch
Larry Scates
Mike Noonan
Brian Walts

Ric Martin
Robert Burns
William Doxie
Jim Clark
Maureen Bailey
Troy Bos
Jamie Phillippo
Troy Spitzley
Marchan Darby
Keith Hawes
Seth Wright
Carrie Rambo
Shelly Millimaki
Chris Nelson
Chris Murphy
Stephanie Clark
Roy Cischke
David Hofmeister
Vince Reynolds
Joyce Van Coevering
Beth Ragla
Gary Shaw
Mike Wonn
Kristi Thompson
Thomas Goodine
Mike Armstrong
Jim Doyle
Kristen Hampton
Mark Miller
Tom Cooley
Rex Waltersdorf
Jerry Monroe
Kristin Bergan
William Banks
Mike Dyson
Dan Stiles
Dan Chipman
Steve Hodgman
Todd Martin
Jessie Weston
Scott Fitton
Brice Sample
Kerrie Vanden Bosch
Jeff Wellman
Jeff Brownlee
Sharon Maynard
Heather Calahan
Rebecca Cook
Genevieve Hayes
Jennifer Riehle
Tom Falik
Bill Pemble
Melissa Sambiagio
Sue Cieciwa
Lymon Hunter
Yvon Dufour
Will Camp
David Hatch

Shelby Troub
Stephanie Epps
All DTMB Custodians of Correspondence Related to Flint - UPDATED.pdf

All DTMB
Custodians of Co...

STATE OF MICHIGAN

RICK SNYDER
GOVERNOR

DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET
LANSING

DAVID B. BEHEN
DIRECTOR

February 18, 2016

TO: All DTMB Custodians of Correspondence Related to Flint

FROM: Jean Ingersoll, Interim Chief of Staff to David B. Behen, Director and CIO

SUBJECT: Flint Document Production – Search Terms and Guidance

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. **As a custodian, you are required to produce any documents containing the search terms listed below, no later than Monday, February 22, 2016.** This memorandum contains detailed instructions for the process of identifying, compiling, scanning, and copying the necessary information.

Microsoft 365 – Outlook (*includes emails, calendar items) and OneDrive*

DTMB staff will centrally coordinate the Microsoft 365 search for all of DTMB's custodians. Therefore, DTMB's custodians *do not need to independently search any of their Microsoft 365 applications* for the search terms listed below.

Network Drives

Similar to the approach outlined above, DTMB staff will centrally coordinate the network drive search effort for all DTMB custodians. Custodians do *not* need to independently conduct a network drive search for the search terms below.

Non-Network Drives – *includes hard drives, desktop, and thumb/flash drives*

For all non-network drive types, ***each custodian will need to search every search term listed below in every non-network format, and move all relevant/related documents in to a network drive for collection. In order to move items to the network, you must be connected to the network.***

Start by conducting the search of all non-network drives, filling out the attached search term checklist as you go. If you need guidance as to how to perform this search, a step-by-step guide is included below in Appendix 1.

All relevant/responsive items that are produced as a result of your search need to be moved to a network drive. You can move your relevant/related documents to a network drive in whatever format the document is currently in. After the February 22, 2016, deadline, DTMB staff will access the network drives to collect the files.

Paper Files

Review all applicable paper files. Scan any relevant/related documents, and save them to a network drive, as described above. If this is not possible, you may provide hard copies of documents to Jean Ingersoll in the Director's Office. These documents must be received in the Director's Office by February 22, 2016, and will not be returned to you.

Home Computer

Any relevant e-mails or other documents on a personal computer also are subject to this request. Please check your personal computer for any e-mails or other documents relating to this search. If you discover any relevant/related documents, please include the phrase "personal computer" in the file name, and save them to the aforementioned network drive.

Conclusion

Thank you for your cooperation in complying with this request. Should you have any questions, please contact Jean Ingersoll at 1-8844.

Attachments

- FOIA Checklist
- Attachment 1 – Search Guidance

Search Term Checklist

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to search and copy all items that you identify to a DTMB network drive, as described above.

Please complete your search no later than close of business on Monday, February 22, 2016. Relevant/related items from the past 10 years should be included.

You should search for *each term exactly as it is shown below, and include quotation marks around each separate word.* For example, "Legionnaire", "Legionella", or "Flint" would all go into search fields. After you complete a search term, check the box beside the term.

Search Terms:

- ☐ "Legionnaire"
- ☐ "Legionella"
- ☐ "boil water order" & "Flint"
- ☐ "coli" & "Flint"
- ☐ "bacteria" & "Flint"
- ☐ "microb" & "Flint"
- ☐ "TTHM" & "Flint"
- ☐ "Lead" & "Flint"
- ☐ "emergency" & "Flint"
- ☐ "Karegnondi"
- ☐ "Genesee County Health Department"
- ☐ "Flint" & "utilities"
- ☐ "Lead and Copper Rule"
- ☐ "Detroit Water and Sewerage Department" & "Flint"
- ☐ "DWSD" & "Flint"
- ☐ "Flint River"
- ☐ "Pb" & "water"
- ☐ "KWA"
- ☐ "Flint" & "water"

Search conducted on the email account of: _____

By (your name): _____

Date completed: _____

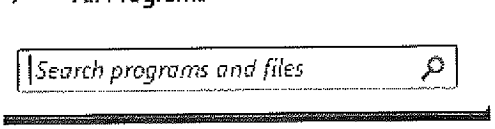
Please return this completed Checklist to DTMB Director's Office staff by Monday, February 22, 2016, at DTMB@michigan.gov, or Directors Office, Cass Building, Second Floor

APPENDIX 1 – Search Guidance

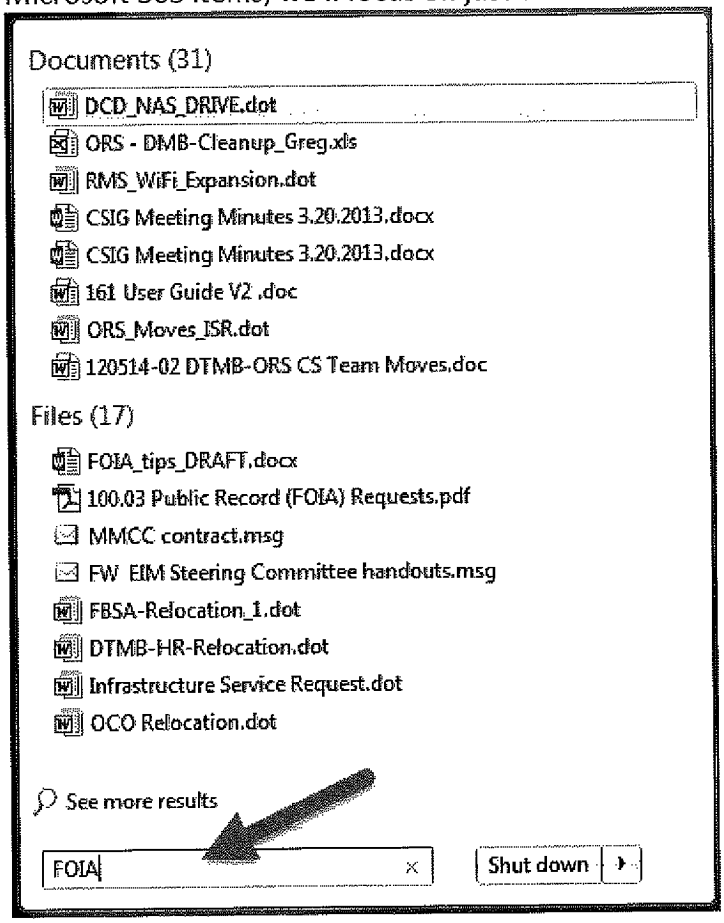
Regardless of what version of Windows you're using, each of them has a search feature built in called "Windows Explorer," you see it every time you open up a folder on a network drive, or on your own computer.

Using the search function in windows 7

Since the majority of DTMB is on Windows 7, the examples below are on that operating system. If you click on windows Start button, you'll see the search box right next to it

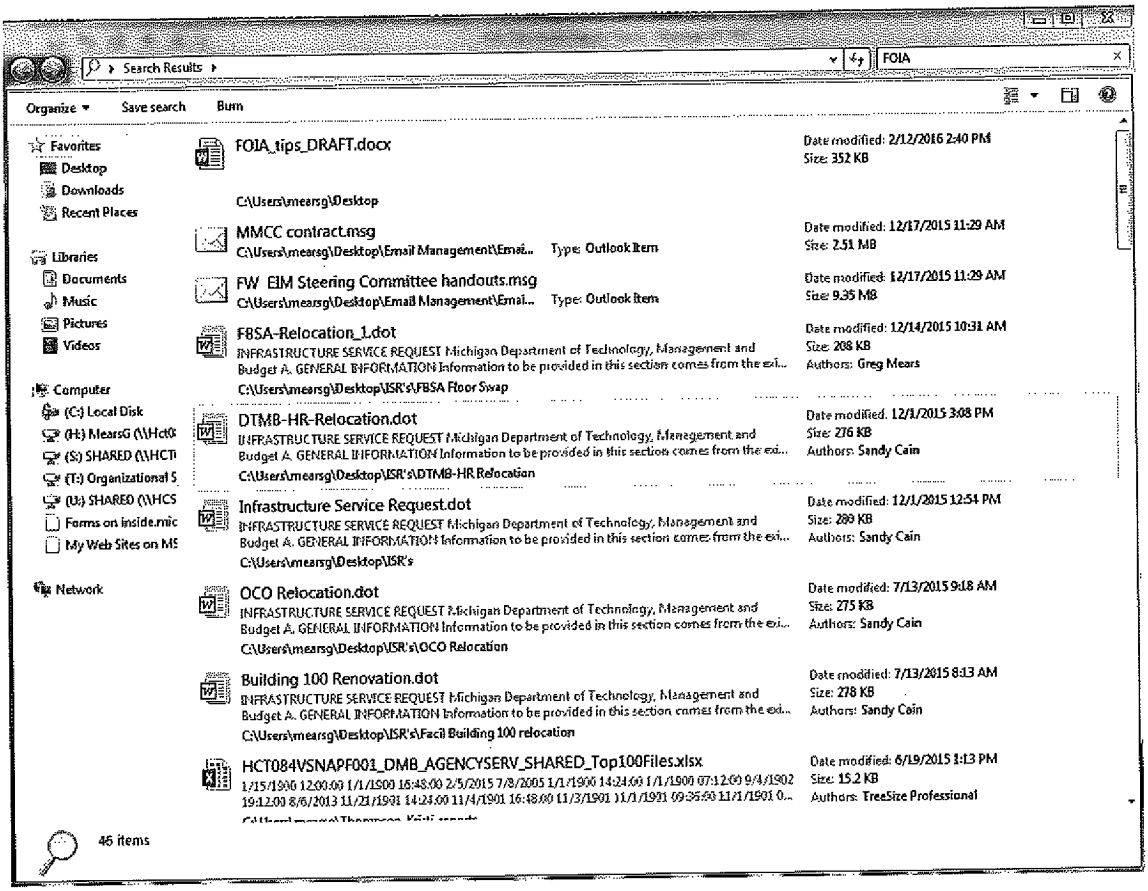


This example searches for the word FOIA. As you can see, the search yielded numerous documents including emails. Since DTMB is centrally collecting relevant emails and other Microsoft 365 items, we'll focus on just the documents.



You need to open each document to make sure that it's relevant. In this instance, the search brought up a DTMB Move form, but only because it has the word FOIA in the form.
You'll notice that the words "See more results" appears at the bottom of the list. This means that the search turned up a lot more documents than what can easily be displayed. You must

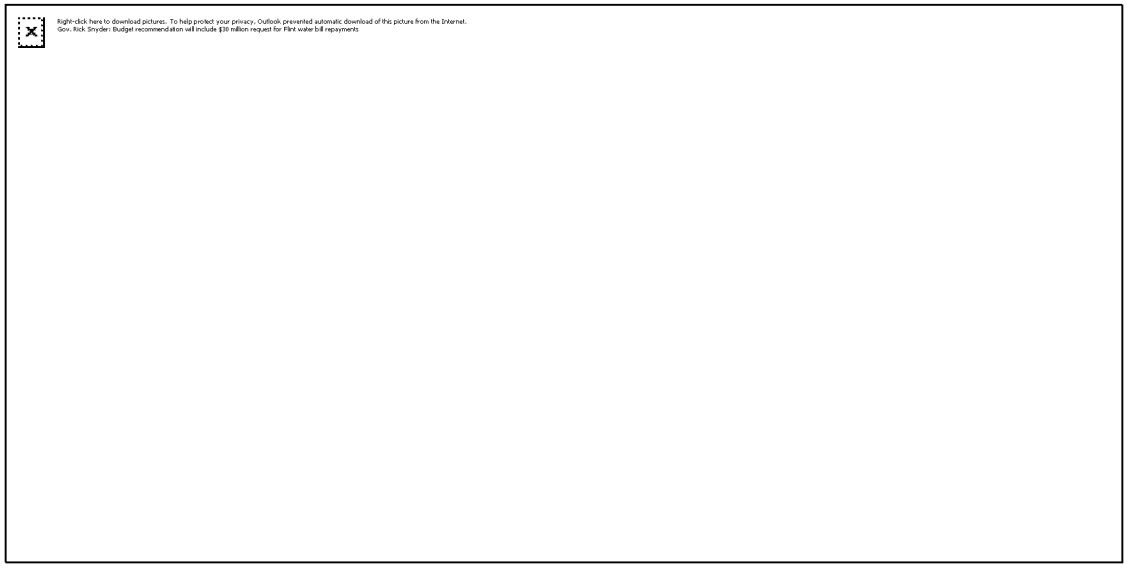
click on the link to open Windows Explorer and reveal a comprehensive list, along with their locations.



As you can see from this example the search found 46 items. We can now select them all using the "Ctrl-A method", and copy them to a network drive.

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Wednesday, February 03, 2016 6:17 PM
To: Ingersoll, Jean (DHHS)
Subject: "Flint residents should not have to pay for water they cannot drink"

Budget recommendation will include $30 million request for Flint water bill repayments



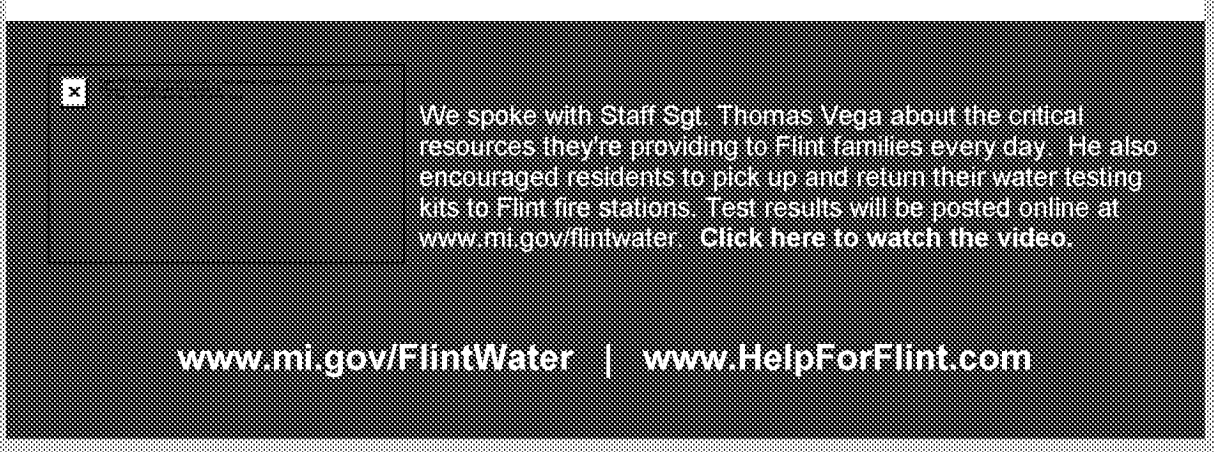
When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a $30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.

Under the governor's ask, the funding would enable the city of Flint to apply credits for customers on future bills. Estimates show water is roughly 47 percent of billing and sewer costs are around 53 percent. The credit would be applied to consumption usage (roughly

65 percent) of a resident's water portion of the bill, such as for bathing, drinking, cooking, and washing your hands. Residents still would be responsible for paying the sewer portion of their water bills.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

Click here to learn more about the budget request.



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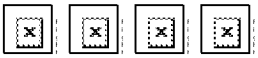

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This email was sent to ingersollj@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: Sanford, Melanie (DHHS)
Sent: Thursday, February 04, 2016 6:49 AM
To: Rosales, Heather (DHHS);Ingersoll, Jean (DHHS)
Subject: FW: Pathways to Potential MOU15-25001 URGENT
Attachments: FY16 Flint supplemental_FINAL FOR LEGISLATURE WITH DHHS PROJ #s.pdf

Importance: High

Good morning-
Please see below and let me know if there is anything we need to do.

Thanks!
Melanie

From: Sanches, Christine (DHHS)
Sent: Wednesday, February 03, 2016 6:40 PM
To: Sanford, Melanie (DHHS) <SanfordM2@michigan.gov>
Cc: Hotchkin, Rita (DHHS) <HotchkinR@michigan.gov>; Stephen, Kimberly (DHHS) <STEPHENK@michigan.gov>
Subject: Pathways to Potential MOU15-25001 URGENT
Importance: High

Mel,

URGENT REQUEST

Please check with program staff to determine if an amendment request is necessary for the MOU agreement with Flint Community Schools, to address item FLNT16-09 on the attached spreadsheet for the Flint Water Crisis. It is possible new MOUs may need to be established with other school districts.

This action is appropriated under P.A. 3 of 2016 Sec 501 (b)
http://www.legislature.mi.gov/documents/2015-2016/billenrolled/House/pdf/2016-HNB-5220.pdf is the link to the Public Act.

Thanks,

Christine H. Sanches
Director, Office of Contracts & Purchasing
Michigan Department of Health & Human Services
Suite 1201
235 S. Grand Ave.
Lansing, MI 48933
sanchesc@michigan.gov
517-335-1161 desk
517-614-9948 cell

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Michigan Department of Health and Human Services
Public Act 3 of 2016
FY16 Flint Supplemental #2 (January 2016)

	Appropriation	Description / FTEs	GF/GP	State Restricted	Federal	Gross	Detailed Description
FLNT16-01	**Food Inspections**		$ 200,000			$ 200,000	
		- These funds would be used to support Genesee County's Food Safety Division which has delegated authority from MDARD for inspection and response activities at licensed food service establishments (i.e. restaurants, schools, hospitals, etc.).					
		- These funds will go to support an additional field inspector and the backfill of the Environmental Health Manager.					
		- The additional inspector is needed to assist with the implementation of the new restaurant and food service facitlities water sampling requirement which will require initial and complaince review inspections. Inspection rate intervals will also likely increase because County Health Officials will need to perform additional compliance reviews given the latest emergency declaration.					
		- The Environmental Health Manager is necessary to coordinate inspection and compliance review schedules, coordinate with other county resources for data collection and reporting at the state and county levels, and coordinate other IT issues related to system monitoring.					
		- These staff will be limited term staff. Currently the approp for local health department food safety is part of the public health budget and DHHS has always funded the state portion of this function.					
		- These funds have not been increased in years.					
FLNT16-02	**Other Medical and Behavioral Health Concerns**		$ 275,000			$ 275,000	
	- Med Team	-These funds will finance a team of experts to assess any potential linkages from the increase in Legionairre's disease with the changeover from the Detroit to Flint water systems.					
FLNT16-03	**Water Resources**		$ 4,612,800			$ 4,612,800	
		-To reflect the ramping up of distribution efforts to local health entities and other community partners, an increase in supply is required for purchases related to water filters, faucet mounts, replacement cartridges and bottles.					
FLNT16-04	**Cost for epidemiologists to conduct detailed analysis of EBL reports**	2	$ -	$ -	$ 145,000	$ 145,000	
		- Supports two contract epidemiologists (MPHI) to analyze blood levels in City of Flint to conduct more specific detailed analysis not currently conducted.					
		- Positions support the review and analysis of the EBL reports for all 13 high risk communities to analyze specifically by zip code, at a more granular level as opposed to county level.					
		- Positions support the analysis of patterns and trends to determine the appropriate next steps and will coordinate with heatlh department.					
		- Previous supplemental did not include epidemiologists with a more detailed focus on blood lead analysis.					
		- Epidemiologists will take data that shows where investigations have occurred, where purchases have been made, to determine whether the high risk areas have been addressed.					
		- Overlay zip code data with those addresses that have received filters to determine how many homes are in the highest need have received filters and where we need to focus our energy in getting out filters.					
		- Use available Maternal and Child Health Block Grant funding.					

	Appropriation	Continuation FTE's	GF	State Restricted	Federal	Gross	Detailed Description
FLNT16-05	**Lead abatement - Field Contractual**	3.5		$ 1,510,000		$ 1,510,000	
							- Costs reflect contractual and service costs to abate lead from 100 additional homes in the City of Flint. October supplemental funded the abatement of 250 homes.
							- Contractual funds will support 3.5 FTEs, 2.5 field consultants to conduct abatement and one to assist with client application and form processing
							- Abatement activities include the replacement of plumbing components, faucets, aerators and fixtures.
							-We have contractual and state staff that currently do this to identify the plan and cost. They will use ETC reports to identify which homes need abatement.
							-These funds do not pay for ETC. These funds pay for contractors to pay for the physical changes to the home, including window, wall or floor replacements.
							-Use Healthy Michigan Fund available lapse funding
FLNT16-06	**Additional lead investigations**	0		$ 90,000		$ 90,000	
	- ETC						- Will support ongoing ETC Inc. contract activities that are determining the sources of lead exposure and develops a plan via a report to the family's nurse case manager to reduce and or mitigate lead exposure.
							-ETC determines all the environmental samples in the home including paint, soil and dust.
							-Samples are all sent to their labs to determine what the highest readings of lead are and a plan to remediate.
							-Reports are generated after lead analysis and shared with nurse case manager to determine a follow up health plan for the family.
FLNT16-07	**Nurse Case Mgt and NFP**	1	500000	$ 25,000	$ 45,000	$ 570,000	
	-Nurse Family Partnership $500,000						-Funds support the increased testing and follow up necessary with the new homes being investigated.
	-One FTE / contract nurse case manager $70,000						-Nurse case managers provide follow up with families, provide nutrition counseling, and coordination with Environmental Blood Level (EBL) investigations through ETC.
							-We expect with the increased testing that the additional nurse / case management will focus on those kids that have already been found to have elevated levels, will manage the health care of those children, will work with the parents to ensure they have everything they need.
							- The additional nurse case manager will be necessary as part of the recent ramp up to address intensified EBL investigations and was not accounted for in the previous supplemental.
							- This individual will provide referrals to relevant benefits/services such as WIC, SNAP benefits, etc.
							- GCHD have noted that nutrition counseling is a big problem and they're looking at this position being the coordinated link between nutrition education and other medical needs.
							- Will inform families that if children eat iron rich diets, then their bodies won't absorb lead as opposed to those who are malnourished.
FLNT16-08	**GCHD and Food Bank**	2	$ 1,037,200		$ 120,000	$ 1,157,200	
	- GCHD Contract $120,000						-Contractual FTEs will work with the Genesee County Health Department (GCHD) to build educational efforts in that community to develop a more detailed education plan.
	-Food bank - $1,037,200						-The FTEs will direct people on where to get healthy food, faucets, and where they can get follow up care.
							- $1 million to expand food bank partnerships in the City of Flint
							- Their work will be part of the promotion of all the healthy behaviors that helps to treat these problems.
							- Flint is already one of the high risk communities for lead exposure in paint, soil and other environmental areas. GCHD has noted that there is big demand on educating the community.
							- This educational component was not part of the previous supplemental.
							- Funds will help with media promotions and will send community groups and community educations out to various individuals working on the lead issue.

Appropriation	Boilerplate FTEs	GF	State Restricted	Federal	Gross	Detailed Description
FLNT16-09 **Ed & Access- CAHC, PtoP, CHAP**		$ 1,570,000			$ 1,570,000	
- CAHCs $560,000						- This proposal will provide funds to support the programs operated by the two existing Child and Adolescent health centers.
- P to P expansion $720,000 & 8.0 FTEs						- Programs will provide medical and other related support services in every school in Flint.
- CHAP $290,000						- Funding will also go to support the Children's Healthcare Access Program to assist clients to establish a primary care medical home or to obtain the timely and essential services as recommended by their primary care provider.
						- These funds are intended to reduce emergency room usage and promote the best evidence based care for the children and provide support for Medicaid children related to transportation, case management, mental health services, and nutrition education access.
						- Proposal also includes funding to expand the Pathways to Potential model to provide support to City of Flint residents connecting them to the proper benefits and getting them the services they need.
						- CAHC are onsite medical clinics in the schools to provide health education and if parents sign consent forms they treat the children for minor issues.
						- They have a general practicitioner.
						- Flint currently has Adolescent Health Centers in high schools (some upper middle schools) - (not child health centers) currently
FLNT16-10 **Nutrition -- WIC**		$ 30,000	$ 927,000		$ 957,000	
- Co-locate WIC staff $872,000						- This proposal will finance the cost of WIC staff that will be co-located within schools and other health centers to increase WIC enrollment and increase the access and availability of WIC benefits.
- Lactation consultant $ 85,000						- Currently, children up to the age of 5 receive services through WIC; this funding would enable children ages 5-10 to receive nutrition education and counseling as well as screening and referral to other social services. ($55,000 Federal & $30,000 GF)
						- DHHS would need to negotiate this proposal with the federal government to receive federal funding.
						- This funding request also dedicates one lactation consultant to the Genesee County Health Department to promote and support breastfeeding education, provide services to protect children from lead exposure, and promote cognitive development.
						- Research shows that children who are breastfed are healthier and have better immunity against diseases.
						- Assume Medicaid funding for the lactation consultant.
						- Have two existing clinics (not necessarily at capacity).
FLNT16-11 **Behavioral Health and MC3**		$ 1,335,000		$ 2,535,000	$ 3,870,000	
- Money to CMHs $3,870,000						- Directly appropriated to CMH to fund crisis services and additional behavioral health and developmental services. ($2,535,000 Federal & $1,135,000 GF)
- MC3 expansion $200,000 GF						- Funds care coordination between key involved entities such as schools, county and local agencies, mental health providers, health providers as well as case management for children and families.
						- Funds an expansion of the Michigan Child Care Collaborative (MC3) program into Genesee County to provide support to PCP and pediatric offices and clinical services to children and families.
						- MC3 is a new program that is only parts of the state and expansion is strongly supported.
						- Funding supports treatment of children with blood lead levels equal to or higher than 10 and also treatment of lead-associated Attention-deficit/hyperactivity Disorder (AD/HD).
						- Treatment includes diagnostic testing, nurse visits, environmental health assessment of home.
						- Assume Medicaid funding.
FLNT16-12 **CMH Crisis Counseling**		$ 500,000			$ 500,000	
						- Crisis support and counseling through Community Mental Health organizations.
Total FY16 Supplemental Funding Request	**8.5**	**$ 10,060,000**	**$ 2,552,000**	**$ 2,845,000**	**$ 15,457,000**	

From: Rosales, Heather (DHHS)
Sent: Thursday, February 04, 2016 7:13 AM
To: Sanford, Melanie (DHHS);Ingersoll, Jean (DHHS)
Subject: RE: Pathways to Potential MOU15-25001 URGENT

Good morning Melanie,
We currently only have a MOU on file for the School district of the City of Flint. Any additional school districts they would be moving MDHHS workers into we would need additional MOUs signed (which I can get relatively quickly put together).

Additionally, you may not have heard, but Jean has taken another job within the State of Michigan and is no longer with Pathways. Until they find a replacement, all emails can come directly to me.

Heather Rosales, LLMSW
Pathways to Potential Data Specialist
Department of Health & Human Services
235 S. Grand Ave.
Lansing MI 48909
(517)241-1761
(517)241-8613 (fax)
Office hours: M, Tu, Th, F 7:00 A.M. - 5:30 P.M.

MDHHS | PATHWAYS to POTENTIAL
Michigan Department of Health & Human Services

SharePoint: http://inside.michigan.gov/dhs/Tools/Collaboration/COTS/PTP/default.aspx

---

From: Sanford, Melanie (DHHS)
Sent: Thursday, February 04, 2016 6:49 AM
To: Rosales, Heather (DHHS) <RosalesH@michigan.gov>; Ingersoll, Jean (DHHS) <ingersollJ@michigan.gov>
Subject: FW: Pathways to Potential MOU15-25001 URGENT
Importance: High

Good morning-
Please see below and let me know if there is anything we need to do.

Thanks!
Melanie

From: Sanches, Christine (DHHS)
Sent: Wednesday, February 03, 2016 6:40 PM
To: Sanford, Melanie (DHHS) <SanfordM2@michigan.gov>
Cc: Hotchkin, Rita (DHHS) <HotchkinR@michigan.gov>; Stephen, Kimberly (DHHS) <STEPHENK@michigan.gov>

Subject: Pathways to Potential MOU15-25001 URGENT
Importance: High

Mel,

URGENT REQUEST

Please check with program staff to determine if an amendment request is necessary for the MOU agreement with Flint Community Schools, to address item FLNT16-09 on the attached spreadsheet for the Flint Water Crisis. It is possible new MOUs may need to be established with other school districts.

This action is appropriated under P.A. 3 of 2016 Sec 501 (b)
http://www.legislature.mi.gov/documents/2015-2016/billenrolled/House/pdf/2016-HNB-5220.pdf is the link to the Public Act.

Thanks,

Christine H. Sanches
Director, Office of Contracts & Purchasing
Michigan Department of Health & Human Services
Suite 1201
235 S. Grand Ave.
Lansing, MI 48933
sanchesc@michigan.gov
517-335-1161 desk
517-614-9948 cell

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From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Thursday, February 11, 2016 5:33 PM
To: Ingersoll, Jean (DHHS)
Subject: What this year's budget means for Michigan...

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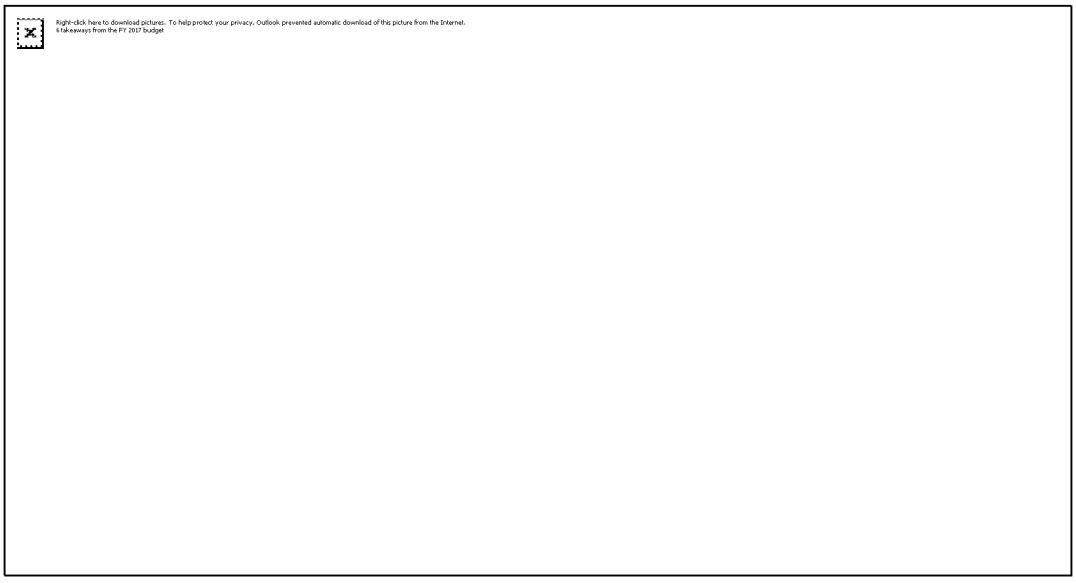
VIDEO: What Governor Snyder's FY17 budget means for Michigan



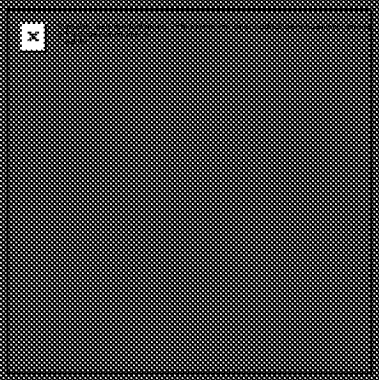
Gov. Rick Snyder's FY 2017 budget calls for critical investments for the Flint water crisis, statewide infrastructure and the Detroit Public Schools. The governor's recommendation also addresses the skyrocketing costs of specialty medications that Michigan residents depend on for better health outcomes.

This budget also stays committed to the Governor's core statewide priorities of education, talent and economic development, health and human services, and public safety.

The proposed FY 2017 budget makes key investments to strengthen the state for all of Michigan's families. Click here to learn more about the top 6 takeaways from the

Governor's FY 2017 state budget.

Click a tweet to tweet it out:



The #MIBudget @OneToughNerd proposed yesterday makes key investments to strengthen Michigan for all families --> www.mi.gov/MIBudget

--> @OneToughNerd's #MIBudget includes $72 million a year for Detroit Public Schools. It is time to act now --> www.mi.gov/MIBudget

--> @onetoughnerd's significant investment in #Flint families is the right thing to do. #FlintFWD #MIBudget www.mi.gov/MIBudget

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This email was sent to ingersollj@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: Kopacsi, Christian (DTMB)
Sent: Tuesday, February 16, 2016 11:57 AM
To: Ingersoll, Jean (DHHS)
Subject: Re: NEW DEADLINE - Time Sensitive Request

Thank you Jean.

Sent from my iPhone

On Feb 16, 2016, at 11:56 AM, Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov> wrote:

> Got it! Thank you. I am sorry to hear about your father-in-law. Your family is in my thoughts. Jean
>
> Jean M. Ingersoll, JD
> Michigan Department of Technology, Management & Budget
> Lewis Cass Building
> 320 South Walnut St.
> PO Box 30026
> Lansing, MI 48909
> 517-241-8844 (O)
> 517-282-2474 (C)
> <image001.gif>
>
> **From:** Kopacsi, Christian (DTMB)
> **Sent:** Tuesday, February 16, 2016 11:46 AM
> **To:** Ingersoll, Jean (DHHS)
> **Subject:** Fwd: NEW DEADLINE - Time Sensitive Request
>
> Just sent it to Brom but here it is below.
>
> Sent from my iPhone
>
> Begin forwarded message:
>
> > **From:** "Kopacsi, Christian (DTMB)" <KopacsiC@michigan.gov>
> > **Date:** February 16, 2016 at 11:45:45 AM EST
> > **To:** "Stibitz, Brom (DTMB)" <StibitzB@michigan.gov>
> > **Subject: Re: NEW DEADLINE - Time Sensitive Request**
> >
> > From Cyber - Vicki McPherson
> > From Infrastructure Protection - Chris Christensen
> >
> > Brandon Philip
> >
> > Jeanette Doll
> >
> > Ryan McKee

Jeff Pratt

Kathy Knapp

Craig Bidelman

Terry Bussema

Rick Rokely

Niki Tefft

Nicolle Schlegel

Alexandrea Parker

Elizabeth Keilen

Michelle Lawson

Sent from my iPhone

On Feb 12, 2016, at 3:57 PM, Stibitz, Brom (DTMB) <StibitzB@michigan.gov> wrote:

> Senior Management Team,
>
> We just received the search terms for the document production. (See below.) Given the lateness of this email, we are asking you send your list of custodians to Jean Ingersoll **no later than noon on Tuesday, February 16**.
>
> We are not asking you to conduct any searches right now. Further directions will come from Jean.
>
> Search terms:
>
> Legionnaire
> Legionella
> "boil water order" & "Flint" (anywhere in document)
> "coli" & Flint (anywhere in document)
> "bacteria" & "Flint" (anywhere in document)
> "microb" & "Flint" (anywhere in document)
> "TTHM" & "Flint" (anywhere in document)
> "Lead" & "Flint" (anywhere in document)
> "emergency" & "Flint" (anywhere in document)
> Karegnondi
> "Genesee County Health Department"
> "Flint" (within sentence) "utilities"
> "Lead and Copper Rule"
> "Detroit Water and Sewerage Department" & "Flint" (anywhere in document)
> "DWSD" & "Flint" (anywhere in document)

"Flint River"
"Pb" & "water" (anywhere in document)
"KWA"

Please call me or Jean if you have any questions.

Brom

From: Stibitz, Brom (DTMB)
Sent: Thursday, February 11, 2016 4:40 PM
To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <Brownleej@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>
Subject: Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB's effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard "search terms" which we will use to compile documents related to this lawsuit.

Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area. Jean may have more information on this tomorrow, but generally speaking a custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz
Chief Deputy Director
Michigan Department of Technology, Management and Budget
stibitzb@michigan.gov
517-373-1004

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Tuesday, February 16, 2016 5:17 PM
To: Ingersoll, Jean (DTMB)
Subject: VIDEO: Volunteering in Flint

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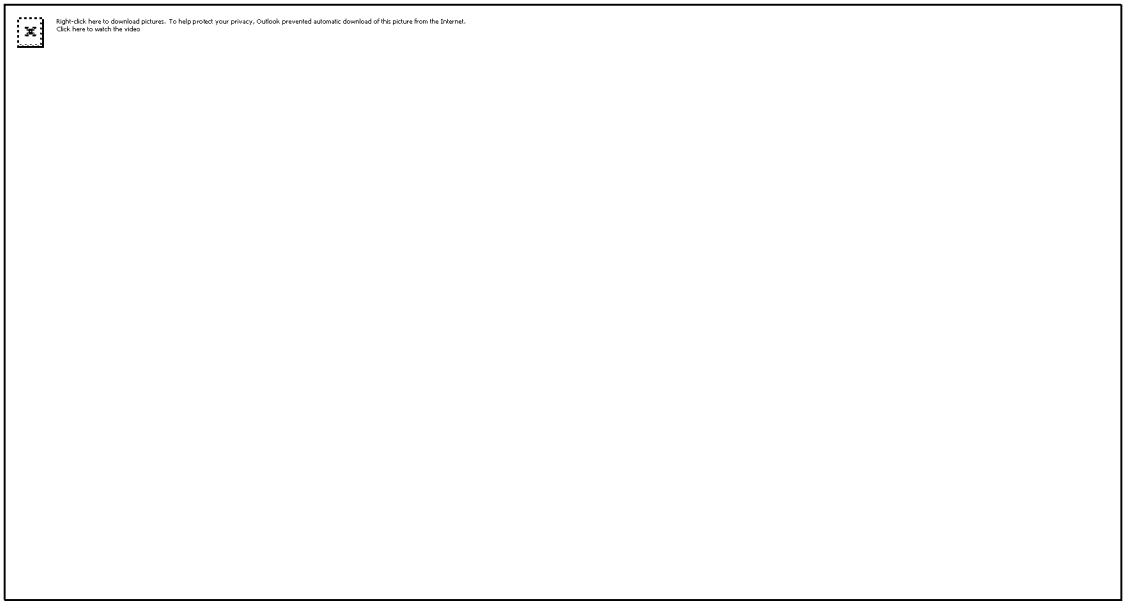
VIDEO: How volunteers are helping Flint



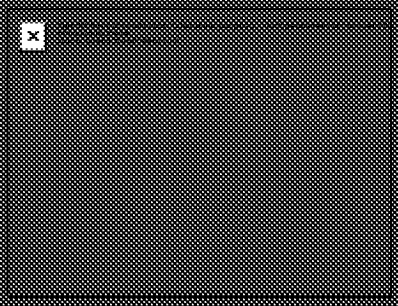
Volunteers at the Food Bank of Eastern Michigan are working hard to collect donations in order to help the families of Flint. Last Thursday, Governor Snyder visited with the many dedicated volunteers and helped sort cans of food.

Good nutrition is critically important for Flint's children. Foods that are high in calcium, vitamin C, and iron can help limit the effects of lead exposure. To donate or volunteer at the Food Bank of Eastern Michigan, visit www.fbem.org.

Click here to watch the video and learn more about how the Food Bank of Eastern Michigan is helping Flint's families.

Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.
click here to watch the video

LISTEN IN: Governor Snyder's tele-town hall with Flint residents



Governor Snyder hosted his third town hall with Flint residents on Thursday, Feb. 11, answering their questions directly. *Click here to listen to the call.*

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This email was sent to ingersollj@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: Kopacsi, Christian (DTMB)
Sent: Wednesday, February 17, 2016 10:16 AM
To: Ingersoll, Jean (DTMB)
Subject: Automatic reply: Flint FOIA - DTMB Systems

I will be out of the office until Friday February 19th, If this is a Cybersecurity emergency please contact the MISOC at (517) 335-1722. Thank you

Christian Kopacsi
Chief Security Officer

From: Longanbach, Janelle (DTMB)
Sent: Wednesday, February 17, 2016 11:05 AM
To: Ingersoll, Jean (DTMB)
Subject: RE: Contacts for Custodian Meeting Tomorrow

The only thing I'm having trouble with is finding Jamie Gardiola and James Foley in Outlook. Other than that I'm all set to send whenever you're ready.

Thank you,

Janelle Longanbach
General Office Assistant
DTMB Director's Office
517-373-4210
DTMB
HELP. CONNECT. SOLVE.

From: Ingersoll, Jean (DTMB)
Sent: Wednesday, February 17, 2016 10:28 AM
To: Longanbach, Janelle (DTMB) <LonganbachJ@michigan.gov>
Subject: RE: Contacts for Custodian Meeting Tomorrow

Subject:
Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint

Here is the language for the body of the email:

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to produce, by a certain date, any documents containing certain search terms. In this meeting we will review instructions for the process of identifying, compiling, scanning, and copying the necessary information.

They can attend by phone or in person.

Please also add these staff:

1) Kerri Droste
2) Jenni Riehle
3) Christyn Herman
4) Mike Bliss
5) Jamie Gardiola
6) Kristen Furseth

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

HELP. CONNECT. SOLVE.

From: Longanbach, Janelle (DTMB)
Sent: Wednesday, February 17, 2016 9:58 AM
To: Ingersoll, Jean (DTMB)
Subject: RE: Contacts for Custodian Meeting Tomorrow

I have a conference room booked. Now I'm working on adding all of the meeting people and I'll wait for your verbiage.

Thank you,

Janelle Longanbach
General Office Assistant
DTMB Director's Office
517-373-4210

HELP. CONNECT. SOLVE.

From: Ingersoll, Jean (DTMB)
Sent: Wednesday, February 17, 2016 7:32 AM
To: Longanbach, Janelle (DTMB) <LonganbachJ@michigan.gov>
Subject: Contacts for Custodian Meeting Tomorrow

I will explain…. Jean

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

HELP. CONNECT. SOLVE.

From: Palmer, Jason (DTMB)
Sent: Thursday, February 18, 2016 11:02 AM
To: Ingersoll, Jean (DTMB)
Subject: RE: Flint FOIA - DTMB Systems

Jean:

Please disregard this, I have no idea what Beverly is talking about. I think she's confusing this with our training objective 2.4 taking place today. Long story. Sorry for the confusion.

Jason

From: Ingersoll, Jean (DTMB)
Sent: Thursday, February 18, 2016 11:00 AM
To: Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>
Cc: Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>
Subject: RE: Flint FOIA - DTMB Systems

Hi Beverly:
Thank you for your email. I am a bit confused by your email and I would like to clarify. Are you responding only to the request for *system* information, performing the document search for Jason's files only or performing the document searches for other staff?

If you are coordinating searches for staff, Jason's attached email states that: "However, it is my belief that considering the nature of the inquiry, no staff in the Bureau of Labor Market Information and Strategic Initiatives are custodians of documents with the search terms below that relate directly or indirectly to the situation in Flint or the resulting litigation."

Please let me know. Thank you. Jean

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PO Box 30026
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517-241-8844 (O)
517-282-2474 (C)
DTMB
HELP. CONNECT. SOLVE.

From: Taylor, Beverly (DTMB)
Sent: Thursday, February 18, 2016 10:40 AM

To: Ingersoll, Jean (DTMB)
Subject: RE: Flint FOIA - DTMB Systems

Hi Jean:

Jason Palmer has asked me to coordinate this effort for our bureau.

Beverly Taylor
Executive Secretary
Bureau of Labor Market Information and Strategic Initiatives
Dept. of Technology, Management and Budget
Cadillac Place
3032 W. Grand Boulevard, Suite 9-150
Detroit, MI 48202
313-456-3108

From: Ingersoll, Jean (DTMB)
Sent: Wednesday, February 17, 2016 6:25 AM
To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>
Cc: Behen, David (DTMB) <Behend@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>
Subject: Flint FOIA - DTMB Systems

SMT Members:
In response to the Flint FOIA Project we have compiled a list of DTMB-owned systems that may need to be searched depending on *whether or not the systems listed would reasonably contain any of the search terms* sent on Friday (see search terms below). We are not asking you to perform any searches at this time, additional instructions are forthcoming.

What I need from you is to:

1) review the list and tell me whether the systems listed may contain the search terms (center column);
2) notify me if there are DTMB systems that are not listed that may contain the search terms;
3) tell me who is the individual responsible for performing the search in the system on behalf of the custodians (right column);

This information is due back to me close of business (5:00pm) today, Wednesday.

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"TTHM" & "Flint" (anywhere in document)
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"emergency" & "Flint" (anywhere in document)
Karegnondi
"Genesee County Health Department"
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"Lead and Copper Rule"
"Detroit Water and Sewerage Department" & "Flint" (anywhere in document)
"DWSD" & "Flint" (anywhere in document)
"Flint River"
"Pb" & "water" (anywhere in document)
"KWA"

Thank you all. Jean

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320 South Walnut St.
PO Box 30026
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517-282-2474 (C)

DTMB
HELP. CONNECT. SOLVE.

From: Taylor, Beverly (DTMB)
Sent: Thursday, February 18, 2016 11:02 AM
To: Ingersoll, Jean (DTMB)
Subject: RE: Flint FOIA - DTMB Systems

That is true. We doubt seriously if we have any information but will conduct a search.

From: Ingersoll, Jean (DTMB)
Sent: Thursday, February 18, 2016 11:00 AM
To: Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>
Cc: Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>
Subject: RE: Flint FOIA - DTMB Systems

Hi Beverly:
Thank you for your email. I am a bit confused by your email and I would like to clarify. Are you responding only to the request for *system* information, performing the document search for Jason's files only or performing the document searches for other staff?

If you are coordinating searches for staff, Jason's attached email states that: "However, it is my belief that considering the nature of the inquiry, no staff in the Bureau of Labor Market Information and Strategic Initiatives are custodians of documents with the search terms below that relate directly or indirectly to the situation in Flint or the resulting litigation."

Please let me know. Thank you. Jean

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Hi Jean:

Jason Palmer has asked me to coordinate this effort for our bureau.

Beverly Taylor
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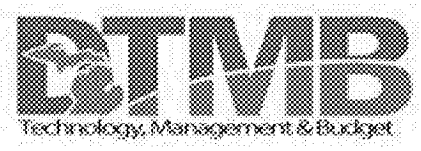

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"KWA"

Thank you all. Jean

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DTMB
HELP. CONNECT. SOLVE.

From: Taylor, Beverly (DTMB)
Sent: Thursday, February 18, 2016 11:04 AM
To: Ingersoll, Jean (DTMB)
Cc: Palmer, Jason (DTMB)
Subject: RE: Flint FOIA - DTMB Systems

Hi Jean:

Correction – Jason will be coordinating and is working on this.

From: Ingersoll, Jean (DTMB)
Sent: Thursday, February 18, 2016 11:00 AM
To: Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>
Cc: Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>
Subject: RE: Flint FOIA - DTMB Systems

Hi Beverly:
Thank you for your email. I am a bit confused by your email and I would like to clarify. Are you responding only to the request for *system* information, performing the document search for Jason's files only or performing the document searches for other staff?

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Please let me know. Thank you. Jean

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Jason Palmer has asked me to coordinate this effort for our bureau.

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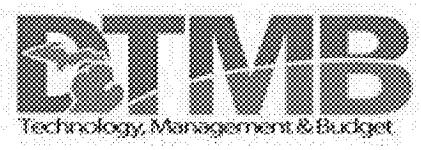

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DTMB
HELP. CONNECT. SOLVE.

From: Doll, Jeanette (DTMB)
Sent: Friday, February 19, 2016 2:21 PM
To: Ingersoll, Jean (DTMB)
Subject: Automatic reply: UPDATED Information on Custodian Search Memo and Guidelines and Meeting Minutes

I am currently on special assignment and have limited ability to respond to requests that are not associated with the Flint Water Response.

If you need assistance with a building closure, please contact Central Control at (517) 373-0196 for immediate assistance.

Jeanette

From: VanCoevering, Joyce (DTMB)
Sent: Friday, February 19, 2016 3:45 PM
To: Ingersoll, Jean (DTMB)
Subject: RE: UPDATED Information on Custodian Search Memo and Guidelines and Meeting Minutes

You aren't kidding girl ! Mine has been cranking for about ½ hour so far.

Joyce Van Coevering, Director
Office of Support Services
MI Department of Technology, Management and Budget
517-322-5005

DTMB
HELP. CONNECT. SOLVE.

From: Ingersoll, Jean (DTMB)
Sent: Friday, February 19, 2016 2:21 PM
To: DTMB <dtmb@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Spaniolo, Natalie (DTMB) <spaniolon@michigan.gov>; Wilke, Lacey (DTMB) <WilkeL@michigan.gov>; Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>; Ballard, Denice (DTMB) <ballardd@michigan.gov>; Hampton, Trisha (DTMB) <HamptonT@michigan.gov>; DeCamp, Greg (DTMB) <DeCampG1@michigan.gov>; Gibson, Jennifer (DTMB) <GibsonJ@michigan.gov>; Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; Philip, Brandon (DTMB) <philipb@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Doll, Jeanette (DTMB) <dollj@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>; Pratt, Jeff (DTMB) <prattj@michigan.gov>; Knapp, Kathy (DTMB) <knappk1@michigan.gov>; Bidelman, Craig (DTMB) <BidelmanC@michigan.gov>; Bussema, Terry (DTMB) <Bussemat@michigan.gov>; Rokely, Rick (DTMB) <RokelyR1@michigan.gov>; Tefft, Niki (DTMB) <tefftn@michigan.gov>; Schlegel, Nicolle (DTMB) <SchlegelN@michigan.gov>; Parker, Alexandrea (DTMB) <ParkerA8@michigan.gov>; Keilen, Elizabeth (DTMB) <KeilenE1@michigan.gov>; McPherson, Victoria (DTMB) <McPhersonV@michigan.gov>; Christensen, Chris (DTMB) <christensenc4@michigan.gov>; Lawson, Michelle (DTMB) <LawsonM1@michigan.gov>; Nevai, Tom (DTMB) <NevaiT@michigan.gov>; Evans, Carter (DTMB) <EvansC8@michigan.gov>; Fick, James (DTMB) <FickJ@michigan.gov>; McKee, Robert (DTMB) <McKeeR2@michigan.gov>; Perry, Blane (DTMB) <PerryB4@michigan.gov>; Riddering, Eric (DTMB) <RidderingE@michigan.gov>; Rodgers, Anthony (DTMB) <RodgersA1@michigan.gov>; Trial, Larry (DTMB) <TrialL@michigan.gov>; Thompson, Kyleigh (DTMB) <ThompsonK18@michigan.gov>; Glomski, Tom (DTMB) <glomskit@michigan.gov>; Seger, Seth (DTMB) <SegerS@michigan.gov>; Lee, Timothy (DTMB) <LeeT9@michigan.gov>; Sikkema, Tyler (DTMB) <SikkemaT@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Galeazzi, Tiziana (DTMB) <galeazzit@michigan.gov>; Das, Rajiv (DTMB) <DasR@michigan.gov>; Pung, Linda (DTMB) <PUNGL2@michigan.gov>; Hogan, James (DTMB) <hoganj@michigan.gov>; Westfall, Laurie (DTMB) <WestfallL@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Stibitz, Brom

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Subject: UPDATED Information on Custodian Search Memo and Guidelines and Meeting Minutes
Importance: High

Good Afternoon All:
After attempting to perform a search, I have some important information for you.

The first search will take quite a while, possibly up to 20 minutes. After some time your computer will recognize the slowness and automatically start to index the search. Once the computer starts to index, the searches will become much faster.

Lastly, on the search instructions for Microsoft 7 and 8, the terms Flint AND water were omitted; however, the checklist that you must return is correct. Please make certain that you are searching the terms Flint AND water. Thank you. Jean

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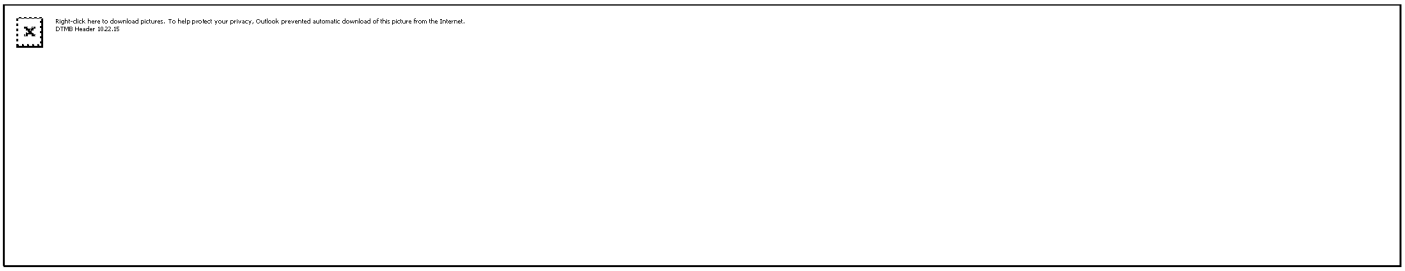
From: DTMB
Sent: Friday, February 19, 2016 11:17 AM
To: Behen, David (DTMB); Donnan, Chanda (DTMB); Buhs, Caleb (DTMB); Davenport, Rodney (DTMB); Gelisse, Ashley (DTMB); Gilliland, Michael (DTMB); Spaniolo, Natalie (DTMB); Wilke, Lacey (DTMB); Stansfield, Marsha (DTMB); Ballard, Denice (DTMB); Hampton, Trisha (DTMB); DeCamp, Greg (DTMB); Gibson, Jennifer (DTMB); Hengesbach, Dane (DTMB); Ingersoll, Jean (DTMB); Jeffery, Phillip (DTMB); Philip, Brandon (DTMB); Kopacsi, Christian (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB); Pratt, Jeff (DTMB); Knapp, Kathy (DTMB); Bidelman, Craig (DTMB); Bussema, Terry (DTMB); Rokely, Rick (DTMB); Tefft, Niki (DTMB); Schlegel, Nicolle (DTMB); Parker, Alexandrea (DTMB); Keilen, Elizabeth (DTMB); McPherson, Victoria (DTMB); Christensen, Chris (DTMB); Lawson, Michelle (DTMB); Nevai, Tom (DTMB); Evans, Carter (DTMB); Fick, James (DTMB); McKee, Robert (DTMB); Perry, Blane (DTMB); Riddering, Eric (DTMB); Rodgers, Anthony (DTMB); Trial, Larry (DTMB); Thompson, Kyleigh (DTMB); Glomski, Tom (DTMB); Seger, Seth (DTMB); Lee, Timothy (DTMB); Sikkema, Tyler (DTMB); Manning, Kelly (DTMB); McFarlane, James (DTMB); Galeazzi, Tiziana (DTMB); Das, Rajiv (DTMB); Pung, Linda (DTMB); Hogan, James (DTMB); Westfall, Laurie (DTMB); Palmer, Jason (DTMB); Stibitz, Brom (DTMB); Trakul, Pamela (DTMB); Swanson, Eric (DTMB); Blastic, Laura (DTMB); Furseth, Kristen (DTMB); Brancheau, Laura (DTMB); Sebok, Yvonne (DTMB); Stankiewicz, Richard (DTMB); Vera, Jason (DTMB); Jehnsen, Jeremy W (DTMB); Jodway, Kenneth (DTMB); Newman, Jeremy (DTMB); Vijayaveeraraghavan, Anupkumar (DTMB); Harmon, Paul (DTMB); Root, Everett (DTMB); Pauley, Suzanne (DTMB); Thompson, John (DTMB); Nolan, Anne (DTMB); Peterson, Rick (DTMB); Stiffler, Michelle (DTMB); Patke, Sunit (DTMB); Estill, John (DTMB); Seckelman, Joe (DTMB); Martin, Ellen (DTMB); Aprill, Brian (DTMB); Ross, Josh (DTMB); Locke, Joel (DTMB); Cross, Steven (DTMB); Clark, John (DTMB); Olkowski, Tony (DTMB); Noldy, Scott (DTMB); Baer, John (DTMB); Dickinson, Holly (DTMB); Post, Corey (DTMB); Cantin, David (DTMB); Brun, Jeremy (DTMB); Hartsuff, Lisa (DTMB); Kosloski, Joni (DTMB); Jordan, Gerald (DTMB); Sweeney, Matthew (DTMB); Turnquist, Michael (DTMB); Morgan, Dan (DTMB); Droste, Kerri (DTMB); Paasch, Keith (DTMB);

Scates, Larry (DTMB); Noonan, Michael (DTMB); Walts, Brian (DTMB); Martin, Ric (DTMB); Burns, Robert (DTMB); Doxie, William (DTMB); Clark, Jim (DTMB); Bailey, Maureen (DTMB); Bos, Troy (DTMB); Phillippo, Jamie (DTMB); Spitzley, Troy (DTMB); Darby, Marchan (DTMB); Hawes, Keith (DTMB); Wright, Seth (DTMB); Rambo, Carolyn (DTMB); Millimaki, Shelly (DTMB); Nelson, Christopher (DTMB); Murphy, Chris (DTMB); Clark, Stephanie (DTMB); Cischke, Roy (DTMB); Hofmeister, David (DTMB); Reynolds, Vince (DTMB); VanCoevering, Joyce (DTMB); Ragla, Beth (DTMB); Shaw, Gary (DTMB); Wonn, Michael (DTMB); Thompson, Kristi (DTMB); Goodine, Tom (DTMB); Armstrong, Mike (DTMB); Doyle, James (DTMB); Hampton, Kristen (DTMB); Miller, Mark (DTMB); Cooley, Tom (DTMB); Waltersdorf, Rex (DTMB); Monroe, Jerry (DTMB); Bergan, Kristin (DTMB); Banks, William (DTMB); Dyson, Mike (DTMB); Stiles, Dan (DTMB); Chipman, Dan (DTMB); Hodgman, Steve (DTMB); Martin, Todd (DTMB); Weston, Jessica (DTMB); Fitton, Scott (DTMB); Sample, Brice (DTMB); Vanden Bosch, Kerrie (DTMB); Wellman, Jeff (DTMB); Brownlee, Jeff (DTMB); Maynard, Sharon (DTMB); Calahan, Heather (DTMB); Cook, Rebecca (DTMB); Hayes, Genevieve (DTMB); Riehle, Jenni (DTMB); Falik, Tom A. (DTMB); Pemble, William (DTMB); Sambiagio, Melissa (DTMB); Cieciwa, Sue (DTMB); Hunter, Lymon (DTMB); Dufour, Yvon (DTMB); Camp, William (DTMB); Hatch, David (DTMB); Troub, Shelby (DTMB); Epps, Stephanie (DTMB); Herman, Christyn (DTMB); Bliss, Mike (DTMB); Guardiola, Jamie (DTMB); 'jfoley@us.ibm.com'; Stanaway, Deb (DTMB); McQuaid, John (DTMB); Reasner, Richard (DTMB); Rakowski, Rock (DTMB); Gonzalez, Tonyia (DTMB); Nixon, Ruth (DTMB); Conlin, Dan (DTMB); Rigg, Steve (DTMB); Sunit Patke; Bates, David (DTMB); Guthrie, Eric (DTMB); Hummel, Mindy (DTMB); Baker, Kay (DTMB)
Subject: Custodian Search Memo and Guidelines and Meeting Minutes
Importance: High

Please find attached the updated version of the Custodian Search Terms Memo. Please also find the minutes from the custodian meeting on February 18, 2016. All questions from the meeting are answered in the minutes. If you have any questions regarding these documents please email DTMB@michigan.gov.

Please complete the Search Term Checklist by close of business on February 22, 2016 and sent to DTMB@michigan.gov.

From: DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>
Sent: Wednesday, February 17, 2016 10:10 AM
To: Ingersoll, Jean (DTMB)
Subject: The Gov. Snyder's Budget Proposal



Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the $54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
- **Putting People First.** The governor recommends continued expansion of the Healthy Kids Dental Program and funding efforts to ensure residents have access to affordable health care. His proposal boosts funds to help cover new higher cost specialty medications to treat conditions such as hepatitis C and cystic fibrosis, among others.
- **Investing in Infrastructure.** The proposal allocates $1.2 billion to maintain and repair Michigan roads, bridges and other critical infrastructure.

The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of $1.3 billion for department operations and a one-time allocation of $32.4 million.

A few highlights include:

- $502 million for information technology support for all state agencies and $132.8 million for 14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by $7 million, from $65 million to $72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.
- An additional $5 million to support cybersecurity improvements to safeguard citizens' personal information and protect critical infrastructure and government services.
- IT support of $6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full executive budget recommendations, which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at behend@michigan.gov.

Thank you again for all the good work you do. I hope you have a great week ahead.

David

The Department of Technology, Management and Budget
You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact DTMB-Communications@michigan.gov.

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From: Scott, Troy <tjscott@rti.org>
Sent: Thursday, February 18, 2016 9:47 AM
To: Ingersoll, Jean (DTMB)
Subject: RE: Pilot metrics - draft worksheet

Jean,

Wow. I didn't know Flint was part of your new portfolio. I hope you are able to do some real good there.

Please let me know if there is any way I can help with the metrics from afar. If these are numbers that Chandra or Vidya have provided in the past, perhaps I could work with them since I now know them a little. Let me know.

Godspeed for the work with Flint.

Troy
c: 206.550.6076

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From: Ingersoll, Jean (DTMB) [mailto:IngersollJ@michigan.gov]
Sent: Thursday, February 18, 2016 8:31 AM
To: Lam, Philip <philip.lam@nist.gov>
Cc: Megas, Katerina N. <katerina.megas@nist.gov>; Nadeau, Ellen M. <ellen.nadeau@nist.gov>; Garcia, Michael E. <michael.garcia@nist.gov>; Fitch, Catherine (DIFS) <FitchC@michigan.gov>; Scott, Troy <tjscott@rti.org>
Subject: RE: Pilot metrics - draft worksheet

Hi Phil:
I will provide Ellen the updated metrics; at the moment I am consumed with the Flint emergency and will be for at the very least, the next two weeks. The one thing that I would love to do is finish everything for you so that we can formally close out the project but all my time is devoted to this project. I am very sorry! Jean

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From: Lam, Philip [mailto:philip.lam@nist.gov]
Sent: Wednesday, February 17, 2016 11:41 AM
To: Ingersoll, Jean (DTMB)
Cc: Megas, Katerina N.; Nadeau, Ellen M.; Garcia, Michael E.; Fitch, Catherine (DIFS); Scott, Troy (tjscott@rti.org)
Subject: RE: Pilot metrics - draft worksheet

Jean,

Following up with you on this congressional metrics request. Can you please provide Ellen the complete metrics worksheet soonest?

Thank you,
Phil.

From: Nadeau, Ellen M.
Sent: Wednesday, January 20, 2016 7:08 AM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Cc: Lam, Philip <philip.lam@nist.gov>; Megas, Katerina N. <katerina.megas@nist.gov>
Subject: Re: Pilot metrics - draft worksheet

Hi Jean,

I attached the final version of the pilots metrics worksheet; it is almost identical to the version I sent around on 12/23, with just a few minor wording clarifications and tailoring to *alumni* of the NSTIC pilots program. Are you able to send us responses to the attached by Monday, January 25th**?** In the meantime, I am available to answer any questions! You'll notice that in the alumni worksheet we ask for information a) during the period of performance and b) since the end of the period of performance through 12/31/15. Since your pilot just ended, I'm assuming you'll ignore the "since the end of the period of performance" sections for now.

We're enthusiastic about starting this quarterly metrics process, and we really appreciate your help in collecting this data.

Thanks so much,
Ellen
Ellen Nadeau
Cyber Policy Strategist
National Strategy for Trusted Identities in Cyberspace (NSTIC)

National Institute of Standards and Technology (NIST)

202.306.4033 mobile | www.nist.gov/nstic

From: "Ingersoll, Jean (DHHS)" <IngersollJ@michigan.gov>
Date: Wednesday, January 6, 2016 at 3:03 PM
To: "Lam, Philip" <philip.lam@nist.gov>
Cc: "Megas, Katerina N." <katerina.megas@nist.gov>, Ellen <ellen.nadeau@nist.gov>
Subject: RE: Pilot metrics - draft worksheet

Sounds great. Thank you Phil. Jean

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From: Lam, Philip [mailto:philip.lam@nist.gov]
Sent: Wednesday, January 6, 2016 3:01 PM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Cc: Megas, Katerina N. <katerina.megas@nist.gov>; Nadeau, Ellen M. <ellen.nadeau@nist.gov>
Subject: RE: Pilot metrics - draft worksheet

Good afternoon Jean,

We hope that this effort will help quantify and thus more effectively communicate the benefits and impacts of the pilots. It is our hope that all current and "graduated" pilots would participate in this survey as your programs evolve and mature. Regarding requirements for your grant, we would anticipate this type of information be included in your final report but responding to this specific survey is not required.

We would hope that we can continue to work with you/Michigan to gather and communicate these positive outcomes as we believe there are benefits to both our interests. Please let us know if you have any comments on the worksheet itself, as a key participant we would welcome feedback on metrics you feel would be impactful to be shared with the greater public.

Hope you had a good new years,
Phil.

From: Ingersoll, Jean (DHHS) [mailto:IngersollJ@michigan.gov]
Sent: Wednesday, January 06, 2016 2:34 PM
To: Lam, Philip <philip.lam@nist.gov>
Subject: FW: Pilot metrics - draft worksheet

Hi Phil:
Is this something that is required by the grant? Or is our closeout report enough to provide this information? Jean

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From: Nadeau, Ellen M. [mailto:ellen.nadeau@nist.gov]
Sent: Wednesday, December 23, 2015 2:37 PM
To: Dave.Coxe@Criterion-sys.com; Chris.Donovan@Criterion-sys.com; philip.godwin@daon.com; John.Wandelt@gtri.gatech.edu; Matthew.Moyer@gtri.gatech.edu; doug.blough@ece.gatech.edu; stephen.goldstein@gtri.gatech.edu; Fitch, Catherine (DIFS) <FitchC@michigan.gov>; abby@redmittenllc.com; fmorrow@pa.gov; dtayloe@privo.com; rlayton@privo.com; steve.race@tscp.org; shauna.russell@tscp.org;

ibohmer@deloitte.com; kjk@internet2.edu; mgrady@unicon.net; pclancey@morphotrust.com; dkelts@morphotrust.com; adam@migusgroup.com; andrew@confyrm.com; raykimble@kimbleassociates.com; bmcgoran@exponent.com; brit@resilient-networks.com; tjscott@rti.org; oconnor@rti.org; WCayo@morphotrust.com; steve@id.me; ijones@galois.com; jamesjb@galois.com; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; mpfarnsworth@healthidx.com; mthompson@healthidx.com; slowry@healthidx.com
Cc: Megas, Katerina N. <katerina.megas@nist.gov>; Lam, Philip <philip.lam@nist.gov>; Shultz, Jeffrey <jeffrey.shultz@nist.gov>; Soutar, Colin (US - Arlington) <csoutar@deloitte.com>; Garcia, Michael E. <michael.garcia@nist.gov>; Grassi, Paul A. <paul.grassi@nist.gov>; Boeckl, Kaitlin R. <kaitlin.boeckl@nist.gov>; Amanda Patino (via Doodle) <mailer@doodle.com>; Schneider, Emily (US - Arlington) <emschneider@deloitte.com>; McClean, Walter (US - Arlington) <wmcclean@deloitte.com>; Brooks, Sean W. <sean.brooks@nist.gov>; Lefkovitz, Naomi B. <naomi.lefkovitz@nist.gov>
Subject: Pilot metrics - draft worksheet

Hi all,

Thanks for a productive collaboration call last Friday; I'll be joining biweekly pilot calls in the new year to further discuss RP metrics with you all individually.

As I mentioned on Friday, in addition to the RP metrics, we'd like to start collecting metrics on the NSTIC pilots on a quarterly basis. We'll use these metrics to track progress internally, and to provide up-to-date external reports in response to outside requests for pilot updates. The attached draft worksheet introduces the main information we'd like to collect; if there is anything you think is missing or worded poorly, please let me know by the end of next week. If you won't be able to meet that deadline for any reason but would like to provide feedback on the attached, please let me know. I don't anticipate any major changes to this worksheet, so feel free to start gathering data based on the attached.

I plan to send along a final version of this worksheet the week of 1/4, and will ask that you all provide information on this past quarter (9/1/15-12/31/15) by the end of January.

Please let me know if you have any questions or concerns.

Have a great holiday!
Best,
Ellen
Ellen Nadeau
Cyber Policy Strategist
National Strategy for Trusted Identities in Cyberspace (NSTIC)
National Institute of Standards and Technology (NIST)
202.306.4033 mobile | www.nist.gov/nstic

From: Longanbach, Janelle (DTMB)
Sent: Friday, February 19, 2016 10:28 AM
To: Ingersoll, Jean (DTMB)
Subject: 2nd Updated DTMB Flint Correspondence Memo 2.19.16.doc
Attachments: 2nd Updated DTMB Flint Correspondence Memo 2.19.16.doc

RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET
LANSING

DAVID B. BEHEN
DIRECTOR

February 19, 2016

TO: All DTMB Custodians of Correspondence Related to Flint

FROM: Jean Ingersoll, Interim Chief of Staff to David B. Behen, Director and CIO

SUBJECT: Flint Document Production – Search Terms and Guidance

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. Generally speaking a custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms. **As a custodian, you are required to produce any documents containing the search terms listed below, no later than close of business on Monday, February 22, 2016.** This memorandum contains detailed instructions for the process of identifying, compiling, scanning, and copying the necessary information.

Microsoft 365 – Outlook (*includes emails, calendar items) and OneDrive*

DTMB staff will centrally coordinate the Microsoft 365 search for all of DTMB's custodians. Therefore, DTMB's custodians *do not need to independently search any of their Microsoft 365 applications* for the search terms listed below.

Network Drives

Similar to the approach outlined above, DTMB staff will centrally coordinate the network drive search effort for all DTMB custodians. Custodians do *not* need to independently conduct a network drive search for the search terms below.

Non-Network Drives – *includes hard drives, desktop, and thumb/flash drives*

For all non-network drive types, ***each custodian will need to search every search term listed below in every non-network format, and move all ~~relevant/related~~ documents produced during your search in to a specific folder on the network drive for collection. In order to move items to the network, you must be connected to the network.***

Start by conducting the search of all non-network drives, filling out the attached search term checklist as you go. ~~If you need guidance as to how to perform this search, a~~A step-by-step guide is included below in Appendix 1.

All ~~relevant/responsive~~ items that are produced as a result of your search need to be moved to a network drive. To do this, first create a file in the drive titled "Flint Documents" and move all

relevant/related documents to that folder. Another custodian may use the same drive that you do. A separate "Flint Documents" folder is not needed for each custodian, multiple custodians may place their files in to the same file. We would ask custodians to add the "Flint Documents" folder to the network drive on a first-come basis – if you see a folder there, another custodian has likely added it, and you can begin to place your files there. If you do not see a "Flint Documents" folder in the network drive –then you are likely the first custodian to start the search. Please add the "Flint Documents" folder and begin to move your files there. Other custodians will begin to add their items when they begin their search effort. After the February 22, 2016, deadline, DTMB staff will access the drives to collect the files.

~~All relevant/responsive items that are produced as a result of your search need to be moved to a network drive. You can move your relevant/related documents to a network drive in whatever format the document is currently in. After the February 22, 2016, deadline, DTMB staff will access the network drives to collect the files.~~

Paper Files

Review all applicable paper files. Scan any relevant/related documents, and save them to a network drive, as described above. If this is not possible, you may provide hard copies of documents to Jean Ingersoll in the Director's Office. These documents must be received in the Director's Office by close of business on February 22, 2016, and will not be returned to you.

Home Computer

Any relevant e-mails or other documents on a personal computer also are subject to this request. Please check your personal computer for any e-mails or other documents relating to this search. If you discover any relevant/related documents, please include the phrase "personal computer" in the file name, and save them to the aforementioned network drive.

Conclusion

Thank you for your cooperation in complying with this request. Should you have any questions, please contact Jean Ingersoll at 1-8844 or email at DTMB@michigan.gov.

Attachments

- ~~FOIA~~ Search Term Checklist
- Attachment 1 – Search Guidance

Search Term Checklist

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of documents (electronic or otherwise) that correspond to the issues identified in the search terms ~~relevant/responsive~~ correspondence and/or documents related to these requests. As a custodian, you are required to search and copy all items that you identify to a DTMB network drive, as described above.

Please complete your search no later than close of business on Monday, February 22, 2016. Documents (electronic or otherwise) that correspond to the issues identified in the search terms ~~Relevant/related items~~ from the past 10 years should be included.

You should search for *each term exactly as it is shown* *in Appendix 1. T*~~*his will vary depending on which operating system. below, and include quotation marks around each separate word.*~~ ~~For example, "Legionnaire", "Legionella", or "Flint" would all go into search fields.~~ After you complete a search term, check the box beside the term.

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Search Terms:

- ☐ "Legionnaire"
- ☐ "Legionella"
- ☐ "boil water order" &and "Flint"
- ☐ "coli" &and "Flint"
- ☐ "bacteria" &and "Flint"
- ☐ "microb" &and "Flint"
- ☐ "TTHM" &and "Flint"
- ☐ "Lead" &and "Flint"
- ☐ "emergency" &and "Flint"
- ☐ "Karegnondi"
- ☐ "Genesee County Health Department"
- ☐ "Flint" &and "utilities"
- ☐ "Lead and Copper Rule"
- ☐ "Detroit Water and Sewerage Department" &and "Flint"
- ☐ "DWSD" and& "Flint"
- ☐ "Flint River"
- ☐ "Pb" &and "water"
- ☐ "KWA"
- ☐ "Flint" &and "water"

Comment [IJ(1]: These should be changed since the way to search depends on the OS

Search conducted on the ~~email~~ account of: _____

By (your name): _____

Date completed: _____

Estimated time spent conducting search: _____

Please return this completed Checklist to DTMB Director's Office staff by close of business on Monday, February 22, 2016, at DTMB@michigan.gov, or Directors Office, Cass Building, Second Floor

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Appendix 1 - Search Instructions

Before you perform the search you must know which version of the operating system you ~~have~~are using. To find the version of your operating system go to the Start Menu click Computer on the right then click System Properties on the top menu.

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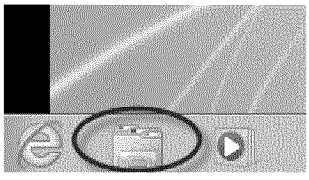
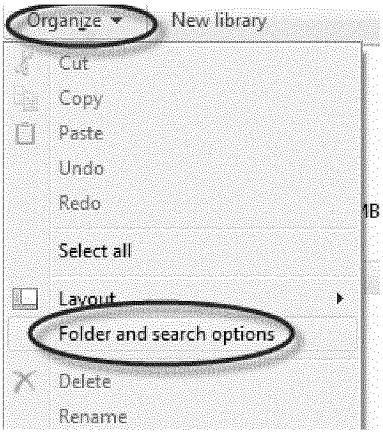
I. Searching for Files in Windows 7

When you are looking for files that contain certain words either in the filename or in the file text, the Windows search feature will help you do that.

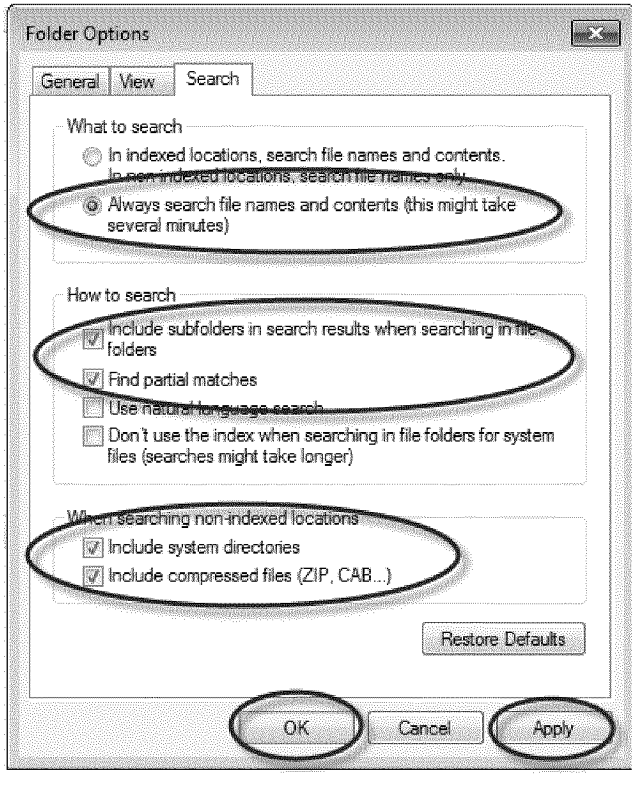
1. First, open Windows Explorer by clicking the **folder** icon on your taskbar.



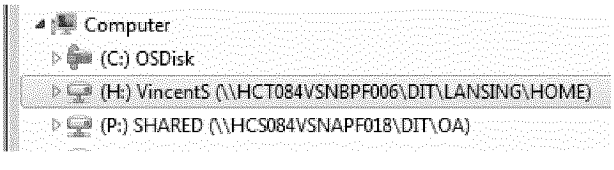
2. Click the **Organize** button, then click **Folder and search options**.



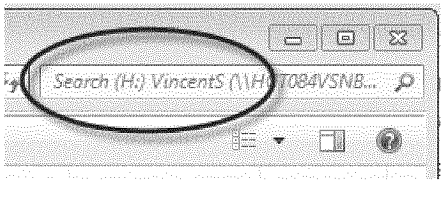
3. On the window that opens, select the **Search** tab. Compare your window to the picture below, and make your settings match.
   When your settings match, click the **Apply** button, then click the **OK** button.
   (You only have to do this part **once**. Windows 7 will remember it for your next search.)



4. Select (click) the **drive** or **folder** you want to search. In this example, we are searching the H: drive. By selecting a drive or a folder, all folders inside that drive or folder will be searched as well.



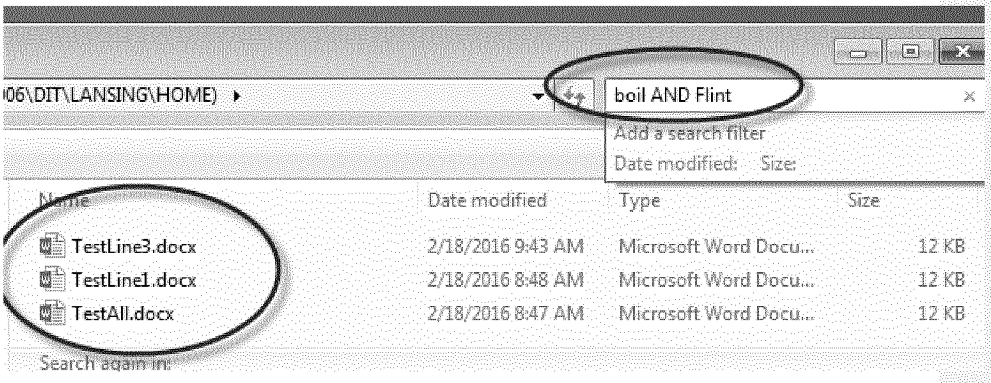
5. In the upper right corner of your Windows 7 Explorer window, the **Search field** will change to show the **selected drive**.



6. If you are searching for two specific words, and only want files that have **both** words, such as boil AND Flint, that's exactly what you enter in the Search field: boil AND Flint.
(The capital letters on the AND are required.)

   In the example below, we copied these words from this document, pasted them into the Search field, and Windows Search found the files that contain both words.

   boil AND Flint

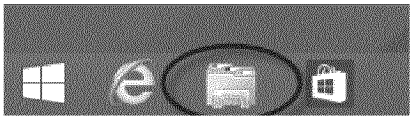


7. It is a little more complicated when you want several words in a specific order, so here are some search phrases you can copy and use. Be aware that Windows 7 Search **is** case sensitive. It will only find matches for the case you enter.

emergency AND Flint	DWSD AND Flint
Legionnaire	Karegnondi
Legionella	"Genesee County Health Department"
"boil water order" AND Flint	Flint AND utilities
coli AND Flint	"Lead and Copper Rule"
bacteria AND Flint	"Detroit Water and Sewerage Department" AND Flint
microb AND Flint	"Flint River"
TTHM AND Flint	Pb AND water
Lead AND Flint	KWA

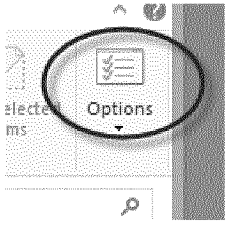
II. Searching for Files in Windows 8

1. Open Windows Explorer

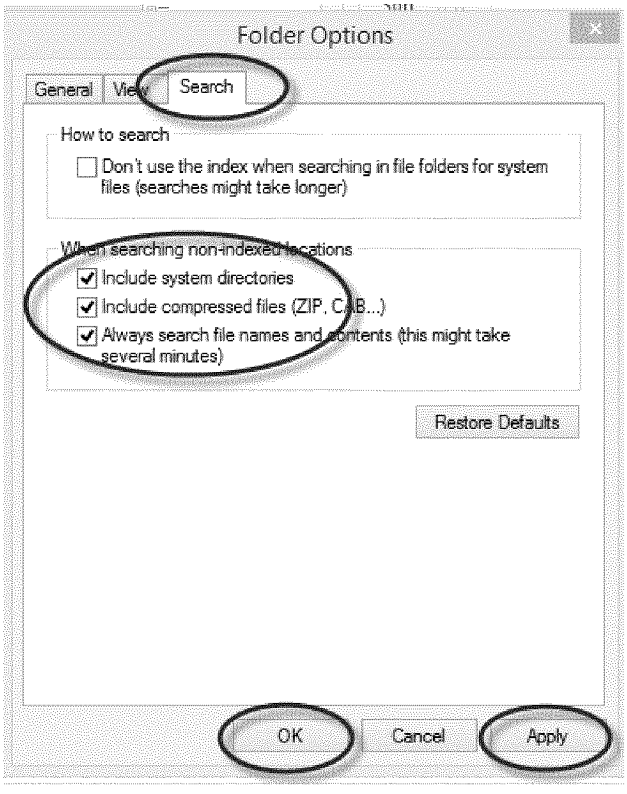


2. Click **View** tab.

3. Click **Options** button.
   A menu will open. Find the choice that says **Change folder and search options**, and click on it.

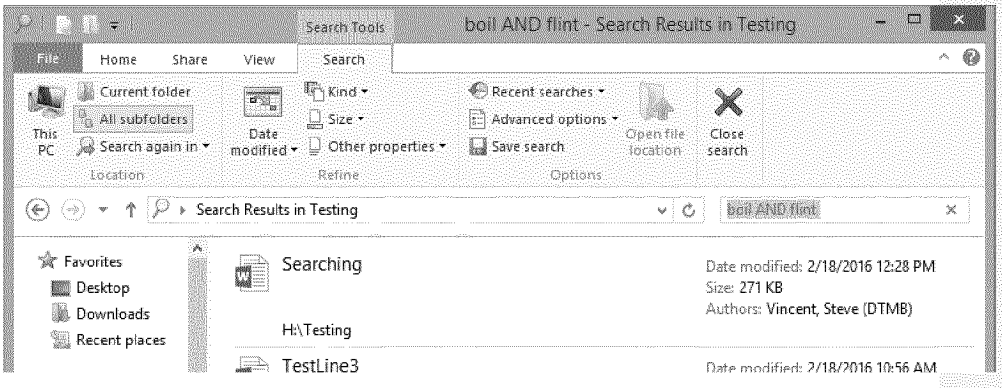


4. The **Folder options** window opens. Click the **Search** tab.
5. Check **all three boxes** under **When searching non-indexed locations**. (Make your screen match the picture shown below.



6. Click **Apply**.
7. Click **OK.**
8. **Double-click** the drive you want to search. That drive will open.

9. Click in the Search box and add your text. If you are searching for two specific words, and only want files that have **both** words, such as boil AND Flint, that's exactly what you enter in the Search field: boil AND Flint.
   (The capital letters on the AND are required.)
   In the example below, we copied these words from this document, pasted them into the Search field, and Windows Search found the files that contain both words.



10. It is a little more complicated when you want several words in a specific order, so here are some search phrases you can copy and use. Be aware that Windows 8.1 Search is **not** case sensitive.

emergency AND Flint	DWSD AND Flint
Legionnaire	Karegnondi
Legionella	"Genesee County Health Department"
"boil water order" AND Flint	Flint AND utilities
coli AND Flint	"Lead and Copper Rule"
bacteria AND Flint	"Detroit Water and Sewerage Department" AND Flint
microb AND Flint	"Flint River"
TTHM AND Flint	Pb AND water
Lead AND Flint	KWA

From: VanCoevering, Joyce (DTMB)
Sent: Friday, February 19, 2016 4:38 PM
To: Ingersoll, Jean (DTMB)
Subject: RE: UPDATED Information on Custodian Search Memo and Guidelines and Meeting Minutes

Good idea !

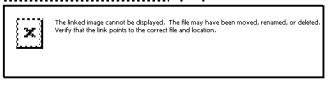
Joyce Van Coevering, Director
Office of Support Services
MI Department of Technology, Management and Budget
517-322-5005

DTMB
HELP. CONNECT. SOLVE.

From: Ingersoll, Jean (DTMB)
Sent: Friday, February 19, 2016 3:59 PM
To: VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>
Subject: Re: UPDATED Information on Custodian Search Memo and Guidelines and Meeting Minutes

It's terrible! Mine took over 50 minutes and I had to stop the search. Since we are searching hard drives and not the network I think I am going to take mine home tonight. I probably will start the search while I'm sleeping and let it run or work on it while I'm doing things around the house. Then if I find any files I'm just going to drag them to the desktop and move them to a network drive when I get back into the office on Monday.

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)



On Feb 19, 2016, at 3:45 PM, VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov> wrote:

> You aren't kidding girl ! Mine has been cranking for about ½ hour so far.

Joyce Van Coevering, Director
Office of Support Services
MI Department of Technology, Management and Budget
517-322-5005

DTMB
HELP. CONNECT. SOLVE.

From: Ingersoll, Jean (DTMB)
Sent: Friday, February 19, 2016 2:21 PM
To: DTMB <dtmb@michigan.gov>; Behen, David (DTMB) <BehenD@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Spaniolo, Natalie (DTMB) <spaniolon@michigan.gov>; Wilke, Lacey (DTMB) <WilkeL@michigan.gov>; Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>; Ballard, Denice (DTMB) <ballardd@michigan.gov>; Hampton, Trisha (DTMB) <HamptonT@michigan.gov>; DeCamp, Greg (DTMB) <DeCampG1@michigan.gov>; Gibson, Jennifer (DTMB) <GibsonJ@michigan.gov>; Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; Philip, Brandon (DTMB) <philipb@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Doll, Jeanette (DTMB) <dollj@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>; Pratt, Jeff (DTMB) <prattj@michigan.gov>; Knapp, Kathy (DTMB) <knappk1@michigan.gov>; Bidelman, Craig (DTMB) <BidelmanC@michigan.gov>; Bussema, Terry (DTMB) <Bussemat@michigan.gov>; Rokely, Rick (DTMB) <RokelyR1@michigan.gov>; Tefft, Niki (DTMB) <tefftn@michigan.gov>; Schlegel, Nicolle (DTMB) <SchlegelN@michigan.gov>; Parker, Alexandrea (DTMB) <ParkerA8@michigan.gov>; Keilen, Elizabeth (DTMB) <KeilenE1@michigan.gov>; McPherson, Victoria (DTMB) <McPhersonV@michigan.gov>; Christensen, Chris (DTMB) <christensenc4@michigan.gov>; Lawson, Michelle (DTMB) <LawsonM1@michigan.gov>; Nevai, Tom (DTMB) <NevaiT@michigan.gov>; Evans, Carter (DTMB) <EvansC8@michigan.gov>; Fick, James (DTMB) <FickJ@michigan.gov>; McKee, Robert (DTMB) <McKeeR2@michigan.gov>; Perry, Blane (DTMB) <PerryB4@michigan.gov>; Riddering, Eric (DTMB) <RideringE@michigan.gov>; Rodgers, Anthony (DTMB) <RodgersA1@michigan.gov>; Trial, Larry (DTMB) <TrialL@michigan.gov>; Thompson, Kyleigh (DTMB) <ThompsonK18@michigan.gov>; Glomski, Tom (DTMB) <glomskit@michigan.gov>; Seger, Seth (DTMB) <SegerS@michigan.gov>; Lee, Timothy (DTMB) <LeeT9@michigan.gov>; Sikkema, Tyler (DTMB) <SikkemaT@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Galeazzi, Tiziana (DTMB) <galeazzit@michigan.gov>; Das, Rajiv (DTMB) <DasR@michigan.gov>; Pung, Linda (DTMB) <PUNGL2@michigan.gov>; Hogan, James (DTMB) <hoganj@michigan.gov>; Westfall, Laurie (DTMB) <WestfallL@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Blastic, Laura (DTMB) <blasticl@michigan.gov>; Furseth, Kristen (DTMB) <Fursethk@michigan.gov>; Brancheau, Laura (DTMB) <BrancheauL@michigan.gov>; Sebok, Yvonne (DTMB) <SebokY@michigan.gov>; Stankiewicz, Richard (DTMB) <StankiewiczR@michigan.gov>; Vera, Jason (DTMB) <VeraJ@michigan.gov>; Jehnsen, Jeremy W (DTMB) <JehnsenJ@michigan.gov>; Jodway, Kenneth (DTMB) <JodwayK@michigan.gov>; Newman, Jeremy (DTMB) <NewmanJ2@michigan.gov>; Vijayaveeraraghavan, Anupkumar (DTMB) <VijayaveeraraghavanA@michigan.gov>; Harmon, Paul (DTMB) <harmonp@michigan.gov>; Root, Everett (DTMB) <RootE@michigan.gov>; Pauley, Suzanne (DTMB) <PauleyS@michigan.gov>; Thompson, John (DTMB) <thompsonj@michigan.gov>; Nolan, Anne (DTMB) <nolana@michigan.gov>; Peterson, Rick (DTMB) <petersonr@michigan.gov>; Stiffler, Michelle (DTMB) <StifflerM@michigan.gov>; Patke, Sunit (DTMB) <patkes1@michigan.gov>; Estill, John (DTMB) <EstillJ@michigan.gov>; Seckelman, Joe (DTMB)

<SeckelmanJ@michigan.gov>; Martin, Ellen (DTMB) <MartinE@michigan.gov>; Aprill, Brian (DTMB) <aprillb@michigan.gov>; Ross, Josh (DTMB) <rossj@michigan.gov>; Locke, Joel (DTMB) <lockej@michigan.gov>; Cross, Steven (DTMB) <crosss3@michigan.gov>; Clark, John (DTMB) <clarkjs@michigan.gov>; Olkowski, Tony (DTMB) <OlkowskiT@michigan.gov>; Noldy, Scott (DTMB) <NoldyS@michigan.gov>; Baer, John (DTMB) <BAERJ@michigan.gov>; Dickinson, Holly (DTMB) <DickinsonH1@michigan.gov>; Post, Corey (DTMB) <postc1@michigan.gov>; Cantin, David (DTMB) <CantinD@michigan.gov>; Brun, Jeremy (DTMB) <BrunJ@michigan.gov>; Hartsuff, Lisa (DTMB) <HartsuffL@michigan.gov>; Kosloski, Joni (DTMB) <kosloskij2@michigan.gov>; Jordan, Gerald (DTMB) <jordang@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; Morgan, Dan (DTMB) <morgand@michigan.gov>; Droste, Kerri (DTMB) <drostek@michigan.gov>; Paasch, Keith (DTMB) <paaschK@michigan.gov>; Scates, Larry (DTMB) <scatesl@michigan.gov>; Noonan, Michael (DTMB) <noonanm@michigan.gov>; Walts, Brian (DTMB) <Walts8@michigan.gov>; Martin, Ric (DTMB) <MartinR3@michigan.gov>; Burns, Robert (DTMB) <BurnsR@michigan.gov>; Doxie, William (DTMB) <DoxieW@michigan.gov>; Clark, Jim (DTMB) <clarkj1@michigan.gov>; Bailey, Maureen (DTMB) <baileym1@michigan.gov>; Bos, Troy (DTMB) <bost@michigan.gov>; Phillippo, Jamie (DTMB) <PhillippoJ@michigan.gov>; Spitzley, Troy (DTMB) <SpitzleyT@michigan.gov>; Darby, Marchan (DTMB) <DarbyM@michigan.gov>; Hawes, Keith (DTMB) <HawesK@michigan.gov>; Wright, Seth (DTMB) <WrightS17@michigan.gov>; Rambo, Carolyn (DTMB) <RamboC1@michigan.gov>; Millimaki, Shelly (DTMB) <MillimakiS@michigan.gov>; Nelson, Christopher (DTMB) <NelsonC12@michigan.gov>; Murphy, Chris (DTMB) <murphyc2@michigan.gov>; Clark, Stephanie (DTMB) <clarks18@michigan.gov>; Cischke, Roy (DTMB) <cischker@michigan.gov>; Hofmeister, David (DTMB) <HofmeisterD@michigan.gov>; Reynolds, Vince (DTMB) <reynoldsv@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Ragla, Beth (DTMB) <raglab1@michigan.gov>; Shaw, Gary (DTMB) <shawg@michigan.gov>; Wonn, Michael (DTMB) <wonnm@michigan.gov>; Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>; Goodine, Tom (DTMB) <goodinet@michigan.gov>; Armstrong, Mike (DTMB) <armstrongm@michigan.gov>; Doyle, James (DTMB) <DoyleJ1@michigan.gov>; Hampton, Kristen (DTMB) <HamptonK@michigan.gov>; Miller, Mark (DTMB) <millerm13@michigan.gov>; Cooley, Tom (DTMB) <cooleyt@michigan.gov>; Waltersdorf, Rex (DTMB) <WaltersdorfR@michigan.gov>; Monroe, Jerry (DTMB) <monroej1@michigan.gov>; Bergan, Kristin (DTMB) <bergank@michigan.gov>; Banks, William (DTMB) <banksw@michigan.gov>; Dyson, Mike (DTMB) <dysonm@michigan.gov>; Stiles, Dan (DTMB) <stilesd1@michigan.gov>; Chipman, Dan (DTMB) <chipmand@michigan.gov>; Hodgman, Steve (DTMB) <hodgmans@michigan.gov>; Martin, Todd (DTMB) <martint1@michigan.gov>; Weston, Jessica (DTMB) <WestonJ2@michigan.gov>; Fitton, Scott (DTMB) <FittonS2@michigan.gov>; Sample, Brice (DTMB) <sampleb@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Maynard, Sharon (DTMB) <maynards1@michigan.gov>; Calahan, Heather (DTMB) <CALAHANH@michigan.gov>; Cook, Rebecca (DTMB) <CookR6@michigan.gov>; Hayes, Genevieve (DTMB) <HayesG2@michigan.gov>; Riehle, Jenni (DTMB) <RiehleJ2@michigan.gov>; Falik, Tom A. (DTMB) <FalikT@michigan.gov>; Pemble, William (DTMB) <PembleW@michigan.gov>; Sambiagio, Melissa (DTMB) <SambiagioM@michigan.gov>; Cieciwa, Sue (DTMB) <cieciwas@michigan.gov>; Hunter, Lymon (DTMB) <hunterl@michigan.gov>; Dufour, Yvon (DTMB) <DufourY@michigan.gov>; Camp, William (DTMB) <CampW@michigan.gov>; Hatch, David (DTMB) <HatchD@michigan.gov>; Troub, Shelby (DTMB) <TroubS1@michigan.gov>; Epps, Stephanie (DTMB) <eppss@michigan.gov>; Herman, Christyn (DTMB) <HermanC3@michigan.gov>; Bliss, Mike (DTMB) <blissm@michigan.gov>; Guardiola, Jamie (DTMB) <GuardiolaJ1@michigan.gov>; 'jfoley@us.ibm.com' <jfoley@us.ibm.com>; Stanaway, Deb (DTMB) <StanawayD@michigan.gov>; McQuaid, John (DTMB) <mcquaidj@michigan.gov>; Reasner, Richard (DTMB) <ReasnerR@michigan.gov>; Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Conlin, Dan (DTMB) <conlind@michigan.gov>; Rigg, Steve (DTMB) <RiggS@michigan.gov>; Sunit Patke <supatke@us.ibm.com>; Bates, David (DTMB) <BatesD3@michigan.gov>; Guthrie, Eric (DTMB) <GuthrieE@michigan.gov>; Hummel, Mindy (DTMB) <HummelM@michigan.gov>; Baker, Kay (DTMB)

<bakerk@michigan.gov>
Subject: UPDATED Information on Custodian Search Memo and Guidelines and Meeting Minutes
Importance: High

Good Afternoon All:
After attempting to perform a search, I have some important information for you.

The first search will take quite a while, possibly up to 20 minutes. After some time your computer will recognize the slowness and automatically start to index the search. Once the computer starts to index, the searches will become much faster.

Lastly, on the search instructions for Microsoft 7 and 8, the terms Flint AND water were omitted; however, the checklist that you must return is correct. Please make certain that you are searching the terms Flint AND water. Thank you. Jean

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

From: DTMB
Sent: Friday, February 19, 2016 11:17 AM
To: Behen, David (DTMB); Donnan, Chanda (DTMB); Buhs, Caleb (DTMB); Davenport, Rodney (DTMB); Gelisse, Ashley (DTMB); Gilliland, Michael (DTMB); Spaniolo, Natalie (DTMB); Wilke, Lacey (DTMB); Stansfield, Marsha (DTMB); Ballard, Denice (DTMB); Hampton, Trisha (DTMB); DeCamp, Greg (DTMB); Gibson, Jennifer (DTMB); Hengesbach, Dane (DTMB); Ingersoll, Jean (DTMB); Jeffery, Phillip (DTMB); Philip, Brandon (DTMB); Kopacsi, Christian (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB); Pratt, Jeff (DTMB); Knapp, Kathy (DTMB); Bidelman, Craig (DTMB); Bussema, Terry (DTMB); Rokely, Rick (DTMB); Tefft, Niki (DTMB); Schlegel, Nicolle (DTMB); Parker, Alexandrea (DTMB); Keilen, Elizabeth (DTMB); McPherson, Victoria (DTMB); Christensen, Chris (DTMB); Lawson, Michelle (DTMB); Nevai, Tom (DTMB); Evans, Carter (DTMB); Fick, James (DTMB); McKee, Robert (DTMB); Perry, Blane (DTMB); Riddering, Eric (DTMB); Rodgers, Anthony (DTMB); Trial, Larry (DTMB); Thompson, Kyleigh (DTMB); Glomski, Tom (DTMB); Seger, Seth (DTMB); Lee, Timothy (DTMB); Sikkema, Tyler (DTMB); Manning, Kelly (DTMB); McFarlane, James (DTMB); Galeazzi, Tiziana (DTMB); Das, Rajiv (DTMB); Pung, Linda (DTMB); Hogan, James (DTMB); Westfall, Laurie (DTMB); Palmer, Jason (DTMB); Stibitz, Brom (DTMB); Trakul, Pamela (DTMB); Swanson, Eric (DTMB); Blastic, Laura (DTMB); Furseth, Kristen (DTMB); Brancheau, Laura (DTMB); Sebok, Yvonne (DTMB); Stankiewicz, Richard (DTMB); Vera, Jason (DTMB); Jehnsen, Jeremy W (DTMB); Jodway, Kenneth (DTMB); Newman, Jeremy (DTMB); Vijayaveeraraghavan, Anupkumar (DTMB); Harmon, Paul (DTMB); Root, Everett (DTMB); Pauley, Suzanne (DTMB); Thompson, John (DTMB); Nolan, Anne (DTMB); Peterson, Rick (DTMB); Stiffler, Michelle (DTMB); Patke, Sunit (DTMB); Estill, John (DTMB); Seckelman, Joe (DTMB); Martin, Ellen (DTMB); Aprill, Brian (DTMB); Ross, Josh (DTMB); Locke, Joel (DTMB); Cross, Steven (DTMB); Clark, John (DTMB); Olkowski, Tony (DTMB); Noldy, Scott (DTMB); Baer, John (DTMB); Dickinson, Holly (DTMB); Post, Corey (DTMB); Cantin, David (DTMB); Brun, Jeremy (DTMB); Hartsuff, Lisa (DTMB); Kosloski, Joni (DTMB); Jordan, Gerald (DTMB); Sweeney, Matthew (DTMB); Turnquist, Michael (DTMB); Morgan, Dan (DTMB); Droste, Kerri (DTMB); Paasch, Keith (DTMB); Scates, Larry (DTMB); Noonan, Michael (DTMB); Walts, Brian (DTMB); Martin, Ric (DTMB); Burns, Robert (DTMB); Doxie, William (DTMB); Clark, Jim (DTMB); Bailey, Maureen (DTMB); Bos, Troy (DTMB); Phillippo, Jamie (DTMB); Spitzley, Troy (DTMB); Darby, Marchan (DTMB); Hawes, Keith (DTMB); Wright, Seth (DTMB); Rambo, Carolyn (DTMB); Millimaki, Shelly (DTMB); Nelson, Christopher (DTMB); Murphy, Chris (DTMB); Clark, Stephanie (DTMB); Cischke, Roy (DTMB); Hofmeister,

David (DTMB); Reynolds, Vince (DTMB); VanCoevering, Joyce (DTMB); Ragla, Beth (DTMB); Shaw, Gary (DTMB); Wonn, Michael (DTMB); Thompson, Kristi (DTMB); Goodine, Tom (DTMB); Armstrong, Mike (DTMB); Doyle, James (DTMB); Hampton, Kristen (DTMB); Miller, Mark (DTMB); Cooley, Tom (DTMB); Waltersdorf, Rex (DTMB); Monroe, Jerry (DTMB); Bergan, Kristin (DTMB); Banks, William (DTMB); Dyson, Mike (DTMB); Stiles, Dan (DTMB); Chipman, Dan (DTMB); Hodgman, Steve (DTMB); Martin, Todd (DTMB); Weston, Jessica (DTMB); Fitton, Scott (DTMB); Sample, Brice (DTMB); Vanden Bosch, Kerrie (DTMB); Wellman, Jeff (DTMB); Brownlee, Jeff (DTMB); Maynard, Sharon (DTMB); Calahan, Heather (DTMB); Cook, Rebecca (DTMB); Hayes, Genevieve (DTMB); Riehle, Jenni (DTMB); Falik, Tom A. (DTMB); Pemble, William (DTMB); Sambiagio, Melissa (DTMB); Cieciwa, Sue (DTMB); Hunter, Lymon (DTMB); Dufour, Yvon (DTMB); Camp, William (DTMB); Hatch, David (DTMB); Troub, Shelby (DTMB); Epps, Stephanie (DTMB); Herman, Christyn (DTMB); Bliss, Mike (DTMB); Guardiola, Jamie (DTMB); 'jfoley@us.ibm.com'; Stanaway, Deb (DTMB); McQuaid, John (DTMB); Reasner, Richard (DTMB); Rakowski, Rock (DTMB); Gonzalez, Tonyia (DTMB); Nixon, Ruth (DTMB); Conlin, Dan (DTMB); Rigg, Steve (DTMB); Sunit Patke; Bates, David (DTMB); Guthrie, Eric (DTMB); Hummel, Mindy (DTMB); Baker, Kay (DTMB)
Subject: Custodian Search Memo and Guidelines and Meeting Minutes
Importance: High

Please find attached the updated version of the Custodian Search Terms Memo. Please also find the minutes from the custodian meeting on February 18, 2016. All questions from the meeting are answered in the minutes. If you have any questions regarding these documents please email DTMB@michigan.gov.

Please complete the Search Term Checklist by close of business on February 22, 2016 and sent to DTMB@michigan.gov.

From: Kopacsi, Christian (DTMB)
Sent: Tuesday, February 16, 2016 11:46 AM
To: Ingersoll, Jean (DHHS)
Subject: Fwd: NEW DEADLINE - Time Sensitive Request

Just sent it to Brom but here it is below.

Sent from my iPhone

Begin forwarded message:

> **From:** "Kopacsi, Christian (DTMB)" <KopacsiC@michigan.gov>
> **Date:** February 16, 2016 at 11:45:45 AM EST
> **To:** "Stibitz, Brom (DTMB)" <StibitzB@michigan.gov>
> **Subject: Re: NEW DEADLINE - Time Sensitive Request**
>
> From Cyber - Vicki McPherson
> From Infrastructure Protection - Chris Christensen
>
> Brandon Philip
>
> Jeanette Doll
>
> Ryan McKee
>
> Jeff Pratt
>
> Kathy Knapp
>
> Craig Bidelman
>
> Terry Bussema
>
> Rick Rokely
>
> Niki Tefft
>
> Nicolle Schlegel
>
> Alexandrea Parker
>
> Elizabeth Keilen
>
> Michelle Lawson
>
> Sent from my iPhone
>
> On Feb 12, 2016, at 3:57 PM, Stibitz, Brom (DTMB) <StibitzB@michigan.gov> wrote:

Senior Management Team,

We just received the search terms for the document production. (See below.) Given the lateness of this email, we are asking you send your list of custodians to Jean Ingersoll **no later than noon on Tuesday, February 16**.

We are not asking you to conduct any searches right now. Further directions will come from Jean.

Search terms:

Legionnaire
Legionella
"boil water order" & "Flint" (anywhere in document)
"coli" & Flint (anywhere in document)
"bacteria" & "Flint" (anywhere in document)
"microb" & "Flint" (anywhere in document)
"TTHM" & "Flint" (anywhere in document)
"Lead" & "Flint" (anywhere in document)
"emergency" & "Flint" (anywhere in document)
Karegnondi
"Genesee County Health Department"
"Flint" (within sentence) "utilities"
"Lead and Copper Rule"
"Detroit Water and Sewerage Department" & "Flint" (anywhere in document)
"DWSD" & "Flint" (anywhere in document)
"Flint River"
"Pb" & "water" (anywhere in document)
"KWA"

Please call me or Jean if you have any questions.

Brom

From: Stibitz, Brom (DTMB)
Sent: Thursday, February 11, 2016 4:40 PM
To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson,

Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <Taylor88@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>
Subject: Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB's effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard "search terms" which we will use to compile documents related to this lawsuit.

Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area. Jean may have more information on this tomorrow, but generally speaking a custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz
Chief Deputy Director
Michigan Department of Technology, Management and Budget
stibitzb@michigan.gov
517-373-1004
<image001.gif>

From: Ragsdale, Aimee (DTMB)
Sent: Tuesday, February 16, 2016 12:31 PM
To: Ingersoll, Jean (DHHS)
Subject: RE: NEW DEADLINE - Time Sensitive Request
Attachments: CSS documentation - staff list.docx

Jean,
We had some late additions. Please replace the previous document with this one. Sorry for the extra step.

The updated information is:
CSS- Client Service Center
Holly Dickinson
Corey Post
David Cantin
Jeremy Brun
Lisa Hartsuff
Joni Kosloski

Thank you,
Aimee

From: Ingersoll, Jean (DHHS)
Sent: Tuesday, February 16, 2016 11:09 AM
To: Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>
Cc: Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Blastic, Laura (DTMB) <blasticl@michigan.gov>
Subject: RE: NEW DEADLINE - Time Sensitive Request

Thank you Aimee. The information has been added to the list of custodians. Once we have instructions for the custodians, I will let you know the steps to undertake. Jean

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517-241-8844 (O)
517-282-2474 (C)
DTMB
HELP. CONNECT. SOLVE.

From: Ragsdale, Aimee (DTMB)
Sent: Tuesday, February 16, 2016 11:04 AM
To: Ingersoll, Jean (DHHS)
Cc: Stibitz, Brom (DTMB); Swanson, Eric (DTMB); Blastic, Laura (DTMB)
Subject: RE: NEW DEADLINE - Time Sensitive Request

Good Morning Jean,

Attached is Center for Shared Solutions list of names for the documentation gathering. Please let me know if you need anything further.

Thank you,

Aimee Ragsdale
Senior Executive Management Assistant to
Eric Swanson, Director, Center for Shared Solutions
Romney Building, 10th Floor
111 S. Capitol Avenue
Lansing, MI 48933
(517) 241-4457

DTMB
HELP. CONNECT. SOLVE.

From: Stibitz, Brom (DTMB)
Sent: Friday, February 12, 2016 3:57 PM
To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>
Cc: Baker, Natasha (SRO) <BakerN5@michigan.gov>; Hawks, Orlene (DTMB) <HawksO@michigan.gov>
Subject: NEW DEADLINE - Time Sensitive Request

Senior Management Team,

We just received the search terms for the document production. (See below.) Given the lateness of this email, we are asking you send your list of custodians to Jean Ingersoll **no later than noon on Tuesday, February 16**.

We are not asking you to conduct any searches right now. Further directions will come from Jean.

Search terms:

Legionnaire

Legionella
"boil water order" & "Flint" (anywhere in document)
"coli" & Flint (anywhere in document)
"bacteria" & "Flint" (anywhere in document)
"microb" & "Flint" (anywhere in document)
"TTHM" & "Flint" (anywhere in document)
"Lead" & "Flint" (anywhere in document)
"emergency" & "Flint" (anywhere in document)
Karegnondi
"Genesee County Health Department"
"Flint" (within sentence) "utilities"
"Lead and Copper Rule"
"Detroit Water and Sewerage Department" & "Flint" (anywhere in document)
"DWSD" & "Flint" (anywhere in document)
"Flint River"
"Pb" & "water" (anywhere in document)
"KWA"

Please call me or Jean if you have any questions.

Brom

From: Stibitz, Brom (DTMB)
Sent: Thursday, February 11, 2016 4:40 PM
To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <Ingersolli@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>
Subject: Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB's effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard "search terms" which we will use to compile documents related to this lawsuit.

Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area. Jean may have more information on this tomorrow, but generally speaking a custodian will be

a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz
Chief Deputy Director
Michigan Department of Technology, Management and Budget
stibitzb@michigan.gov
517-373-1004

HELP. CONNECT. SOLVE.

DTMB-CSS Tuesday, February 16, 2016

Document production – Staff list

CSS
Eric Swanson
Laura Blastic

CSS- Enterprise Portfolio Management Office
Kristen Furseth
Laura Brancheau

CSS-EPMO Supporting DEQ
Yvonne Sebok
Richard Stankiewicz
Jason Vera
Jeremy Jehnsen
Ken Jodway
Jeremy Newman
Anup Vijay

CSS Office of Technology Partnerships
Paul Harmon
Everett Root

CSS e-Michigan
Suzanne Pauley
John Thompson
Anne Nolan
Rick Peterson
Michelle Stiffler
Sunit Patke
James Foley
John Estill
Joe Seckelman
Ellen Martin

CSS-Michigan Public Safety Communications System
Brian Aprill (two l's not a typo)

CSS-Service Delivery
Josh Ross
Joel Locke
Steven Cross
John Clark
Tony Olkowski
Scott Noldy
John Baer

CSS-Field Services
Gerald Jordon

CSS- Client Service Center
Holly Dickinson
Corey Post
David Cantin
Jeremy Brun
Lisa Hartsuff
Joni Kosloski

Link to CSS Org Chart
http://inside.michigan.gov/dtmb/about/Org_Charts/Center%20for%20Shared%20Solutions/Center_For_Shared_%20Solutions.pdf

From: Droste, Kerri (DTMB)
Sent: Wednesday, February 17, 2016 8:20 AM
To: Ingersoll, Jean (DTMB)
Cc: Turnquist, Michael (DTMB);Gonzalez, Tonyia (DTMB)
Subject: FW: Flint FOIA - DTMB Systems

Good Morning Jean –

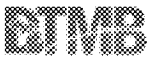
We do not believe that X3 contains any of the search terms, however if it is decided that a search is needed on X3, Kurt King would be the individual responsible for performing the search on this. You can either reach out to Kurt directly or work through me.

In terms of other systems, we do not believe there are any other systems in place within FBSA that would list any of the search terms identified.

Please feel free to contact me if you have any questions or concerns.

Thank you -

Kerri Droste
Facilities and Business Services Administration
Department of Technology, Management & Budget
Drostek@michigan.gov
517-284-7953



HELP. CONNECT. SOLVE.

From: Turnquist, Michael (DTMB)
Sent: Wednesday, February 17, 2016 7:01 AM
To: Droste, Kerri (DTMB) <drostek@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>
Subject: FW: Flint FOIA - DTMB Systems

Please see below the action due by end of day today, thanks.

Michael A. Turnquist
Senior Deputy Director
State of Michigan - Department of Technology, Management & Budget
Facilities & Business Services Administration
turnquistm@michigan.gov
(517) 284-7908

HELP. CONNECT. SOLVE.

From: Ingersoll, Jean (DTMB)
Sent: Wednesday, February 17, 2016 6:25 AM
To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB)

<FortinoD@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>
Cc: Behen, David (DTMB) <Behend@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>
Subject: Flint FOIA - DTMB Systems

SMT Members:
In response to the Flint FOIA Project we have compiled a list of DTMB-owned systems that may need to be searched depending on *whether or not the systems listed would reasonably contain any of the search terms* sent on Friday (see search terms below). We are not asking you to perform any searches at this time, additional instructions are forthcoming.

What I need from you is to:

1) review the list and tell me whether the systems listed may contain the search terms (center column);
2) notify me if there are DTMB systems that are not listed that may contain the search terms;
3) tell me who is the individual responsible for performing the search in the system on behalf of the custodians (right column);

This information is due back to me close of business (5:00pm) today, Wednesday.

Electronic/DTMB Systems	E-Mich	Pauley (Swanson) (Already public facing?)
	Buy4Mich	Maynard (Brownlee/Wellman)
	MAIN	Dave Gabler (Brownlee/Wellman)
	MPSCS	Brad Stoddard (Swanson)
	Anything Related to Cyber?	Christian Kopacsi
	FileNet	Demello (Swanson)
	Time and Expense	Laurie Westfall/Dave Gabler (McFarlane)
	DCDS	Laurie Westfall/Dave Gabler (McFarlane)
	X3	Turnquist (Stibitz)
	HPTrim	Kristi Thompson (Joyce Vancovering)

Search Terms:
Legionnaire
Legionella
"boil water order" & "Flint" (anywhere in document)
"coli" & Flint (anywhere in document)
"bacteria" & "Flint" (anywhere in document)
"microb" & "Flint" (anywhere in document)
"TTHM" & "Flint" (anywhere in document)
"Lead" & "Flint" (anywhere in document)
"emergency" & "Flint" (anywhere in document)

Karegnondi
"Genesee County Health Department"
"Flint" (within sentence) "utilities"
"Lead and Copper Rule"
"Detroit Water and Sewerage Department" & "Flint" (anywhere in document)
"DWSD" & "Flint" (anywhere in document)
"Flint River"
"Pb" & "water" (anywhere in document)
"KWA"

Thank you all. Jean

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

HELP. CONNECT. SOLVE.

From: Manning, Kelly (DTMB)
Sent: Wednesday, February 17, 2016 9:06 AM
To: Ingersoll, Jean (DTMB)
Subject: RE: Flint FOIA - DTMB Systems

Hi Jean,

I am not aware of other systems that should be searched (I assume Outlook was not listed as you already have that covered).

Thanks,

Kelly

From: Ingersoll, Jean (DTMB)
Sent: Wednesday, February 17, 2016 6:25 AM
To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>
Cc: Behen, David (DTMB) <Behend@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>
Subject: Flint FOIA - DTMB Systems

SMT Members:
In response to the Flint FOIA Project we have compiled a list of DTMB-owned systems that may need to be searched depending on *whether or not the systems listed would reasonably contain any of the search terms* sent on Friday (see search terms below). We are not asking you to perform any searches at this time, additional instructions are forthcoming.

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This information is due back to me close of business (5:00pm) today, Wednesday.

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	Time and Expense	Laurie Westfall/Dave Gabler (McFarlane)
	DCDS	Laurie Westfall/Dave Gabler (McFarlane)
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"TTHM" & "Flint" (anywhere in document)
"Lead" & "Flint" (anywhere in document)
"emergency" & "Flint" (anywhere in document)
Karegnondi
"Genesee County Health Department"
"Flint" (within sentence) "utilities"
"Lead and Copper Rule"
"Detroit Water and Sewerage Department" & "Flint" (anywhere in document)
"DWSD" & "Flint" (anywhere in document)
"Flint River"
"Pb" & "water" (anywhere in document)
"KWA"

Thank you all. Jean

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

DTMB
HELP. CONNECT. SOLVE.

From: DTMB-Directors-Office
Sent: Thursday, February 18, 2016 9:04 AM
To: Ingersoll, Jean (DTMB)
Subject: FW: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint

Hi,
So there is a John Baer who is retired and John Baer III who is a SharePoint Administrator. I think I sent the invite to the retired one, should it be going to John Baer III?

Thank you,

Janelle Longanbach
General Office Assistant
DTMB Director's Office
517-373-4210
DTMB
HELP. CONNECT. SOLVE.

From: Noldy, Scott (DTMB)
Sent: Wednesday, February 17, 2016 1:37 PM
To: DTMB-Directors-Office <DTMB-Directors-Office@michigan.gov>
Subject: RE: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint

On this meeting notice is John Baer who is retired. His son, John Baer III, who is a SharePoint administrator, works here at CSS.
Which was the intended recipient?

-----Original Appointment-----
From: DTMB-Directors-Office
Sent: Wednesday, February 17, 2016 1:21 PM
To: Behen, David (DTMB); Donnan, Chanda (DTMB); Buhs, Caleb (DTMB); Davenport, Rodney (DTMB); Gelisse, Ashley (DTMB); Gilliland, Michael (DTMB); Spaniolo, Natalie (DTMB); Wilke, Lacey (DTMB); Stansfield, Marsha (DTMB); Ballard, Denice (DTMB); Hampton, Trisha (DTMB); DeCamp, Greg (DTMB); Gibson, Jennifer (DTMB); Hengesbach, Dane (DTMB); Ingersoll, Jean (DTMB); Jeffery, Phillip (DTMB); Philip, Brandon (DTMB); Kopacsi, Christian (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB); Pratt, Jeff (DTMB); Knapp, Kathy (DTMB); Bidelman, Craig (DTMB); Bussema, Terry (DTMB); Rokely, Rick (DTMB); Tefft, Niki (DTMB); Schlegel, Nicolle (DTMB); Parker, Alexandrea (DTMB); Keilen, Elizabeth (DTMB); McPherson, Victoria (DTMB); Christensen, Chris (DTMB); Lawson, Michelle (DTMB); Nevai, Tom (DTMB); Evans, Carter (DTMB); Fick, James (DTMB); McKee, Robert (DTMB); Perry, Blane (DTMB); Riddering, Eric (DTMB); Rodgers, Anthony (DTMB); Trial, Larry (DTMB); Thompson, Kyleigh (DTMB); Glomski, Tom (DTMB); Seger, Seth (DTMB); Lee, Timothy (DTMB); Sikkema, Tyler (DTMB); Manning, Kelly (DTMB); McFarlane, James (DTMB); Galeazzi, Tiziana (DTMB); Das, Rajiv (DTMB); Pung, Linda (DTMB); Hogan, James (DTMB); Westfall, Laurie (DTMB); Palmer, Jason (DTMB); Stibitz, Brom (DTMB); Trakul, Pamela (DTMB); Swanson, Eric (DTMB); Blastic, Laura (DTMB); Furseth, Kristen (DTMB); Brancheau, Laura (DTMB); Sebok, Yvonne (DTMB); Stankiewicz, Richard (DTMB); Vera, Jason (DTMB); Jehnsen, Jeremy W (DTMB); Jodway, Kenneth (DTMB); Newman, Jeremy (DTMB); Vijayaveeraraghavan, Anupkumar (DTMB); Harmon, Paul (DTMB); Root, Everett (DTMB); Pauley, Suzanne (DTMB); Thompson, John (DTMB); Nolan, Anne (DTMB); Peterson, Rick

(DTMB); Stiffler, Michelle (DTMB); Patke, Sunit (DTMB); Estill, John (DTMB); Seckelman, Joe (DTMB); Martin, Ellen (DTMB); Aprill, Brian (DTMB); Ross, Josh (DTMB); Locke, Joel (DTMB); Cross, Steven (DTMB); Clark, John (DTMB); Olkowski, Tony (DTMB); Noldy, Scott (DTMB); Baer, John (DTMB); Dickinson, Holly (DTMB); Post, Corey (DTMB); Cantin, David (DTMB); Brun, Jeremy (DTMB); Hartsuff, Lisa (DTMB); Kosloski, Joni (DTMB); Jordan, Gerald (DTMB); Sweeney, Matthew (DTMB); Turnquist, Michael (DTMB); Morgan, Dan (DTMB); Droste, Kerri (DTMB); Paasch, Keith (DTMB); Scates, Larry (DTMB); Noonan, Michael (DTMB); Walts, Brian (DTMB); Martin, Ric (DTMB); Burns, Robert (DTMB); Doxie, William (DTMB); Clark, Jim (DTMB); Bailey, Maureen (DTMB); Bos, Troy (DTMB); Phillippo, Jamie (DTMB); Spitzley, Troy (DTMB); Darby, Marchan (DTMB); Hawes, Keith (DTMB); Wright, Seth (DTMB); Rambo, Carolyn (DTMB); Millimaki, Shelly (DTMB); Nelson, Christopher (DTMB); Murphy, Chris (DTMB); Clark, Stephanie (DTMB); Cischke, Roy (DTMB); Hofmeister, David (DTMB); Reynolds, Vince (DTMB); VanCoevering, Joyce (DTMB); Ragla, Beth (DTMB); Shaw, Gary (DTMB); Wonn, Michael (DTMB); Thompson, Kristi (DTMB); Goodine, Tom (DTMB); Armstrong, Mike (DTMB); Doyle, James (DTMB); Hampton, Kristen (DTMB); Miller, Mark (DTMB); Cooley, Tom (DTMB); Waltersdorf, Rex (DTMB); Monroe, Jerry (DTMB); Bergan, Kristin (DTMB); Banks, William (DTMB); Dyson, Mike (DTMB); Stiles, Dan (DTMB); Chipman, Dan (DTMB); Hodgman, Steve (DTMB); Martin, Todd (DTMB); Weston, Jessica (DTMB); Fitton, Scott (DTMB); Sample, Brice (DTMB); Vanden Bosch, Kerrie (DTMB); Wellman, Jeff (DTMB); Brownlee, Jeff (DTMB); Maynard, Sharon (DTMB); Calahan, Heather (DTMB); Cook, Rebecca (DTMB); Hayes, Genevieve (DTMB); Riehle, Jenni (DTMB); Falik, Tom A. (DTMB); Pemble, William (DTMB); Sambiagio, Melissa (DTMB); Cieciwa, Sue (DTMB); Hunter, Lymon (DTMB); Dufour, Yvon (DTMB); Camp, William (DTMB); Hatch, David (DTMB); Troub, Shelby (DTMB); Epps, Stephanie (DTMB); Herman, Christyn (DTMB); Bliss, Mike (DTMB); Guardiola, Jamie (DTMB); jfoley@us.ibm.com
Subject: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint
When: Thursday, February 18, 2016 2:00 PM-3:00 PM (UTC-05:00) Eastern Time (US & Canada).
Where: Ottawa Builidng - Upper Level – Conference Room 4 OR Call-in: 866-390-1828 access code: 1842654

Please note this meeting can be attended in person or via conference call-in. Location and Dial in information are provided below.

Requested By:
DTMB Executive Staff

Location:
Ottawa Building
Upper Level – Conference Room 4
611 W. Ottawa Street
Lansing, MI 48933

Call-in: 866-390-1828
Access code: 1842654

Security:
Please have your State Employee ID showing at all times.

Parking:
Metered parking is available along Ottawa and Pine street.

Briefing:
In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to produce, by a certain date, any documents containing certain search terms. In this meeting we will review instructions for the process of identifying, compiling, scanning, and copying the necessary information.

SOM Meeting Contact:

Janelle Longanbach
Longanbachj@michigan.gov
Office: 517-373-4210

Participants:

David Behen
Chanda Donnan
Caleb Buhs
Rodney Davenport
Ashley Gelisse
Michael Gilliland
Natalie Spaniolo
Lacy Wilke
Marsha Stansfield
Denice Ballard
Trisha Hampton
Greg DeCamp
Jennifer Gibson
Dane Hengesbach
Jean Ingersoll
Phillip Jeffery
Brandon Philip
Christian Kopacsi
Jeanette Doll
Ryan McKee
Jeff Pratt
Kathy Knapp
Craig Bidelman
Terry Bussema
Rick Rokely
Niki Tefft
Nicolle Schlegel
Alexandrea Parker
Elizabeth Keilen
Vicki McPherson
Chris Christensen
Michelle Lawson
Tom Nevai
Carter Evans
James Fick
Robert McKee
Blane Perry
Eric Riddering
Anthony Rodgers
Larry Trial
Kyleigh Thompson
Tom Glomski
Seth Seger
Tim Lee
Tyler Sikkema
Kelly Manning

James McFarlane
Tiziana Galeazzi
Rajiv Das
Linda Pung
James Hogan
Laurie Westfall
Jason Palmer
Brom Stibitz
Pam Trakul
Eric Swanson
Laura Blastic
Kristen Furseth
Laura Brancheau
Yvonne Sebok
Richard Stankiewicz
Jason Vera
Jeremy Jehnsen
Ken Jodway
Jeremy Newman
Anup Vijay
Paul Harmon
Everett Root
Suzanne Pauley
John Thompson
Anne Nolan
Rick Peterson
Michelle Stiffler
Sunit Patke
James Foley
John Estill
Joe Seckelman
Ellen Martin
Brian Aprill
Josh Ross
Joel Locke
Steven Cross
John Clark
Tony Olkowski
Scott Noldy
John Baer
Holly Dickinson
Corey Post
David Cantin
Jeremy Brun
Lisa Hartsuff
Joni Kosloski
Gerald Jordon
Matthew Sweeney
Michael Turnquist
Dan Morgan
Kerri Droste
Keith Paasch

Larry Scates
Mike Noonan
Brian Walts
Ric Martin
Robert Burns
William Doxie
Jim Clark
Maureen Bailey
Troy Bos
Jamie Phillippo
Troy Spitzley
Marchan Darby
Keith Hawes
Seth Wright
Carrie Rambo
Shelly Millimaki
Chris Nelson
Chris Murphy
Stephanie Clark
Roy Cischke
David Hofmeister
Vince Reynolds
Joyce Van Coevering
Beth Ragla
Gary Shaw
Mike Wonn
Kristi Thompson
Thomas Goodine
Mike Armstrong
Jim Doyle
Kristen Hampton
Mark Miller
Tom Cooley
Rex Waltersdorf
Jerry Monroe
Kristin Bergan
William Banks
Mike Dyson
Dan Stiles
Dan Chipman
Steve Hodgman
Todd Martin
Jessie Weston
Scott Fitton
Brice Sample
Kerrie Vanden Bosch
Jeff Wellman
Jeff Brownlee
Sharon Maynard
Heather Calahan
Rebecca Cook
Genevieve Hayes

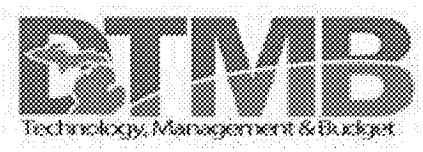
Jennifer Riehle
Tom Falik
Bill Pemble
Melissa Sambiagio
Sue Cieciwa
Lymon Hunter
Yvon Dufour
Will Camp
David Hatch
Shelby Troub
Stephanie Epps

From: Taylor, Beverly (DTMB)
Sent: Thursday, February 18, 2016 10:40 AM
To: Ingersoll, Jean (DTMB)
Subject: RE: Flint FOIA - DTMB Systems

Hi Jean:

Jason Palmer has asked me to coordinate this effort for our bureau.

Beverly Taylor
Executive Secretary
Bureau of Labor Market Information and Strategic Initiatives
Dept. of Technology, Management and Budget
Cadillac Place
3032 W. Grand Boulevard, Suite 9-150
Detroit, MI 48202
313-456-3108



From: Ingersoll, Jean (DTMB)
Sent: Wednesday, February 17, 2016 6:25 AM
To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gilliland, Michael (DTMB) <gilliandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>
Cc: Behen, David (DTMB) <Behend@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>
Subject: Flint FOIA - DTMB Systems

SMT Members:
In response to the Flint FOIA Project we have compiled a list of DTMB-owned systems that may need to be searched depending on *whether or not the systems listed would reasonably contain any of the search terms* sent on Friday (see search terms below). We are not asking you to perform any searches at this time, additional instructions are forthcoming.

What I need from you is to:

1) review the list and tell me whether the systems listed may contain the search terms (center column);
2) notify me if there are DTMB systems that are not listed that may contain the search terms;
3) tell me who is the individual responsible for performing the search in the system on behalf of the custodians (right column);

This information is due back to me close of business (5:00pm) today, Wednesday.

Electronic/DTMB Systems	E-Mich	Pauley (Swanson) (Already public facing?)
	Buy4Mich	Maynard (Brownlee/Wellman)
	MAIN	Dave Gabler (Brownlee/Wellman)
	MPSCS	Brad Stoddard (Swanson)
	Anything Related to Cyber?	Christian Kopacsi
	FileNet	Demello (Swanson)
	Time and Expense	Laurie Westfall/Dave Gabler (McFarlane)
	DCDS	Laurie Westfall/Dave Gabler (McFarlane)
	X3	Turnquist (Stibitz)
	HPTrim	Kristi Thompson (Joyce Vancovering)

Search Terms:
Legionnaire
Legionella
"boil water order" & "Flint" (anywhere in document)
"coli" & Flint (anywhere in document)
"bacteria" & "Flint" (anywhere in document)
"microb" & "Flint" (anywhere in document)
"TTHM" & "Flint" (anywhere in document)
"Lead" & "Flint" (anywhere in document)
"emergency" & "Flint" (anywhere in document)
Karegnondi
"Genesee County Health Department"
"Flint" (within sentence) "utilities"
"Lead and Copper Rule"
"Detroit Water and Sewerage Department" & "Flint" (anywhere in document)
"DWSD" & "Flint" (anywhere in document)
"Flint River"
"Pb" & "water" (anywhere in document)
"KWA"

Thank you all. Jean

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.

PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

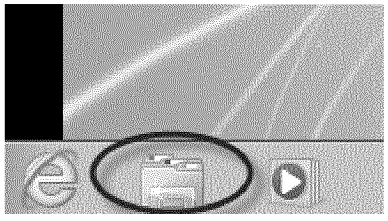
BTMB

HELP. CONNECT. SOLVE.

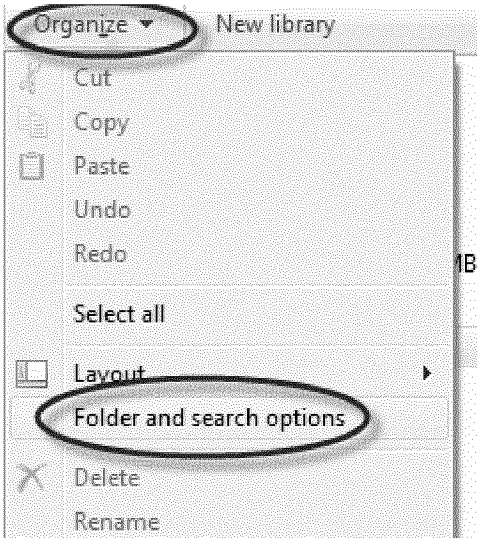
Searching for Files in Windows 7

When you are looking for files that contain certain words either in the filename or in the file text, the Windows search feature will help you do that.

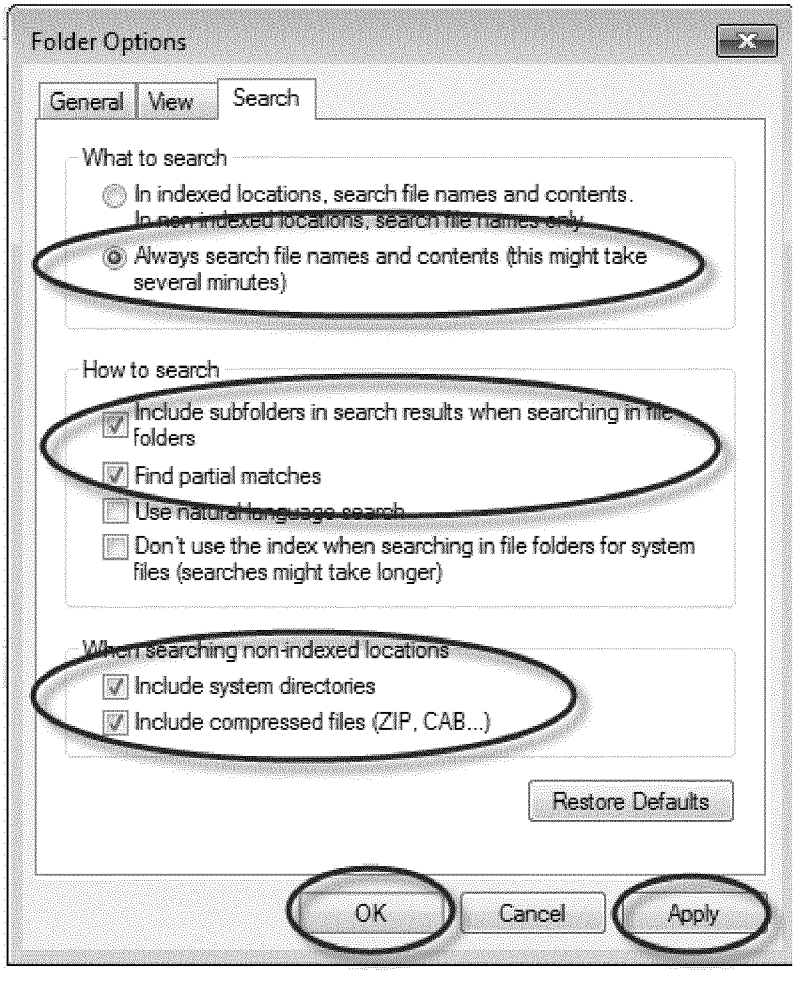
1. First, open Windows Explorer by clicking the **folder** icon on your taskbar.



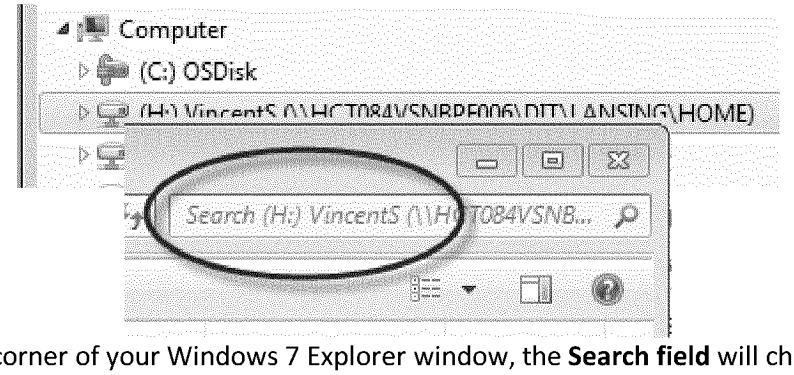
2. Click the **Organize** button, then click **Folder and search options**.



3. On the window that opens, select the **Search** tab. Compare your window to the picture below, and make your settings match.
   When your settings match, click the **Apply** button, then click the **OK** button.
   (You only have to do this part **once**. Windows 7 will remember it for your next search.)



4. Select (click) the **drive** or **folder** you want to search. In this example, we are searching the H: drive. By selecting a drive or a folder, all folders inside that drive or folder will be searched as well.

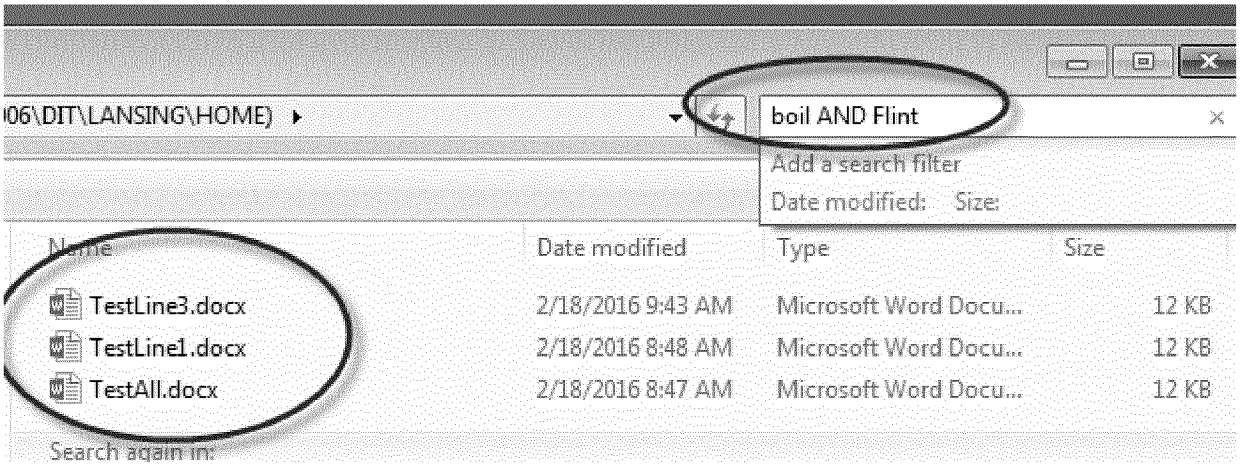


5. In the upper right corner of your Windows 7 Explorer window, the **Search field** will change to show the **selected drive**.

6. If you are searching for two specific words, and only want files that have **both** words, such as boil AND Flint, that's exactly what you enter in the Search field: boil AND Flint.
(The capital letters on the AND are required.)

   In the example below, we copied these words from this document, pasted them into the Search field, and Windows Search found the files that contain both words.

   boil AND Flint

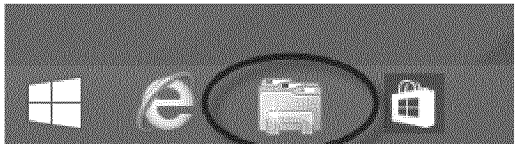


7. It is a little more complicated when you want several words in a specific order, so here are some search phrases you can copy and use. Be aware that Windows 7 Search **is** case sensitive. It will only find matches for the case you enter.

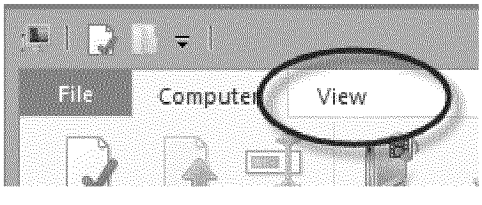
emergency AND Flint	DWSD AND Flint
Legionnaire	Karegnondi
Legionella	"Genesee County Health Department"
"boil water order" AND Flint	Flint AND utilities
coli AND Flint	"Lead and Copper Rule"
bacteria AND Flint	"Detroit Water and Sewerage Department" AND Flint
microb AND Flint	"Flint River"
TTHM AND Flint	Pb AND water
Lead AND Flint	KWA

Searching for Files in Windows 8

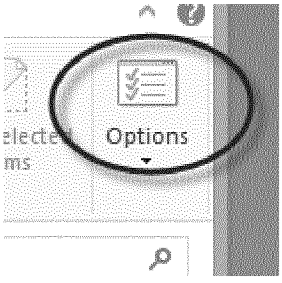
1. Open Windows Explorer



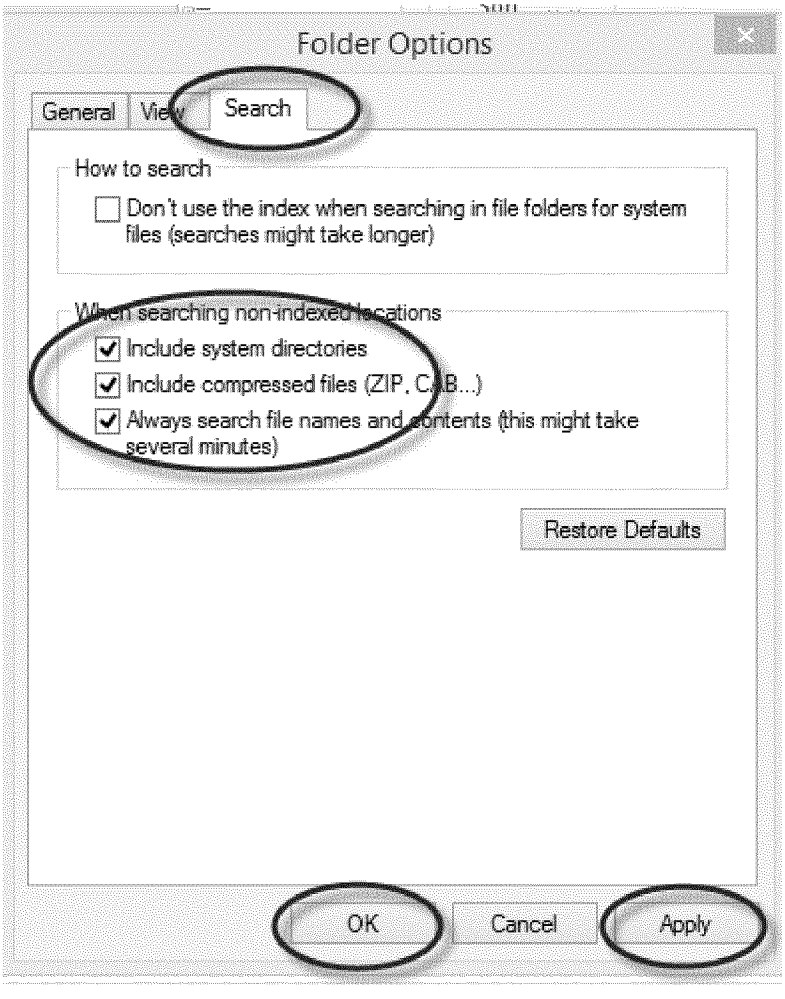
2. Click **View** tab.



3. Click **Options** button.
   A menu will open. Find the choice that says **Change folder and search options**, and click on it.

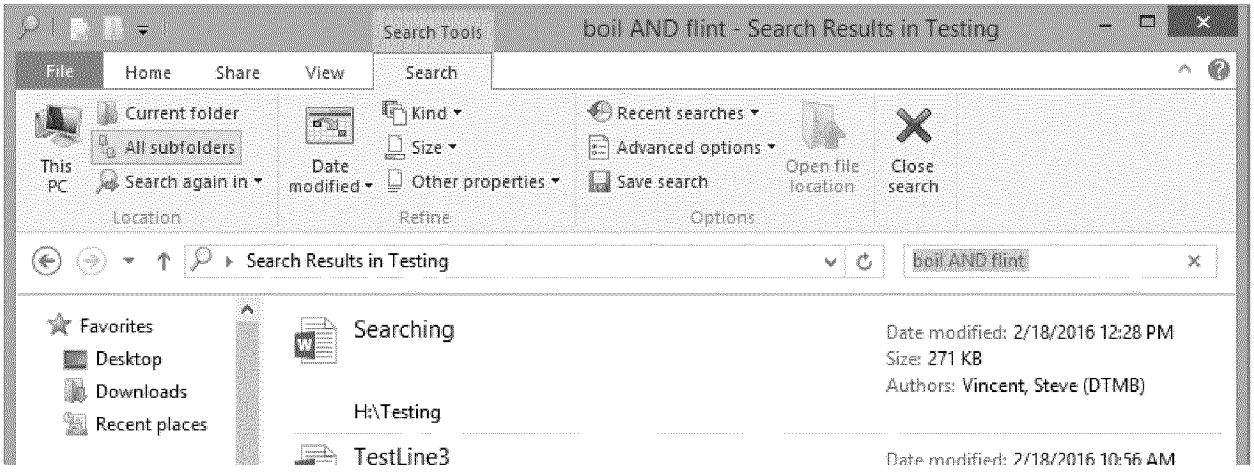


4. The **Folder options** window opens. Click the **Search** tab.
5. Check **all three boxes** under **When searching non-indexed locations**. (Make your screen match the picture shown below.



6. Click **Apply**.
7. Click **OK.**
8. **Double-click** the drive you want to search. That drive will open.

9. Click in the Search box and add your text. If you are searching for two specific words, and only want files that have **both** words, such as boil AND Flint, that's exactly what you enter in the Search field: boil AND Flint. (The capital letters on the AND are required.)
   In the example below, we copied these words from this document, pasted them into the Search field, and Windows Search found the files that contain both words.

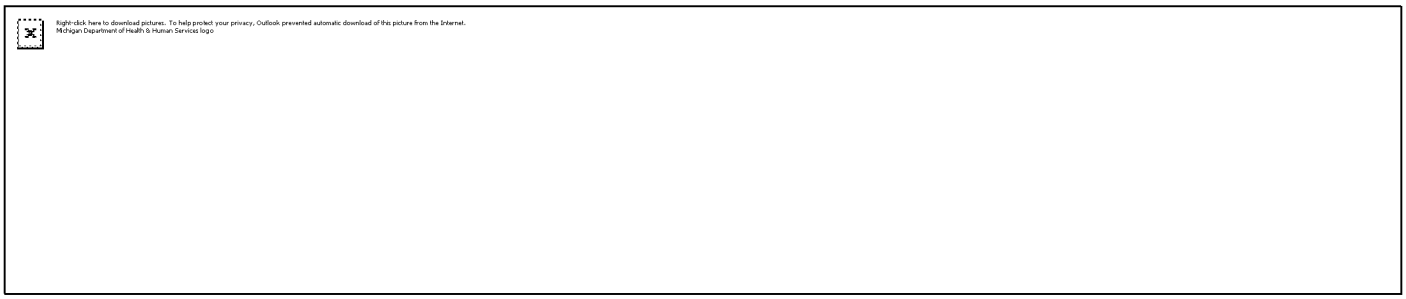


10. It is a little more complicated when you want several words in a specific order, so here are some search phrases you can copy and use. Be aware that Windows 8.1 Search is **not** case sensitive.

emergency AND Flint	DWSD AND Flint
Legionnaire	Karegnondi
Legionella	"Genesee County Health Department"
"boil water order" AND Flint	Flint AND utilities
coli AND Flint	"Lead and Copper Rule"
bacteria AND Flint	"Detroit Water and Sewerage Department" AND Flint
microb AND Flint	"Flint River"
TTHM AND Flint	Pb AND water
Lead AND Flint	KWA

11.

From: Michigan Department of Health and Human Services <MDHHS@govsubscriptions.michigan.gov>
Sent: Thursday, December 03, 2015 2:32 PM
To: Ingersoll, Jean (DHHS)
Subject: FOR IMMEDIATE RELEASE: MDHHS releases latest data outlining blood lead levels in Flint; Follow-up care, case management resources continue for families



Press Release

FOR IMMEDIATE RELEASE: December 3, 2015

CONTACT: Jennifer Eisner, (517) 241-2112

MDHHS releases latest data outlining blood lead levels in Flint

Follow-up care, case management resources continue for families

LANSING, Mich. – Preliminary data indicates that 30 of 1,361 adults and children tested in Flint since October 1 had elevated blood lead levels, according to a report issued today by the Michigan Department of Health and Human Services.

This marks the first summary report on lead testing called for in the state's action plan related to health concerns about Flint's water infrastructure.

"Our goal is to help families reduce their exposure to lead sources," said Dr. Eden Wells, MDHHS chief medical executive. "We have made progress in testing and identifying those with elevated blood lead levels, and the department will continue to work closely with the Genesee County Health Department to reach these families. We will remain diligent in our ongoing outreach and education efforts."

Information comes from tests administered citywide to 1,361 children and adults since October 1. Tests showed that 21 of 969 children age 17 or younger and 9 of 392 adults over the age 18 were identified with elevated blood lead levels.

The report covers test results reported to MDHHS since the state action plan was put in place Oct. 2. It includes the number of tests and number of elevated blood lead levels greater than 5 micrograms per deciliter, and captures both capillary and venous blood tests that have been

reported to MDHHS since the beginning of October. People who have had multiple tests are counted only once. Five micrograms per deciliter is the level that the Centers for Disease Control and Prevention considers elevated and triggers health care professional follow up with families.

The full report is posted online at www.michigan.gov/flintwater and will be updated as more data becomes available.

When reviewing historical trend data, the risk of lead exposure is highest during the third quarter of each year – July through September. Seasonal variation is the result of a number of factors including increased exposure to lead in dust and soil in the summer months.

In the third quarter of 2010, 8.3 percent of Flint children 6 and under showed elevated blood lead levels. The figure gradually decreased to 4.1 percent in the third quarter of 2013. During the same months in 2014, the figure increased to 7.5 percent and decreased to 6.4 percent in the third quarter of 2015.

Last month, MDHHS collaborated with the county health department and local partners to distribute educational resources and informational letters to Flint parents regarding lead testing. The state is providing funding for GCHD nurses to work with families when an elevated blood lead level has been detected. During these follow-up visits, nurses coordinate with environmental health investigators to meet with families in their homes to identify lead exposures, address questions and provide water filters. People can be exposed to lead from paint, soil, plumbing and other sources.

MDHHS continues to provide free water filters and replacement cartridges to Flint residents at four locations, including the MDHHS Flint offices and the Genesee County Community Action Resource Department. For a full list of locations and hours of distribution, visit www.michigan.gov/flintwater.

To help residents properly install water filters, and to demonstrate how to replace the original when it expires, MDHHS has created an instructional video on its YouTube channel. For updates, visit www.michigan.gov/flintwater.

###

- Flint Blood Lead Level Summary Report December.pdf
- Flint EBL Data Press Release.pdf

Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.
DHHS Foster

Become a foster parent through Michigan Department of Health & Human Services foster care program.

Questions? Contact Us

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This email was sent to ingersollj@michigan.gov using GovDelivery, on behalf of: Michigan Dept of Health & Human Services · 235 S. Grand Ave W. · Lansing, MI 48909 · 1-855-275-6424

From: Rosales, Heather (DHHS)
Sent: Friday, December 11, 2015 10:01 AM
To: Ingersoll, Jean (DHHS);'Prisichenko Gmail (prisichenko@gmail.com)';Bailey, Alexis (DHHS)
Subject: Lead water - Flint

Eisenhower, Brownell Holmes STEM and Freeman were the 3 schools identified to have higher than normal lead levels in their pipes/drinking water. Ugh

http://www.mlive.com/news/flint/index.ssf/2015/12/state_report_identifies_more_l.html#incart_river_index

Thank you,

Heather Rosales, LLMSW
Pathways to Potential Data Specialist
Department of Health & Human Services
235 S. Grand Ave.
Lansing MI 48909
(517)241-1761
(517)241-8613 (fax)
Office hours: M, Tu, Th, F 7:00 A.M. - 5:30 P.M.

MDHHS | PATHWAYS to POTENTIAL
Michigan Department of Health & Human Services

SharePoint: http://inside.michigan.gov/dhs/Tools/Collaboration/COTS/PTP/default.aspx

From: State of Michigan <MISOM@govsubscriptions.michigan.gov>
Sent: Thursday, January 14, 2016 5:25 PM
To: Ingersoll, Jean (DHHS)
Subject: Volunteer Opportunity in Flint

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, https://www.surveymonkey.com/r/28NVJBL

To volunteer on Sunday, January 17, https://www.surveymonkey.com/r/26NMJKK

To volunteer on Monday, January 18, https://www.surveymonkey.com/r/26P7P5G

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

For more information on the state's response efforts, visit www.michigan.gov/flintwater.

This e-mail was sent to ingersollj@michigan.gov using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

From: Wheaton, Bob (DHHS)
Sent: Friday, January 15, 2016 3:43 PM
To: VanHoeven, Abbey (DHHS)
Cc: Geisen, James (DHHS);Hudson, Kelly (DHHS);Ingersoll, Jean (DHHS);Rosales, Heather (DHHS)
Subject: RE: Sibley school aiding Eisenhower Elementary in Flint with water

Abbey,

Can we talk about this on Tuesday? I think it will likely be fine for you to talk to the School News Network -- maybe on Wednesday?

In the meantime, I can put together some talking points for you to use, and if you could put together some bullet points on what you would like to tell the reporter we can merge them into one set of approved talking points. I'm looping in Jean Ingersoll and Heather Rosales since this is related to Pathways to Potential.

Have you also been in touch with Richard Thelen, the State Emergency Operations Center coordinator for our department. These types of efforts are supposed to go through the SEOC. I'll give Richard a heads-up on this.

Thanks,

Bob Wheaton
Communications manager, public information officer
Michigan Department of Health and Human Services
(517) 281-1701

From: VanHoeven, Abbey (DHHS)
Sent: Friday, January 15, 2016 10:59 AM
To: Wheaton, Bob (DHHS)
Cc: Geisen, James (DHHS); Hudson, Kelly (DHHS)
Subject: Sibley school aiding Eisenhower Elementary in Flint with water

Hi Bob,

The School News Network has contacted me, not even 24 hours after we started organizing an effort to collect water to send to Flint school, for an interview about what we are doing. Charlie Honey is the reporter who contacted me this morning and he would like to run something as soon as possible to get the word out in the community about helping and where to donate etc. Our mission is to help a fellow community school from Pathways to Potential in this time of need. They indicated they are going through roughly 2500 bottles of water a week at this school and the need is overwhelming. We have asked our staff, parents/families, and community partners to join us in collecting water through January 29th. Spartan-Nash is a long-time partner of ours and have graciously offered to match our water donations with a delivery of water from a store in Fenton, MI. We are working on other potential matches or any help we can get. We hope to show our people that helping a little, even when you live in poverty, is possible and when done all together, we can do a great deal of good for someone in need. I would love the opportunity to comment on the partnership with this P2P school and how are great school is rallying to support another. I understand the sensitivity of

the subject of the water and would never comment on the political situation going on. This is strictly about helping people in our State gain access to safe water.

Can you please let me know if I'm able to comment and explain or efforts to Mr. Honey?

Thank you,

Abbey VanHoeven
Sibley Elementary School
DHHS Success Coach
Kent County
vanhoevena@michigan.gov
1.616.819.6669 ph
1(517)346.9888

From: Wheaton, Bob (DHHS)
Sent: Tuesday, January 19, 2016 4:06 PM
To: VanHoeven, Abbey (DHHS)
Cc: Ingersoll, Jean (DHHS);Hudson, Kelly (DHHS);Geisen, James (DHHS);Thelen, Richard (DHHS)
Subject: RE: Sibley school aiding Eisenhower Elementary in Flint with water

Hi Abbey,

I've been advised that this project needs to be approved by the State Emergency Operations Center for you to be approved to participate in the interview. Given the short timeframe, I'm not sure that's going to be possible.

Again, this is the email:
MSP-seocisc@michigan.gov

I'm CC'ing Richard Thelen, who is the MDHHS rep on the SEOC.

For now can you plan on not participating in the interview tomorrow? I will let you know if something changes. I apologize. We're really working hard to have a coordinated message on the state's efforts in Flint, so that's the reasons for the additional layers of approval being necessary. Please forward me any response from the SEOC, and then we can go from there.

Thanks for the great work you're doing to help people in Flint and teach valuable life lessons to students.

Bob Wheaton
Manager of Communications, Public Information Officer
Michigan Department of Health and Human Services
Phone: (517) 373-4287
Cell: (517) 281-1701
wheatonb@michigan.gov

From: VanHoeven, Abbey (DHHS)
Sent: Tuesday, January 19, 2016 11:00 AM
To: Wheaton, Bob (DHHS)
Subject: Re: Sibley school aiding Eisenhower Elementary in Flint with water

If they want to donate via Sibley they can drop off donations M-F 830-330 through the 29th of January.

Sent from my iPhone

On Jan 19, 2016, at 10:57 AM, Wheaton, Bob (DHHS) <WheatonB@michigan.gov> wrote:

> One quick question.

If someone wants to donate to Flint through Sibley, what do they need to do? We've been asking people interested in helping Flint to call 2-1-1, so we'll need to figure out how to get across this message.

From: VanHoeven, Abbey (DHHS)
Sent: Tuesday, January 19, 2016 10:45 AM
To: Wheaton, Bob (DHHS)
Subject: Re: Sibley school aiding Eisenhower Elementary in Flint with water

Thank you very much Bob!

Sent from my iPhone

On Jan 19, 2016, at 10:42 AM, Wheaton, Bob (DHHS) <WheatonB@michigan.gov> wrote:

> Hi Abbey,
>
> I need to get approval from the Flint water Joint Information Center for you to be interviewed. I've already asked them to approve some talking points I drafted for you, so I will check again.
>
> Thanks,
> Bob
>
> ---
>
> **From:** VanHoeven, Abbey (DHHS)
> **Sent:** Tuesday, January 19, 2016 10:41 AM
> **To:** Wheaton, Bob (DHHS)
> **Subject:** Re: Sibley school aiding Eisenhower Elementary in Flint with water
>
> Hello again,
>
> Our school notified me the reporter is coming tomorrow at 9am and wants to interview me along with our KSSN CSC worker and 3-4 students about the water donations. Can you please let me know today if I'm okay to talk with him?
>
> Thank you, Abbey
>
> Sent from my iPhone
>
> On Jan 16, 2016, at 10:55 AM, Wheaton, Bob (DHHS) <WheatonB@michigan.gov> wrote:
>
> > Richard Thelen, our department's SEOC coordinator, asked me to forward this to you:
> >
> > If any state agencies want to give donations, have them email logistics MSP-seocigc@michigan.gov so we can track the requests.
> >
> > Bob Wheaton
> > Communications manager, public information officer
> > Michigan Department of Health and Human Services
> > (517) 281-1701

From: Wheaton, Bob (DHHS)
Sent: Friday, January 15, 2016 3:42 PM
To: VanHoeven, Abbey (DHHS)
Cc: Geisen, James (DHHS); Hudson, Kelly (DHHS); Ingersoll, Jean (DHHS); Rosales, Heather (DHHS)
Subject: RE: Sibley school aiding Eisenhower Elementary in Flint with water

Abbey,

Can we talk about this on Tuesday? I think it will likely be fine for you to talk to the School News Network – maybe on Wednesday?

In the meantime, I can put together some talking points for you to use, and if you could put together some bullet points on what you would like to tell the reporter we can merge them into one set of approved talking points. I'm looping in Jean Ingersoll and Heather Rosales since this is related to Pathways to Potential.

Have you also been in touch with Richard Thelen, the State Emergency Operations Center coordinator for our department. These types of efforts are supposed to go through the SEOC. I'll give Richard a heads-up on this.

Thanks,

Bob Wheaton
Communications manager, public information officer
Michigan Department of Health and Human Services
(517) 281-1701

From: VanHoeven, Abbey (DHHS)
Sent: Friday, January 15, 2016 10:59 AM
To: Wheaton, Bob (DHHS)
Cc: Geisen, James (DHHS); Hudson, Kelly (DHHS)
Subject: Sibley school aiding Eisenhower Elementary in Flint with water

Hi Bob,

The School News Network has contacted me, not even 24 hours after we started organizing an effort to collect water to send to Flint school, for an interview about what we are doing. Charlie Honey is the reporter who contacted me this morning and he would like to run something as soon as possible to get the word out in the community about helping and where to donate etc. Our mission is to help a fellow community school from Pathways to Potential in this time of need. They indicated

they are going through roughly 2500 bottles of water a week at this school and the need is overwhelming. We have asked our staff, parents/families, and community partners to join us in collecting water through January 29th. Spartan-Nash is a long-time partner of ours and have graciously offered to match our water donations with a delivery of water from a store in Fenton, MI. We are working on other potential matches or any help we can get. We hope to show our people that helping a little, even when you live in poverty, is possible and when done all together, we can do a great deal of good for someone in need. I would love the opportunity to comment on the partnership with this P2P school and how are great school is rallying to support another. I understand the sensitivity of the subject of the water and would never comment on the political situation going on. This is strictly about helping people in our State gain access to safe water.

Can you please let me know if I'm able to comment and explain or efforts to Mr. Honey?

Thank you,

Abbey VanHoeven
Sibley Elementary School
DHHS Success Coach
Kent County
vanhoevena@michigan.gov
1.616.819.6669 ph
1(517)346.9888

From: Rosales, Heather (DHHS)
Sent: Friday, January 22, 2016 9:31 AM
To: Ingersoll, Jean (DHHS)
Cc: Mullen, Renonda (DHHS)
Subject: RE: Pathways in Flint

I didn't see anything in the minutes Re: Sandi's success stories. Here is what I have so far: I still need to do the spreadsheet….

1. Schools – 7 schools
    a. All have addresses in Flint across 4 different zip codes
2. Students served at school
    a. 3457
3. Percentage of students with 'chronic' absenteeism:
    a. 45.03%
4. Percentage decrease from last year:
    a. Nearly 10%
5. Community partner information:
    a. At Doyle/Ryder, Potter and Brownell Holmes STEM they have partnered with the CRIM foundation.
        i. Provide community school coordinators to get community involved with the school.
        ii. Provide the students with 'brain breaks' throughout the day
            1. Give students mental health breaks
            2. Examples: yoga in the morning, stretching, jumping jacks
        iii. Partner with the community to get them involved in the education of the youth
    b. Success coaches are directing community members to their local site to get water filters, water, etc.
        i. Collected so much with community outreach they gave to homeless and senior citizens
    c. Director Sandi Mose, success coaches Susan Holvey, Heather Grace, Susan Hoppe and Chris Zofchak all delivered water, water filters and brochures to community members.

All information based on data from 12/31/15 unless otherwise indicated.

Heather Rosales, LLMSW
Pathways to Potential Data Specialist
Department of Health & Human Services
235 S. Grand Ave.
Lansing MI 48909
(517)241-1761
(517)241-8613 (fax)
Office hours: M, Tu, Th, F 7:00 A.M. - 5:30 P.M.

SharePoint: http://inside.michigan.gov/dhs/Tools/Collaboration/COTS/PTP/default.aspx

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From: Ingersoll, Jean (DHHS)
Sent: Thursday, January 21, 2016 2:06 PM
To: Rosales, Heather (DHHS) <RosalesH@michigan.gov>
Subject: RE: Pathways in Flint

This is a good start. Do you have any success stories or partnerships that you can think of? Can you pull up resources and barriers in the client log for Genesee?

Jean Ingersoll, JD
Michigan Department of Health and Human Services
235 S. Grand Ave.
Lansing, MI 48909
517-241-3977 (office)
517-896-5724 (cell)

From: Rosales, Heather (DHHS)
Sent: Thursday, January 21, 2016 1:49 PM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Subject: RE: Pathways in Flint

See information below. Let me know what else you/they need.

Heather Rosales, LLMSW
Pathways to Potential Data Specialist
Department of Health & Human Services
235 S. Grand Ave.
Lansing MI 48909
(517)241-1761
(517)241-8613 (fax)
Office hours: M, Tu, Th, F 7:00 A.M. - 5:30 P.M.

SharePoint: http://inside.michigan.gov/dhs/Tools/Collaboration/COTS/PTP/default.aspx

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From: Ingersoll, Jean (DHHS)
Sent: Thursday, January 21, 2016 1:18 PM
To: Rosales, Heather (DHHS) <RosalesH@michigan.gov>
Subject: FW: Pathways in Flint

Let's talk about this soon…

Jean Ingersoll, JD
Michigan Department of Health and Human Services
235 S. Grand Ave.
Lansing, MI 48909
517-241-3977 (office)
517-896-5724 (cell)

From: Ingersoll, Jean (DHHS)
Sent: Thursday, January 21, 2016 1:17 PM
To: Sawher, Tyler (GOV) <SawherT@michigan.gov>
Cc: Hertel, Elizabeth (DHHS) <HertelE@michigan.gov>
Subject: RE: Pathways in Flint

I can round up some good information for you. Can I get it to you by tomorrow afternoon? My Specialist had to take her daughter to the doctor this afternoon and we are currently training our new analyst. Jean

Jean Ingersoll, JD
Michigan Department of Health and Human Services
235 S. Grand Ave.
Lansing, MI 48909
517-241-3977 (office)
517-896-5724 (cell)

From: Sawher, Tyler (GOV)
Sent: Thursday, January 21, 2016 1:14 PM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Cc: Hertel, Elizabeth (DHHS) <HertelE@michigan.gov>
Subject: RE: Pathways in Flint

Any data points you might have. Let's start with the basics: how many schools 7, all have addresses in Flint across 4 different zip codes. All are in the "School District of the City of Flint" for their ISD., how many kids 3457, etc. If you have attendance data % of students with 10 or more absences (as of 12/31/2015): 45.03 that would be interesting. Would that be something we could use publicly?

From: Ingersoll, Jean (DHHS)
Sent: Thursday, January 21, 2016 1:13 PM
To: Sawher, Tyler (GOV) <SawherT@michigan.gov>
Cc: Hertel, Elizabeth (DHHS) <HertelE@michigan.gov>
Subject: RE: Pathways in Flint

Hi Tyler:
I do have attendance data and can work to get you other data. Can you give me more information on what you may be looking for? Jean

Jean Ingersoll, JD
Michigan Department of Health and Human Services
235 S. Grand Ave.
Lansing, MI 48909
517-241-3977 (office)
517-896-5724 (cell)

From: Sawher, Tyler (GOV)
Sent: Thursday, January 21, 2016 12:48 PM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Subject: Pathways in Flint

Hey Jean!

Do you have any data regarding Pathways to Potential in Flint?

Tyler Sawher
Senior Strategy Advisor
Governor Rick Snyder
517-241-5424
SawherT@michigan.gov

From: Sawher, Tyler (GOV)
Sent: Friday, January 22, 2016 10:39 AM
To: Ingersoll, Jean (DHHS)
Cc: Hertel, Elizabeth (DHHS);Zaniewski, Jamie (GOV)
Subject: RE: Pathways in Flint

Jean,

Grats on your new position! Let me know if you ever need anything form the Executive Office.

And thanks for the data, this is exactly what we needed.

-Tyler

From: Ingersoll, Jean (DHHS)
Sent: Friday, January 22, 2016 10:03 AM
To: Sawher, Tyler (GOV) <SawherT@michigan.gov>
Cc: Hertel, Elizabeth (DHHS) <HertelE@michigan.gov>; Zaniewski, Jamie (GOV) <ZaniewskiJ@michigan.gov>
Subject: RE: Pathways in Flint

We were able to speak to one mentor (manager) this morning. If you would like more information, I would be happy to call the Genesee county director. Below is some basic information about what's happening at the Flint Pathways schools:

1. 7 schools
    a. All have addresses in Flint across 4 different zip codes
2. Number of students served at the schools:
    a. 3457
3. Percentage of students with "chronic" absenteeism (10 or more absences):
    a. 45.03%
4. Percentage **decrease** of chronic absenteeism from last year:
    a. Nearly 10%
5. Community partner information:
    a. At Doyle/Ryder, Potter and Brownell Holmes STEM they partnered with the CRIM foundation to:
        i. Provide community school coordinators to get community involved with the school
        ii. Provide the students with 'brain breaks' throughout the day
            1. Give students mental health breaks
            2. Examples: yoga in the morning, stretching, jumping jacks
        iii. Work with the community to get them involved in the education of the youth
    b. Success coaches are directing community members to their local site to get water filters, water, etc.
        i. Collected so much water in conjunction with community outreach that they gave it to the homeless and senior citizens
    c. Director Sandi Mose, success coaches Susan Holvey, Heather Grace, Susan Hoppe and Chris Zofchak all delivered water, water filters and brochures to community members

I can provide you with a list of barriers addressed and resources provided but it's an extremely lengthy list and it may be somewhat confusing without an explanation.

Jean Ingersoll, JD
Michigan Department of Health and Human Services
235 S. Grand Ave.
Lansing, MI 48909
517-241-3977 (office)
517-896-5724 (cell)

From: Sawher, Tyler (GOV)
Sent: Thursday, January 21, 2016 4:10 PM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Cc: Hertel, Elizabeth (DHHS) <HertelE@michigan.gov>; Zaniewski, Jamie (GOV) <ZaniewskiJ@michigan.gov>
Subject: RE: Pathways in Flint

Jean I also want you to meet Jamie Zaniewski. Jamie started doing health and insurance for our office about a week ago. I want to make sure she gets connected with the Grand Poobah of Pathways ☺ I've told her to go through you for all thing Pathways related.

From: Ingersoll, Jean (DHHS)
Sent: Thursday, January 21, 2016 1:17 PM
To: Sawher, Tyler (GOV) <SawherT@michigan.gov>
Cc: Hertel, Elizabeth (DHHS) <HertelE@michigan.gov>
Subject: RE: Pathways in Flint

I can round up some good information for you. Can I get it to you by tomorrow afternoon? My Specialist had to take her daughter to the doctor this afternoon and we are currently training our new analyst. Jean

Jean Ingersoll, JD
Michigan Department of Health and Human Services
235 S. Grand Ave.
Lansing, MI 48909
517-241-3977 (office)
517-896-5724 (cell)

From: Sawher, Tyler (GOV)
Sent: Thursday, January 21, 2016 1:14 PM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Cc: Hertel, Elizabeth (DHHS) <HertelE@michigan.gov>
Subject: RE: Pathways in Flint

Any data points you might have. Let's start with the basics: how many schools, how many kids, etc. If you have attendance data that would be interesting. Would that be something we could use publicly?

From: Ingersoll, Jean (DHHS)
Sent: Thursday, January 21, 2016 1:13 PM
To: Sawher, Tyler (GOV) <SawherT@michigan.gov>
Cc: Hertel, Elizabeth (DHHS) <HertelE@michigan.gov>
Subject: RE: Pathways in Flint

Hi Tyler:
I do have attendance data and can work to get you other data. Can you give me more information on what you may be looking for? Jean

Jean Ingersoll, JD
Michigan Department of Health and Human Services
235 S. Grand Ave.
Lansing, MI 48909
517-241-3977 (office)
517-896-5724 (cell)

From: Sawher, Tyler (GOV)
Sent: Thursday, January 21, 2016 12:48 PM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Subject: Pathways in Flint

Hey Jean!

Do you have any data regarding Pathways to Potential in Flint?

Tyler Sawher
Senior Strategy Advisor
Governor Rick Snyder
517-241-5424
SawherT@michigan.gov

From: Davis, Scott (DHHS)
Sent: Friday, January 22, 2016 2:30 PM
To: VanHoeven, Abbey (DHHS)
Cc: Ingersoll, Jean (DHHS)
Subject: Pathways school water donations
Attachments: MDHHS pathways school talking points on Flint donations.docx

Hi Abbey:

For Monday, I'm doing a write-up of some of the things MDHHS is doing to help Flint's water situation, and I'm including your efforts at Sibley. It's a great thing you're doing. In the attached talking points, I only saw one way for people to donate water -- by calling 211. Is there any more direct way that people can donate water to this effort?

Scott Davis
Communications

From: Wheaton, Bob (DHHS)
Sent: Wednesday, January 20, 2016 1:13 PM
To: Davis, Scott (DHHS) <DavisS8@michigan.gov>
Subject: FW: Talking Points for Approval-MDHHS Pathways to Potential School

See the attached for information about this one. If you use it, double-check Abbey's title. I believe she's a success coach, but I may be wrong.

From: Wheaton, Bob (DHHS)
Sent: Tuesday, January 19, 2016 11:03 AM
To: Eisner, Jennifer (DHHS)
Subject: RE: Talking Points for Approval-MDHHS Pathways to Potential School

Jen,

Attached are the talking points. The school has scheduled an interview with WOOD TV for 9 a.m. Wednesday and has asked Abbey, our Pathways success coach, to participate in the interview.

Can you advise so that I can give her a yes or no on whether she can be interviewed and provide her with talking points?

Thanks,
Bob

From: Eisner, Jennifer (DHHS)
Sent: Monday, January 18, 2016 2:07 PM
To: Wheaton, Bob (DHHS)
Subject: Re: Talking Points for Approval-MDHHS Pathways to Potential School

Hi Bob --

I haven't seen the talking points, but we definitely need to be aware of all interviews related to Flint.

Can you send me the talking points?

Thank you,
Jennifer

From: Wheaton, Bob (DHHS)
Sent: Monday, January 18, 2016 1:20 PM
To: Eisner, Jennifer (DHHS)
Subject: Fwd: Talking Points for Approval-MDHHS Pathways to Potential School

Jen,

Can you advise?

Thanks,
Bob

Sent from my iPhone

Begin forwarded message:

> **From:** JICManager <JICManager@michigan.gov>
> **Date:** January 18, 2016 at 1:00:50 PM EST
> **To:** "Wheaton, Bob (DHHS)" <WheatonB@michigan.gov>
> **Subject: RE: Talking Points for Approval-MDHHS Pathways to Potential School**
>
> Hi Bob,
>
> Please work with Jen Eisner and she can determine if it needs to go through the JIC/SEOC.
>
> -Sierra
>
> ---
> From: Wheaton, Bob (DHHS)
> Sent: Monday, January 18, 2016 12:09 PM
> To: JICManager
> Subject: Re: Talking Points for Approval-MDHHS Pathways to Potential School
>
> Nicole, Shanon,
>
> I'm following up on this because I haven't heard back. Does JIC, SEOC need to approve talking points for a media interview one of our staff members is doing regarding efforts to donate water to Flint?
>
> Thanks,

Bob

Sent from my iPhone

On Jan 16, 2016, at 1:44 PM, Wheaton, Bob (DHHS)
<WheatonB@michigan.gov<mailto:WheatonB@michigan.gov>> wrote:

Hi Nicole,

Can you or Shanon review these talking points and offer any edits, concerns, etc. by Tuesday Jan. 19? This is the effort by one of the MDHHS Pathways schools to collect water to donate to a Flint school that I have discussed previously with Nicole.

These are for one of our caseworkers who is a success coach at one of the MDHHS Pathways to Potential schools, Sibley Elementary School in Grand Rapids. They are collecting water for another Pathways school in Flint. The School News Network, a Grand Rapids area media outlet that reports on local schools, has asked to interview them for a story by Wednesday of next week.

Thanks,

Bob Wheaton
Communications manager, public information officer
Michigan Department of Health and Human Services
(517) 281-1701

<SecureZIP Attachments.zip>

Draft Talking Points, MDHHS Sibley Elementary School Pathways to Potential Program

For interview with School News Network, Grand Rapids-area media outlet that writes positive articles about local schools. Story is about Pathways to Potential/school efforts to provide water to a Pathways school in Flint.

Abbey VanHoeven, Pathways success coach at Sibley, will do the interview.

Flint water project

- Sibley School and Pathways to Potential have organized an effort to collect water to send to Flint to help a fellow Michigan Department of Health and Human Se
- We want to get the word out in the Kent County community about how they can help and where to donate. People who want to make donations to Sibley to deliver to Flint should do what? Or you can call 2-1-1 if you would like to donate water to Flint. Sibley and Pathways to Potential have asked our staff, parents/families, and community partners to join us in collecting water through January 29.
- Our mission is to help a fellow community school from Pathways to Potential in this time of need.
- At Eisenhower they have said they are going through roughly 2,500 bottles of water a week at this school.
- Spartan-Nash is a long-time partner of ours and has graciously offered to match our water donations with a delivery of water from a store in Fenton.
- We are working on other potential matches or any help we can get.
- We hope to show that when we work together, even if everyone just helps a little, we can do a great deal of good for people in need. This is a great teaching moment for our students.
- In response to any questions about the politics/controversy about the Flint water situation: This is strictly about helping people in Flint gain access to safe water. That's our focus.

Pathways to Potential

- Pathways to Potential is an innovative Michigan Department of Health and Human Services approach to providing human services:
    - In locations where the customer is already going – such as in schools, hospitals and at businesses.
    - That involves working one-on-one with families to identify and remove barriers and connect them to a network of services so that they can become self-sufficient and realize their dreams.
    - That involves engaging community partners and school personnel so that we can work together to help families find the pathway to success.
- Removing barriers to student attendance is one of the main goals of Pathways. Students who miss school too often end up dropping out without graduating. It's

extremely difficult for children who drop out to achieve self-sufficiency and success as adults and be able to achieve their dreams.

- Pathways to Potential is expanding into schools in at least 10 more counties during the current school year as a result of the success of Pathways schools elsewhere in Michigan.
- Even before the expansion, there were more than 200 existing Pathways schools in 22 Michigan counties.
- There are two major reasons for the expansion:
    - Pathways to Potential has been a great success since its creation in 2012.
        - For example, chronic absenteeism dropped 37 percent in Pathways schools during the 2014-15 school year from the previous year. Removing barriers to school attendance is one of the main goals of Pathways to Potential.
        - Pathways was a model for creation of the Michigan Department of Health and Human Services last year through merger of the former Departments of Health and Human Services. The new department allows for better, more coordinated, more person-focused services to address the unique needs of individuals and families.

From: Merricle, Jennifer (DTMB)
Sent: Thursday, February 18, 2016 11:06 AM
To: Ingersoll, Jean (DTMB)
Cc: Rosales, Manny (DTMB)
Subject: RE: Flint Water Search Terms
Attachments: Emailing: MDARD_244_EDiscoveryAuthorization

Thank you, Jean. That makes sense.

I attached a copy of the client's form for you to review. I have my boss, Manny Rosales, asking the client if they have received notice of litigation hold from the AG's office. I don't believe they have but we are confirming.

Jennifer Wildrom Merricle
Department of Technology Management and Budget
Agency Services supporting DEQ, DNR and MDARD
Customer Service Team Manager
517.373.6834

DTMB
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Check out the DTMB Service Catalog!
http://inside.michigan.gov/dtmbsc/Pages/default.aspx

From: Ingersoll, Jean (DTMB)
Sent: Thursday, February 18, 2016 10:37 AM
To: Merricle, Jennifer (DTMB) <MerricleJ@Michigan.gov>
Subject: FW: Flint Water Search Terms

Scroll all the way down to the original email, second to last sentence: "Please remember that employees should search their hard drives as well as their e-mails, and that means DTMB cannot perform this search for you; your own folks who may have documents will have to do so from their machines."

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

DTMB
HELP. CONNECT. SOLVE.

From: Buhs, Caleb (DTMB)
Sent: Wednesday, February 17, 2016 5:21 PM
To: Ingersoll, Jean (DTMB); Gelisse, Ashley (DTMB); Stibitz, Brom (DTMB)
Subject: Fwd: Flint Water Search Terms

Sorry I didn't send this to you.

Caleb Buhs

Begin forwarded message:

From: "Thomet, Ruth (GOV)" <ThometR@michigan.gov>
Date: February 12, 2016 at 5:20:11 PM EST
To: "Buckberry, Gary (DTMB)" <buckberryg@michigan.gov>, "Chivis, Candace (MDCR)" <Chivisc@michigan.gov>, "Christian, Al (DMVA)" <christiana@michigan.gov>, "Colberg, Nicole (DNR)" <ColbergN@michigan.gov>, "Deacon, Brad (MDARD)" <deaconb9@michigan.gov>, "Fleming, Stephani (LARA)" <FlemingS2@michigan.gov>, "Gnodtke, John (MCSC)" <GnodtkeJ@michigan.gov>, "Gregg, Randall (DIFS)" <GreggR2@michigan.gov>, "Groves, Cheryl (MDOC)" <GrovesC@michigan.gov>, "Head, David (MDE)" <HeadD@michigan.gov>, "Heffner, Bradley (MEDC)" <heffnerb@michigan.org>, "Hinkley, Lori (MSP)" <hinkleyl@michigan.gov>, "Kobus, Dawn (DIFS)" <kobusd@michigan.gov>, "Noll, Melissa (MDOS)" <NollM1@michigan.gov>, "Novak, Doug (MDOS)" <NovakD@michigan.gov>, "Rick, Matthew (DHHS)" <RickM@michigan.gov>, "Robert, Carla M. (Treasury)" <RobertC@michigan.gov>, "Sarkisian, Jennifer (AG)" <SarkisianJ@michigan.gov>, "Vorce, Susan (DEQ)" <VORCES@michigan.gov>, "Weber, Travis (GOV)" <WeberT7@michigan.gov>, "Wendling-Richards, Christy (AG)" <WendlingRichardsC@michigan.gov>, "Ackley, Martin (MDE)" <AckleyM@michigan.gov>, "Bach, Katie (MSHDA)" <BachK@michigan.gov>, "Banner, Shanon (MSP)" <BannerS@michigan.gov>, "Begnoche, Michelle (MEDC)" <begnochem@michigan.org>, "Bitely, Andrea (AG)" <BitelyA@michigan.gov>, "Brown, Melanie (DEQ)" <BrownM45@michigan.gov>, "Brown, Tiffany (MSP)" <BrownT22@michigan.gov>, "Buhs, Caleb (DTMB)" <BuhsC@michigan.gov>, "Campbell, Maura (DHHS)" <CampbellM16@michigan.gov>, "Cranson, Jeff (MDOT)" <CransonJ@michigan.gov>, "DeVol, Lauren (DMVA)" <DeVolL@michigan.gov>, "Ellis, Jan (MDE)" <EllisJ@michigan.gov>, "Fedorchuk, Matthew (MCSC)" <fedorchukm@michigan.gov>, "Fischer, Tim (MDOT)" <FischerT2@michigan.gov>, "Gautz, Chris (MDOC)" <GautzC@michigan.gov>, "Gendreau, Gisgie (MDOS)" <GendreauG@michigan.gov>, "Golder, Edward (DNR)" <GolderE@michigan.gov>, "Guerrant, Emily (MEDC)" <guerrante@michigan.org>, "Hawthorne, Megan (AG)" <HawthorneM1@michigan.gov>, "Holton, Jennifer (MDARD)" <holtonj@michigan.gov>, "Humes, William R (DMVA)" <william.r.humes2.mil@mail.mil>, "Kramer, Holly (MDOC)" <KramerH@michigan.gov>, "Leeds, Lauren (DTMB)" <LeedsL@michigan.gov>, "Levengood, Vicki (MDCR)" <LevengoodV@michigan.gov>, "Miller, Andrea (DIFS)" <MillerA16@michigan.gov>, "Miller, Jacki (MDCR)" <MillerJ31@michigan.gov>, "Miller, Misty (MSHDA)" <MillerM58@michigan.gov>, "Minicuci, Angela (DHHS)" <MinicuciA@michigan.gov>, "Moon, Jason (LARA)" <moonj@michigan.gov>, "Pepin, John (DNR)" <PepinJ@michigan.gov>, "Sampson, Jeremy (TREASURY)" <SampsonJ@michigan.gov>, "Silfven, Ken (TIA)" <SilfvenK@michigan.gov>, "Simpson, Angela (DMVA)" <SimpsonA3@michigan.gov>, "Stanton, Terry A. (Treasury)" <StantonT@michigan.gov>, "Thelen, Suzanne (DMVA)" <ThelenS3@michigan.gov>, "Throne, Heather (MDARD)" <ThroneH@michigan.gov>, "Tommasulo, Karen (DEQ)" <TommasuloK@michigan.gov>, "Weiss, Kurt (DTMB)" <WeissK1@michigan.gov>, "Wheaton, Bob (DHHS)" <WheatonB@michigan.gov>, "Woodhams, Fred (MDOS)" <WoodhamsF@michigan.gov>
Cc: "Weber, Travis (GOV)" <WeberT7@michigan.gov>, "Brader, Valerie (GOV)" <BraderV25@michigan.gov>
Subject: RE: Flint Water Search Terms

A search term was accidentally omitted. Please add:

"Flint" and "water" (same document)

From: Thomet, Ruth (GOV)
Sent: Friday, February 12, 2016 3:46 PM

To: Buckberry, Gary (DTMB) <buckberryg@michigan.gov>; Chivis, Candace (MDCR) <Chivisc@michigan.gov>; Christian, Al (DMVA) <christiana@michigan.gov>; Colberg, Nicole (DNR) <ColbergN@michigan.gov>; Deacon, Brad (MDARD) <deaconb9@michigan.gov>; Fleming, Stephani (LARA) <FlemingS2@michigan.gov>; Gnodtke, John (MCSC) <GnodtkeJ@michigan.gov>; Gregg, Randall (DIFS) <GreggR2@michigan.gov>; Groves, Cheryl (MDOC) <GrovesC@michigan.gov>; Head, David (MDE) <HeadD@michigan.gov>; Heffner, Bradley (MEDC) <heffnerb@michigan.org>; Hinkley, Lori (MSP) <hinkleyl@michigan.gov>; Kobus, Dawn (DIFS) <kobusd@michigan.gov>; Noll, Melissa (MDOS) <NollM1@michigan.gov>; Novak, Doug (MDOS) <NovakD@michigan.gov>; Rick, Matthew (DHHS) <RickM@michigan.gov>; Robert, Carla M. (Treasury) <RobertC@michigan.gov>; Sarkisian, Jennifer (AG) <SarkisianJ@michigan.gov>; Vorce, Susan (DEQ) <VORCES@michigan.gov>; Weber, Travis (GOV) <WeberT7@michigan.gov>; Wendling-Richards, Christy (AG) <WendlingRichardsC@michigan.gov>; Ackley, Martin (MDE) <AckleyM@michigan.gov>; Bach, Katie (MSHDA) <BachK@michigan.gov>; Banner, Shanon (MSP) <BannerS@michigan.gov>; Begnoche, Michelle (MEDC) <begnochem@michigan.org>; Bitely, Andrea (AG) <BitelyA@michigan.gov>; Brown, Melanie (DEQ) <BrownM45@michigan.gov>; Brown, Tiffany (MSP) <BrownT22@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Campbell, Maura (DHHS) <CampbellM16@michigan.gov>; Cranson, Jeff (MDOT) <CransonJ@michigan.gov>; DeVol, Lauren (DMVA) <DeVolL@michigan.gov>; Ellis, Jan (MDE) <EllisJ@michigan.gov>; Fedorchuk, Matthew (MCSC) <fedorchukm@michigan.gov>; Fischer, Tim (MDOT) <FischerT2@michigan.gov>; Gautz, Chris (MDOC) <GautzC@michigan.gov>; Gendreau, Gisgie (MDOS) <GendreauG@michigan.gov>; Golder, Edward (DNR) <GolderE@michigan.gov>; Guerrant, Emily (MEDC) <guerrante@michigan.org>; Hawthorne, Megan (AG) <HawthorneM1@michigan.gov>; Holton, Jennifer (MDARD) <holtonj@michigan.gov>; Humes, William R (DMVA) <william.r.humes2.mil@mail.mil>; Kramer, Holly (MDOC) <KramerH@michigan.gov>; Leeds, Lauren (DTMB) <LeedsL@michigan.gov>; Levengood, Vicki (MDCR) <levengoodv@michigan.gov>; Miller, Andrea (DIFS) <MillerA16@michigan.gov>; Miller, Jacki (MDCR) <MillerJ31@michigan.gov>; Miller, Misty (MSHDA) <MillerM58@michigan.gov>; Minicuci, Angela (DHHS) <MinicuciA@michigan.gov>; Moon, Jason (LARA) <moonj@michigan.gov>; Pepin, John (DNR) <PepinJ@michigan.gov>; Sampson, Jeremy (TREASURY) <SampsonJ@michigan.gov>; Silfven, Ken (TIA) <SilfvenK@michigan.gov>; Simpson, Angela (DMVA) <SimpsonA3@michigan.gov>; Stanton, Terry A. (Treasury) <StantonT@michigan.gov>; Thelen, Suzanne (DMVA) <ThelenS3@michigan.gov>; Throne, Heather (MDARD) <ThroneH@michigan.gov>; Tommasulo, Karen (DEQ) <TommasuloK@michigan.gov>; Weiss, Kurt (DTMB) <WeissK1@michigan.gov>; Wheaton, Bob (DHHS) <WheatonB@michigan.gov>; Woodhams, Fred (MDOS) <WoodhamsF@michigan.gov>
Cc: 'Weber, Travis (GOV)' <WeberT7@michigan.gov>
Subject: Flint Water Search Terms

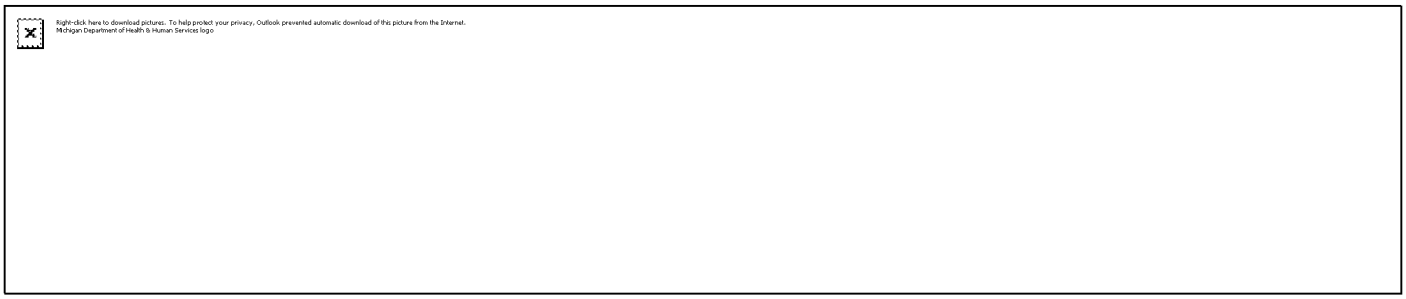
All – below are the list of searches we would like you to use in order to try to find the most relevant documents related to the Flint water crisis. Thank you again for your assistance. Because of the late timing for getting you this list, you may wait until Tuesday to send Travis Weber your estimates of time it takes to search this. Please remember that employees should search their hard drives as well as their e-mails, and that means DTMB cannot perform this search for you; your own folks who may have documents will have to do so from their machines. Thank you again for all your assistance and efforts.

Legionnaire
Legionella
"boil water order" & "Flint" (anywhere in document)
"coli" & Flint (anywhere in document)
"bacteria" & "Flint" (anywhere in document)
"microb" & "Flint" (anywhere in document)
"TTHM" & "Flint" (anywhere in document)
"Lead" & "Flint" (anywhere in document)
"emergency" & "Flint" (anywhere in document)
Karegnondi
"Genesee County Health Department"
"Flint" (within sentence) "utilities"

"Lead and Copper Rule"
"Detroit Water and Sewerage Department" & "Flint" (anywhere in document)
"DWSD" & "Flint" (anywhere in document)
"Flint River"
"Pb" & "water" (anywhere in document)
"KWA"

Ruth Thomet,
Executive Assistant - Legal Department
Executive Office of the Governor
111 South Capitol Avenue
P.O. Box 30013
Lansing , Michigan 48909
517-241-5630

From: Michigan Department of Health and Human Services <MDHHS@govsubscriptions.michigan.gov>
Sent: Wednesday, December 23, 2015 3:01 PM
To: Ingersoll, Jean (DHHS)
Subject: FOR IMMEDIATE RELEASE: Updated summary report on Flint blood lead level data now available



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Press Release

FOR IMMEDIATE RELEASE: December 23, 2015

CONTACT: Angela Minicuci, 517-241-2112

Updated summary report on Flint blood lead level data now available

LANSING, Mich. – The Michigan Department of Health and Human Services today issued its bi-weekly summary report on lead testing in Flint. Preliminary data indicate that 43 of 2,182 adults and children tested had elevated blood lead levels since Oct. 1.

"In partnership with the Genesee County Health Department, we are working to engage and provide resources to residents to reduce all potential exposures to lead," said Dr. Eden Wells, MDHHS chief medical executive. "Case management and home lead analysis are available for families in which an elevated blood lead level has been detected."

The first MDHHS summary report on blood lead levels in Flint was issued Dec. 3, 2015. Updated reports are posted on a bi-weekly basis on the www.michigan.gov/flintwater website. After refining our methods to identify age, some people are now counted in a different age group than on previous reports. The total counts for each year have not changed.

The report includes both capillary and venous blood tests, and people who have had multiple tests are counted only once. Tests and their results cover the time since the state action plan was put in place on Oct. 2, and capture the number of elevated blood lead levels greater than 5 micrograms

per deciliter.

MDHHS, together with the Genesee County Health Department (GCHD), is working with local partners to distribute educational information around lead testing and prevention. Supplemental state dollars are funding GCHD nurses to work with families when an elevated blood lead level is detected.

Families with an elevated blood lead level can also choose to have a nurse coordinate an environmental health investigation in their home to help identify lead exposures, which could be lead from paint, soil, plumbing, and other sources. Families with questions about their blood lead levels or test results are also encouraged to contact their primary care physician or local health department.

In addition to mandated testing at ages one and two for the Medicaid population, MDHHS is coordinating with its Medicaid health plans and provider communities to recommend blood lead testing for any child younger than six years of age in Flint who has not previously been tested. The state, in coordination with GCHD, developed and issued a Health Alert Network (HAN) notification for local providers to help ensure consistent messaging and protocols among primary care providers.

Free water filters and replacement cartridges are available to Flint residents. For a full list of locations and hours of distribution, or to view the full blood lead level report, visit www.michigan.gov/flintwater. The summary will be updated as more data becomes available.

To help residents properly install water filters, and to demonstrate how to replace the original when it expires, MDHHS has created an instructional video on its YouTube channel. For this and other updates, visit www.michigan.gov/flintwater.

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- Flint Blood Testing Report 23Dec15 .pdf
- Flint EBL Data Press Release 122315.pdf

Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.
DHHS Foster

Become a foster parent through Michigan Department of Health & Human Services foster care program.

Questions? Contact Us

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This email was sent to ingersollj@michigan.gov using GovDelivery, on behalf of: Michigan Dept of Health & Human Services · 235 S. Grand Ave W. · Lansing, MI 48909 · 1-855-275-6424

From: Starling, Demetrius (DHHS)
Sent: Tuesday, January 05, 2016 2:29 PM
To: Bryanna McGarry;Cosgrove, Alicia (DHHS);Goad, Sarah (DHHS);Tadgerson, Stacey (DHHS);Ludtke, Mary (DHHS);pampugh@umich.edu;Mueller, Mary (DHHS);brockk@wolverinehs.org;bwirth@essmichigan.org;athompson@blackfamilydevelopment.org;Juliana Harper;Ingersoll, Jean (DHHS);Rosales, Heather (DHHS);LatuszekJ@courts.mi.gov;smetcalf@miottawa.org;sued@cassco.org;Mweemhoff@miccd.org;Bladen, Stacie (DHHS);Moss, Marla (MDE);Zeller, Lynda (DHHS);Hertel, Elizabeth (DHHS);Prokop, Jackie (DHHS);McCall, Herman (DHHS);ellingtona@detroitmi.gov;Batsche-McKenzie, Kim (DHHS);Cain, Debi (DHHS);Chaliman, Mary (DHHS);Diebolt, Pamela J. (DHHS);Engel, Erika (DHHS);Falvay, Sheri K. (DHHS);Foley, Michael (DHHS);Hambleton, Matthew (DHHS);Lovell, Luther (DHHS);Kazee, Lauren (MDE);Kovalchick, Kim (MDE);Kress, Tracie A. (DHHS);Scheid, Jeanette (DHHS);Smith, Paul (GOV);Thompson, Guy (DHHS);Wesorick, Matthew (DHHS);snoorman@wellspringlutheran.com;msabaitis@dabsj.org;connie.black-pond@wmich.edu;bradown@courts.mi.gov;mccartyd@courts.mi.gov;Otis, Genevieve (DHHS);Panich, Jackie (DHHS);Pintar, Jennifer (MSP);mnicely@sfish.org;Christina Grim MS, LLP;Michele@michiganschildren.org;Noll, Bruce (DHHS);mina@michiganschildren.org;Jason Smith (Jsmith@miccd.org);mccauley@strategicpolicyconsultants.com
Cc: Lisa Withers (lisaw@cassco.org);Michelle Duprey (mduprey@sfish.org);Welehodsky, Jared (DHHS);Kelly Wagner;Hamilton, Kimberly (DHHS)
Subject: RE: Trauma and Toxic Stress Website

Great point, this would definitely be a great resource for our community at this time. Thanks Alicia.

Demetrius Starling
District Manager
Genesee County Department of Health and Human Services
125 E. Union St.- P.O. Box 1628
810-760-2637
Flint, MI 48502

From: Bryanna McGarry [mailto:BMcGarry@senate.michigan.gov]
Sent: Tuesday, January 05, 2016 2:13 PM
To: Cosgrove, Alicia (DHHS); Goad, Sarah (DHHS); Starling, Demetrius (DHHS); Tadgerson, Stacey (DHHS); Ludtke, Mary (DHHS); pampugh@umich.edu; Mueller, Mary (DHHS); brockk@wolverinehs.org; bwirth@essmichigan.org; athompson@blackfamilydevelopment.org; Juliana Harper; Ingersoll, Jean (DHHS); Rosales, Heather (DHHS); LatuszekJ@courts.mi.gov; smetcalf@miottawa.org; sued@cassco.org; Mweemhoff@miccd.org; Bladen, Stacie (DHHS); Moss, Marla (MDE); Zeller, Lynda (DHHS); Hertel, Elizabeth (DHHS); Prokop, Jackie (DHHS); McCall, Herman (DHHS); ellingtona@detroitmi.gov; Batsche-McKenzie, Kim (DHHS); Cain, Debi (DHHS); Chaliman, Mary (DHHS); Diebolt, Pamela J. (DHHS); Engel, Erika (DHHS); Falvay, Sheri K. (DHHS); Foley, Michael (DHHS); Hambleton, Matthew (DHHS); Lovell, Luther (DHHS); Kazee, Lauren (MDE); Kovalchick, Kim (MDE); Kress, Tracie A. (DHHS); Scheid, Jeanette (DHHS); Smith, Paul (GOV); Thompson, Guy (DHHS); Wesorick, Matthew (DHHS); snoorman@wellspringlutheran.com; msabaitis@dabsj.org; connie.black-pond@wmich.edu; bradown@courts.mi.gov; mccartyd@courts.mi.gov; Otis,

Genevieve (DHHS); Panich, Jackie (DHHS); Pintar, Jennifer (MSP); mnicely@sfish.org; Christina Grim MS, LLP; Michele@michiganschildren.org; Noll, Bruce (DHHS); mina@michiganschildren.org; Jason Smith (Jsmith@miccd.org); mccauley@strategicpolicyconsultants.com
Cc: Lisa Withers (lisaw@cassco.org); Michelle Duprey (mduprey@sfish.org); Welehodsky, Jared (DHHS); Kelly Wagner; Hamilton, Kimberly (DHHS)
Subject: RE: Trauma and Toxic Stress Website

Thanks Alisha,

This is good timing and could be a great resource to the City of Flint as a tool to handle impact of lead poisoning in children. I'll be sure to promote.

Best,

Bryanna

Bryanna R. McGarry
Policy Analyst
Senate Minority Leader Jim Ananich
. .
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C: 810.908.0425

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From: Cosgrove, Alicia (DHHS) [mailto:CosgroveA2@michigan.gov]
Sent: Tuesday, January 5, 2016 2:07 PM
To: Goad, Sarah (DHHS) <GoadS@michigan.gov>; Starling, Demetrius (DHHS) <StarlingD@michigan.gov>; Tadgerson, Stacey (DHHS) <TadgersonS@michigan.gov>; Ludtke, Mary (DHHS) <ludtkem@michigan.gov>; pampugh@umich.edu; Mueller, Mary (DHHS) <MuellerM1@michigan.gov>; brockk@wolverinehs.org; bwirth@essmichigan.org; athompson@blackfamilydevelopment.org; Juliana Harper <jharper@essmichigan.org>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Rosales, Heather (DHHS) <RosalesH@michigan.gov>; LatuszekJ@courts.mi.gov; smetcalf@miottawa.org; sued@cassco.org; Mweemhoff@miccd.org; Bladen, Stacie (DHHS) <BladenS@michigan.gov>; Moss, Marla (MDE) <MossM1@michigan.gov>; Zeller, Lynda (DHHS) <ZELLERL2@michigan.gov>; Hertel, Elizabeth (DHHS) <HertelE@michigan.gov>; Prokop, Jackie (DHHS) <prokopj@michigan.gov>; McCall, Herman (DHHS) <McCallH@michigan.gov>; ellingtona@detroitmi.gov; Batsche-McKenzie, Kim (DHHS) <Batsche-McKenzieK@michigan.gov>; Cain, Debi (DHHS) <CainD@michigan.gov>; Chaliman, Mary (DHHS) <ChalimanM2@michigan.gov>; Diebolt, Pamela J. (DHHS) <DieboltP@michigan.gov>; Engel, Erika (DHHS) <EngelE2@michigan.gov>; Falvay, Sheri K. (DHHS) <falvayS@michigan.gov>; Foley, Michael (DHHS) <FoleyM2@michigan.gov>; Hambleton, Matthew (DHHS) <HambletonM@michigan.gov>; Lovell, Luther (DHHS) <LovellL3@michigan.gov>; Kazee, Lauren (MDE) <KazeeL@michigan.gov>; Kovalchick, Kim (MDE) <KovalchickK@michigan.gov>; Kress, Tracie A. (DHHS) <KressT@michigan.gov>; Scheid, Jeanette (DHHS) <ScheidJ2@michigan.gov>; Smith, Paul (GOV) <SmithP29@michigan.gov>; Thompson, Guy (DHHS) <ThompsonG@michigan.gov>; Wesorick, Matthew (DHHS) <WesorickM@michigan.gov>; snoorman@wellspringlutheran.com; msabaitis@dabsi.org; connie.black-pond@wmich.edu; bradown@courts.mi.gov; mccartyd@courts.mi.gov; Otis, Genevieve (DHHS) <OtisG@michigan.gov>; Panich, Jackie (DHHS) <PanichJ@michigan.gov>; Pintar, Jennifer (MSP) <PintarJ@michigan.gov>; mnicely@sfish.org; Christina Grim MS, LLP

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Subject: Trauma and Toxic Stress Website

Good Afternoon Defending Childhood Team: Attached is an article regarding the Trauma and Toxic Stress website developed through the Early Childhood Comprehensive Systems grant. The article provides a brief overview of the website and its content. Please feel free to share with those who may be interested.
Thank you.
Ali

Alicia Cosgrove
AA to Stacie Bladen, Deputy Director
Children's Services Agency
MI Dept. Health & Human Services
CosgroveA2@michigan.gov

From: Cosgrove, Alicia (DHHS)
Sent: Tuesday, January 05, 2016 2:35 PM
To: Starling, Demetrius (DHHS);Bryanna McGarry;Goad, Sarah (DHHS);Tadgerson, Stacey (DHHS);Ludtke, Mary (DHHS);pampugh@umich.edu;Mueller, Mary (DHHS);brockk@wolverinehs.org;bwirth@essmichigan.org;athompson@blackfamilydevelopment.org;Juliana Harper;Ingersoll, Jean (DHHS);Rosales, Heather (DHHS);LatuszekJ@courts.mi.gov;smetcalf@miottawa.org;sued@cassco.org;Mweemhoff@miccd.org;Bladen, Stacie (DHHS);Moss, Marla (MDE);Zeller, Lynda (DHHS);Hertel, Elizabeth (DHHS);Prokop, Jackie (DHHS);McCall, Herman (DHHS);ellingtona@detroitmi.gov;Batsche-McKenzie, Kim (DHHS);Cain, Debi (DHHS);Chaliman, Mary (DHHS);Diebolt, Pamela J. (DHHS);Engel, Erika (DHHS);Falvay, Sheri K. (DHHS);Foley, Michael (DHHS);Hambleton, Matthew (DHHS);Lovell, Luther (DHHS);Kazee, Lauren (MDE);Kovalchick, Kim (MDE);Kress, Tracie A. (DHHS);Scheid, Jeanette (DHHS);Smith, Paul (GOV);Thompson, Guy (DHHS);Wesorick, Matthew (DHHS);snoorman@wellspringlutheran.com;msabaitis@dabsj.org;connie.black-pond@wmich.edu;bradown@courts.mi.gov;mccartyd@courts.mi.gov;Otis, Genevieve (DHHS);Panich, Jackie (DHHS);Pintar, Jennifer (MSP);mnicely@sfish.org;Christina Grim MS, LLP;Michele@michiganschildren.org;Noll, Bruce (DHHS);mina@michiganschildren.org;Jason Smith (Jsmith@miccd.org);mccauley@strategicpolicyconsultants.com
Cc: Lisa Withers (lisaw@cassco.org);Michelle Duprey (mduprey@sfish.org);Welehodsky, Jared (DHHS);Kelly Wagner;Hamilton, Kimberly (DHHS)
Subject: RE: Trauma and Toxic Stress Website

Credit goes to Mary Mueller! Thank you for this great resource, Mary!

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Great point, this would definitely be a great resource for our community at this time. Thanks Alicia.

Demetrius Starling
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Cc: Lisa Withers (lisaw@cassco.org); Michelle Duprey (mduprey@sfish.org); Welehodsky, Jared (DHHS); Kelly Wagner; Hamilton, Kimberly (DHHS)
Subject: RE: Trauma and Toxic Stress Website

Thanks Alisha,

This is good timing and could be a great resource to the City of Flint as a tool to handle impact of lead poisoning in children. I'll be sure to promote.

Best,

Bryanna

Bryanna R. McGarry
Policy Analyst
Senate Minority Leader Jim Ananich
...
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From: Cosgrove, Alicia (DHHS) [mailto:CosgroveA2@michigan.gov]
Sent: Tuesday, January 5, 2016 2:07 PM
To: Goad, Sarah (DHHS) <GoadS@michigan.gov>; Starling, Demetrius (DHHS) <StarlingD@michigan.gov>; Tadgerson, Stacey (DHHS) <TadgersonS@michigan.gov>; Ludtke, Mary (DHHS) <ludtkem@michigan.gov>; pampugh@umich.edu; Mueller, Mary (DHHS) <MuellerM1@michigan.gov>; brockk@wolverinehs.org; bwirth@essmichigan.org; athompson@blackfamilydevelopment.org; Juliana Harper <jharper@essmichigan.org>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Rosales, Heather (DHHS) <RosalesH@michigan.gov>; LatuszekJ@courts.mi.gov; smetcalf@miottawa.org; sued@cassco.org; Mweemhoff@micccd.org; Bladen, Stacie (DHHS) <BladenS@michigan.gov>; Moss, Marla (MDE) <MossM1@michigan.gov>; Zeller, Lynda (DHHS) <ZELLERL2@michigan.gov>; Hertel, Elizabeth (DHHS) <HertelE@michigan.gov>; Prokop, Jackie (DHHS) <prokopj@michigan.gov>; McCall, Herman (DHHS) <McCallH@michigan.gov>; ellingtona@detroitmi.gov; Batsche-McKenzie, Kim (DHHS) <Batsche-McKenzieK@michigan.gov>; Cain, Debi (DHHS) <CainD@michigan.gov>; Chaliman, Mary (DHHS) <ChalimanM2@michigan.gov>; Diebolt, Pamela J. (DHHS) <DieboltP@michigan.gov>; Engel, Erika (DHHS) <EngelE2@michigan.gov>; Falvay, Sheri K. (DHHS) <falvayS@michigan.gov>; Foley, Michael (DHHS) <FoleyM2@michigan.gov>; Hambleton, Matthew (DHHS) <HambletonM@michigan.gov>; Lovell, Luther (DHHS) <LovellL3@michigan.gov>; Kazee, Lauren (MDE) <KazeeL@michigan.gov>; Kovalchick, Kim (MDE) <KovalchickK@michigan.gov>; Kress, Tracie A. (DHHS) <KressT@michigan.gov>; Scheid, Jeanette (DHHS) <ScheidJ2@michigan.gov>; Smith, Paul (GOV) <SmithP29@michigan.gov>; Thompson, Guy (DHHS) <ThompsonG@michigan.gov>; Wesorick, Matthew (DHHS) <WesorickM@michigan.gov>; snoorman@wellspringlutheran.com; msabaitis@dabsi.org; connie.black-pond@wmich.edu; bradown@courts.mi.gov; mccartyd@courts.mi.gov; Otis, Genevieve (DHHS) <OtisG@michigan.gov>; Panich, Jackie (DHHS) <PanichJ@michigan.gov>; Pintar, Jennifer (MSP) <PintarJ@michigan.gov>; mnicely@sfish.org; Christina Grim MS, LLP <cgrim@sfish.org>; Michele@michiganschildren.org; Noll, Bruce (DHHS) <NollB@michigan.gov>; mina@michiganschildren.org; Bryanna McGarry <BMcGarry@senate.michigan.gov>; Jason Smith (Jsmith@micccd.org) <Jsmith@micccd.org>; mccauley@strategicpolicyconsultants.com
Cc: Lisa Withers (lisaw@cassco.org) <lisaw@cassco.org>; Michelle Duprey (mduprey@sfish.org) <mduprey@sfish.org>; Welehodsky, Jared (DHHS) <WelehodskyJ@michigan.gov>; Kelly Wagner <WagnerK@courts.mi.gov>; Hamilton, Kimberly (DHHS) <HamiltonK@michigan.gov>
Subject: Trauma and Toxic Stress Website

Good Afternoon Defending Childhood Team: Attached is an article regarding the Trauma and Toxic Stress website developed through the Early Childhood Comprehensive Systems grant. The article provides a brief overview of the website and its content. Please feel free to share with those who may be interested.
Thank you.
Ali

Alicia Cosgrove
AA to Stacie Bladen, Deputy Director
Children's Services Agency
MI Dept. Health & Human Services
CosgroveA2@michigan.gov

From: Michigan Department of Health and Human Services <MDHHS@govsubscriptions.michigan.gov>
Sent: Saturday, January 09, 2016 3:46 PM
To: Ingersoll, Jean (DHHS)
Subject: Michigan Dept of Health & Human Services Twitter Update

Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.
Michigan Department of Health & Human Services logo

Having trouble viewing this email? View it as a Web page.

Right-click here to download pictures. To help protect your privacy, Outlook

You are subscribed to Twitter for Michigan Dept of Health & Human Services. This information has recently been updated, and is now available.

Michigan HHS Dept MichiganHHS 09 Jan
Free bottled water, filters and replacements now available for Flint residents. Locations and hours: https://t.co/w7DwgsZEYd #FlintWater
Details | Retweet

Michigan HHS Dept MichiganHHS 08 Jan
Resources and info about #FlintWater can be found at https://t.co/lHvn7DG1Xq. https://t.co/PWEERdKb5l
Details | Retweet

Michigan HHS Dept MichiganHHS 09 Jan
Take this 5-minute distracted driving quiz to further your knowledge regarding the realities of distracted driving. https://t.co/G5CKVINKwP
Details | Retweet

Michigan HHS Dept MichiganHHS 08 Jan
State Joint Info Center is open to handle public info for #FlintWater. Updates available at https://t.co/lHvn7DG1Xq. https://t.co/5UoPC2kyDd

Details | Retweet

Become a foster parent through Michigan Department of Health & Human Services foster care program.

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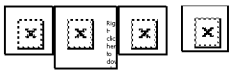

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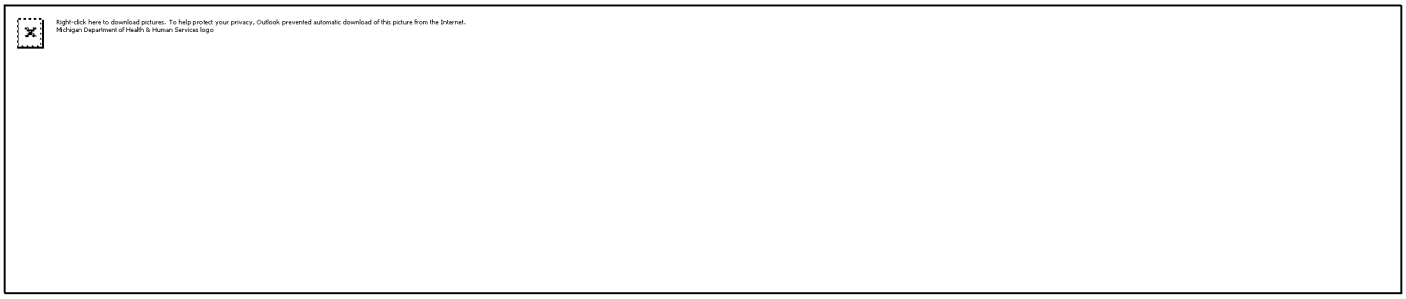
From: Michigan Department of Health and Human Services <MDHHS@govsubscriptions.michigan.gov>
Sent: Monday, January 11, 2016 3:46 PM
To: Ingersoll, Jean (DHHS)
Subject: Michigan Dept of Health & Human Services Twitter Update



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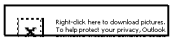


You are subscribed to Twitter for Michigan Dept of Health & Human Services. This information has recently been updated, and is now available.

Michigan HHS Dept MichiganHHS 11 Jan

Use Flint water? Call 211 to find out where you can pick up a free water filter. #FlintWater https://t.co/XR7iF1j1WT

Details | Retweet

Michigan HHS Dept MichiganHHS 11 Jan

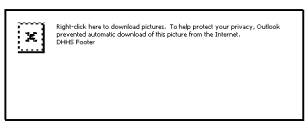
Dr. Wells & Dir. Lyon join Gov. @onetoughnerd, @MichiganDEQ, City of Flint to discuss efforts to reach residents https://t.co/PshfuYyBRg

Details | Retweet

Michigan HHS Dept MichiganHHS 11 Jan

Can smoke from a wood-burning stove trigger #asthma? Yes! Learn more at https://t.co/vbzXkFmhNn https://t.co/UPltxZyB8R

Details | Retweet



Become a foster parent through Michigan Department of Health & Human Services foster care program.

Questions? Contact Us

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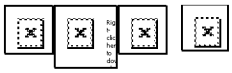

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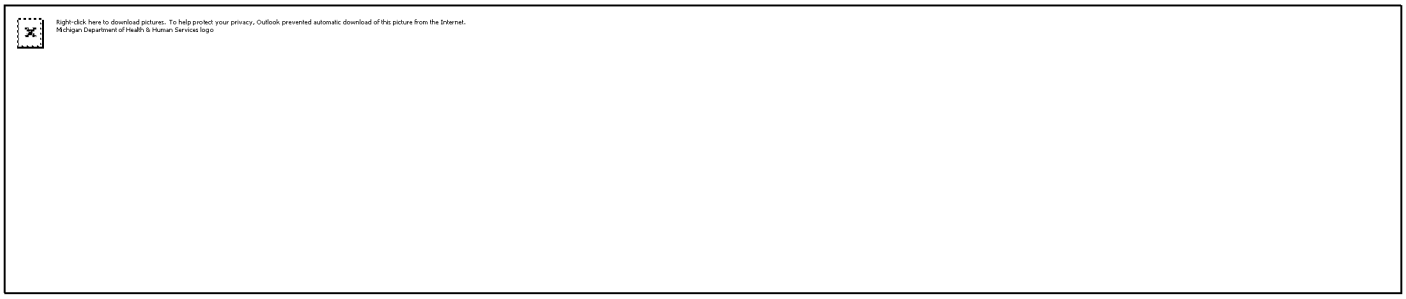
From: Michigan Department of Health and Human Services <MDHHS@govsubscriptions.michigan.gov>
Sent: Tuesday, January 12, 2016 3:46 PM
To: Ingersoll, Jean (DHHS)
Subject: Michigan Dept of Health & Human Services Twitter Update



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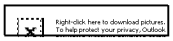

You are subscribed to Twitter for Michigan Dept of Health & Human Services. This information has recently been updated, and is now available.

Michigan HHS Dept MichiganHHS 12 Jan

Live in Flint? Get your water tested for lead – it's free. Call 810-787-6537. https://t.co/AnQIYO0N8s

Details | Retweet

Michigan HHS Dept MichiganHHS 12 Jan

RT @onetoughnerd: See @MichStatePolice Capt. Chris Kelenske's message to Flint residents. https://t.co/5hqVuFfWbH #FlintWater

Details | Retweet

Michigan HHS Dept MichiganHHS 12 Jan

RT @MIOHSP: Your best defense against hazardous winter driving conditions? Driving slow on ice and snow. https://t.co/bFAuOpvef1

Details | Retweet

Michigan HHS Dept MichiganHHS 12 Jan

Getting your body ready for pregnancy—called preconception health—can help reduce the risk of birth defects. https://t.co/elXbaTHFmv #1in33

Details | Retweet

Become a foster parent through Michigan Department of Health & Human Services foster care program.

Questions? Contact Us

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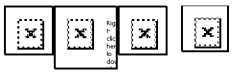

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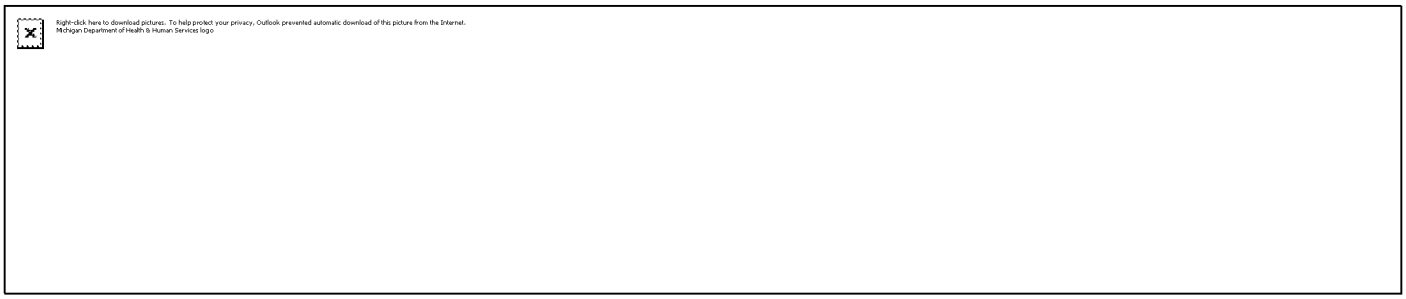
From: Michigan Department of Health and Human Services <MDHHS@govsubscriptions.michigan.gov>
Sent: Wednesday, January 13, 2016 3:40 PM
To: Ingersoll, Jean (DHHS)
Subject: FOR IMMEDIATE RELEASE: Increased cases of Legionnaires Disease Investigated in Genesee County



Press Release

FOR IMMEDIATE RELEASE: January 13, 2016

CONTACT: Angela Minicuci, (517) 241-2112

Increased cases of Legionnaires Disease Investigated in Genesee County

LANSING, Mich. – The Michigan Department of Health and Human Services is reporting an increase of Legionnaires' disease (LD) in Genesee County in summers of 2014 and 2015. While the MDHHS cannot conclude that the increase is related to the water emergency in Flint, the State of Michigan is treating this situation with the same urgency and transparency as the lead response in the city of Flint.

MDHHS has confirmed data through March 2015, and is finalizing preliminary data through November 2015, which indicates an additional increase in cases. From June 2014 to March 2015, 45 LD cases were confirmed in Genesee County, including seven associated fatalities. From May 2015 through November 2015, 42 LD cases, including one case of Pontiac Fever, were reported in Genesee County. There were three associated fatalities. The age range of these individuals was 26–94, with illness onset dates from June 6, 2014 to March 9, 2015 and May 4, 2015 to October 29, 2015.

Legionella is a type of bacteria commonly found in the environment that grows best in warm water, such as hot tubs, cooling towers, hot water tanks, potable water systems, and decorative fountains. When people are exposed to the bacteria, it can cause Legionellosis, a respiratory disease that can infect the lungs and cause pneumonia. The bacteria can also cause a less serious infection called

Pontiac fever. *Legionella* cannot spread from one person to another person.

"While Legionellosis cases are not uncommon, we are concerned about the increase in cases seen in Genesee County," said Eden Wells, M.D., chief medical executive with the MDHHS. "We are releasing this report and continuing surveillance and investigations to ensure that appropriate actions are being taken to protect the health of the residents of Flint."

During LD outbreak investigations, clinical specimens are often evaluated against environmental specimens to aid in determining an infection source. One reason that the increase in cases cannot be directly related to the change in Flint water supply is due to the lack of clinical *Legionella* isolates from case patients. Clinical isolates are necessary to interpret the findings of an environmental investigation in an outbreak.

In the fall of 2014, MDHHS noticed an increase in people with LD and offered assistance to Genesee County Health Department (GCHD) with case investigations to determine exposures. In January of 2015, MDHHS stepped in to coordinate GCHD's response. By April 2015, MDHHS had developed an interview questionnaire and began conducting case investigations to look at travel, work, and locations visited during the two weeks prior to symptom onset. These two weeks are considered the incubation period for LD.

Of the confirmed first 45 cases, the source of water at the primary residence was City of Flint water for 47 percent of cases. When looking at additional community sources, more than half of the individuals had a healthcare facility exposure in the two weeks prior to their illness onset and the facility has since implemented multiple environmental and procedural measures to alleviate the situation. Preliminary data from May through November 2015 regarding case investigation information is being finalized and will be released soon.

Ten people had no exposure to a Flint hospital in the two weeks prior to illness nor were their homes on the Flint water system. Other possible exposures were evaluated and no other known community exposures were identified. Enhanced surveillance has continued for the remainder of 2015 and into 2016.

MDHHS has been and continues to work with the Michigan Department of Environmental Quality (DEQ), Centers for Disease Control and Prevention (CDC) and the Environmental Protection Agency (EPA) on this matter. MDHHS shared an initial report with federal partners in June 2015, and initiated and has continued to facilitate regular communication with our federal partners and GCHD to monitor cases.

Vigilant legionellosis awareness and surveillance is occurring in Genesee County. MDHHS informed hospitals in Genesee County of the increase of cases in January 2015, as well as recommended actions on their part throughout all of 2015. MDHHS has also recommended that the GCHD work with the clinical community in Genesee County to assist in LD surveillance through accurate identification, testing, and reporting of all suspect cases.

Most people exposed to *Legionella* do not become ill. People at higher risk of getting sick include: individuals over 50 years old; current or former smokers; those with chronic lung disease; people with a weakened immune system from diseases like cancer, diabetes, or kidney failure; and individuals who take medications that weaken the immune system, such as steroids or chemotherapy.

MDHHS is releasing the June 2015 initial report as well as a summary report which was shared in

December 2015. The additional preliminary data summary report will be finalized and released soon.

For information about the Flint water emergency, visit www.michigan.gov/flintwater.

# # #

- Legionellosis Analysis Report 20150604.pdf
- Executive Summary Genesee Legionnaires.pdf
- Legionellosis GC PR 11316.pdf

Become a foster parent through Michigan Department of Health & Human Services foster care program.

Questions? Contact Us

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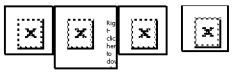

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From: Wheaton, Bob (DHHS)
Sent: Saturday, January 16, 2016 10:56 AM
To: VanHoeven, Abbey (DHHS)
Cc: Geisen, James (DHHS);Hudson, Kelly (DHHS);Ingersoll, Jean (DHHS);Rosales, Heather (DHHS)
Subject: RE: Sibley school aiding Eisenhower Elementary in Flint with water

Richard Thelen, our department's SEOC coordinator, asked me to forward this to you:

If any state agencies want to give donations, have them email logistics MSP-seocigc@michigan.gov so we can track the requests.

Bob Wheaton
Communications manager, public information officer
Michigan Department of Health and Human Services
(517) 281-1701

From: Wheaton, Bob (DHHS)
Sent: Friday, January 15, 2016 3:42 PM
To: VanHoeven, Abbey (DHHS)
Cc: Geisen, James (DHHS); Hudson, Kelly (DHHS); Ingersoll, Jean (DHHS); Rosales, Heather (DHHS)
Subject: RE: Sibley school aiding Eisenhower Elementary in Flint with water

Abbey,

Can we talk about this on Tuesday? I think it will likely be fine for you to talk to the School News Network -- maybe on Wednesday?

In the meantime, I can put together some talking points for you to use, and if you could put together some bullet points on what you would like to tell the reporter we can merge them into one set of approved talking points. I'm looping in Jean Ingersoll and Heather Rosales since this is related to Pathways to Potential.

Have you also been in touch with Richard Thelen, the State Emergency Operations Center coordinator for our department. These types of efforts are supposed to go through the SEOC. I'll give Richard a heads-up on this.

Thanks,

Bob Wheaton
Communications manager, public information officer
Michigan Department of Health and Human Services
(517) 281-1701

From: VanHoeven, Abbey (DHHS)
Sent: Friday, January 15, 2016 10:59 AM
To: Wheaton, Bob (DHHS)
Cc: Geisen, James (DHHS); Hudson, Kelly (DHHS)
Subject: Sibley school aiding Eisenhower Elementary in Flint with water

Hi Bob,

The School News Network has contacted me, not even 24 hours after we started organizing an effort to collect water to send to Flint school, for an interview about what we are doing. Charlie Honey is the reporter who contacted me this morning and he would like to run something as soon as possible to get the word out in the community about helping and where to donate etc. Our mission is to help a fellow community school from Pathways to Potential in this time of need. They indicated they are going through roughly 2500 bottles of water a week at this school and the need is overwhelming. We have asked our staff, parents/families, and community partners to join us in collecting water through January 29th. Spartan-Nash is a long-time partner of ours and have graciously offered to match our water donations with a delivery of water from a store in Fenton, MI. We are working on other potential matches or any help we can get. We hope to show our people that helping a little, even when you live in poverty, is possible and when done all together, we can do a great deal of good for someone in need. I would love the opportunity to comment on the partnership with this P2P school and how are great school is rallying to support another. I understand the sensitivity of the subject of the water and would never comment on the political situation going on. This is strictly about helping people in our State gain access to safe water.

Can you please let me know if I'm able to comment and explain or efforts to Mr. Honey?

Thank you,

Abbey VanHoeven
Sibley Elementary School
DHHS Success Coach
Kent County
vanhoevena@michigan.gov
1.616.819.6669 ph
1(517)346.9888

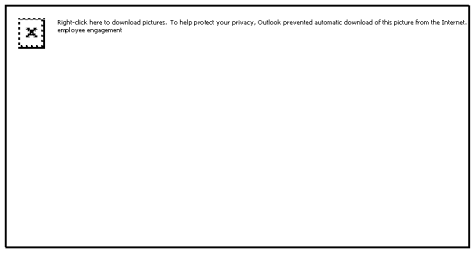
From: Michigan Department of Health and Human Services <MDHHS@govsubscriptions.michigan.gov>
Sent: Tuesday, January 19, 2016 9:43 AM
To: Ingersoll, Jean (DHHS)
Subject: This Week at MDHHS 1.19.16

This Week at MDHHS

January 19, 2016

Your weekly chronicle of the Michigan Department of Health and Human Services and the transformation in how health and human services are delivered in Michigan.

Employee engagement plan is now available



MDHHS has a new roadmap for energizing department culture and improving employee development opportunities, and employees played a large role in shaping it.

The 2016 MDHHS Employee Engagement Action Plan, released last week, was developed using information from the Employee Engagement Survey, which employees took in March 2015 before the creation of the newly merged MDHHS. Survey results for the former Departments of Human Services and Community Health are available in separate reports.

This new employee engagement plan applies to all administrations across the department and lays out four initiatives and various actions that are being taken this year in order to fulfill these initiatives:

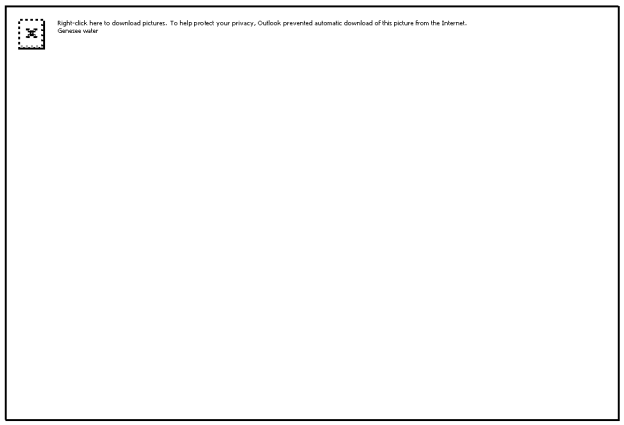
- Improving department communication.
- Increasing employee development opportunities.
- Increasing employee engagement.
- Energizing department culture.

To engage employees, MDHHS Director Nick Lyon said he will continue to visit local offices, hospitals and centers, host round tables, provide updates in MDHHS Digest and monthly videos and participate more in annual meetings, events and employee recognition efforts.

"It is my sincere hope that these efforts will aid in continuing improvements on department communication, employee development, employee engagement, and our overall culture," Lyon said.

Employees also are encouraged to review the Employee Engagement Action Plan Summary Report, which includes quarterly goals.

MDHHS workers go extra mile to meet water needs in Flint



A team of Union Street District MDHHS workers in Genesee County recently collected and distributed 239 cases of water to help the county's most vulnerable citizens.

The Union Street District Servants of Excellence (U.S.E.) team, under the direction of District Manager Tracey Fountain, collected 239 cases of water for children, the elderly and homeless people because of issues with Flint's water system.

The team is made up of Union Street staff who have shown the initiative to go above and beyond their everyday responsibilities to benefit the community they serve.

"I want to thank Union Street staff members for going the extra mile and assisting those who need our help the most," MDHHS Director Nick Lyon said. "I wish to commend all MDHHS employees who are dealing with this situation in Flint for their ongoing efforts."

The cases of water were divided between Safe House-Flint YWCA, Brennan Elm Park Senior Center, My Brother's Keeper of Genesee County and Garden View Senior and Elderly Living Facility.

A number of MDHHS employees also have been part of the water resource teams that are going door-to-door in Flint to distribute water, filters, water test kits and replacement filter cartridges.

Last month, Union Street and Clio Road MDHHS district employees, along with some employees of the Bureau of Community Action and Economic Opportunity, were given Good Government awards for their efforts to give water filters to Flint-area residents.

Pictured above are: (from left to right) Tracey Fountain (district manager), Alana Czechowski, Jeanette McDonald, Erma Brown, Keisha Butler, Margaret Watkins, Michele Harris, Damesha Jackson, Rochina White and Kevin Washington.

Good news! You get a 'premium holiday'

Employees may have noticed fewer deductions being taken out of their paychecks beginning last week.

Employees can expect to see these limited-time changes in deductions for the State Dental Plan, long-term disability and the State Vision Plan. These state plans are self-funded by employee and employer contributions, and the State of Michigan determined there was enough funds in these plans to allow a limited premium holiday this year.

Full benefit coverage will continue for those enrolled. The premium holidays are as follows:

- State Dental Plan – No premiums deducted for the two paydays of Jan. 14 and Jan. 28. Premium deductions will resume Feb. 11.
- Long-Term Disability – No premiums deducted for the seven paydays from Jan. 14 through April 7. Deductions will resume April 21.
- State Vision Plan – Employer-paid premiums will resume May 5.

MDHHS: In the News

Foster youth attending college receive care packages

Current and former foster youth who are attending college are receiving care packages as part of a program at the St. Clair County MDHHS office. The Times Herald reported on the story.

Vaccinations continue to rise in Washtenaw County

For the fourth year in a row, Washtenaw County's vaccination rates have increased at schools across the region. MLive.com reported on the story.

Q & A: Your questions about MDHHS

The Michigan Department of Health and Human Services was created April 10, and many of you may have questions about the relatively new agency where we work. We will do our best to answer any questions that you have.

Those of you with questions can direct them to Scott Davis of the Office of Communications

at daviss8@michigan.gov. Below is a staff question and our answer:

QUESTION: What is MDHHS doing to improve the workload of caseworkers?

ANSWER: MDHHS leadership is involved in an initiative that works toward relieving the workload strain for the department's caseworkers, based on input from employees.

The ongoing caseworker relief initiative – an undertaking of Chief Deputy Director Tim Becker –will result in specific actions being taken to address issues raised by MDHHS employees.

"We want to provide relief to our caseworkers so that they have more time to do what they do best – help families, children and individuals who need safety net assistance and protection from abuse or neglect," Becker said.

A caseworker relief team has been meeting to develop solutions to 64 opportunities for improvement identified by field staff during interactive workshops conducted last fall in partnership with the consulting firm Accenture. The focus will be on improvements determined by the staff members to have the greatest potential impact.

The workshops included 15 to 20 field staff from offices across the state working in all of the following programs: assistance programs, Medicaid, child support, child welfare, adult protective services and juvenile justice.

Following the workshops, MDHHS leadership engaged the Business Integration Center (BIC) to develop a specific work plan and project management infrastructure to carry these initiatives forward to implementation.

A new employee engagement plan that was communicated this month is among the improvements being rolled out

Among the improvement projects being undertaken:

- A workload analysis to focus available staff members on core functions to address staff concerns about caseload sizes.
- Helping workers better understand other programs and agencies and how those other entities affect customers.
- Staff retention and recruitment efforts.
- The addition of new volunteer training for parenting time requirements within foster care.

Don't forget about our other news content!

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inside michigan

- **You can check out the latest issue of MDHHS Digest** by visiting this archive. The monthly issue is always full of news relevant to our department.
- **The monthly video message from MDHHS Director Nick Lyon** is always available at the top of the Inside MDHHS home page. On that same page, you can find the latest employee news on Current.
- **Help us get the word out!** Please send all story submissions for MDHHS Digest, This Week at MDHHS and the employee news site on the intranet, Current, to Scott Davis at daviss8@michigan.gov. Don't forget to include a photo.

The information in this publication is intended only for the use of recipient MDHHS staff. Recipient staff members shall not forward information contained here to a recipient outside of their agencies.

Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.
DHHS Footer

Become a foster parent through Michigan Department of Health & Human Services foster care program.

Questions? Contact Us

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This email was sent to ingersolli@michigan.gov using GovDelivery, on behalf of: Michigan Dept of Health & Human Services · 235 S. Grand Ave W. · Lansing, MI 48909 · 1-855-275-6424

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Sent: Tuesday, January 19, 2016 5:14 PM
To: Wheaton, Bob (DHHS)
Cc: Ingersoll, Jean (DHHS);Hudson, Kelly (DHHS);Geisen, James (DHHS);Thelen, Richard (DHHS)
Subject: Re: Sibley school aiding Eisenhower Elementary in Flint with water

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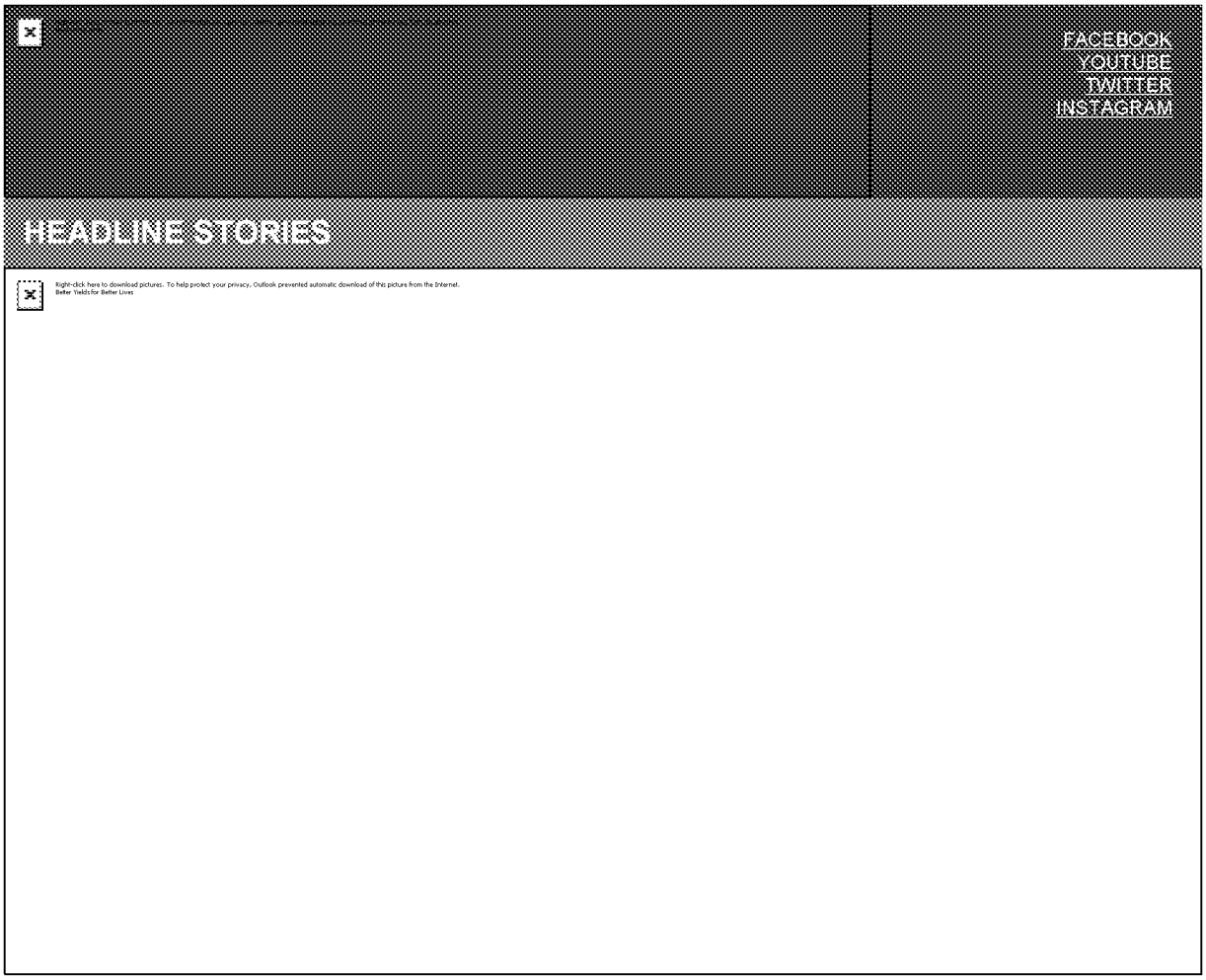
From: MSUToday <msutoday@cabs.msu.edu>
Sent: Wednesday, January 20, 2016 3:15 PM
To: Ingersoll, Jean (DHHS)
Subject: Better yields for better lives. Read the MSUToday Weekly Update.



Better yields for better lives

How does a country ensure a future powered by healthy citizens? It starts with making sure young children are properly nourished. MSU researcher and Guatemala native Luis Flores is partnering to bring new farming practices to his homeland to help reverse the trend of staggering malnutrition.

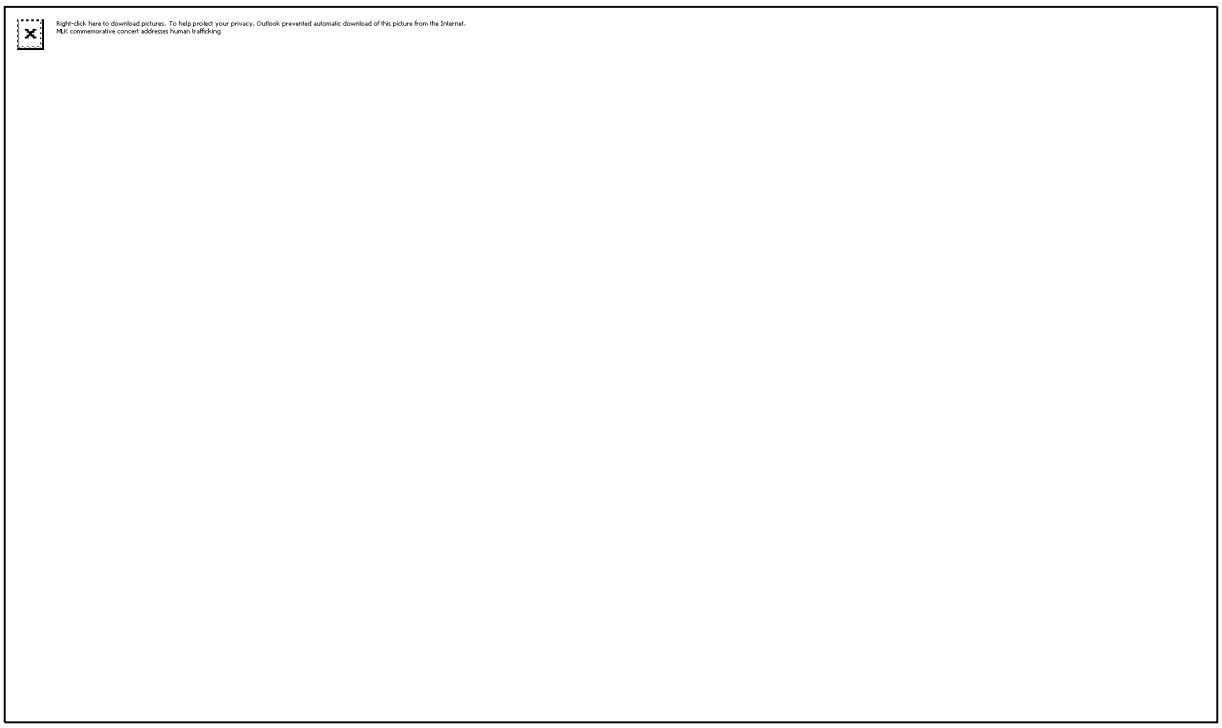
Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.
New Pediatric Public Health Initiative to support the health of Flint children

Supporting Flint's children

MSU and Hurley Children's Hospital have announced a new Pediatric Public Health Initiative to address the Flint community's population-wide lead exposure and help all Flint children grow up healthy and strong.

FORBES LISTS BLACK PINE ENGINEERING, WHICH BEGAN IN THE LAB OF MECHANICAL ENGINEERING PROFESSOR NORBERT MUELLER, AMONG THE COUNTRY'S 15 INNOVATIVE COLLEGE STARTUPS.

Arts

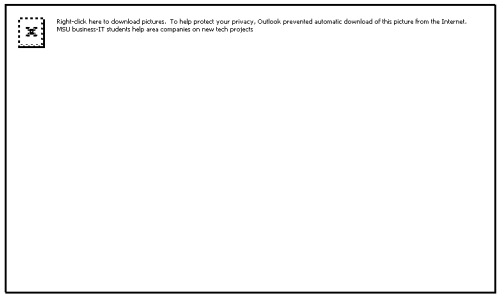


MLK commemorative concert addresses human trafficking

On Jan. 17, as part of the annual commemorative concert celebrating the life of Martin Luther King Jr., MSU's Jazz Orchestra I performed the world premiere of "Do You Know My Name?" which is the first major jazz work to address human trafficking.

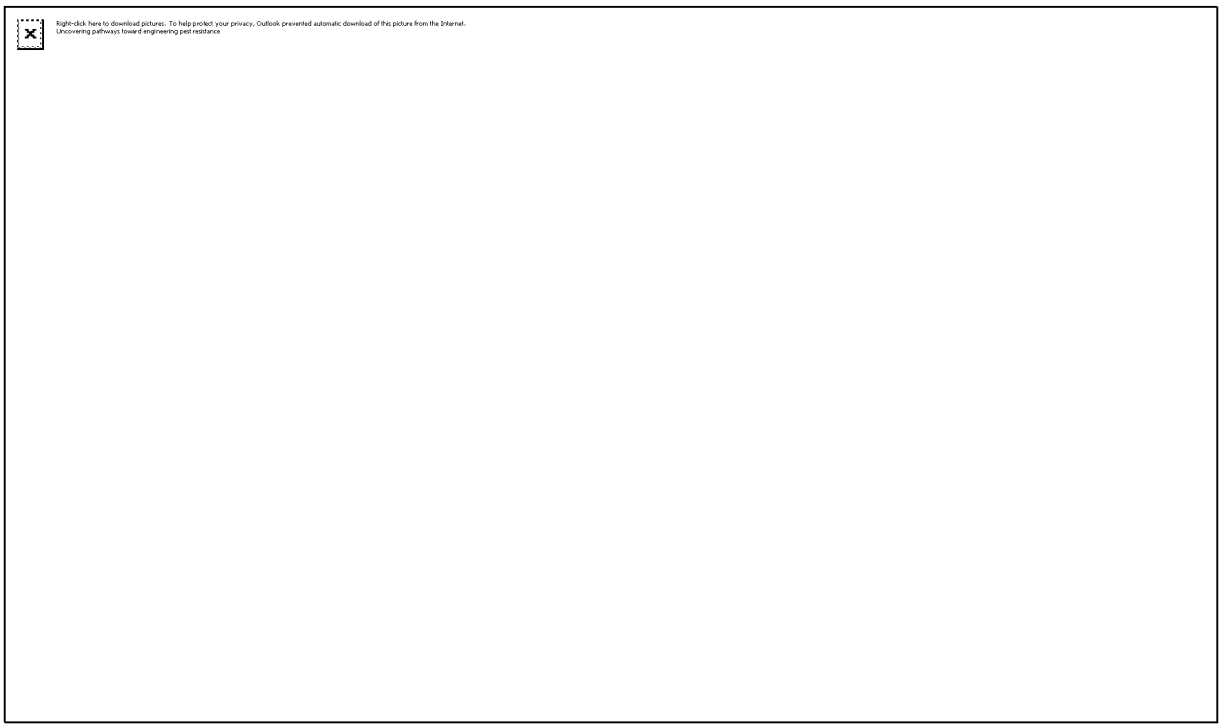
Business

Helping with tech projects



More than 15 teams of MSU undergraduates are ready and waiting to help mid-Michigan businesses and nonprofits solve their digital problems. As part of the final course in their Information Technology minor, the students are required to work in cross-functional teams on a real-world IT project. They just need more "clients."

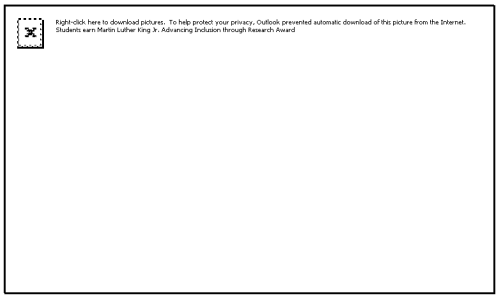
Environment



Uncovering pathways toward engineering pest resistance

MSU scientists are examining the biochemistry of plants in research that could lead to advancements in the production of plants that are less susceptible to insect pests.

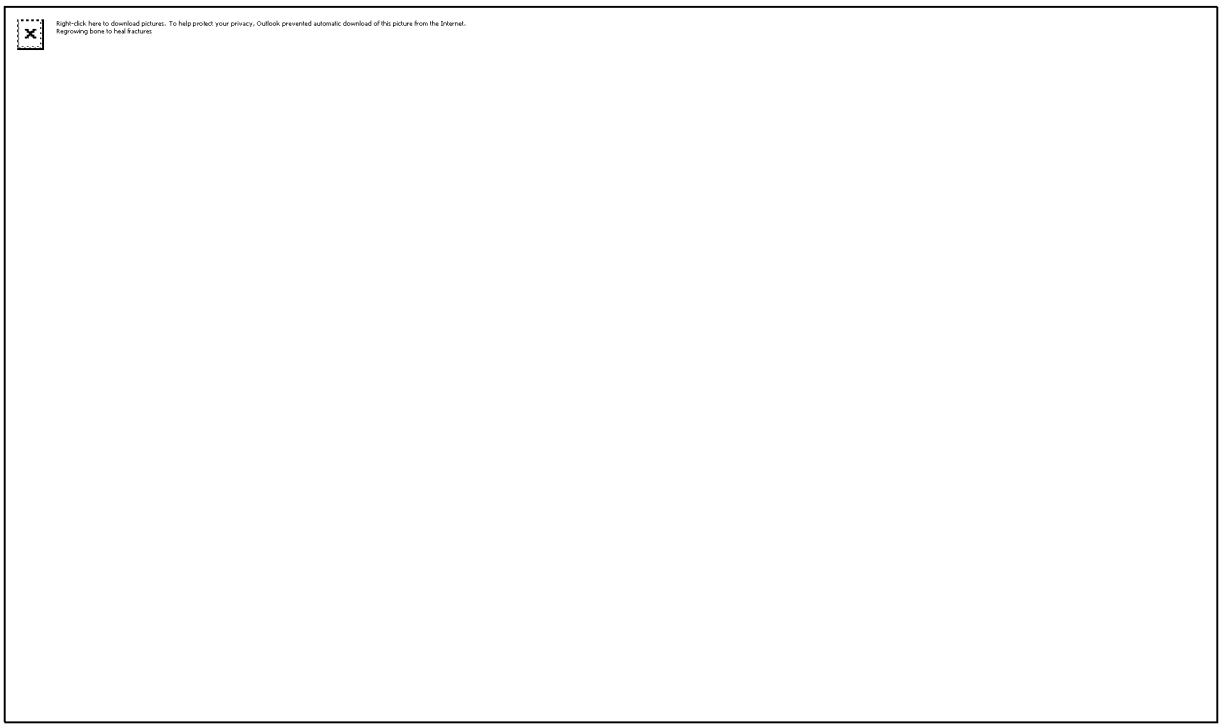
Life



Students earn research award

The research and creative works of seven MSU students has earned them the Martin Luther King Jr. Advancing Inclusion through Research Award. The award builds the body of work authored by students that supports the ideals of inclusive excellence through topics of inclusion, diversity and marginalized populations.

Health



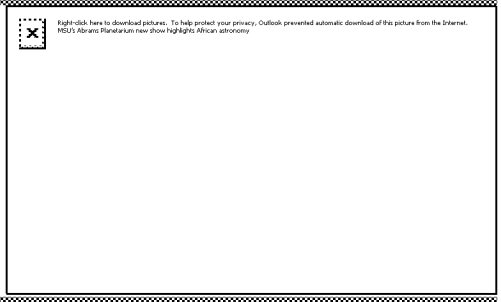
Regrowing bone to heal fractures

Kurt Hankenson, an MSU veterinary scientist and expert in bone regeneration, is finding ways to improve the healing process when it comes to fractured bones.

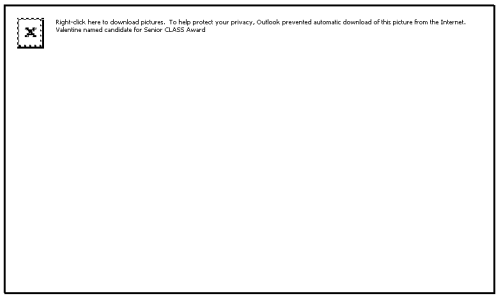
Science and Technology

Highlighting African astronomy

MSU's Abrams Planetarium is now featuring "Skywatchers of Africa," a new show that examines African cultural uses of the sky that developed throughout history. "Skywatchers of Africa" celebrates our shared human experience with astronomy.



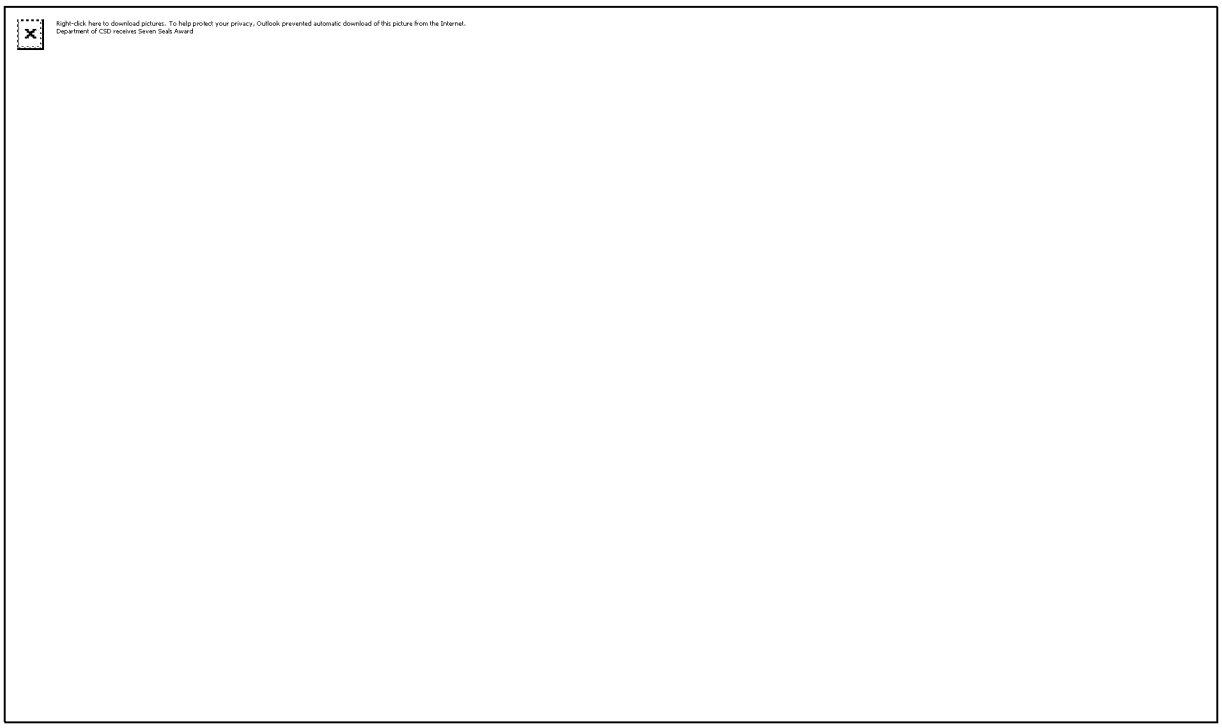
Sports



Valentine up for national award

MSU senior guard Denzel Valentine has been named a candidate for the Senior CLASS Award. To be eligible for the award, a student-athlete must be classified as an NCAA Division I senior and have notable achievements in four areas of excellence: community, classroom, character and competition.

Campus

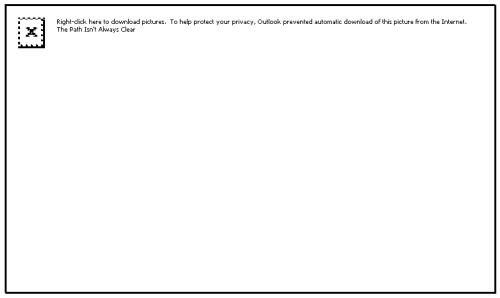


Department of CSD receives Seven Seals Award

The Seven Seals Award was presented to the MSU Department of Communicative Sciences and Disorders on Jan. 12 after its nomination by Blake Donovan, a CSD master's student and captain in the Michigan Army National Guard where he serves as a company commander.

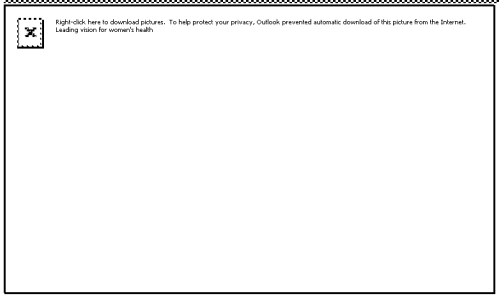
360 Perspective

The Path Isn't Always Clear



Guatemalan beans, goals from a dean and a three-legged lion showed up in my inbox this week. Nope — this isn't the start of some joke; it's just my life. My job, like everyone's, has its challenges. For me, one can be coming up with a way to tie some very dissimilar things together into something that makes sense. It's a blessing and a curse, really.

Good Will



Leading vision for women's health

When Asgi Fazleabas came to MSU in 2009, the Center for Women's Health was only a dream. There was no building and only a small staff of researchers. But what began with a vision has grown exponentially.

GREENING OF THE GREAT LAKES

MSU and News/Talk 760 WJR collaborate on the weekly sustainability-focused Greening of the Great Lakes radio show, heard every Sunday at 7 p.m. on News/Talk 760 WJR and around the state each weekend on the Michigan Talk Network. Learn More »

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Student app

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Overcoming the odds

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From: Michigan Department of Health and Human Services <MDHHS@govsubscriptions.michigan.gov>
Sent: Wednesday, January 20, 2016 3:47 PM
To: Ingersoll, Jean (DHHS)
Subject: Michigan Dept of Health & Human Services Twitter Update

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Michigan Department of Health & Human Services logo

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You are subscribed to Twitter for Michigan Dept of Health & Human Services. This information has recently been updated, and is now available.

Michigan HHS Dept MichiganHHS 20 Jan
Here's a feel good story about how our employees and locals are supporting #fostercare youth in college: https://t.co/vPAzgrTOCe
Details | Retweet

Michigan HHS Dept MichiganHHS 20 Jan
When it comes to adopting a healthier diet, slow & steady wins the race. https://t.co/eWsdMA0thV https://t.co/LL9qrKDyql
Details | Retweet

Michigan HHS Dept MichiganHHS 19 Jan
Free bottled water, filters, and water testing kits available for Flint residents. Visit https://t.co/vM5vNBHxz0 or call 211 for more info.
Details | Retweet

Michigan HHS Dept MichiganHHS 19 Jan
If you're looking for opportunities to help Flint, you can visit https://t.co/VvfUxnidv5 #MISOTS16
Details | Retweet

Michigan HHS Dept MichiganHHS 19 Jan

RT @onetoughnerd: We will be there with long-term solutions for as long as it takes to make this right #MISOTS16 https://t.co/SADma7DTn5

Details | Retweet

Michigan HHS Dept MichiganHHS 19 Jan

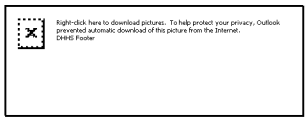
Gov Snyder: Flint health concerns will be quickly, compassionately treated. We will be there with long-term solutions. #MISOTS16

Details | Retweet

Michigan HHS Dept MichiganHHS 19 Jan

RT @onetoughnerd: We are working to do whatever we must until this crisis is resolved. #MISOTS16 https://t.co/OsE9Uw3R1r

Details | Retweet



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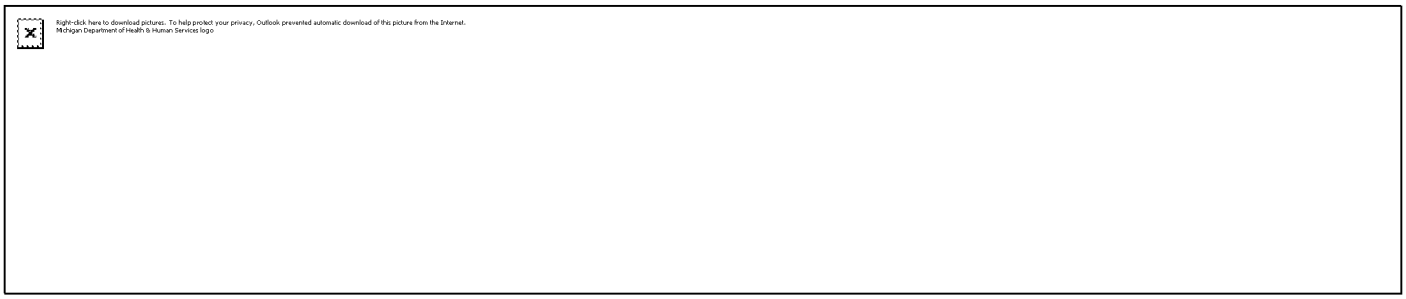
From: Michigan Department of Health and Human Services <MDHHS@govsubscriptions.michigan.gov>
Sent: Thursday, January 21, 2016 3:46 PM
To: Ingersoll, Jean (DHHS)
Subject: FOR IMMEDIATE RELEASE: MDHHS issues 2015 Legionnaires Disease Report for Genesee County



Press Release

FOR IMMEDIATE RELEASE: January 21, 2016

CONTACT: Jennifer Eisner, (517) 241-2112

MDHHS issues 2015 Legionnaires Disease Report for Genesee County

LANSING, Mich. – The Michigan Department of Health and Human Services today issued its report regarding the increase of Legionnaires' disease (LD) during 2015 in Genesee County. MDHHS cannot conclude that the increase is related to the water switch in Flint nor can we rule out a possible association at this time.

From May 2015 through October 2015, 42 LD cases were reported in Genesee County. Data previously indicated three Legionnaires associated deaths from May 2015 through October 2015, however additional case information received has brought this number to four.

"While cases of Legionnaires disease are not expected in the winter, we remain fully engaged with the Genesee County Health Department as well as our federal partners at the Centers for Disease Control and Prevention to protect the health of Flint residents," said Eden Wells, M.D., Chief Medical Executive with the MDHHS. "We remain diligent in our efforts to proactively and appropriately address the potential for future cases."

Legionella is a type of bacteria commonly found in the environment that grows best in warm water, such as hot tubs, cooling towers, hot water tanks, potable water systems, and decorative fountains. When people are exposed to the bacteria, it can cause Legionellosis, a respiratory disease that can infect the lungs and cause pneumonia. The bacteria can also cause a less serious infection called

Pontiac fever. *Legionella* is not transmitted person to person.

The state today also released an updated report for cases from June 2014 to March 2015. During that time, 45 LD cases were confirmed in Genesee County, including five associated fatalities. The report issued on January 13 originally identified seven fatalities during that time period.

Consistent with published literature, legionella related deaths are defined as fatalities that occurred within 30 days of hospital discharge. While the number of cases remain unchanged for LD in Genesee County, the total associated fatalities is now nine because some cases occurred outside of the 30 day period.

During LD outbreak investigations, clinical isolates, or case specimens, are often evaluated against environmental specimens to aid in determining an infection source. One reason that the increase in cases cannot be directly related to the change in Flint water supply is due to the lack of clinical *Legionella* isolates from case patients. Clinical isolates are necessary to interpret the findings of an environmental investigation in an outbreak. Although a limited number of clinical isolates are available from the 2015 cases, there are not enough to determine a conclusive environmental source.

Of the 87 total confirmed cases between June 2014 and November 2015, 31 people, or 35.6 percent, received city of Flint water to their residence. A total of 26 people, or 29.8 percent, had no known exposure to a Flint hospital on the city of Flint water system in the two weeks prior to illness, nor were their homes on the Flint water system. Other possible exposures were evaluated and no known community exposures were identified. Enhanced surveillance will continue in 2016.

MDHHS has been and continues to work with the Genesee County Health Department (GCHD), Michigan Department of Environmental Quality (DEQ), Centers for Disease Control and Prevention (CDC) and the Environmental Protection Agency (EPA) on this matter. MDHHS shared an initial report with local and federal partners in June 2015, and has continued to facilitate regular communication with our federal partners and GCHD to monitor cases.

###

- 6-14 to 3-15 Legionellosis Report Full Analysis Results.pdf
- Updated 5-15 to 11-15 Legionellosis Analysis Summary.pdf
- 6-14 to 3-15 Legionellosis Report_Investigation Summary Analysis.pdf
- Update Legionellosis GC Press Release 012116.pdf

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DHHS Poster

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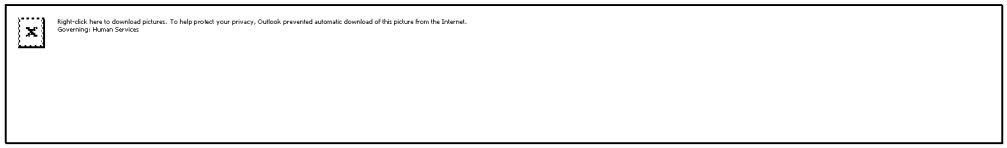
From: GOVERNING <newsletters@governing.com>
Sent: Friday, January 22, 2016 10:42 AM
To: Ingersoll, Jean (DHHS)
Subject: This Week in Politics: A New Newsletter

View Newsletter in Browser

ATTN READERS: This is our NEW politics newsletter. Each week, veteran reporter Alan Greenblatt will break down the most important election news and political dynamics impacting states and localities. To keep getting this FOR FREE and stay informed, click here.



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THIS WEEK IN POLITICS

Flint Fallout, Corruption in Court and One State's New Supermajority

BY ALAN GREENBLATT

This was a busy week in politics -- but then, practically every week is. That's why *Governing* is offering this new weekly newsletter.

We won't cover the presidential campaign -- you can find plenty of that elsewhere. Instead, we aim to share with you the most interesting and important developments in state and local politics each week.

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Flint Curbs Snyder's Future

Although it's premature to call him a lame duck, Michigan Gov. Rick Snyder's political capital has clearly been diminished by the Flint water crisis. During his State of the State address on Tuesday, Snyder offered lots of apologies: "You did not create this crisis;" "Government failed you;" and, "I'm sorry."

Since winning re-election in 2014, Snyder had been mentioned as a potential presidential or vice presidential pick on the Republican side. That kind of talk, however, has abruptly ended. "Even some Michigan Republicans concede that Snyder's national prospects are toast, at least in the short term," reports *Politico*. **KEEP READING >>**

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HHS: Realizing Better Outcomes at a Cost Governments Can Afford

Read this Health and Human Services Special Report to find updates on where states are in this ACA era, learn about the challenges state and local governments continue to encounter and find out more about the government agencies developing successful policies with the potential to scale and be replicated across the country. **DOWNLOAD NOW**

MORE POLITICS NEWS & COMMENTARY

A New Era for NGA's Relations With Congress?

The National Governors Association had seen its influence on federal legislation decline in the past decade. But things may be looking up.

2016's Top Legislative Issues to Watch

These are the biggest policies and problems that states will confront this year.

Rocky Roads Ahead for Governors With Failed Presidential Bids

Trying and failing to take the White House has historically spelled trouble for governors' future political careers. In 2016, however, there may be one

exception.

Bernie Sanders Wants the Health Plan His Own State Rejected

The presidential candidate wants America to create a single-payer health system -- something no U.S. state has done before.

Why Iowa's GOP Governor Wants Ted Cruz to Lose

"I believe it would be a big mistake for Iowa to support him," said Gov. Terry Branstad.

Iowa's Perennial Power Player

Republicans have the governorship and the state House in Iowa, but Democrats have Mike Gronstal, who adheres to the old-fashioned sense that voters elect politicians to work on policy before retreating to their respective partisan corners.

Milwaukee's Problems Leave Longtime Mayor Vulnerable

Most of the city's problems, the mayor argues, are out of his control. Will voters blame and oust him anyways?

After 30 Days in Jail, N.M.'s Ex-Secretary of State Freed

Dianna Duran prided herself on battling public corruption and voter fraud, even as she committed such crimes.

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From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Friday, January 22, 2016 12:40 PM
To: Ingersoll, Jean (DHHS)
Subject: "He's his own best spokesman"

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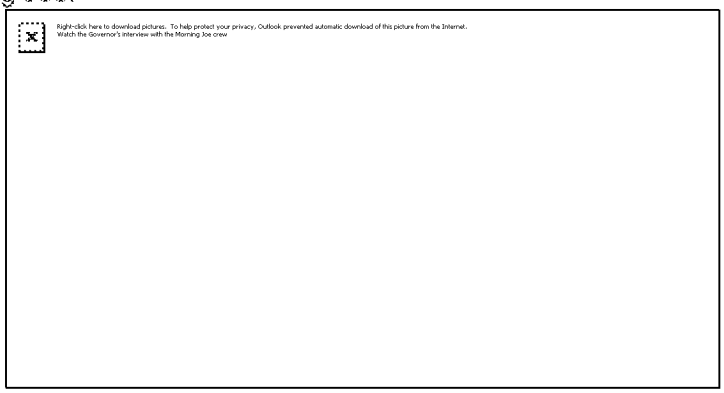
How we are fixing the Flint water crsis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

Governor Snyder on Morning Joe

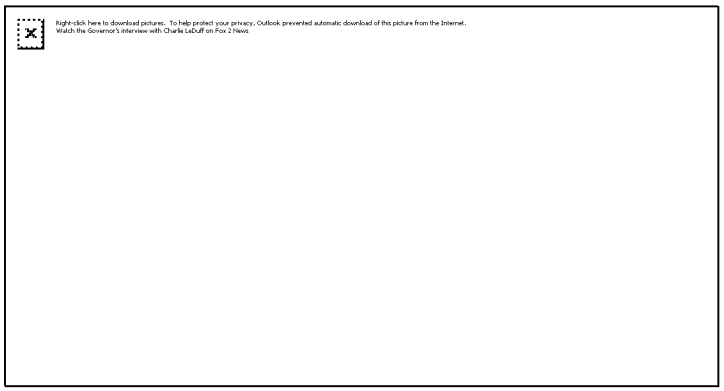
"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.



Governor Snyder with Charlie LeDuff on Fox 2 Detroit

"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm

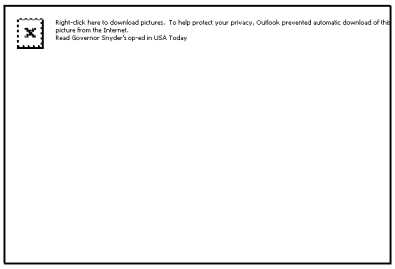
came from people who worked for me, and I feel responsible for that. But I am committed to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.



Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.

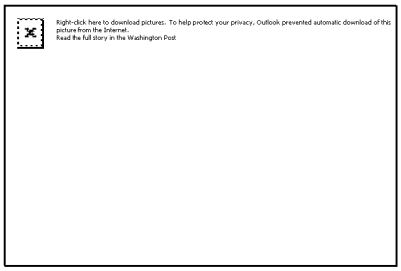
Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." Click here to read the Governor's full op-ed.

Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"

Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. Click here to read the full story in the Washington Post.



Visit HelpForFlint.com to learn how you can help Flint residents.

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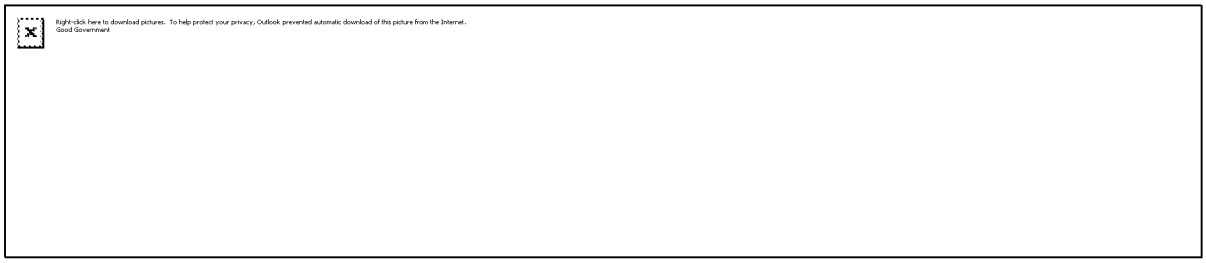
From: State of Michigan <MISOM@govsubscriptions.michigan.gov>
Sent: Friday, January 22, 2016 4:36 PM
To: Ingersoll, Jean (DHHS)
Subject: Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit www.helpforflint.com to learn how you can help.

For additional information and updates, visit www.michigan.gov/flintwater.

Again, thank you for all your support.

Sincerely, Mike Zimmer
Office of Good Government Director
Dept. of Licensing and Regulatory Affairs Director

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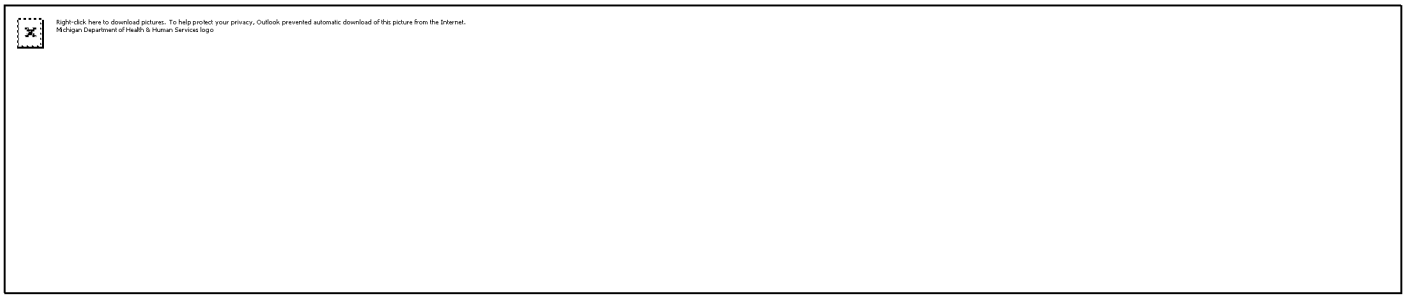
From: Michigan Department of Health and Human Services <MDHHS@govsubscriptions.michigan.gov>
Sent: Saturday, January 23, 2016 3:47 PM
To: Ingersoll, Jean (DHHS)
Subject: Michigan Dept of Health & Human Services Twitter Update



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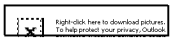

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Michigan HHS Dept MichiganHHS 23 Jan

Use Flint water? Call 211 to find out where you can pick up a free water filter. #FlintWater https://t.co/7Ey38LOELT

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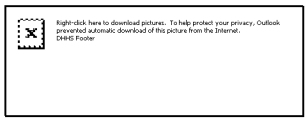

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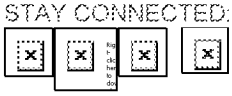

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From: VanHoeven, Abbey (DHHS)
Sent: Monday, January 25, 2016 9:43 AM
To: Davis, Scott (DHHS)
Subject: RE: Pathways school water donations

Hi Scott,

Yes, the water can be dropped off directly to the school through January 29th. The school is open 8am-4pm daily for water drop off. ☺

Thank you for including Sibley!

Abbey

Abbey VanHoeven
Sibley Elementary School
DHHS Success Coach
Kent County
vanhoevena@michigan.gov
1.616.819.6669 ph
1(517)346.9888

From: Davis, Scott (DHHS)
Sent: Friday, January 22, 2016 2:30 PM
To: VanHoeven, Abbey (DHHS) <VanHoevenA@michigan.gov>
Cc: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Subject: Pathways school water donations

Hi Abbey:

For Monday, I'm doing a write-up of some of the things MDHHS is doing to help Flint's water situation, and I'm including your efforts at Sibley. It's a great thing you're doing. In the attached talking points, I only saw one way for people to donate water -- by calling 211. Is there any more direct way that people can donate water to this effort?

Scott Davis
Communications

From: Wheaton, Bob (DHHS)
Sent: Wednesday, January 20, 2016 1:13 PM
To: Davis, Scott (DHHS) <DavisS8@michigan.gov>
Subject: FW: Talking Points for Approval-MDHHS Pathways to Potential School

See the attached for information about this one. If you use it, double-check Abbey's title. I believe she's a success coach, but I may be wrong.

From: Wheaton, Bob (DHHS)
Sent: Tuesday, January 19, 2016 11:03 AM
To: Eisner, Jennifer (DHHS)
Subject: RE: Talking Points for Approval-MDHHS Pathways to Potential School

Jen,

Attached are the talking points. The school has scheduled an interview with WOOD TV for 9 a.m. Wednesday and has asked Abbey, our Pathways success coach, to participate in the interview.

Can you advise so that I can give her a yes or no on whether she can be interviewed and provide her with talking points?

Thanks,
Bob

From: Eisner, Jennifer (DHHS)
Sent: Monday, January 18, 2016 2:07 PM
To: Wheaton, Bob (DHHS)
Subject: Re: Talking Points for Approval-MDHHS Pathways to Potential School

Hi Bob --

I haven't seen the talking points, but we definitely need to be aware of all interviews related to Flint.

Can you send me the talking points?

Thank you,
Jennifer

From: Wheaton, Bob (DHHS)
Sent: Monday, January 18, 2016 1:20 PM
To: Eisner, Jennifer (DHHS)
Subject: Fwd: Talking Points for Approval-MDHHS Pathways to Potential School

Jen,

Can you advise?

Thanks,
Bob

Sent from my iPhone

Begin forwarded message:

> **From:** JICManager <JICManager@michigan.gov>
> **Date:** January 18, 2016 at 1:00:50 PM EST

To: "Wheaton, Bob (DHHS)" <WheatonB@michigan.gov>
Subject: RE: Talking Points for Approval-MDHHS Pathways to Potential School

Hi Bob,

Please work with Jen Eisner and she can determine if it needs to go through the JIC/SEOC.

-Sierra

From: Wheaton, Bob (DHHS)
Sent: Monday, January 18, 2016 12:09 PM
To: JICManager
Subject: Re: Talking Points for Approval-MDHHS Pathways to Potential School

Nicole, Shanon,

I'm following up on this because I haven't heard back. Does JIC, SEOC need to approve talking points for a media interview one of our staff members is doing regarding efforts to donate water to Flint?

Thanks,
Bob

Sent from my iPhone

On Jan 16, 2016, at 1:44 PM, Wheaton, Bob (DHHS)
<WheatonB@michigan.gov<mailto:WheatonB@michigan.gov>> wrote:

Hi Nicole,

Can you or Shanon review these talking points and offer any edits, concerns, etc. by Tuesday Jan. 19? This is the effort by one of the MDHHS Pathways schools to collect water to donate to a Flint school that I have discussed previously with Nicole.

These are for one of our caseworkers who is a success coach at one of the MDHHS Pathways to Potential schools, Sibley Elementary School in Grand Rapids. They are collecting water for another Pathways school in Flint. The School News Network, a Grand Rapids area media outlet that reports on local schools, has asked to interview them for a story by Wednesday of next week.

Thanks,

Bob Wheaton
Communications manager, public information officer
Michigan Department of Health and Human Services
(517) 281-1701

<SecureZIP Attachments.zip>

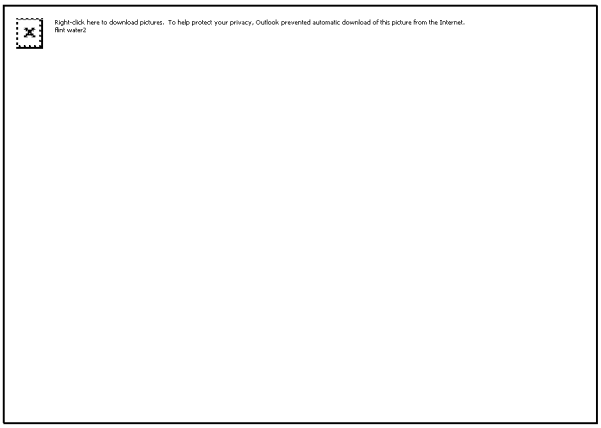
From: Michigan Department of Health and Human Services <MDHHS@govsubscriptions.michigan.gov>
Sent: Monday, January 25, 2016 10:15 AM
To: Ingersoll, Jean (DHHS)
Subject: This Week at MDHHS 1.25.16

This Week at MDHHS

January 25, 2016

Your weekly chronicle of the Michigan Department of Health and Human Services and the transformation in how health and human services are delivered in Michigan.

MDHHS employees volunteer to help Flint residents



When Alicia Jorgensen learned about the water quality issues in Flint, the Ottawa County MDHHS employee knew she had to act.

"I had been watching television and scanning social media about the matter and thought to myself, 'What can I do as a person who cares?' Jorgensen said. "Not only that, but only two hours away, this could be me and my family."

Jorgensen used $232 in donations from co-workers, along with other donations, and bought 141 cases of water with help from her mother, Nancy Palmer. They loaded the water onto a trailer and drove it 2 ½ hours to Flint.

She is among many dozens of MDHHS employees who have volunteered their own time to supply water and filters to Flint residents or have partnered with others to help the community. These efforts are in addition to the coordinated state government response to the Flint water issue.

In another effort involving MDHHS employees, Pathways to Potential staff members

are partnering with Sibley School in Grand Rapids, an elementary, to collect water through Friday to send to a Pathways school in Flint.

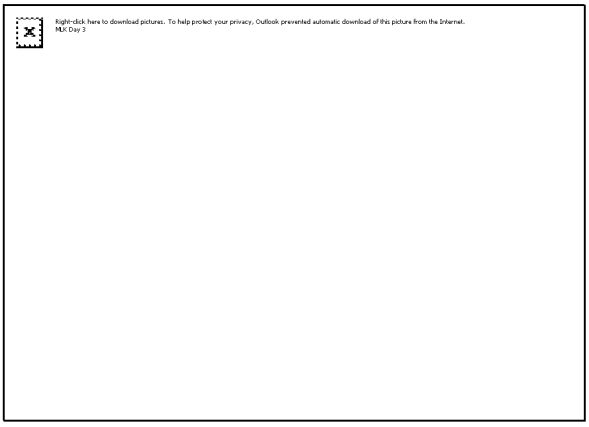
SpartanNash Co., a Byron Center-based grocery, is offering to match the water donations of the effort by Pathways, which places MDHHS employees in schools and other facilities to help students and others overcome barriers. Abbey VanHoeven, a Pathways success coach who is helping to coordinate the effort, said water can be dropped off at Sibley, 943 Sibley St. NW, between 8 a.m. and 4 p.m. through Friday.

Water collection efforts also are underway at Business Service Center 4 offices, a district that includes Hillsdale, Jackson, Livingston, Washtenaw, Lenawee, Monroe, Oakland (cash assistance), Macomb (cash assistance) and Wayne (cash assistance) counties.

This effort began in Hillsdale County with a partnership between the county office and a church, Hillsdale Assembly of God, 4075 Beck Road, Jonesville. Water can be dropped at the church starting Tuesday through Friday and Feb. 2 through Feb. 5. Drop-off hours are 9 a.m. to 4 p.m. and 7 p.m. to 8 p.m. on Wednesdays.

Pictured above is Alicia Jorgensen (left) and her mother, Nancy Palmer, buying water to deliver to Flint residents.

MCSC funds projects to commemorate MLK



The Michigan Community Service Commission (MCSC) recently encouraged volunteerism across Michigan by helping to fund 29 Martin Luther King Jr. Day of Service projects.

MSCS provided $8,902 for the projects, which were done in commemoration of the slain civil rights leader between Jan. 15 and Jan. 24.

Volunteer projects included securing vacant properties and clearing blocks of trash in Detroit and making welcome baskets in Traverse City for families that are transitioning to stable housing.

Martin Luther King Day is a national holiday observed on Jan. 18, and Gov. Rick Snyder proclaimed the same day to be the Martin Luther King Jr. Day of Service in Michigan.

Pictured above is a group of volunteers at Flint's Baker College making sleeping mats and blankets to be donated to a homeless shelter.

Nominations are open for 2016 Governor's Service Awards

Feb. 29 is the deadline for nominating a volunteer, organization or national service program for a 2016 Governor's Service Award.

The award is an opportunity to recognize those individuals and organizations who mentor children, help the hungry and homeless, assist the elderly and help steward the environment. Awards may be presented to nominees in nine categories for significant service contributions.

More information about the awards and how to make a nomination can be found on the Michigan Community Service Commission website.

MDHHS: In the News

Residents receiving dental care under state health plan

Mid-Michigan residents are now receiving care for longtime dental problems under the Healthy Michigan Plan. The Lansing State Journal reported on the story.

State employees volunteer to help Flint residents

About 130 State of Michigan employees volunteered on Martin Luther King, Jr. Day to distribute water, filters and other items to Flint residents. UpNorthLive.com reported on the story.

Q & A: Your questions about MDHHS

The Michigan Department of Health and Human Services was created April 10, and many of you may have questions about the relatively new agency where we work. We will do our best to answer any questions that you have.

Those of you with questions can direct them to Scott Davis of the Office of Communications at daviss8@michigan.gov. Below is a staff question and our answer:

QUESTION: Some rural and inner-city areas in Michigan struggle to attract qualified doctors to their communities. Does MDHHS play any role in recruiting doctors and filling this need?

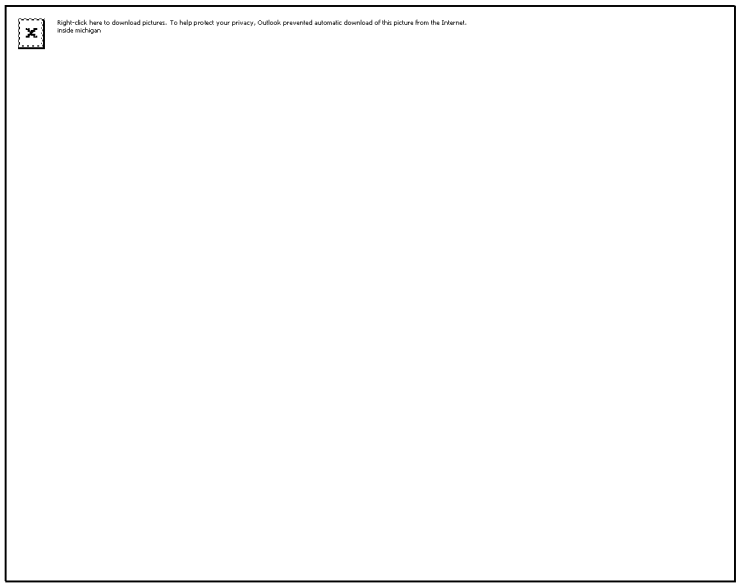
ANSWER: Yes, since 1991, Michigan has offered the Michigan State Loan Repayment Program (MSLRP) to encourage primary care physicians, dentists, psychiatrists, nurse practitioners and physician assistants to practice in medically underserved areas in Michigan. The program operates simply. In exchange for a medical professional working in an underserved area for two years, MSLRP will repay up to $50,000 of the person's educational debt. This contract can be renewed three more times for a total of eight years

and up to $200,000 in loan repayment.

Currently, 120 medical professionals are part of MSLRP. They work in several northern, rural Michigan counties and inner-city areas including Detroit, Saginaw and Flint. Forty percent of the loan repayment is funded by the state, 40 percent by the federal Health Services and Resources Administration and 20 percent by the participant's employer; employers contribute because it greatly aids their recruitment efforts. This fiscal year, about $1.5 million in state general funding was allocated to the program.

Program officials are now conducting an evaluation to determine how many participants continue to practice in an underserved area after their contract has been fulfilled.

Don't forget about our other news content!



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- **Help us get the word out!** Please send all story submissions for MDHHS Digest, This Week at MDHHS and the employee news site on the intranet, Current, to Scott Davis at daviss8@michigan.gov. Don't forget to include a photo.

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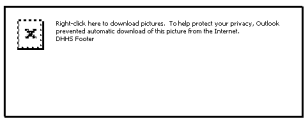

Become a foster parent through Michigan Department of Health & Human Services foster care program.

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MDHHS Communications Advisory Committee Agenda
January 28, 2016

I. MDHHS Updates

   a. Flint water update (Jennifer or Bob if available)

II. Roundtable Updates

   a. *REMINDER*: Introduce yourself before your update

III. Next meeting

   a. *Next date*: Thursday, February 25 at 9 a.m.

   b. Capitol View 7th Floor Large Conference Room

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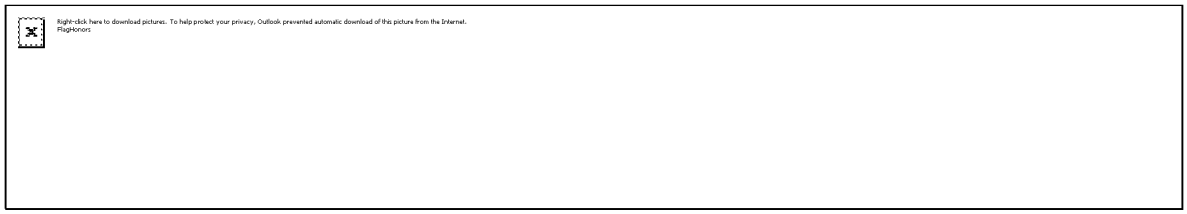
From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Friday, January 29, 2016 9:50 AM
To: Ingersoll, Jean (DHHS)
Subject: Thank you for your service



THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

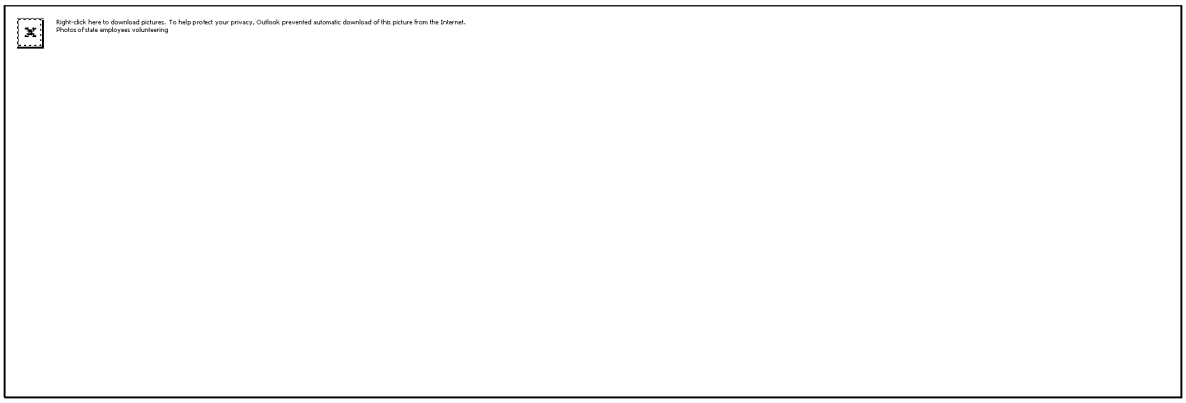
Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit www.HelpForFlint.com to learn how you can do so. For additional information and to sign up for daily updates, please visit www.mi.gov/FlintWater. I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

Thanks,

Governor Rick Snyder



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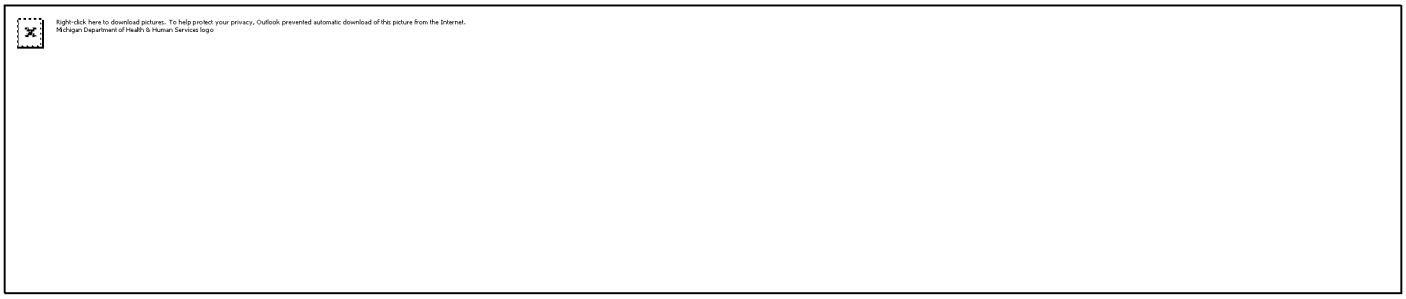
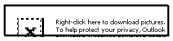
From: Michigan Department of Health and Human Services <MDHHS@govsubscriptions.michigan.gov>
Sent: Friday, January 29, 2016 3:46 PM
To: Ingersoll, Jean (DHHS)
Subject: Michigan Dept of Health & Human Services Twitter Update



Having trouble viewing this email? View it as a Web page.



You are subscribed to Twitter for Michigan Dept of Health & Human Services. This information has recently been updated, and is now available.

Michigan HHS Dept MichiganHHS 29 Jan

Find out how our CNA program is helping #MCTI students in Benton Harbor gain employment: https://t.co/HS7Z6R8UVK via @WSBT

Details | Retweet

Michigan HHS Dept MichiganHHS 29 Jan

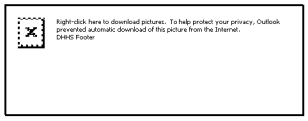
RT @MichEMHS: . @distressline can provide counseling for dealing with the problems caused by the water supply emergency in #Flint: https://…

Details | Retweet

Michigan HHS Dept MichiganHHS 29 Jan

Listen to the story of a #CervicalCancer survivor and the importance of getting the #HPVvax: https://t.co/9sKscNXyP0 #CervicalHealthMonth

Details | Retweet



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Questions? Contact Us

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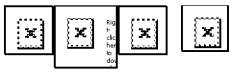

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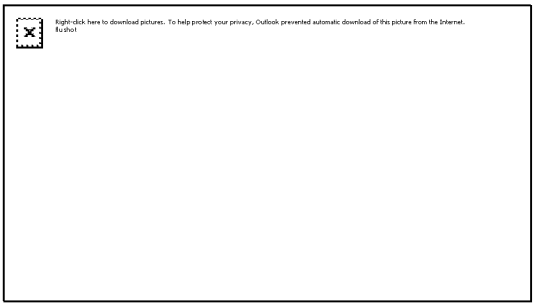
From: Michigan Department of Health and Human Services <MDHHS@govsubscriptions.michigan.gov>
Sent: Monday, February 01, 2016 3:39 PM
To: Ingersoll, Jean (DHHS)
Subject: This Week at MDHHS 2.1.16

This Week at MDHHS

February 1, 2016

Your weekly chronicle of the Michigan Department of Health and Human Services and the transformation in how health and human services are delivered in Michigan.

More kids protected against vaccine-preventable diseases



Many more children are being vaccinated in Michigan under a new rule that requires parents to first meet with local health department staff before receiving a non-medical vaccination waiver.

The number of waivers submitted have plummeted 39 percent since the rule change in January 2015, compared to a similar period in the prior year.

In 2014, Michigan had the sixth highest immunization waiver rate in the country with more than 5 percent of kindergarten children not receiving all required vaccines. All Michigan kindergarteners, seventh grade students and students moving from one school district to another are required to be up to date on certain immunizations or have a signed immunization waiver.

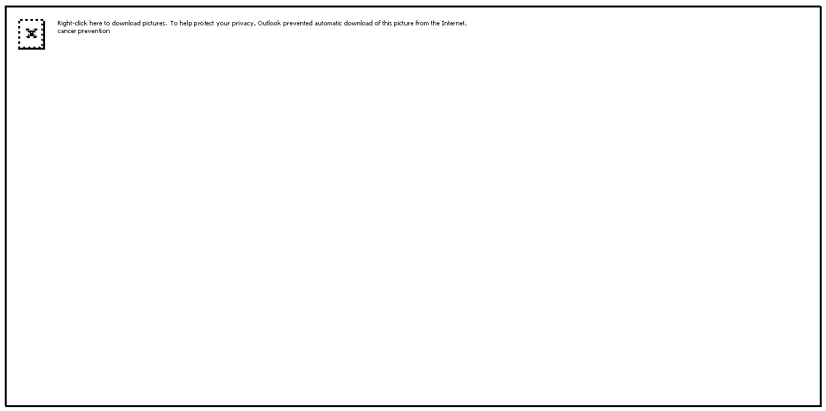
"By ensuring that parents have the opportunity to address and discuss concerns with their local health department, we're providing parents with knowledge they can use when making a decision about vaccinating their child," said Nick Lyon, MDHHS director. "Michigan's local health departments have been instrumental in working with

and educating parents who have had concerns about vaccines, and I applaud them for their understanding, assistance and dedication."

The new rule was intended to increase vaccination rates. Before the new rule, the waiver could be obtained from the school and signed by the parent at the time of school enrollment.

So far this school year, there have been nearly 8,000 fewer vaccination waivers for children entering Michigan's schools.

MDHHS promotes screening during Cervical Health Awareness Month



In recognition of January as Cervical Health Awareness Month, MDHHS is reminding women that widely available and affordable screening for cervical cancer can save their lives.

One troubling fact: More than half of cervical cancer deaths are seen in women who have either never had a Pap test -- a simple, affordable screening test -- or have not had testing in more than five years.

In 2012, 313 Michigan women were diagnosed with invasive cervical cancer, and in 2013, 128 Michigan women died from this disease.

"Human Papillomavirus or HPV vaccination is also very important because it can prevent about 85 percent of all cervical cancer cases in the United States," said Dr. Eden Wells, chief medical executive at MDHHS. "The HPV vaccine is safe, effective, and produces better immunity when given at the recommended age of 11-12 years. It can prevent cervical cancer in women as well as other cancers in both women and men."

Three doses of HPV vaccine are recommended for girls and boys at 11-12 years of age, but the vaccine can be given up through age 26. But only 31 percent of females and 19 percent of males ages 13-17 had received the entire three-dose vaccine series as of September 2015, according to Michigan Care Improvement Registry data.

Screening for cervical cancer is recommended to begin at age 21. Through the Healthy Michigan Plan, women's preventive health care -- such as screenings for cervical cancer, mammograms, prenatal care, immunizations and other services -- is covered without co-pays. Pap tests are available at many community-based clinics, and for women ages 40-64, Pap testing is accessible through the Breast and Cervical Cancer Control and Navigation Program.

Volunteer opportunities are available in Flint

MDHHS employees who wish to donate or volunteer to provide bottled water to Flint residents can visit www.helpforflint.com.

We thank all employees who have donated or volunteered to assist the citizens of Flint so far, including those helped out by distributing bottled water, water filters and other items to residents in Flint.

Please note that state employees who are interested in volunteering should plan to do so on their own time. Volunteers are responsible for their own transportation, and mileage reimbursement for personal vehicles is not authorized.

MDHHS: In the News

MCTI trains young people as CNAs

A pilot program offered through the Michigan Career Technical Institute is helping young people begin a promising future as a certified nursing assistant. WSBT-TV reported on the story.

Rule change leads to higher vaccinations for children

A Michigan state rule change has led to a sharp decrease in the number of parents seeking vaccination waivers for their children. Upper Michigans Source reported on the story.

Q & A: Your questions about MDHHS

The Michigan Department of Health and Human Services was created April 10, and many of you may have questions about the relatively new agency where we work. We will do our best to answer any questions that you have.

Those of you with questions can direct them to Scott Davis of the Office of Communications at davisS8@michigan.gov. Below is a staff question and our answer:

QUESTION: One of my customers, a Medicaid recipient, recently asked me about an IRS Form 1095-B that MDHHS mailed to her for the first time. Can you provide more information about this form?

ANSWER: In recent weeks, MDHHS has begun mailing the form to approximately 2.7 million Medicaid, Healthy Michigan Plan, and MIChild recipients in Michigan. This is the first year the IRS has required the form to be sent. The form provides information about how many months in 2015 the customer received medical coverage under one of these programs -- information that now must be reported on one's income tax return under provisions of the Affordable Care

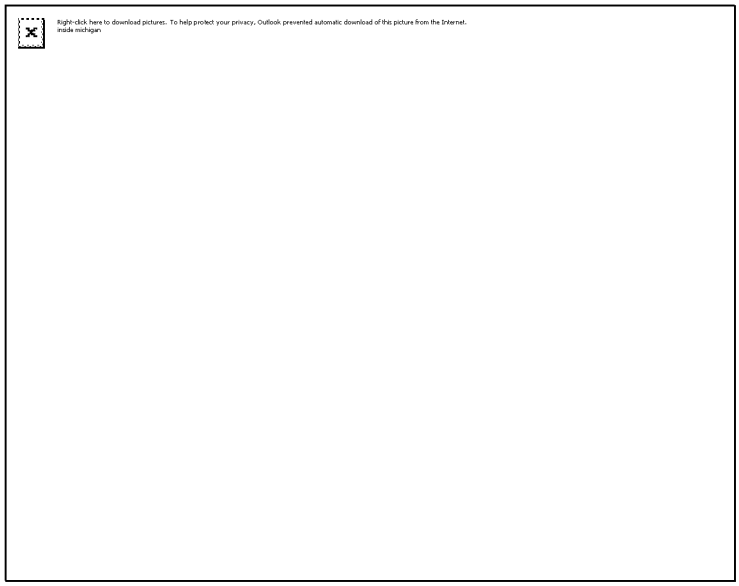
Act.

Customers who lost their form can log-on to the myHealthPortal application at www.michigan.gov/myhealthportal to reprint their tax form. They also can call the Beneficiary Help Line at 1-800-642-3195 (TTY 1-866-501-5656) to have another one mailed to them.

In addition, they can call the help line to report corrections needed on the form, or to answer general questions. The help line cannot give tax advice related to the form. Other information about the form is available on the Michigan.gov website at www.michigan.gov/1095b.

This form will now be mailed to program recipients in January of each year.

Don't forget about our other news content!



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Sent: Tuesday, February 16, 2016 8:00 PM
To: ingersollj@mi.gov
Subject: DRAFT Flint FOIA DTMB Systems

SMT Members:
In response to the Flint FOIA Project, we have compiled a list of DTMB-owned systems that may need to be searched depending on whether or not the systems listed would reasonably contain any of the search terms sent on Friday (see search terms below). We are not asking you to perform any searches at this time, additional instructions are forthcoming.

What I need from you is to:
1) review the list and tell me whether the systems listed may contain the search terms (center column);
2) notify me if there are DTMB systems that are not listed that may contain the search terms;
3) tell me who is the individual responsible for performing the search in the system on behalf of the custodians (right column);

This information is due back to me close of business (5:00pm) Wednesday. Jean

Electronic/DTMB SystemsE-Mich Pauley (Swanson) (Already public facing?) Buy4MichMaynard (Brownlee/Wellman) MAINDave Gabler (Brownlee/Wellman) MPSCSBrad Stoddard (Swanson) Anything Related to Cyber?Christian Kopacsi FileNetDemello (Swanson) Time and ExpenseLaurie Westfall/Dave Gabler (McFarlane) DCDSLaurie Westfall/Dave Gabler (McFarlane) X3Turnquist (Stibitz) HPTrimKristi Thompson (Joyce Vancovering)

Search Terms:
Legionnaire
Legionella
"boil water order" & "Flint" (anywhere in document) "coli" & Flint (anywhere in document) "bacteria" & "Flint" (anywhere in document) "microb" & "Flint" (anywhere in document) "TTHM" & "Flint" (anywhere in document) "Lead" & "Flint" (anywhere in document) "emergency" & "Flint" (anywhere in document) Karegnondi "Genesee County Health Department"
"Flint" (within sentence) "utilities"
"Lead and Copper Rule"
"Detroit Water and Sewerage Department" & "Flint" (anywhere in document) "DWSD" & "Flint" (anywhere in document) "Flint River"
"Pb" & "water" (anywhere in document)
"KWA"

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

Sent: Wednesday, February 17, 2016 10:27 AM
To: Longanbach, Janelle (DTMB)
Subject: RE: Contacts for Custodian Meeting Tomorrow

Subject:
Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint

Here is the language for the body of the email:

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to produce, by a certain date, any documents containing certain search terms. In this meeting we will review instructions for the process of identifying, compiling, scanning, and copying the necessary information.

They can attend by phone or in person.

Please add these staff:

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

From: Longanbach, Janelle (DTMB)
Sent: Wednesday, February 17, 2016 9:58 AM
To: Ingersoll, Jean (DTMB)
Subject: RE: Contacts for Custodian Meeting Tomorrow

I have a conference room booked. Now I'm working on adding all of the meeting people and I'll wait for your verbiage.

Thank you,

Janelle Longanbach
General Office Assistant
DTMB Director's Office
517-373-4210

From: Ingersoll, Jean (DTMB)
Sent: Wednesday, February 17, 2016 7:32 AM
To: Longanbach, Janelle (DTMB) <LonganbachJ@michigan.gov>
Subject: Contacts for Custodian Meeting Tomorrow

I will explain…. Jean

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

To: Brader, Valerie (GOV)
Cc: Gelisse, Ashley (DTMB);Stibitz, Brom (DTMB)
Subject: DTMB Search Guidelines Draft Memo

Good Afternoon Valerie:
Attached is the draft memo that we would like to send to our custodians as soon as possible. We would like clarification on two items below:

1. Clarify Search Terms
a. The list originally included a note that said anywhere in document; we removed it to avoid confusion
b. Originally written as "Flint" (within sentence) "utilities"; changed it to "Flint" & "utilities"
2. Lookback time period – is 10 years sufficient?

We also have a list of additional questions from our department and SBO. Would you have any time today for a brief call with Brom, Ashley and me? We are available any time and after 5:00pm.

Thank you. Jean

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

Sent: Thursday, February 18, 2016 10:10 AM
To: Scott, Troy
Subject: RE: Pilot metrics - draft worksheet

Thank you Troy. I started my new position about three weeks ago and last week was given the additional responsibility of managing all of our litigation and FOIA work here. We have been gathering data

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

From: Scott, Troy [mailto:tjscott@rti.org]
Sent: Thursday, February 18, 2016 9:47 AM
To: Ingersoll, Jean (DTMB)
Subject: RE: Pilot metrics - draft worksheet

Jean,

Wow. I didn't know Flint was part of your new portfolio. I hope you are able to do some real good there.

Please let me know if there is any way I can help with the metrics from afar. If these are numbers that Chandra or Vidya have provided in the past, perhaps I could work with them since I now know them a little. Let me know.

Godspeed for the work with Flint.

Troy
c: 206.550.6076

Troy J. Scott | RTI International
503.428.5680 | tjscott@rti.org

From: Ingersoll, Jean (DTMB) [mailto:IngersollJ@michigan.gov]
Sent: Thursday, February 18, 2016 8:31 AM
To: Lam, Philip <philip.lam@nist.gov>
Cc: Megas, Katerina N. <katerina.megas@nist.gov>; Nadeau, Ellen M. <ellen.nadeau@nist.gov>; Garcia, Michael E. <michael.garcia@nist.gov>; Fitch, Catherine (DIFS) <FitchC@michigan.gov>; Scott, Troy <tjscott@rti.org>
Subject: RE: Pilot metrics - draft worksheet

Hi Phil:
I will provide Ellen the updated metrics; at the moment I am consumed with the Flint emergency and will be for at the very least, the next two weeks. The one thing that I would love to do is finish everything for you so that we can formally close out the project but all my time is devoted to this project. I am very sorry! Jean

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

From: Lam, Philip [mailto:philip.lam@nist.gov]
Sent: Wednesday, February 17, 2016 11:41 AM
To: Ingersoll, Jean (DTMB)
Cc: Megas, Katerina N.; Nadeau, Ellen M.; Garcia, Michael E.; Fitch, Catherine (DIFS); Scott, Troy (tjscott@rti.org)
Subject: RE: Pilot metrics - draft worksheet

Jean,

Following up with you on this congressional metrics request. Can you please provide Ellen the complete metrics worksheet soonest?

Thank you,
Phil.

From: Nadeau, Ellen M.
Sent: Wednesday, January 20, 2016 7:08 AM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Cc: Lam, Philip <philip.lam@nist.gov>; Megas, Katerina N. <katerina.megas@nist.gov>
Subject: Re: Pilot metrics - draft worksheet

Hi Jean,

I attached the final version of the pilots metrics worksheet; it is almost identical to the version I sent around on 12/23, with just a few minor wording clarifications and tailoring to alumni of the NSTIC pilots program. Are you able to send us responses to the attached by Monday, January 25th? In the meantime, I am available to answer any questions! You'll notice that in the alumni worksheet we ask for information a) during the period of performance and b) since the end of the period of performance through 12/31/15. Since your pilot just ended, I'm assuming you'll ignore the "since the end of the period of performance" sections for now.

We're enthusiastic about starting this quarterly metrics process, and we really appreciate your help in collecting this data.

Thanks so much,
Ellen
Ellen Nadeau
Cyber Policy Strategist
National Strategy for Trusted Identities in Cyberspace (NSTIC) National Institute of Standards and Technology (NIST)
202.306.4033 mobile | www.nist.gov/nstic
From: "Ingersoll, Jean (DHHS)" <IngersollJ@michigan.gov>
Date: Wednesday, January 6, 2016 at 3:03 PM
To: "Lam, Philip" <philip.lam@nist.gov>
Cc: "Megas, Katerina N." <katerina.megas@nist.gov>, Ellen <ellen.nadeau@nist.gov>

Subject: RE: Pilot metrics - draft worksheet

Sounds great. Thank you Phil. Jean

Jean Ingersoll, JD
Michigan Department of Health and Human Services
235 S. Grand Ave.
Lansing, MI 48909
517-241-3977 (office)
517-896-5724 (cell)

From: Lam, Philip [mailto:philip.lam@nist.gov]
Sent: Wednesday, January 6, 2016 3:01 PM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Cc: Megas, Katerina N. <katerina.megas@nist.gov>; Nadeau, Ellen M. <ellen.nadeau@nist.gov>
Subject: RE: Pilot metrics - draft worksheet

Good afternoon Jean,

We hope that this effort will help quantify and thus more effectively communicate the benefits and impacts of the pilots. It is our hope that all current and "graduated" pilots would participate in this survey as your programs evolve and mature. Regarding requirements for your grant, we would anticipate this type of information be included in your final report but responding to this specific survey is not required.

We would hope that we can continue to work with you/Michigan to gather and communicate these positive outcomes as we believe there are benefits to both our interests. Please let us know if you have any comments on the worksheet itself, as a key participant we would welcome feedback on metrics you feel would be impactful to be shared with the greater public.

Hope you had a good new years,
Phil.

From: Ingersoll, Jean (DHHS) [mailto:IngersollJ@michigan.gov]
Sent: Wednesday, January 06, 2016 2:34 PM
To: Lam, Philip <philip.lam@nist.gov>
Subject: FW: Pilot metrics - draft worksheet

Hi Phil:
Is this something that is required by the grant? Or is our closeout report enough to provide this information? Jean

Jean Ingersoll, JD
Michigan Department of Health and Human Services
235 S. Grand Ave.
Lansing, MI 48909
517-241-3977 (office)
517-896-5724 (cell)

From: Nadeau, Ellen M. [mailto:ellen.nadeau@nist.gov]
Sent: Wednesday, December 23, 2015 2:37 PM

To: Dave.Coxe@Criterion-sys.com; Chris.Donovan@Criterion-sys.com; philip.godwin@daon.com; John.Wandelt@gtri.gatech.edu; Matthew.Moyer@gtri.gatech.edu; doug.blough@ece.gatech.edu; stephen.goldstein@gtri.gatech.edu; Fitch, Catherine (DIFS) <FitchC@michigan.gov>; abby@redmittenllc.com; fmorrow@pa.gov; dtayloe@privo.com; rlayton@privo.com; steve.race@tscp.org; shauna.russell@tscp.org; ibohmer@deloitte.com; kjk@internet2.edu; mgrady@unicon.net; pclancey@morphotrust.com; dkelts@morphotrust.com; adam@migusgroup.com; andrew@confyrm.com; raykimble@kimbleassociates.com; bmcgoran@exponent.com; brit@resilient-networks.com; tjscott@rti.org; oconnor@rti.org; WCayo@morphotrust.com; steve@id.me; ijones@galois.com; jamesjb@galois.com; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; mpfarnsworth@healthidx.com; mthompson@healthidx.com; slowry@healthidx.com
Cc: Megas, Katerina N. <katerina.megas@nist.gov>; Lam, Philip <philip.lam@nist.gov>; Shultz, Jeffrey <jeffrey.shultz@nist.gov>; Soutar, Colin (US - Arlington) <csoutar@deloitte.com>; Garcia, Michael E. <michael.garcia@nist.gov>; Grassi, Paul A. <paul.grassi@nist.gov>; Boeckl, Kaitlin R. <kaitlin.boeckl@nist.gov>; Amanda Patino (via Doodle) <mailer@doodle.com>; Schneider, Emily (US - Arlington) <emschneider@deloitte.com>; McClean, Walter (US - Arlington) <wmcclean@deloitte.com>; Brooks, Sean W. <sean.brooks@nist.gov>; Lefkovitz, Naomi B. <naomi.lefkovitz@nist.gov>
Subject: Pilot metrics - draft worksheet

Hi all,

Thanks for a productive collaboration call last Friday; I'll be joining biweekly pilot calls in the new year to further discuss RP metrics with you all individually.

As I mentioned on Friday, in addition to the RP metrics, we'd like to start collecting metrics on the NSTIC pilots on a quarterly basis. We'll use these metrics to track progress internally, and to provide up-to-date external reports in response to outside requests for pilot updates. The attached draft worksheet introduces the main information we'd like to collect; if there is anything you think is missing or worded poorly, please let me know by the end of next week. If you won't be able to meet that deadline for any reason but would like to provide feedback on the attached, please let me know. I don't anticipate any major changes to this worksheet, so feel free to start gathering data based on the attached.

I plan to send along a final version of this worksheet the week of 1/4, and will ask that you all provide information on this past quarter (9/1/15-12/31/15) by the end of January.

Please let me know if you have any questions or concerns.

Have a great holiday!
Best,
Ellen
Ellen Nadeau
Cyber Policy Strategist
National Strategy for Trusted Identities in Cyberspace (NSTIC) National Institute of Standards and Technology (NIST)
202.306.4033 mobile | www.nist.gov/nstic

Sent: Thursday, February 18, 2016 10:45 AM
To: Taylor, Beverly (DTMB)
Cc: Palmer, Jason (DTMB);Stibitz, Brom (DTMB)
Subject: RE: Flint FOIA - DTMB Systems
Attachments: RE: NEW DEADLINE - Time Sensitive Request

Hi Beverly:
Thank you for your email. I am a bit confused by your email and I would like to clarify. Are you responding only to the request for system information or performing the document search for Jason's files?

If you are coordinating searches for staff, Jason's attached email states that: "However, it is my belief that considering the nature of the inquiry, no staff in the Bureau of Labor Market Information and Strategic Initiatives are custodians of documents with the search terms below that relate directly or indirectly to the situation in Flint or the resulting litigation."

Please clarify. Thank you. Jean

Jean M. Ingersoll, JD
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320 South Walnut St.
PO Box 30026
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517-282-2474 (C)

From: Taylor, Beverly (DTMB)
Sent: Thursday, February 18, 2016 10:40 AM
To: Ingersoll, Jean (DTMB)
Subject: RE: Flint FOIA - DTMB Systems

Hi Jean:

Jason Palmer has asked me to coordinate this effort for our bureau.

Beverly Taylor
Executive Secretary
Bureau of Labor Market Information and Strategic Initiatives Dept. of Technology, Management and Budget Cadillac Place
3032 W. Grand Boulevard, Suite 9-150
Detroit, MI 48202
313-456-3108

From: Ingersoll, Jean (DTMB)
Sent: Wednesday, February 17, 2016 6:25 AM

To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>
Cc: Behen, David (DTMB) <Behend@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>
Subject: Flint FOIA - DTMB Systems

SMT Members:
In response to the Flint FOIA Project we have compiled a list of DTMB-owned systems that may need to be searched depending on whether or not the systems listed would reasonably contain any of the search terms sent on Friday (see search terms below). We are not asking you to perform any searches at this time, additional instructions are forthcoming.

What I need from you is to:
1) review the list and tell me whether the systems listed may contain the search terms (center column);
2) notify me if there are DTMB systems that are not listed that may contain the search terms;
3) tell me who is the individual responsible for performing the search in the system on behalf of the custodians (right column);

This information is due back to me close of business (5:00pm) today, Wednesday.

Electronic/DTMB SystemsE-Mich Pauley (Swanson) (Already public facing?) Buy4MichMaynard (Brownlee/Wellman) MAINDave Gabler (Brownlee/Wellman) MPSCSBrad Stoddard (Swanson) Anything Related to Cyber?Christian Kopacsi FileNetDemello (Swanson) Time and ExpenseLaurie Westfall/Dave Gabler (McFarlane) DCDSLaurie Westfall/Dave Gabler (McFarlane) X3Turnquist (Stibitz) HPTrimKristi Thompson (Joyce Vancovering)

Search Terms:
Legionnaire
Legionella
“boil water order” & “Flint” (anywhere in document) “coli” & Flint (anywhere in document) “bacteria” & “Flint” (anywhere in document) “microb” & “Flint” (anywhere in document) “TTHM” & “Flint” (anywhere in document) “Lead” & “Flint” (anywhere in document) “emergency” & “Flint” (anywhere in document) Karegnondi “Genesee County Health Department”
“Flint” (within sentence) “utilities”
“Lead and Copper Rule”
“Detroit Water and Sewerage Department” & “Flint” (anywhere in document) “DWSD” & “Flint” (anywhere in document) “Flint River”
“Pb” & “water” (anywhere in document)
“KWA”

Thank you all. Jean

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320 South Walnut St.
PO Box 30026
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517-282-2474 (C)

From: Palmer, Jason (DTMB)
Sent: Tuesday, February 16, 2016 10:11 AM
To: Stibitz, Brom (DTMB);Ingersoll, Jean (DHHS)
Subject: RE: NEW DEADLINE - Time Sensitive Request

Jean:

On behalf of the Bureau of Labor Market Information and Strategic Initiatives, I respond to your request for "a list of likely custodians" of documents relating to one or more of several search terms provided in Brom's February 12, 2016 email. A custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

- Our state demographer, Eric Guthrie, has been corresponding almost daily with executives from the State Budget Office (SBO) providing demographic information for Flint. His emails and documents are likely to include some of these search terms, only insofar as they establish the nature of the inquiry from SBO.
- Virtually all staff could be reasonably expected to have documents (electronic or otherwise) related to the search terms "Flint" and "Utilities" in the same sentence. Because *Flint* is a major metropolitan statistical area and *Trade, Transportation, and Utilities* is a major industry super sector for the purposes of our federal-state cooperative programs, staff who work on those programs or who provide analysis of the resulting data are likely custodians of documents related to that search term.
- Many staff subscribe to various news services, like MIRS or Gongwer, and are likely to have several related updates from these services that use many or most of the search terms provided.
- Some staff may have sent personal reaction emails to fellow staff members or others relating to the search terms provided. An example may be an employee who writes to her sister in the unemployment insurance agency: "I cannot believe this emergency in Flint!" Similarly, I have received at least one email from a staff member requesting that we counsel some of the team to not speak too loudly about the "emergency in Flint" as some opinions may be offensive to others.

However, it is my belief that considering the nature of the inquiry, no staff in the Bureau of Labor Market Information and Strategic Initiatives are custodians of documents with the search terms below that relate directly or indirectly to the situation in Flint or the resulting litigation.

I hope this helps. Please let me know if you have any questions or would like any additional information.

Thanks!

Jason

Jason S. Palmer
Director
Bureau of Labor Market Information & Strategic Initiatives
Office: (517) 335-5267
Mobile: (517) 282-2584
PalmerJ2@michigan.gov

Please visit our website at: www.michigan.gov/lmi

DTMB
HELP. CONNECT. SOLVE.

From: Stibitz, Brom (DTMB)
Sent: Friday, February 12, 2016 3:57 PM
To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>
Cc: Baker, Natasha (SRO) <BakerN5@michigan.gov>; Hawks, Orlene (DTMB) <HawksO@michigan.gov>
Subject: NEW DEADLINE - Time Sensitive Request

Senior Management Team,

We just received the search terms for the document production. (See below.) Given the lateness of this email, we are asking you send your list of custodians to Jean Ingersoll **no later than noon on Tuesday, February 16**.

We are not asking you to conduct any searches right now. Further directions will come from Jean.

Search terms:

Legionnaire

Legionella
"boil water order" & "Flint" (anywhere in document)
"coli" & Flint (anywhere in document)
"bacteria" & "Flint" (anywhere in document)
"microb" & "Flint" (anywhere in document)
"TTHM" & "Flint" (anywhere in document)
"Lead" & "Flint" (anywhere in document)
"emergency" & "Flint" (anywhere in document)
Karegnondi
"Genesee County Health Department"
"Flint" (within sentence) "utilities"
"Lead and Copper Rule"
"Detroit Water and Sewerage Department" & "Flint" (anywhere in document)
"DWSD" & "Flint" (anywhere in document)
"Flint River"
"Pb" & "water" (anywhere in document)
"KWA"

Please call me or Jean if you have any questions.

Brom

From: Stibitz, Brom (DTMB)
Sent: Thursday, February 11, 2016 4:40 PM
To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <Ingersolli@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>
Subject: Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB's effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard "search terms" which we will use to compile documents related to this lawsuit.

Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area. Jean may have more information on this tomorrow, but generally speaking a custodian will be

a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz
Chief Deputy Director
Michigan Department of Technology, Management and Budget
stibitzb@michigan.gov
517-373-1004

HELP. CONNECT. SOLVE.

Sent: Thursday, February 18, 2016 11:31 AM
To: Brownlee, Jeff (DTMB)
Cc: Wellman, Jeff (DTMB);Maynard, Sharon (DTMB)
Subject: RE: Flint FOIA - DTMB Systems

This makes sense, Ashley talked to Valerie Brader about this last night. Our next discussion with the individuals responsible for the systems will be HOW to search and what to do with the documents. Be prepared for a call soon about this.

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget Lewis Cass Building
320 South Walnut St.
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517-241-8844 (O)
517-282-2474 (C)

From: Brownlee, Jeff (DTMB)
Sent: Thursday, February 18, 2016 11:27 AM
To: Ingersoll, Jean (DTMB)
Cc: Wellman, Jeff (DTMB); Maynard, Sharon (DTMB)
Subject: RE: Flint FOIA - DTMB Systems

Jean,
I don't see Buy4Michigan as a concern. I would think MAIN would be more likely with purchase orders. To my knowledge, all of the purchasing has been classified as "emergency purchases" which would not flow through Buy4Michigan.

Jeff

From: Ingersoll, Jean (DTMB)
Sent: Wednesday, February 17, 2016 6:25 AM
To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB)

<Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>
Cc: Behen, David (DTMB) <Behend@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>
Subject: Flint FOIA - DTMB Systems

SMT Members:
In response to the Flint FOIA Project we have compiled a list of DTMB-owned systems that may need to be searched depending on whether or not the systems listed would reasonably contain any of the search terms sent on Friday (see search terms below). We are not asking you to perform any searches at this time, additional instructions are forthcoming.

What I need from you is to:
1) review the list and tell me whether the systems listed may contain the search terms (center column);
2) notify me if there are DTMB systems that are not listed that may contain the search terms;
3) tell me who is the individual responsible for performing the search in the system on behalf of the custodians (right column);

This information is due back to me close of business (5:00pm) today, Wednesday.

Electronic/DTMB SystemsE-Mich Pauley (Swanson) (Already public facing?) Buy4MichMaynard (Brownlee/Wellman) MAINDave Gabler (Brownlee/Wellman) MPSCSBrad Stoddard (Swanson) Anything Related to Cyber?Christian Kopacsi FileNetDemello (Swanson) Time and ExpenseLaurie Westfall/Dave Gabler (McFarlane) DCDSLaurie Westfall/Dave Gabler (McFarlane) X3Turnquist (Stibitz) HPTrimKristi Thompson (Joyce Vancovering)

Search Terms:
Legionnaire
Legionella
"boil water order" & "Flint" (anywhere in document) "coli" & Flint (anywhere in document) "bacteria" & "Flint" (anywhere in document) "microb" & "Flint" (anywhere in document) "TTHM" & "Flint" (anywhere in document) "Lead" & "Flint" (anywhere in document) "emergency" & "Flint" (anywhere in document) Karegnondi "Genesee County Health Department"
"Flint" (within sentence) "utilities"
"Lead and Copper Rule"
"Detroit Water and Sewerage Department" & "Flint" (anywhere in document) "DWSD" & "Flint" (anywhere in document
"Flint River"
"Pb" & "water" (anywhere in document)
"KWA"

Thank you all. Jean

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

Sent: Friday, February 19, 2016 2:13 PM

To: DTMB;Behen, David (DTMB);Donnan, Chanda (DTMB);Buhs, Caleb (DTMB);Davenport, Rodney (DTMB);Gelisse, Ashley (DTMB);Gilliland, Michael (DTMB);Spaniolo, Natalie (DTMB);Wilke, Lacey (DTMB);Stansfield, Marsha (DTMB);Ballard, Denice (DTMB);Hampton, Trisha (DTMB);DeCamp, Greg (DTMB);Gibson, Jennifer (DTMB);Hengesbach, Dane (DTMB);Jeffery, Phillip (DTMB);Philip, Brandon (DTMB);Kopacsi, Christian (DTMB);Doll, Jeanette (DTMB);McKee, Ryan (DTMB);Pratt, Jeff (DTMB);Knapp, Kathy (DTMB);Bidelman, Craig (DTMB);Bussema, Terry (DTMB);Rokely, Rick (DTMB);Tefft, Niki (DTMB);Schlegel, Nicolle (DTMB);Parker, Alexandrea (DTMB);Keilen, Elizabeth (DTMB);McPherson, Victoria (DTMB);Christensen, Chris (DTMB);Lawson, Michelle (DTMB);Nevai, Tom (DTMB);Evans, Carter (DTMB);Fick, James (DTMB);McKee, Robert (DTMB);Perry, Blane (DTMB);Riddering, Eric (DTMB);Rodgers, Anthony (DTMB);Trial, Larry (DTMB);Thompson, Kyleigh (DTMB);Glomski, Tom (DTMB);Seger, Seth (DTMB);Lee, Timothy (DTMB);Sikkema, Tyler (DTMB);Manning, Kelly (DTMB);McFarlane, James (DTMB);Galeazzi, Tiziana (DTMB);Das, Rajiv (DTMB);Pung, Linda (DTMB);Hogan, James (DTMB);Westfall, Laurie (DTMB);Palmer, Jason (DTMB);Stibitz, Brom (DTMB);Trakul, Pamela (DTMB);Swanson, Eric (DTMB);Blastic, Laura (DTMB);Furseth, Kristen (DTMB);Brancheau, Laura (DTMB);Sebok, Yvonne (DTMB);Stankiewicz, Richard (DTMB);Vera, Jason (DTMB);Jehnsen, Jeremy W (DTMB);Jodway, Kenneth (DTMB);Newman, Jeremy (DTMB);Vijayaveeraraghavan, Anupkumar (DTMB);Harmon, Paul (DTMB);Root, Everett (DTMB);Pauley, Suzanne (DTMB);Thompson, John (DTMB);Nolan, Anne (DTMB);Peterson, Rick (DTMB);Stiffler, Michelle (DTMB);Patke, Sunit (DTMB);Estill, John (DTMB);Seckelman, Joe (DTMB);Martin, Ellen (DTMB);Aprill, Brian (DTMB);Ross, Josh (DTMB);Locke, Joel (DTMB);Cross, Steven (DTMB);Clark, John (DTMB);Olkowski, Tony (DTMB);Noldy, Scott (DTMB);Baer, John (DTMB);Dickinson, Holly (DTMB);Post, Corey (DTMB);Cantin, David (DTMB);Brun, Jeremy (DTMB);Hartsuff, Lisa (DTMB);Kosloski, Joni (DTMB);Jordan, Gerald (DTMB);Sweeney, Matthew (DTMB);Turnquist, Michael (DTMB);Morgan, Dan (DTMB);Droste, Kerri (DTMB);Paasch, Keith (DTMB);Scates, Larry (DTMB);Noonan, Michael (DTMB);Walts, Brian (DTMB);Martin, Ric (DTMB);Burns, Robert (DTMB);Doxie, William (DTMB);Clark, Jim (DTMB);Bailey, Maureen (DTMB);Bos, Troy (DTMB);Phillippo, Jamie (DTMB);Spitzley, Troy (DTMB);Darby, Marchan (DTMB);Hawes, Keith (DTMB);Wright, Seth (DTMB);Rambo, Carolyn (DTMB);Millimaki, Shelly (DTMB);Nelson, Christopher (DTMB);Murphy, Chris (DTMB);Clark, Stephanie (DTMB);Cischke, Roy (DTMB);Hofmeister, David (DTMB);Reynolds, Vince (DTMB);VanCoevering, Joyce (DTMB);Ragla, Beth (DTMB);Shaw, Gary (DTMB);Wonn, Michael (DTMB);Thompson, Kristi (DTMB);Goodine, Tom (DTMB);Armstrong, Mike (DTMB);Doyle, James (DTMB);Hampton, Kristen (DTMB);Miller, Mark (DTMB);Cooley, Tom (DTMB);Waltersdorf, Rex (DTMB);Monroe, Jerry (DTMB);Bergan, Kristin (DTMB);Banks, William (DTMB);Dyson, Mike (DTMB);Stiles, Dan (DTMB);Chipman, Dan (DTMB);Hodgman, Steve (DTMB);Martin, Todd (DTMB);Weston, Jessica (DTMB);Fitton, Scott (DTMB);Sample, Brice (DTMB);Vanden Bosch, Kerrie (DTMB);Wellman, Jeff (DTMB);Brownlee, Jeff (DTMB);Maynard, Sharon (DTMB);Calahan, Heather (DTMB);Cook, Rebecca (DTMB);Hayes, Genevieve (DTMB);Riehle, Jenni (DTMB);Falik, Tom A. (DTMB);Pemble, William (DTMB);Sambiagio, Melissa (DTMB);Cieciwa, Sue (DTMB);Hunter, Lymon (DTMB);Dufour, Yvon (DTMB);Camp, William (DTMB);Hatch, David (DTMB);Troub, Shelby (DTMB);Epps, Stephanie (DTMB);Herman, Christyn (DTMB);Bliss, Mike (DTMB);Guardiola, Jamie (DTMB);'jfoley@us.ibm.com';Stanaway,

To: Deb (DTMB);McQuaid, John (DTMB);Reasner, Richard (DTMB);Rakowski, Rock (DTMB);Gonzalez, Tonyia (DTMB);Nixon, Ruth (DTMB);Conlin, Dan (DTMB);Rigg, Steve (DTMB);Sunit Patke;Bates, David (DTMB);Guthrie, Eric (DTMB);Hummel, Mindy (DTMB);Baker, Kay (DTMB)

Subject: UPDATED Information on Custodian Search Memo and Guidelines and Meeting Minutes

Importance: High

Good Afternoon All:
After attempting to perform a search, I have some important information for you.

The first search will take quite a while, possibly up to 20 minutes. After some time your computer will recognize the slowness and automatically start to index the search. Once the computer starts to index, the searches will become much faster.

Lastly, on the search instructions for Microsoft 7 and 8, the terms Flint AND water were omitted; however, the checklist that you must return is correct. Please make certain that you are searching the terms Flint AND water. Thank you. Jean

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

From: DTMB
Sent: Friday, February 19, 2016 11:17 AM
To: Behen, David (DTMB); Donnan, Chanda (DTMB); Buhs, Caleb (DTMB); Davenport, Rodney (DTMB); Gelisse, Ashley (DTMB); Gilliland, Michael (DTMB); Spaniolo, Natalie (DTMB); Wilke, Lacey (DTMB); Stansfield, Marsha (DTMB); Ballard, Denice (DTMB); Hampton, Trisha (DTMB); DeCamp, Greg (DTMB); Gibson, Jennifer (DTMB); Hengesbach, Dane (DTMB); Ingersoll, Jean (DTMB); Jeffery, Phillip (DTMB); Philip, Brandon (DTMB); Kopacsi, Christian (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB); Pratt, Jeff (DTMB); Knapp, Kathy (DTMB); Bidelman, Craig (DTMB); Bussema, Terry (DTMB); Rokely, Rick (DTMB); Tefft, Niki (DTMB); Schlegel, Nicolle (DTMB); Parker, Alexandrea (DTMB); Keilen, Elizabeth (DTMB); McPherson, Victoria (DTMB); Christensen, Chris (DTMB); Lawson, Michelle (DTMB); Nevai, Tom (DTMB); Evans, Carter (DTMB); Fick, James (DTMB); McKee, Robert (DTMB); Perry, Blane (DTMB); Riddering, Eric (DTMB); Rodgers, Anthony (DTMB); Trial, Larry (DTMB); Thompson, Kyleigh (DTMB); Glomski, Tom (DTMB); Seger, Seth (DTMB); Lee, Timothy (DTMB); Sikkema, Tyler (DTMB); Manning, Kelly (DTMB); McFarlane, James (DTMB); Galeazzi, Tiziana (DTMB); Das, Rajiv (DTMB); Pung, Linda (DTMB); Hogan, James (DTMB); Westfall, Laurie (DTMB); Palmer, Jason (DTMB); Stibitz, Brom (DTMB); Trakul, Pamela (DTMB); Swanson, Eric (DTMB); Blastic, Laura (DTMB); Furseth, Kristen (DTMB); Brancheau, Laura (DTMB); Sebok, Yvonne (DTMB); Stankiewicz, Richard (DTMB); Vera, Jason (DTMB); Jehnsen, Jeremy W (DTMB); Jodway, Kenneth (DTMB); Newman, Jeremy (DTMB); Vijayaveeraraghavan, Anupkumar (DTMB); Harmon, Paul (DTMB); Root, Everett (DTMB); Pauley, Suzanne (DTMB); Thompson, John (DTMB); Nolan, Anne (DTMB); Peterson, Rick (DTMB); Stiffler, Michelle (DTMB); Patke, Sunit (DTMB); Estill, John (DTMB); Seckelman, Joe (DTMB); Martin, Ellen (DTMB); Aprill, Brian (DTMB); Ross, Josh (DTMB); Locke, Joel (DTMB); Cross, Steven (DTMB); Clark, John (DTMB); Olkowski, Tony (DTMB); Noldy, Scott (DTMB); Baer, John (DTMB); Dickinson, Holly (DTMB); Post, Corey (DTMB); Cantin, David (DTMB); Brun, Jeremy (DTMB); Hartsuff, Lisa (DTMB); Kosloski, Joni (DTMB); Jordan, Gerald (DTMB); Sweeney, Matthew (DTMB); Turnquist, Michael (DTMB); Morgan, Dan (DTMB); Droste, Kerri (DTMB); Paasch, Keith (DTMB); Scates, Larry (DTMB); Noonan, Michael (DTMB); Walts, Brian (DTMB); Martin, Ric (DTMB); Burns, Robert (DTMB); Doxie,

William (DTMB); Clark, Jim (DTMB); Bailey, Maureen (DTMB); Bos, Troy (DTMB); Phillippo, Jamie (DTMB); Spitzley, Troy (DTMB); Darby, Marchan (DTMB); Hawes, Keith (DTMB); Wright, Seth (DTMB); Rambo, Carolyn (DTMB); Millimaki, Shelly (DTMB); Nelson, Christopher (DTMB); Murphy, Chris (DTMB); Clark, Stephanie (DTMB); Cischke, Roy (DTMB); Hofmeister, David (DTMB); Reynolds, Vince (DTMB); VanCoevering, Joyce (DTMB); Ragla, Beth (DTMB); Shaw, Gary (DTMB); Wonn, Michael (DTMB); Thompson, Kristi (DTMB); Goodine, Tom (DTMB); Armstrong, Mike (DTMB); Doyle, James (DTMB); Hampton, Kristen (DTMB); Miller, Mark (DTMB); Cooley, Tom (DTMB); Waltersdorf, Rex (DTMB); Monroe, Jerry (DTMB); Bergan, Kristin (DTMB); Banks, William (DTMB); Dyson, Mike (DTMB); Stiles, Dan (DTMB); Chipman, Dan (DTMB); Hodgman, Steve (DTMB); Martin, Todd (DTMB); Weston, Jessica (DTMB); Fitton, Scott (DTMB); Sample, Brice (DTMB); Vanden Bosch, Kerrie (DTMB); Wellman, Jeff (DTMB); Brownlee, Jeff (DTMB); Maynard, Sharon (DTMB); Calahan, Heather (DTMB); Cook, Rebecca (DTMB); Hayes, Genevieve (DTMB); Riehle, Jenni (DTMB); Falik, Tom A. (DTMB); Pemble, William (DTMB); Sambiagio, Melissa (DTMB); Cieciwa, Sue (DTMB); Hunter, Lymon (DTMB); Dufour, Yvon (DTMB); Camp, William (DTMB); Hatch, David (DTMB); Troub, Shelby (DTMB); Epps, Stephanie (DTMB); Herman, Christyn (DTMB); Bliss, Mike (DTMB); Guardiola, Jamie (DTMB); 'jfoley@us.ibm.com'; Stanaway, Deb (DTMB); McQuaid, John (DTMB); Reasner, Richard (DTMB); Rakowski, Rock (DTMB); Gonzalez, Tonyia (DTMB); Nixon, Ruth (DTMB); Conlin, Dan (DTMB); Rigg, Steve (DTMB); Sunit Patke; Bates, David (DTMB); Guthrie, Eric (DTMB); Hummel, Mindy (DTMB); Baker, Kay (DTMB)
Subject: Custodian Search Memo and Guidelines and Meeting Minutes
Importance: High

Please find attached the updated version of the Custodian Search Terms Memo. Please also find the minutes from the custodian meeting on February 18, 2016. All questions from the meeting are answered in the minutes. If you have any questions regarding these documents please email DTMB@michigan.gov.

Please complete the Search Term Checklist by close of business on February 22, 2016 and sent to DTMB@michigan.gov.

From: Ingersoll, Jean (DHHS)
Sent: Monday, October 05, 2015 12:43 PM
To: Michael, Jayne (DHHS)
Subject: RE: 10/14 DS13 Interviews

I will find someone else. To be continued.....

Jean Ingersoll, JD
Program Development Division, Acting Director
Michigan Department of Health and Human Services
235 S. Grand Ave.
Lansing, MI 48909
517-241-3977 (office)
517-896-5724 (cell)

MDHHS | PATHWAYS to POTENTIAL

From: Michael, Jayne (DHHS)
Sent: Monday, October 5, 2015 12:42 PM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Subject: FW: 10/14 DS13 Interviews

Hi Jean,

Please read below and let me know how you would like to proceed.

Jayne Michael
MDHHS Organizational Services
Business Service Center - HR Liaison
517-241-0769

From: Geller, Jennifer (DHHS)
Sent: Monday, October 05, 2015 11:47 AM
To: Michael, Jayne (DHHS)
Subject: RE: 10/14 DS13 Interviews

Hi Jayne, I checked with Sheryl and I'm not really getting a clear, direct answer from her. She is very involved with the Barry lawsuit and what is going on in Flint with the water so she said she cannot commit to the 14th today.

Jennifer R. Geller, SEMA for Deputy Director
Field Operations Administration, Central Office
Michigan Department of Health & Human Services
Grand Tower Building, Suite 1413
Phone: (517) 241-5168

Fax: (517) 241-7526

From: Michael, Jayne (DHHS)
Sent: Monday, October 05, 2015 10:57 AM
To: Geller, Jennifer (DHHS)
Subject: RE: 10/14 DS13 Interviews

Thank you!!

Jayne Michael
MDHHS Organizational Services
Business Service Center - HR Liaison
517-241-0769

From: Geller, Jennifer (DHHS)
Sent: Monday, October 05, 2015 10:53 AM
To: Michael, Jayne (DHHS)
Subject: RE: 10/14 DS13 Interviews

She's in Flint today but I sent her an email and asked her to accept them if she can be on the panel. If she tells me otherwise, I'll let you know.

Jennifer R. Geller, SEMA for Deputy Director
Field Operations Administration, Central Office
Michigan Department of Health & Human Services
Grand Tower Building, Suite 1413
Phone: (517) 241-5168
Fax: (517) 241-7526

From: Michael, Jayne (DHHS)
Sent: Monday, October 05, 2015 10:51 AM
To: Geller, Jennifer (DHHS)
Subject: 10/14 DS13 Interviews

Hi Jen,

Sheryl hasn't accepted my appointments for October 14 for the DS13 interviews yet. Would you be able to check with her to make sure she can participant on the interview panel?

Thanks,

Jayne Michael
MDHHS Organizational Services
Business Service Center - HR Liaison
517-241-0769

From: Ingersoll, Jean (DHHS)
Sent: Monday, October 05, 2015 12:51 PM
To: Michael, Jayne (DHHS)
Subject: RE: 10/14 DS13 Interviews

Terry said I could ask someone else. Any ideas?

Jean Ingersoll, JD
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Michigan Department of Health and Human Services
235 S. Grand Ave.
Lansing, MI 48909
517-241-3977 (office)
517-896-5724 (cell)

MDHHS | PATHWAYS to POTENTIAL

From: Michael, Jayne (DHHS)
Sent: Monday, October 5, 2015 12:42 PM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Subject: FW: 10/14 DS13 Interviews

Hi Jean,

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Jayne Michael
MDHHS Organizational Services
Business Service Center - HR Liaison
517-241-0769

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Field Operations Administration, Central Office
Michigan Department of Health & Human Services
Grand Tower Building, Suite 1413
Phone: (517) 241-5168

Fax: (517) 241-7526

From: Michael, Jayne (DHHS)
Sent: Monday, October 05, 2015 10:57 AM
To: Geller, Jennifer (DHHS)
Subject: RE: 10/14 DS13 Interviews

Thank you!!

Jayne Michael
MDHHS Organizational Services
Business Service Center - HR Liaison
517-241-0769

From: Geller, Jennifer (DHHS)
Sent: Monday, October 05, 2015 10:53 AM
To: Michael, Jayne (DHHS)
Subject: RE: 10/14 DS13 Interviews

She's in Flint today but I sent her an email and asked her to accept them if she can be on the panel. If she tells me otherwise, I'll let you know.

Jennifer R. Geller, SEMA for Deputy Director
Field Operations Administration, Central Office
Michigan Department of Health & Human Services
Grand Tower Building, Suite 1413
Phone: (517) 241-5168
Fax: (517) 241-7526

From: Michael, Jayne (DHHS)
Sent: Monday, October 05, 2015 10:51 AM
To: Geller, Jennifer (DHHS)
Subject: 10/14 DS13 Interviews

Hi Jen,

Sheryl hasn't accepted my appointments for October 14 for the DS13 interviews yet. Would you be able to check with her to make sure she can participant on the interview panel?

Thanks,

Jayne Michael
MDHHS Organizational Services
Business Service Center - HR Liaison
517-241-0769

From: Ingersoll, Jean (DHHS)
Sent: Monday, October 05, 2015 3:29 PM
To: Michael, Jayne (DHHS)
Cc: Piper, Andrew (DHHS)
Subject: RE: 10/14 DS13 Interviews

Hi Jayne:
Andrew Piper will be sitting in on Pathways DS 13 interviews. Jean

Jean Ingersoll, JD
Program Development Division, Acting Director
Michigan Department of Health and Human Services
235 S. Grand Ave.
Lansing, MI 48909
517-241-3977 (office)
517-896-5724 (cell)

From: Michael, Jayne (DHHS)
Sent: Monday, October 5, 2015 1:05 PM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Subject: FW: 10/14 DS13 Interviews

I'm not sure if this makes any difference at all. Do you wait until maybe Wednesday to see if someone changes for Sheryl or just find someone now?

Jayne Michael
MDHHS Organizational Services
Business Service Center - HR Liaison
517-241-0769

From: Geller, Jennifer (DHHS)
Sent: Monday, October 05, 2015 12:44 PM
To: Michael, Jayne (DHHS)
Subject: RE: 10/14 DS13 Interviews

I'll keep you posted. She's just dealing with some highly publicized issues at the moment.

Jennifer R. Geller, SEMA for Deputy Director
Field Operations Administration, Central Office
Michigan Department of Health & Human Services
Grand Tower Building, Suite 1413
Phone: (517) 241-5168
Fax: (517) 241-7526

From: Michael, Jayne (DHHS)
Sent: Monday, October 05, 2015 12:40 PM
To: Geller, Jennifer (DHHS)
Subject: RE: 10/14 DS13 Interviews

I appreciate you checking with her.

Jayne Michael
MDHHS Organizational Services
Business Service Center - HR Liaison
517-241-0769

From: Geller, Jennifer (DHHS)
Sent: Monday, October 05, 2015 11:47 AM
To: Michael, Jayne (DHHS)
Subject: RE: 10/14 DS13 Interviews

Hi Jayne, I checked with Sheryl and I'm not really getting a clear, direct answer from her. She is very involved with the Barry lawsuit and what is going on in Flint with the water so she said she cannot commit to the 14th today.

Jennifer R. Geller, SEMA for Deputy Director
Field Operations Administration, Central Office
Michigan Department of Health & Human Services
Grand Tower Building, Suite 1413
Phone: (517) 241-5168
Fax: (517) 241-7526

From: Michael, Jayne (DHHS)
Sent: Monday, October 05, 2015 10:57 AM
To: Geller, Jennifer (DHHS)
Subject: RE: 10/14 DS13 Interviews

Thank you!!

Jayne Michael
MDHHS Organizational Services
Business Service Center - HR Liaison
517-241-0769

From: Geller, Jennifer (DHHS)
Sent: Monday, October 05, 2015 10:53 AM
To: Michael, Jayne (DHHS)
Subject: RE: 10/14 DS13 Interviews

She's in Flint today but I sent her an email and asked her to accept them if she can be on the panel. If she tells me otherwise, I'll let you know.

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Michigan Department of Health & Human Services
Grand Tower Building, Suite 1413
Phone: (517) 241-5168
Fax: (517) 241-7526

From: Michael, Jayne (DHHS)
Sent: Monday, October 05, 2015 10:51 AM
To: Geller, Jennifer (DHHS)
Subject: 10/14 DS13 Interviews

Hi Jen,

Sheryl hasn't accepted my appointments for October 14 for the DS13 interviews yet. Would you be able to check with her to make sure she can participant on the interview panel?

Thanks,

Jayne Michael
MDHHS Organizational Services
Business Service Center - HR Liaison
517-241-0769

From: Ingersoll, Jean (DHHS)
Sent: Friday, January 22, 2016 9:33 AM
To: Rosales, Heather (DHHS)
Cc: Mullen, Renonda (DHHS)
Subject: RE: Pathways in Flint

Looks really good! Thank you for this.

Jean Ingersoll, JD
Michigan Department of Health and Human Services
235 S. Grand Ave.
Lansing, MI 48909
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517-896-5724 (cell)

MDHHS | PATHWAYS to POTENTIAL

From: Rosales, Heather (DHHS)
Sent: Friday, January 22, 2016 9:31 AM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Cc: Mullen, Renonda (DHHS) <MullenR1@michigan.gov>
Subject: RE: Pathways in Flint

I didn't see anything in the minutes Re: Sandi's success stories. Here is what I have so far: I still need to do the spreadsheet….

1. Schools – 7 schools
    a. All have addresses in Flint across 4 different zip codes
2. Students served at school
    a. 3457
3. Percentage of students with 'chronic' absenteeism:
    a. 45.03%
4. Percentage decrease from last year:
    a. Nearly 10%
5. Community partner information:
    a. At Doyle/Ryder, Potter and Brownell Holmes STEM they have partnered with the CRIM foundation.
        i. Provide community school coordinators to get community involved with the school.
        ii. Provide the students with 'brain breaks' throughout the day
            1. Give students mental health breaks
            2. Examples: yoga in the morning, stretching, jumping jacks
        iii. Partner with the community to get them involved in the education of the youth
    b. Success coaches are directing community members to their local site to get water filters, water, etc.

i. Collected so much with community outreach they gave to homeless and senior citizens

c. Director Sandi Mose, success coaches Susan Holvey, Heather Grace, Susan Hoppe and Chris Zofchak all delivered water, water filters and brochures to community members.

All information based on data from 12/31/15 unless otherwise indicated.

Heather Rosales, LLMSW
Pathways to Potential Data Specialist
Department of Health & Human Services
235 S. Grand Ave.
Lansing MI 48909
(517)241-1761
(517)241-8613 (fax)
Office hours: M, Tu, Th, F 7:00 A.M. - 5:30 P.M.

SharePoint: http://inside.michigan.gov/dhs/Tools/Collaboration/COTS/PTP/default.aspx

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From: Ingersoll, Jean (DHHS)
Sent: Thursday, January 21, 2016 2:06 PM
To: Rosales, Heather (DHHS) <RosalesH@michigan.gov>
Subject: RE: Pathways in Flint

This is a good start. Do you have any success stories or partnerships that you can think of? Can you pull up resources and barriers in the client log for Genesee?

Jean Ingersoll, JD
Michigan Department of Health and Human Services
235 S. Grand Ave.
Lansing, MI 48909
517-241-3977 (office)
517-896-5724 (cell)

From: Rosales, Heather (DHHS)
Sent: Thursday, January 21, 2016 1:49 PM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Subject: RE: Pathways in Flint

See information below. Let me know what else you/they need.

Heather Rosales, LLMSW
Pathways to Potential Data Specialist
Department of Health & Human Services
235 S. Grand Ave.
Lansing MI 48909
(517)241-1761
(517)241-8613 (fax)
Office hours: M, Tu, Th, F 7:00 A.M. - 5:30 P.M.

SharePoint: http://inside.michigan.gov/dhs/Tools/Collaboration/COTS/PTP/default.aspx

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From: Ingersoll, Jean (DHHS)
Sent: Thursday, January 21, 2016 1:18 PM
To: Rosales, Heather (DHHS) <RosalesH@michigan.gov>
Subject: FW: Pathways in Flint

Let's talk about this soon...

Jean Ingersoll, JD
Michigan Department of Health and Human Services
235 S. Grand Ave.
Lansing, MI 48909
517-241-3977 (office)
517-896-5724 (cell)

From: Ingersoll, Jean (DHHS)
Sent: Thursday, January 21, 2016 1:17 PM
To: Sawher, Tyler (GOV) <SawherT@michigan.gov>
Cc: Hertel, Elizabeth (DHHS) <HertelE@michigan.gov>
Subject: RE: Pathways in Flint

I can round up some good information for you. Can I get it to you by tomorrow afternoon? My Specialist had to take her daughter to the doctor this afternoon and we are currently training our new analyst. Jean

Jean Ingersoll, JD
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From: Sawher, Tyler (GOV)
Sent: Thursday, January 21, 2016 1:14 PM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Cc: Hertel, Elizabeth (DHHS) <HertelE@michigan.gov>
Subject: RE: Pathways in Flint

Any data points you might have. Let's start with the basics: how many schools 7, all have addresses in Flint across 4 different zip codes. All are in the "School District of the City of Flint" for their ISD., how many kids 3457, etc. If you have attendance data % of students with 10 or more absences (as of 12/31/2015): 45.03 that would be interesting. Would that be something we could use publicly?

From: Ingersoll, Jean (DHHS)
Sent: Thursday, January 21, 2016 1:13 PM
To: Sawher, Tyler (GOV) <SawherT@michigan.gov>
Cc: Hertel, Elizabeth (DHHS) <HertelE@michigan.gov>
Subject: RE: Pathways in Flint

Hi Tyler:
I do have attendance data and can work to get you other data. Can you give me more information on what you may be looking for? Jean

Jean Ingersoll, JD
Michigan Department of Health and Human Services
235 S. Grand Ave.
Lansing, MI 48909
517-241-3977 (office)
517-896-5724 (cell)

From: Sawher, Tyler (GOV)
Sent: Thursday, January 21, 2016 12:48 PM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Subject: Pathways in Flint

Hey Jean!

Do you have any data regarding Pathways to Potential in Flint?

Tyler Sawher
Senior Strategy Advisor
Governor Rick Snyder
517-241-5424
SawherT@michigan.gov

From: Ingersoll, Jean (DHHS)
Sent: Friday, January 22, 2016 10:03 AM
To: Sawher, Tyler (GOV)
Cc: Hertel, Elizabeth (DHHS);Zaniewski, Jamie (GOV)
Subject: RE: Pathways in Flint

We were able to speak to one mentor (manager) this morning. If you would like more information, I would be happy to call the Genesee county director. Below is some basic information about what's happening at the Flint Pathways schools:

1. 7 schools
    a. All have addresses in Flint across 4 different zip codes
2. Number of students served at the schools:
    a. 3457
3. Percentage of students with "chronic" absenteeism (10 or more absences):
    a. 45.03%
4. Percentage **decrease** of chronic absenteeism from last year:
    a. Nearly 10%
5. Community partner information:
    a. At Doyle/Ryder, Potter and Brownell Holmes STEM they partnered with the CRIM foundation to:
        i. Provide community school coordinators to get community involved with the school
        ii. Provide the students with 'brain breaks' throughout the day
            1. Give students mental health breaks
            2. Examples: yoga in the morning, stretching, jumping jacks
        iii. Work with the community to get them involved in the education of the youth
    b. Success coaches are directing community members to their local site to get water filters, water, etc.
        i. Collected so much water in conjunction with community outreach that they gave it to the homeless and senior citizens
    c. Director Sandi Mose, success coaches Susan Holvey, Heather Grace, Susan Hoppe and Chris Zofchak all delivered water, water filters and brochures to community members

I can provide you with a list of barriers addressed and resources provided but it's an extremely lengthy list and it may be somewhat confusing without an explanation.

Jean Ingersoll, JD
Michigan Department of Health and Human Services
235 S. Grand Ave.
Lansing, MI 48909
517-241-3977 (office)
517-896-5724 (cell)

MDHHS | PATHWAYS to POTENTIAL

From: Sawher, Tyler (GOV)
Sent: Thursday, January 21, 2016 4:10 PM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Cc: Hertel, Elizabeth (DHHS) <HertelE@michigan.gov>; Zaniewski, Jamie (GOV) <ZaniewskiJ@michigan.gov>
Subject: RE: Pathways in Flint

Jean I also want you to meet Jamie Zaniewski. Jamie started doing health and insurance for our office about a week ago. I want to make sure she gets connected with the Grand Poobah of Pathways ☺ I've told her to go through you for all thing Pathways related.

From: Ingersoll, Jean (DHHS)
Sent: Thursday, January 21, 2016 1:17 PM
To: Sawher, Tyler (GOV) <SawherT@michigan.gov>
Cc: Hertel, Elizabeth (DHHS) <HertelE@michigan.gov>
Subject: RE: Pathways in Flint

I can round up some good information for you. Can I get it to you by tomorrow afternoon? My Specialist had to take her daughter to the doctor this afternoon and we are currently training our new analyst. Jean

Jean Ingersoll, JD
Michigan Department of Health and Human Services
235 S. Grand Ave.
Lansing, MI 48909
517-241-3977 (office)
517-896-5724 (cell)

From: Sawher, Tyler (GOV)
Sent: Thursday, January 21, 2016 1:14 PM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Cc: Hertel, Elizabeth (DHHS) <HertelE@michigan.gov>
Subject: RE: Pathways in Flint

Any data points you might have. Let's start with the basics: how many schools, how many kids, etc. If you have attendance data that would be interesting. Would that be something we could use publicly?

From: Ingersoll, Jean (DHHS)
Sent: Thursday, January 21, 2016 1:13 PM
To: Sawher, Tyler (GOV) <SawherT@michigan.gov>
Cc: Hertel, Elizabeth (DHHS) <HertelE@michigan.gov>
Subject: RE: Pathways in Flint

Hi Tyler:
I do have attendance data and can work to get you other data. Can you give me more information on what you may be looking for? Jean

Jean Ingersoll, JD
Michigan Department of Health and Human Services

235 S. Grand Ave.
Lansing, MI 48909
517-241-3977 (office)
517-896-5724 (cell)

MDHHS | PATHWAYS to POTENTIAL

From: Sawher, Tyler (GOV)
Sent: Thursday, January 21, 2016 12:48 PM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Subject: Pathways in Flint

Hey Jean!

Do you have any data regarding Pathways to Potential in Flint?

Tyler Sawher
Senior Strategy Advisor
Governor Rick Snyder
517-241-5424
SawherT@michigan.gov

From: Ingersoll, Jean (DHHS)
Sent: Tuesday, February 16, 2016 10:20 AM
To: Willems, James (DTMB)
Cc: Manning, Kelly (DTMB)
Subject: FW: Flint Water Search Terms

Good Morning Jim:
I spoke with Kelly Manning this morning and she suggested that I reach out to you to inform you of how we have been instructed to approach the Flint FOIA project.

First, review the search terms below. Second, if there is reason to believe that you or any of your staff have documents related to the relevant search terms, please email me the list of staff as soon as possible. If you do not reasonably believe that any of your staff have documents (electronic or written) with any of the search terms below, please let me know that too. Thanks Jim! Jean

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

HELP. CONNECT. SOLVE.

From: Buhs, Caleb (DTMB)
Sent: Friday, February 12, 2016 3:49 PM
To: Stibitz, Brom (DTMB); Ingersoll, Jean (DHHS); Gelisse, Ashley (DTMB)
Subject: FW: Flint Water Search Terms

From: Thomet, Ruth (GOV)
Sent: Friday, February 12, 2016 3:46 PM
To: Buckberry, Gary (DTMB) <buckberryg@michigan.gov>; Chivis, Candace (MDCR) <Chivisc@michigan.gov>; Christian, Al (DMVA) <christiana@michigan.gov>; Colberg, Nicole (DNR) <ColbergN@michigan.gov>; Deacon, Brad (MDARD) <deaconb9@michigan.gov>; Fleming, Stephani (LARA) <Fleming52@michigan.gov>; Gnodtke, John (MCSC) <GnodtkeJ@michigan.gov>; Gregg, Randall (DIFS) <GreggR2@michigan.gov>; Groves, Cheryl (MDOC) <GrovesC@michigan.gov>; Head, David (MDE) <HeadD@michigan.gov>; Heffner, Bradley (MEDC) <heffnerb@michigan.org>; Hinkley, Lori (MSP) <hinkleyl@michigan.gov>; Kobus, Dawn (DIFS) <kobusd@michigan.gov>; Noll, Melissa (MDOS) <NollM1@michigan.gov>; Novak, Doug (MDOS) <NovakD@michigan.gov>; Rick, Matthew (DHHS) <RickM@michigan.gov>; Robert, Carla M. (Treasury) <RobertC@michigan.gov>; Sarkisian, Jennifer (AG) <SarkisianJ@michigan.gov>; Vorce, Susan (DEQ) <VORCES@michigan.gov>; Weber, Travis (GOV) <WeberT7@michigan.gov>; Wendling-Richards, Christy (AG) <WendlingRichardsC@michigan.gov>; Ackley, Martin (MDE) <AckleyM@michigan.gov>; Bach, Katie (MSHDA) <BachK@michigan.gov>; Banner, Shanon (MSP) <BannerS@michigan.gov>; Begnoche, Michelle (MEDC) <begnochem@michigan.org>; Bitely, Andrea (AG) <BitelyA@michigan.gov>; Brown, Melanie (DEQ) <BrownM45@michigan.gov>; Brown, Tiffany (MSP)

<BrownT22@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Campbell, Maura (DHHS) <CampbellM16@michigan.gov>; Cranson, Jeff (MDOT) <CransonJ@michigan.gov>; DeVol, Lauren (DMVA) <DeVolL@michigan.gov>; Ellis, Jan (MDE) <EllisJ@michigan.gov>; Fedorchuk, Matthew (MCSC) <fedorchukm@michigan.gov>; Fischer, Tim (MDOT) <FischerT2@michigan.gov>; Gautz, Chris (MDOC) <GautzC@michigan.gov>; Gendreau, Gisgie (MDOS) <GendreauG@michigan.gov>; Golder, Edward (DNR) <GolderE@michigan.gov>; Guerrant, Emily (MEDC) <guerrante@michigan.org>; Hawthorne, Megan (AG) <HawthorneM1@michigan.gov>; Holton, Jennifer (MDARD) <holtonj@michigan.gov>; Humes, William R (DMVA) <william.r.humes2.mil@mail.mil>; Kramer, Holly (MDOC) <KramerH@michigan.gov>; Leeds, Lauren (DTMB) <LeedsL@michigan.gov>; Levengood, Vicki (MDCR) <LevengoodV@michigan.gov>; Miller, Andrea (DIFS) <MillerA16@michigan.gov>; Miller, Jacki (MDCR) <MillerJ31@michigan.gov>; Miller, Misty (MSHDA) <MillerM58@michigan.gov>; Minicuci, Angela (DHHS) <MinicuciA@michigan.gov>; Moon, Jason (LARA) <moonj@michigan.gov>; Pepin, John (DNR) <PepinJ@michigan.gov>; Sampson, Jeremy (TREASURY) <SampsonJ@michigan.gov>; Silfven, Ken (TIA) <SilfvenK@michigan.gov>; Simpson, Angela (DMVA) <SimpsonA3@michigan.gov>; Stanton, Terry A. (Treasury) <StantonT@michigan.gov>; Thelen, Suzanne (DMVA) <ThelenS3@michigan.gov>; Throne, Heather (MDARD) <ThroneH@michigan.gov>; Tommasulo, Karen (DEQ) <TommasuloK@michigan.gov>; Weiss, Kurt (DTMB) <WeissK1@michigan.gov>; Wheaton, Bob (DHHS) <Wheaton8@michigan.gov>; Woodhams, Fred (MDOS) <WoodhamsF@michigan.gov>
Cc: Weber, Travis (GOV) <WeberT7@michigan.gov>
Subject: Flint Water Search Terms

All – below are the list of searches we would like you to use in order to try to find the most relevant documents related to the Flint water crisis. Thank you again for your assistance. Because of the late timing for getting you this list, you may wait until Tuesday to send Travis Weber your estimates of time it takes to search this. Please remember that employees should search their hard drives as well as their e-mails, and that means DTMB cannot perform this search for you; your own folks who may have documents will have to do so from their machines. Thank you again for all your assistance and efforts.

Legionnaire
Legionella
"boil water order" & "Flint" (anywhere in document)
"coli" & Flint (anywhere in document)
"bacteria" & "Flint" (anywhere in document)
"microb" & "Flint" (anywhere in document)
"TTHM" & "Flint" (anywhere in document)
"Lead" & "Flint" (anywhere in document)
"emergency" & "Flint" (anywhere in document)
Karegnondi
"Genesee County Health Department"
"Flint" (within sentence) "utilities"
"Lead and Copper Rule"
"Detroit Water and Sewerage Department" & "Flint" (anywhere in document)
"DWSD" & "Flint" (anywhere in document)
"Flint River"
"Pb" & "water" (anywhere in document)
"KWA"

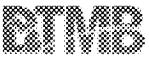
Ruth Thomet,
Executive Assistant - Legal Department
Executive Office of the Governor
111 South Capitol Avenue
P.O. Box 30013

Lansing , Michigan 48909
517-241-5630

From: Ingersoll, Jean (DHHS)
Sent: Tuesday, February 16, 2016 10:58 AM
To: Buckberry, Gary (DTMB)
Subject: RE: NEWS RELEASE: Gov. Rick Snyder releases departmental emails produced regarding Flint water crisis

Oh yes. I didn't know this is what you were referencing. I hadn't been out on the site yet. Jean

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)



HELP. CONNECT. SOLVE.

From: Buckberry, Gary (DTMB)
Sent: Tuesday, February 16, 2016 10:56 AM
To: Ingersoll, Jean (DHHS)
Subject: FW: NEWS RELEASE: Gov. Rick Snyder releases departmental emails produced regarding Flint water crisis

Jean,

Here's that news release from Friday that I mentioned.

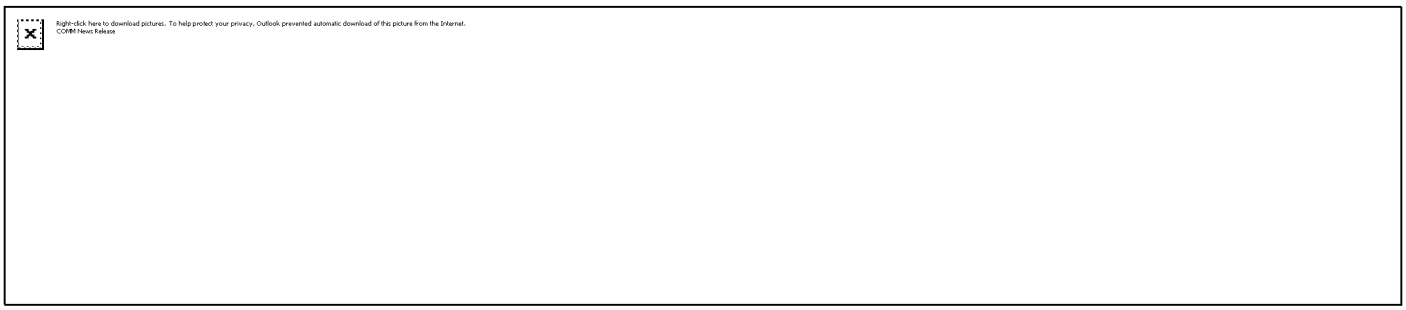
Gary

From: Weiss, Kurt (DTMB)
Sent: Friday, February 12, 2016 10:18 AM
To: Budget 6th Floor Staff
Subject: FW: NEWS RELEASE: Gov. Rick Snyder releases departmental emails produced regarding Flint water crisis

FYI, all documents and emails related to Flint as of today are now online.

Kurt Weiss
State Budget Office
517-335-0050

From: GOV Newsroom [mailto:govnewsroom@govsubscriptions.michigan.gov]
Sent: Friday, February 12, 2016 10:13 AM
To: Weiss, Kurt (DTMB)
Subject: NEWS RELEASE: Gov. Rick Snyder releases departmental emails produced regarding Flint water crisis



Contacts: Dave Murray, Laura Biehl, or Anna Heaton

517-335-6397

FOR IMMEDIATE RELEASE
Friday, Feb. 12, 2016

Gov. Rick Snyder releases departmental emails produced regarding Flint water crisis

LANSING, Mich. - Gov. Rick Snyder's office today posted emails and corresponding documents that have been made available to requesting entities from state departments regarding the Flint water crisis. The documentation represents requests fulfilled to date by the Department of Environmental Quality, Department of Health and Human Services, Department of Treasury, Department of Technology, Management and Budget, and Department of Agriculture and Rural Development regarding Flint water.

"All levels of government failed the people of Flint," Snyder said. "This crisis should never have happened, but we are making progress each day to meet the needs of residents.

"By making the information easily accessible, everyone can review it and take what they need, and then we can all focus and work together on solutions, healing and moving Flint forward."

NOTE: All emails and attachments can be accessed using the below links. Documents are large and will take time to download. Viewing on a mobile device is not recommended.

LEGAL NOTICE

- The release of these documents is not a waiver of any legal privilege. Because of the voluminous nature of these records, some documents that are subject to the attorney-client, attorney work product, and other privileges may have been inadvertently disclosed. Should this posting include such documents, their disclosure here does not constitute a waiver of the privilege.
- Those seeking information as part of a legal proceeding or investigation should not rely solely upon the documents posted here to satisfy their request. Such requests should be directed to the appropriate state custodian.
- The posting of these documents does not, is not intended to, and cannot be relied upon to, create any right or benefit, substantive or procedural, that is enforceable by any external party.
- DEQ1
- DEQ2
- DEQ3
- DEQ4
- DTMB
- DHHS
- MDARD

- Treasury

#

STAY CONNECTED:

This email was sent to weisskt@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: Ingersoll, Jean (DHHS)
Sent: Tuesday, February 16, 2016 11:56 AM
To: Kopacsi, Christian (DTMB)
Subject: RE: NEW DEADLINE - Time Sensitive Request

Got it! Thank you. I am sorry to hear about your father-in-law. Your family is in my thoughts. Jean

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

HELP. CONNECT. SOLVE.

From: Kopacsi, Christian (DTMB)
Sent: Tuesday, February 16, 2016 11:46 AM
To: Ingersoll, Jean (DHHS)
Subject: Fwd: NEW DEADLINE - Time Sensitive Request

Just sent it to Brom but here it is below.

Sent from my iPhone

Begin forwarded message:

> **From:** "Kopacsi, Christian (DTMB)" <KopacsiC@michigan.gov>
> **Date:** February 16, 2016 at 11:45:45 AM EST
> **To:** "Stibitz, Brom (DTMB)" <StibitzB@michigan.gov>
> **Subject: Re: NEW DEADLINE - Time Sensitive Request**
>
> From Cyber - Vicki McPherson
> From Infrastructure Protection - Chris Christensen
>
> Brandon Philip
>
> Jeanette Doll
>
> Ryan McKee
>
> Jeff Pratt
>
> Kathy Knapp
>
> Craig Bidelman
>
> Terry Bussema

Rick Rokely

Niki Tefft

Nicolle Schlegel

Alexandrea Parker

Elizabeth Keilen

Michelle Lawson

Sent from my iPhone

On Feb 12, 2016, at 3:57 PM, Stibitz, Brom (DTMB) <StibitzB@michigan.gov> wrote:

> Senior Management Team,
>
> We just received the search terms for the document production. (See below.) Given the lateness of this email, we are asking you send your list of custodians to Jean Ingersoll **no later than noon on Tuesday, February 16**.
>
> We are not asking you to conduct any searches right now. Further directions will come from Jean.
>
> Search terms:
>
> Legionnaire
> Legionella
> "boil water order" & "Flint" (anywhere in document)
> "coli" & Flint (anywhere in document)
> "bacteria" & "Flint" (anywhere in document)
> "microb" & "Flint" (anywhere in document)
> "TTHM" & "Flint" (anywhere in document)
> "Lead" & "Flint" (anywhere in document)
> "emergency" & "Flint" (anywhere in document)
> Karegnondi
> "Genesee County Health Department"
> "Flint" (within sentence) "utilities"
> "Lead and Copper Rule"
> "Detroit Water and Sewerage Department" & "Flint" (anywhere in document)
> "DWSD" & "Flint" (anywhere in document)
> "Flint River"
> "Pb" & "water" (anywhere in document)
> "KWA"
>
> Please call me or Jean if you have any questions.
>
> Brom
>
> ---
>
> **From:** Stibitz, Brom (DTMB)
> **Sent:** Thursday, February 11, 2016 4:40 PM

To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gilliland m@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <Palmerj2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>
Subject: Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB's effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard "search terms" which we will use to compile documents related to this lawsuit.

Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area. Jean may have more information on this tomorrow, but generally speaking a custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz
Chief Deputy Director
Michigan Department of Technology, Management and Budget
stibitzb@michigan.gov
517-373-1004
<image001.gif>

From: Ingersoll, Jean (DHHS)
Sent: Tuesday, February 16, 2016 2:21 PM
To: Droste, Kerri (DTMB)
Subject: RE: NEW DEADLINE - Time Sensitive Request

I have everything I need. Thanks Kerri!

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

HELP. CONNECT. SOLVE.

From: Droste, Kerri (DTMB)
Sent: Tuesday, February 16, 2016 2:07 PM
To: Ingersoll, Jean (DHHS)
Subject: FW: NEW DEADLINE - Time Sensitive Request

Good Afternoon Jean --

Mike Turnquist sent you a list on Friday. We just want to be sure that is all you need from us at this time.

Please let me know if you need anything further.

Thank you --

Kerri Droste
Facilities and Business Services Administration
Department of Technology, Management & Budget
Drostek@michigan.gov
517-284-7953

HELP. CONNECT. SOLVE.

> **From:** "Stibitz, Brom (DTMB)" <StibitzB@michigan.gov>
> **Date:** February 12, 2016 at 3:57:18 PM EST
> **To:** "Allen, Charlotte (DTMB)" <AllenC1@michigan.gov>, "Behen, David (DTMB)" <Behend@michigan.gov>, "Best, Marcy (DTMB)" <BestM@michigan.gov>, "Brownlee, Jeff (DTMB)" <Brownleej@michigan.gov>, "Buhs, Caleb (DTMB)" <BuhsC@michigan.gov>, "Davenport, Rodney (DTMB)" <DavenportR1@michigan.gov>, "Donnan, Chanda (DTMB)" <DonnanC@michigan.gov>, "Fortino, Diane (DTMB)" <FortinoD@michigan.gov>, "Gelisse, Ashley (DTMB)" <GelisseA@michigan.gov>, "Gilliland, Michael (DTMB)" <gillilandm@michigan.gov>, "Gonzalez, Tonyia (DTMB)" <GonzalezT1@michigan.gov>, "Griswold, Kim (DTMB)" <GRISWOLDK@michigan.gov>,

"Ingersoll, Jean (DHHS)" <IngersollJ@michigan.gov>, "Jeffery, Phillip (DTMB)" <JefferyP@michigan.gov>, "King, Susan (MCSC)" <KingS5@michigan.gov>, "Kopacsi, Christian (DTMB)" <KopacsiC@michigan.gov>, "Lowe, Richard (DTMB)" <lower@michigan.gov>, "Manning, Kelly (DTMB)" <ManningK4@michigan.gov>, "Mathews, Jamie (DTMB)" <MathewsJ@michigan.gov>, "McFarlane, James (DTMB)" <mcfarlanej@michigan.gov>, "Nixon, Ruth (DTMB)" <NixonR@michigan.gov>, "Palmer, Jason (DTMB)" <PalmerJ2@michigan.gov>, "Rabidoux, Jill (DTMB)" <RabidouxJ@michigan.gov>, "Ragsdale, Aimee (DTMB)" <RagsdaleA@michigan.gov>, "Schafer, Dana (DTMB)" <schaferd1@michigan.gov>, "Swanson, Eric (DTMB)" <swansone@michigan.gov>, "Sweeney, Matthew (DTMB)" <SweeneyM1@michigan.gov>, "Taylor, Beverly (DTMB)" <TaylorB8@michigan.gov>, "Trakul, Pamela (DTMB)" <TrakulP@michigan.gov>, "Turnquist, Michael (DTMB)" <TurnquistM@michigan.gov>, "VanCoevering, Joyce (DTMB)" <Vancoevering1@michigan.gov>, "Vanden Bosch, Kerrie (DTMB)" <vandenboschk@michigan.gov>, "Wellman, Jeff (DTMB)" <WellmanJ1@michigan.gov>
Cc: "Baker, Natasha (SRO)" <BakerN5@michigan.gov>, "Hawks, Orlene (DTMB)" <HawksO@michigan.gov>
Subject: NEW DEADLINE - Time Sensitive Request

Senior Management Team,

We just received the search terms for the document production. (See below.) Given the lateness of this email, we are asking you send your list of custodians to Jean Ingersoll **no later than noon on Tuesday, February 16**.

We are not asking you to conduct any searches right now. Further directions will come from Jean.

Search terms:

Legionnaire
Legionella
"boil water order" & "Flint" (anywhere in document)
"coli" & Flint (anywhere in document)
"bacteria" & "Flint" (anywhere in document)
"microb" & "Flint" (anywhere in document)
"TTHM" & "Flint" (anywhere in document)
"Lead" & "Flint" (anywhere in document)
"emergency" & "Flint" (anywhere in document)
Karegnondi
"Genesee County Health Department"
"Flint" (within sentence) "utilities"
"Lead and Copper Rule"
"Detroit Water and Sewerage Department" & "Flint" (anywhere in document)
"DWSD" & "Flint" (anywhere in document)
"Flint River"
"Pb" & "water" (anywhere in document)
"KWA"

Please call me or Jean if you have any questions.

Brom

From: Stibitz, Brom (DTMB)
Sent: Thursday, February 11, 2016 4:40 PM
To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gilllilandm@michigan.gov>; Gonzalez, Tonyia (DTMB)

<GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; King, Susan (MCSC) <King55@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>
Subject: Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB's effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard "search terms" which we will use to compile documents related to this lawsuit.

Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area. Jean may have more information on this tomorrow, but generally speaking a custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz
Chief Deputy Director
Michigan Department of Technology, Management and Budget
stibitzb@michigan.gov
517-373-1004
DTMB
HELP. CONNECT. SOLVE.

From: Ingersoll, Jean (DTMB)
Sent: Wednesday, February 17, 2016 8:21 AM
To: Droste, Kerri (DTMB)
Cc: Turnquist, Michael (DTMB);Gonzalez, Tonyia (DTMB)
Subject: RE: Flint FOIA - DTMB Systems

Thank you Kerri. I will note this on the spreadsheet. Jean

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

DTMB
HELP. CONNECT. SOLVE.

From: Droste, Kerri (DTMB)
Sent: Wednesday, February 17, 2016 8:20 AM
To: Ingersoll, Jean (DTMB)
Cc: Turnquist, Michael (DTMB); Gonzalez, Tonyia (DTMB)
Subject: FW: Flint FOIA - DTMB Systems

Good Morning Jean –

We do not believe that X3 contains any of the search terms, however if it is decided that a search is needed on X3, Kurt King would be the individual responsible for performing the search on this. You can either reach out to Kurt directly or work through me.

In terms of other systems, we do not believe there are any other systems in place within FBSA that would list any of the search terms identified.

Please feel free to contact me if you have any questions or concerns.

Thank you -

Kerri Droste
Facilities and Business Services Administration
Department of Technology, Management & Budget
Drostek@michigan.gov
517-284-7953

DTMB
HELP. CONNECT. SOLVE.

From: Turnquist, Michael (DTMB)
Sent: Wednesday, February 17, 2016 7:01 AM
To: Droste, Kerri (DTMB) <drostek@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>
Subject: FW: Flint FOIA - DTMB Systems

Please see below the action due by end of day today, thanks.

Michael A. Turnquist
Senior Deputy Director
State of Michigan - Department of Technology, Management & Budget
Facilities & Business Services Administration
turnquistm@michigan.gov
(517) 284-7908
DTMB
HELP. CONNECT. SOLVE.

From: Ingersoll, Jean (DTMB)
Sent: Wednesday, February 17, 2016 6:25 AM
To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>
Cc: Behen, David (DTMB) <Behend@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>
Subject: Flint FOIA - DTMB Systems

SMT Members:
In response to the Flint FOIA Project we have compiled a list of DTMB-owned systems that may need to be searched depending on *whether or not the systems listed would reasonably contain any of the search terms* sent on Friday (see search terms below). We are not asking you to perform any searches at this time, additional instructions are forthcoming.

What I need from you is to:

1) review the list and tell me whether the systems listed may contain the search terms (center column);
2) notify me if there are DTMB systems that are not listed that may contain the search terms;
3) tell me who is the individual responsible for performing the search in the system on behalf of the custodians (right column);

This information is due back to me close of business (5:00pm) today, Wednesday.

Electronic/DTMB Systems	E-Mich	Pauley (Swanson) (Already public facing?)
	Buy4Mich	Maynard (Brownlee/Wellman)

	MAIN	Dave Gabler (Brownlee/Wellman)
	MPSCS	Brad Stoddard (Swanson)
	Anything Related to Cyber?	Christian Kopacsi
	FileNet	Demello (Swanson)
	Time and Expense	Laurie Westfall/Dave Gabler (McFarlane)
	DCDS	Laurie Westfall/Dave Gabler (McFarlane)
	X3	Turnquist (Stibitz)
	HPTrim	Kristi Thompson (Joyce Vancovering)

Search Terms:
Legionnaire
Legionella
"boil water order" & "Flint" (anywhere in document)
"coli" & Flint (anywhere in document)
"bacteria" & "Flint" (anywhere in document)
"microb" & "Flint" (anywhere in document)
"TTHM" & "Flint" (anywhere in document)
"Lead" & "Flint" (anywhere in document)
"emergency" & "Flint" (anywhere in document)
Karegnondi
"Genesee County Health Department"
"Flint" (within sentence) "utilities"
"Lead and Copper Rule"
"Detroit Water and Sewerage Department" & "Flint" (anywhere in document)
"DWSD" & "Flint" (anywhere in document)
"Flint River"
"Pb" & "water" (anywhere in document)
"KWA"

Thank you all. Jean

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

DTMB
HELP. CONNECT. SOLVE.

From: Ingersoll, Jean (DTMB)
Sent: Wednesday, February 17, 2016 9:16 AM
To: Manning, Kelly (DTMB)
Subject: RE: Flint FOIA - DTMB Systems

Got it!

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
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517-282-2474 (C)

HELP. CONNECT. SOLVE.

From: Manning, Kelly (DTMB)
Sent: Wednesday, February 17, 2016 9:06 AM
To: Ingersoll, Jean (DTMB)
Subject: RE: Flint FOIA - DTMB Systems

Hi Jean,

I am not aware of other systems that should be searched (I assume Outlook was not listed as you already have that covered).

Thanks,

Kelly

From: Ingersoll, Jean (DTMB)
Sent: Wednesday, February 17, 2016 6:25 AM
To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB)

<WellmanJ1@michigan.gov>
Cc: Behen, David (DTMB) <Behend@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>
Subject: Flint FOIA - DTMB Systems

SMT Members:
In response to the Flint FOIA Project we have compiled a list of DTMB-owned systems that may need to be searched depending on *whether or not the systems listed would reasonably contain any of the search terms* sent on Friday (see search terms below). We are not asking you to perform any searches at this time, additional instructions are forthcoming.

What I need from you is to:

1) review the list and tell me whether the systems listed may contain the search terms (center column);
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3) tell me who is the individual responsible for performing the search in the system on behalf of the custodians (right column);

This information is due back to me close of business (5:00pm) today, Wednesday.

Electronic/DTMB Systems	E-Mich	Pauley (Swanson) (Already public facing?)
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	MPSCS	Brad Stoddard (Swanson)
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	Time and Expense	Laurie Westfall/Dave Gabler (McFarlane)
	DCDS	Laurie Westfall/Dave Gabler (McFarlane)
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"TTHM" & "Flint" (anywhere in document)
"Lead" & "Flint" (anywhere in document)
"emergency" & "Flint" (anywhere in document)
Karegnondi
"Genesee County Health Department"
"Flint" (within sentence) "utilities"
"Lead and Copper Rule"
"Detroit Water and Sewerage Department" & "Flint" (anywhere in document)
"DWSD" & "Flint" (anywhere in document)
"Flint River"
"Pb" & "water" (anywhere in document)
"KWA"

Thank you all. Jean

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
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320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

DTMB
HELP. CONNECT. SOLVE.

From: Ingersoll, Jean (DTMB)
Sent: Thursday, February 18, 2016 8:31 AM
To: Lam, Philip
Cc: Megas, Katerina N.;Nadeau, Ellen M.;Garcia, Michael E.;Fitch, Catherine (DIFS);Scott, Troy (tjscott@rti.org)
Subject: RE: Pilot metrics - draft worksheet

Hi Phil:
I will provide Ellen the updated metrics; at the moment I am consumed with the Flint emergency and will be for at the very least, the next two weeks. The one thing that I would love to do is finish everything for you so that we can formally close out the project but all my time is devoted to this project. I am very sorry! Jean

Jean M. Ingersoll, JD
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Lewis Cass Building
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PO Box 30026
Lansing, MI 48909
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DTMB
HELP. CONNECT. SOLVE.

From: Lam, Philip [mailto:philip.lam@nist.gov]
Sent: Wednesday, February 17, 2016 11:41 AM
To: Ingersoll, Jean (DTMB)
Cc: Megas, Katerina N.; Nadeau, Ellen M.; Garcia, Michael E.; Fitch, Catherine (DIFS); Scott, Troy (tjscott@rti.org)
Subject: RE: Pilot metrics - draft worksheet

Jean,

Following up with you on this congressional metrics request. Can you please provide Ellen the complete metrics worksheet soonest?

Thank you,
Phil.

From: Nadeau, Ellen M.
Sent: Wednesday, January 20, 2016 7:08 AM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Cc: Lam, Philip <philip.lam@nist.gov>; Megas, Katerina N. <katerina.megas@nist.gov>
Subject: Re: Pilot metrics - draft worksheet

Hi Jean,

I attached the final version of the pilots metrics worksheet; it is almost identical to the version I sent around on 12/23, with just a few minor wording clarifications and tailoring to *alumni* of the NSTIC pilots program. Are you able to send us responses to the attached by Monday, January 25th**?** In the meantime, I am available to

answer any questions! You'll notice that in the alumni worksheet we ask for information a) during the period of performance and b) since the end of the period of performance through 12/31/15. Since your pilot just ended, I'm assuming you'll ignore the "since the end of the period of performance" sections for now.

We're enthusiastic about starting this quarterly metrics process, and we really appreciate your help in collecting this data.

Thanks so much,
Ellen
Ellen Nadeau
Cyber Policy Strategist
National Strategy for Trusted Identities in Cyberspace (NSTIC)

National Institute of Standards and Technology (NIST)

202.306.4033 mobile | www.nist.gov/nstic

From: "Ingersoll, Jean (DHHS)" <IngersollJ@michigan.gov>
Date: Wednesday, January 6, 2016 at 3:03 PM
To: "Lam, Philip" <philip.lam@nist.gov>
Cc: "Megas, Katerina N." <katerina.megas@nist.gov>, Ellen <ellen.nadeau@nist.gov>
Subject: RE: Pilot metrics - draft worksheet

Sounds great. Thank you Phil. Jean

Jean Ingersoll, JD
Michigan Department of Health and Human Services
235 S. Grand Ave.
Lansing, MI 48909
517-241-3977 (office)
517-896-5724 (cell)

MDHHS | PATHWAYS to POTENTIAL

From: Lam, Philip [mailto:philip.lam@nist.gov]
Sent: Wednesday, January 6, 2016 3:01 PM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Cc: Megas, Katerina N. <katerina.megas@nist.gov>; Nadeau, Ellen M. <ellen.nadeau@nist.gov>
Subject: RE: Pilot metrics - draft worksheet

Good afternoon Jean,

We hope that this effort will help quantify and thus more effectively communicate the benefits and impacts of the pilots. It is our hope that all current and "graduated" pilots would participate in this survey as your programs evolve and mature. Regarding requirements for your grant, we would anticipate this type of information be included in your final report but responding to this specific survey is not required.

We would hope that we can continue to work with you/Michigan to gather and communicate these positive outcomes as we believe there are benefits to both our interests. Please let us know if you have any comments on the worksheet

itself, as a key participant we would welcome feedback on metrics you feel would be impactful to be shared with the greater public.

Hope you had a good new years,
Phil.

From: Ingersoll, Jean (DHHS) [mailto:IngersollJ@michigan.gov]
Sent: Wednesday, January 06, 2016 2:34 PM
To: Lam, Philip <philip.lam@nist.gov>
Subject: FW: Pilot metrics - draft worksheet

Hi Phil:
Is this something that is required by the grant? Or is our closeout report enough to provide this information? Jean

Jean Ingersoll, JD
Michigan Department of Health and Human Services
235 S. Grand Ave.
Lansing, MI 48909
517-241-3977 (office)
517-896-5724 (cell)

MDHHS | PATHWAYS to POTENTIAL

From: Nadeau, Ellen M. [mailto:ellen.nadeau@nist.gov]
Sent: Wednesday, December 23, 2015 2:37 PM
To: Dave.Coxe@Criterion-sys.com; Chris.Donovan@Criterion-sys.com; philip.godwin@daon.com; John.Wandelt@gtri.gatech.edu; Matthew.Moyer@gtri.gatech.edu; doug.blough@ece.gatech.edu; stephen.goldstein@gtri.gatech.edu; Fitch, Catherine (DIFS) <FitchC@michigan.gov>; abby@redmittenllc.com; fmorrow@pa.gov; dtayloe@privo.com; rlayton@privo.com; steve.race@tscp.org; shauna.russell@tscp.org; ibohmer@deloitte.com; kjk@internet2.edu; mgrady@unicon.net; pclancey@morphotrust.com; dkelts@morphotrust.com; adam@migusgroup.com; andrew@confyrm.com; raykimble@kimbleassociates.com; bmcgoran@exponent.com; brit@resilient-networks.com; tjscott@rti.org; oconnor@rti.org; WCayo@morphotrust.com; steve@id.me; ijones@galois.com; jamesjb@galois.com; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; mpfarnsworth@healthidx.com; mthompson@healthidx.com; slowry@healthidx.com
Cc: Megas, Katerina N. <katerina.megas@nist.gov>; Lam, Philip <philip.lam@nist.gov>; Shultz, Jeffrey <jeffrey.shultz@nist.gov>; Soutar, Colin (US - Arlington) <csoutar@deloitte.com>; Garcia, Michael E. <michael.garcia@nist.gov>; Grassi, Paul A. <paul.grassi@nist.gov>; Boeckl, Kaitlin R. <kaitlin.boeckl@nist.gov>; Amanda Patino (via Doodle) <mailer@doodle.com>; Schneider, Emily (US - Arlington) <emschneider@deloitte.com>; McClean, Walter (US - Arlington) <wmcclean@deloitte.com>; Brooks, Sean W. <sean.brooks@nist.gov>; Lefkovitz, Naomi B. <naomi.lefkovitz@nist.gov>
Subject: Pilot metrics - draft worksheet

Hi all,

Thanks for a productive collaboration call last Friday; I'll be joining biweekly pilot calls in the new year to further discuss RP metrics with you all individually.

As I mentioned on Friday, in addition to the RP metrics, we'd like to start collecting metrics on the NSTIC pilots on a quarterly basis. We'll use these metrics to track progress internally, and to provide up-to-date external reports in response to outside requests for pilot updates. The attached draft worksheet introduces the main information we'd like to collect; if there is anything you think is missing or

worded poorly, please let me know by the end of next week. If you won't be able to meet that deadline for any reason but would like to provide feedback on the attached, please let me know. I don't anticipate any major changes to this worksheet, so feel free to start gathering data based on the attached.

I plan to send along a final version of this worksheet the week of 1/4, and will ask that you all provide information on this past quarter (9/1/15-12/31/15) by the end of January.

Please let me know if you have any questions or concerns.

Have a great holiday!
Best,
Ellen
Ellen Nadeau
Cyber Policy Strategist
National Strategy for Trusted Identities in Cyberspace (NSTIC)
National Institute of Standards and Technology (NIST)
202.306.4033 mobile | www.nist.gov/nstic

From: Ingersoll, Jean (DTMB)
Sent: Thursday, February 18, 2016 9:40 AM
To: DTMB-Directors-Office
Subject: RE: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint

Yes please.

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)
DTMB
HELP. CONNECT. SOLVE.

From: DTMB-Directors-Office
Sent: Thursday, February 18, 2016 9:04 AM
To: Ingersoll, Jean (DTMB)
Subject: FW: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint

Hi,
So there is a John Baer who is retired and John Baer III who is a SharePoint Administrator. I think I sent the invite to the retired one, should it be going to John Baer III?

Thank you,

Janelle Longanbach
General Office Assistant
DTMB Director's Office
517-373-4210
<< OLE Object: Picture (Device Independent Bitmap) >>

From: Noldy, Scott (DTMB)
Sent: Wednesday, February 17, 2016 1:37 PM
To: DTMB-Directors-Office <DTMB-Directors-Office@michigan.gov>
Subject: RE: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint

On this meeting notice is John Baer who is retired. His son, John Baer III, who is a SharePoint administrator, works here at CSS.
Which was the intended recipient?

-----Original Appointment-----
From: DTMB-Directors-Office
Sent: Wednesday, February 17, 2016 1:21 PM
To: Behen, David (DTMB); Donnan, Chanda (DTMB); Buhs, Caleb (DTMB); Davenport, Rodney (DTMB); Gelisse, Ashley (DTMB); Gilliland, Michael (DTMB); Spaniolo, Natalie (DTMB); Wilke, Lacey (DTMB); Stansfield, Marsha (DTMB); Ballard, Denice (DTMB); Hampton, Trisha (DTMB); DeCamp, Greg (DTMB); Gibson, Jennifer (DTMB); Hengesbach, Dane (DTMB); Ingersoll, Jean (DTMB); Jeffery, Phillip (DTMB); Philip, Brandon (DTMB); Kopacsi, Christian (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB); Pratt, Jeff (DTMB); Knapp, Kathy (DTMB); Bidelman, Craig (DTMB); Bussema, Terry (DTMB); Rokely, Rick (DTMB); Tefft, Niki (DTMB); Schlegel, Nicolle (DTMB); Parker, Alexandrea (DTMB); Keilen, Elizabeth (DTMB); McPherson, Victoria (DTMB); Christensen, Chris (DTMB); Lawson, Michelle (DTMB); Nevai, Tom (DTMB); Evans, Carter (DTMB); Fick, James (DTMB); McKee, Robert (DTMB); Perry, Blane (DTMB); Riddering, Eric (DTMB); Rodgers, Anthony (DTMB); Trial, Larry (DTMB); Thompson, Kyleigh (DTMB); Glomski, Tom (DTMB); Seger, Seth (DTMB); Lee, Timothy (DTMB); Sikkema, Tyler (DTMB); Manning, Kelly (DTMB); McFarlane, James (DTMB); Galeazzi, Tiziana (DTMB); Das, Rajiv (DTMB); Pung, Linda (DTMB); Hogan, James (DTMB); Westfall, Laurie (DTMB); Palmer, Jason (DTMB); Stibitz, Brom (DTMB); Trakul, Pamela (DTMB); Swanson, Eric (DTMB); Blastic, Laura (DTMB); Furseth, Kristen (DTMB); Brancheau, Laura (DTMB); Sebok, Yvonne (DTMB); Stankiewicz, Richard (DTMB); Vera, Jason (DTMB); Jehnsen, Jeremy W (DTMB); Jodway, Kenneth (DTMB); Newman, Jeremy (DTMB); Vijayaveeraraghavan, Anupkumar (DTMB); Harmon, Paul (DTMB); Root, Everett (DTMB); Pauley, Suzanne (DTMB); Thompson, John (DTMB); Nolan, Anne (DTMB); Peterson, Rick (DTMB); Stiffler, Michelle (DTMB); Patke, Sunit (DTMB); Estill, John (DTMB); Seckelman, Joe (DTMB); Martin, Ellen (DTMB); Aprill, Brian (DTMB); Ross, Josh (DTMB); Locke, Joel (DTMB); Cross, Steven (DTMB); Clark, John (DTMB); Olkowski, Tony (DTMB); Noldy, Scott (DTMB); Baer, John (DTMB); Dickinson, Holly (DTMB); Post, Corey (DTMB); Cantin, David (DTMB); Brun, Jeremy (DTMB); Hartsuff, Lisa (DTMB); Kosloski, Joni (DTMB); Jordan, Gerald (DTMB); Sweeney, Matthew (DTMB); Turnquist, Michael (DTMB); Morgan, Dan (DTMB); Droste, Kerri (DTMB); Paasch, Keith (DTMB); Scates, Larry (DTMB); Noonan, Michael (DTMB); Walts, Brian (DTMB); Martin, Ric (DTMB); Burns, Robert (DTMB); Doxie, William (DTMB); Clark, Jim (DTMB); Bailey, Maureen (DTMB); Bos, Troy (DTMB); Phillippo, Jamie (DTMB); Spitzley, Troy (DTMB); Darby, Marchan (DTMB); Hawes, Keith (DTMB); Wright, Seth (DTMB); Rambo, Carolyn (DTMB); Millimaki, Shelly (DTMB); Nelson, Christopher (DTMB); Murphy, Chris (DTMB); Clark, Stephanie (DTMB); Cischke, Roy (DTMB); Hofmeister, David (DTMB); Reynolds, Vince (DTMB); VanCoevering, Joyce (DTMB); Ragla, Beth (DTMB); Shaw, Gary (DTMB); Wonn, Michael (DTMB); Thompson, Kristi (DTMB); Goodine, Tom (DTMB); Armstrong, Mike (DTMB); Doyle, James (DTMB); Hampton, Kristen (DTMB); Miller, Mark (DTMB); Cooley, Tom (DTMB); Waltersdorf, Rex (DTMB); Monroe, Jerry (DTMB); Bergan, Kristin (DTMB); Banks, William (DTMB); Dyson, Mike (DTMB); Stiles, Dan (DTMB); Chipman, Dan (DTMB); Hodgman, Steve (DTMB); Martin, Todd (DTMB); Weston, Jessica (DTMB); Fitton, Scott (DTMB); Sample, Brice (DTMB); Vanden Bosch, Kerrie (DTMB); Wellman, Jeff (DTMB); Brownlee, Jeff (DTMB); Maynard, Sharon (DTMB); Calahan, Heather (DTMB); Cook, Rebecca (DTMB); Hayes, Genevieve (DTMB); Riehle, Jenni (DTMB); Falik, Tom A. (DTMB); Pemble, William (DTMB); Sambiagio, Melissa (DTMB); Cieciwa, Sue (DTMB); Hunter, Lymon (DTMB); Dufour, Yvon (DTMB); Camp, William (DTMB); Hatch, David (DTMB); Troub, Shelby (DTMB); Epps, Stephanie (DTMB); Herman, Christyn (DTMB); Bliss, Mike (DTMB); Guardiola, Jamie (DTMB); jfoley@us.ibm.com
Subject: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint
When: Thursday, February 18, 2016 2:00 PM-3:00 PM (UTC-05:00) Eastern Time (US & Canada).
Where: Ottawa Builidng - Upper Level – Conference Room 4 OR Call-in: 866-390-1828 access code: 1842654

Please note this meeting can be attended in person or via conference call-in. Location and Dial in information are provided below.

Requested By:
DTMB Executive Staff

Location:
Ottawa Building
Upper Level – Conference Room 4

611 W. Ottawa Street
Lansing, MI 48933

Call-in: 866-390-1828
Access code: 1842654

Security:
Please have your State Employee ID showing at all times.

Parking:
Metered parking is available along Ottawa and Pine street.

Briefing:
In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to produce, by a certain date, any documents containing certain search terms. In this meeting we will review instructions for the process of identifying, compiling, scanning, and copying the necessary information.

SOM Meeting Contact:
Janelle Longanbach
LonganbachJ@michigan.gov
Office: 517-373-4210

Participants:
David Behen
Chanda Donnan
Caleb Buhs
Rodney Davenport
Ashley Gelisse
Michael Gilliland
Natalie Spaniolo
Lacy Wilke
Marsha Stansfield
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Eric Riddering
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Brian Walts
Ric Martin
Robert Burns
William Doxie
Jim Clark
Maureen Bailey
Troy Bos
Jamie Phillippo
Troy Spitzley
Marchan Darby
Keith Hawes
Seth Wright
Carrie Rambo
Shelly Millimaki
Chris Nelson
Chris Murphy
Stephanie Clark
Roy Cischke
David Hofmeister
Vince Reynolds
Joyce Van Coevering
Beth Ragla
Gary Shaw
Mike Wonn
Kristi Thompson
Thomas Goodine
Mike Armstrong
Jim Doyle
Kristen Hampton
Mark Miller
Tom Cooley

Rex Waltersdorf
Jerry Monroe
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David Hatch
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Stephanie Epps

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Start: Thu 2/18/2016 2:00 PM
End: Thu 2/18/2016 3:00 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: DTMB-Directors-Office

I am sure you have this now, but covering all of our bases. Jean

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Cc: Stanaway, Deb (DTMB); Huhn, Jacqueline (DTMB); McQuaid, John (DTMB); Reasner, Richard (DTMB); Rakowski, Rock (DTMB); Gonzalez, Tonyia (DTMB); Doerr, Stephen (DTMB); Isaacs, Jan (DTMB)

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All DTMB Custodians of Correspondence Related to Flint.pdf
***This attachment was updated 2/18/16**

*See agenda below

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Agenda

1. Kickoff – Brom Stibitz, Chief Deputy Director
2. Why you are here – Jean Ingersoll, Interim Chief of Staff
3. What you need to do (February 22, 2016 deadline) – Jean
4. What will be done for you – Jean
5. What's next – Jean
6. Public Information Reminder – Caleb Buhs, Public Information Officer
7. Questions and Answers - Group

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Chris Nelson

Chris Murphy
Stephanie Clark
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All DTMB Custodians of Correspondence Related to Flint - UPDATED.pdf

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STATE OF MICHIGAN

RICK SNYDER
GOVERNOR

DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET
LANSING

DAVID B. BEHEN
DIRECTOR

February 17, 2016

TO: All DTMB Custodians of Correspondence Related to Flint

FROM: Jean Ingersoll, Interim Chief of Staff to David B. Behen, Director and CIO

SUBJECT: Flint Document Production – Search Terms and Guidance

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. **As a custodian, you are required to produce any documents containing the search terms listed below, no later than Monday, February 22, 2016.** This memorandum contains detailed instructions for the process of identifying, compiling, scanning, and copying the necessary information.

Microsoft 365 – Outlook (*includes emails, calendar items) and OneDrive*

DTMB staff will centrally coordinate the Microsoft 365 search for all of DTMB's custodians. Therefore, DTMB's custodians *do not need to independently search any of their Microsoft 365 applications* for the search terms listed below.

Network Drives

Similar to the approach outlined above, DTMB staff will centrally coordinate the network drive search effort for all DTMB custodians. Custodians do *not* need to independently conduct a network drive search for the search terms below.

Non-Network Drives – *includes hard drives, desktop, and thumb/flash drives*

For all non-network drive types, ***each custodian will need to search every search term listed below in every non-network format, and move all relevant/related documents in to a network drive for collection. In order to move items to the network, you must be connected to the network.***

Start by conducting the search of all non-network drives, filling out the attached search term checklist as you go. If you need guidance as to how to perform this search, a step-by-step guide is included below in Appendix 1.

All relevant/responsive items that are produced as a result of your search need to be moved to a network drive. You can move your relevant/related documents to a network drive in whatever format the document is currently in. After the February 22, 2016, deadline, DTMB staff will access the network drives to collect the files.

Paper Files

Review all applicable paper files. Scan any relevant/related documents, and save them to a network drive, as described above. If this is not possible, you may provide hard copies of documents to Jean Ingersoll in the Director's Office. These documents must be received in the Director's Office by February 22, 2016, and will not be returned to you.

Home Computer

Any relevant e-mails or other documents on a personal computer also are subject to this request. Please check your personal computer for any e-mails or other documents relating to this search. If you discover any relevant/related documents, please include the phrase "personal computer" in the file name, and save them to the aforementioned network drive.

Conclusion

Thank you for your cooperation in complying with this request. Should you have any questions, please contact Jean Ingersoll at 1-8844.

Attachments

- FOIA Checklist
- Attachment 1 – Search Guidance

Search Term Checklist

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to search and copy all items that you identify to a DTMB network drive, as described above.

Please complete your search no later than close of business on Monday, February 22, 2016. Relevant/related items from the past 10 years should be included.

You should search for *each term exactly as it is shown below, and include quotation marks around each separate word.* For example, "Legionnaire", "Legionella", or "Flint" would all go into search fields. After you complete a search term, check the box beside the term.

Search Terms:

- ☐ "Legionnaire"
- ☐ "Legionella"
- ☐ "boil water order" & "Flint"
- ☐ "coli" & "Flint"
- ☐ "bacteria" & "Flint"
- ☐ "microb" & "Flint"
- ☐ "TTHM" & "Flint"
- ☐ "Lead" & "Flint"
- ☐ "emergency" & "Flint"
- ☐ "Karegnondi"
- ☐ "Genesee County Health Department"
- ☐ "Flint" & "utilities"
- ☐ "Lead and Copper Rule"
- ☐ "Detroit Water and Sewerage Department" & "Flint"
- ☐ "DWSD" & "Flint"
- ☐ "Flint River"
- ☐ "Pb" & "water"
- ☐ "KWA"

Search conducted on the email account of: _____

By (your name): _____

Date completed: _____

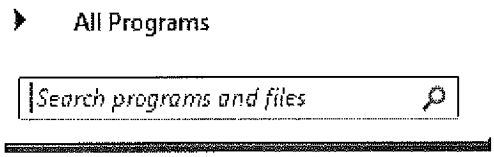
Please return this completed Checklist to DTMB Director's Office staff by February 22, 2016, at DTMB@michigan.gov, or
Directors Office, Cass Building, Second Floor

APPENDIX 1 – Search Guidance

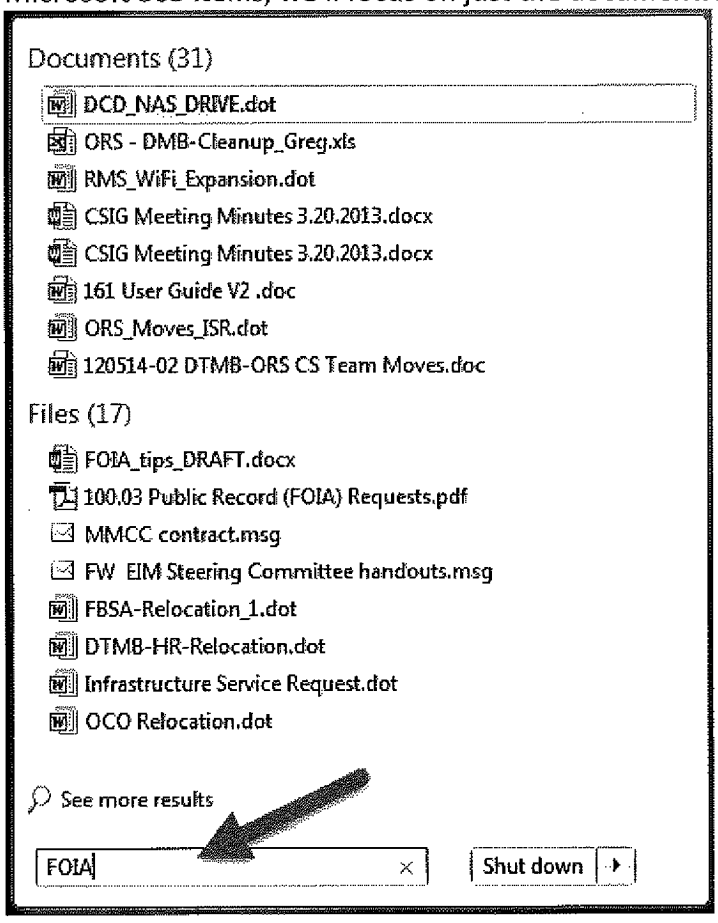
Regardless of what version of Windows you're using, each of them has a search feature built in called "Windows Explorer," you see it every time you open up a folder on a network drive, or on your own computer.

Using the search function in windows 7

Since the majority of DTMB is on Windows 7, the examples below are on that operating system. If you click on windows Start button, you'll see the search box right next to it

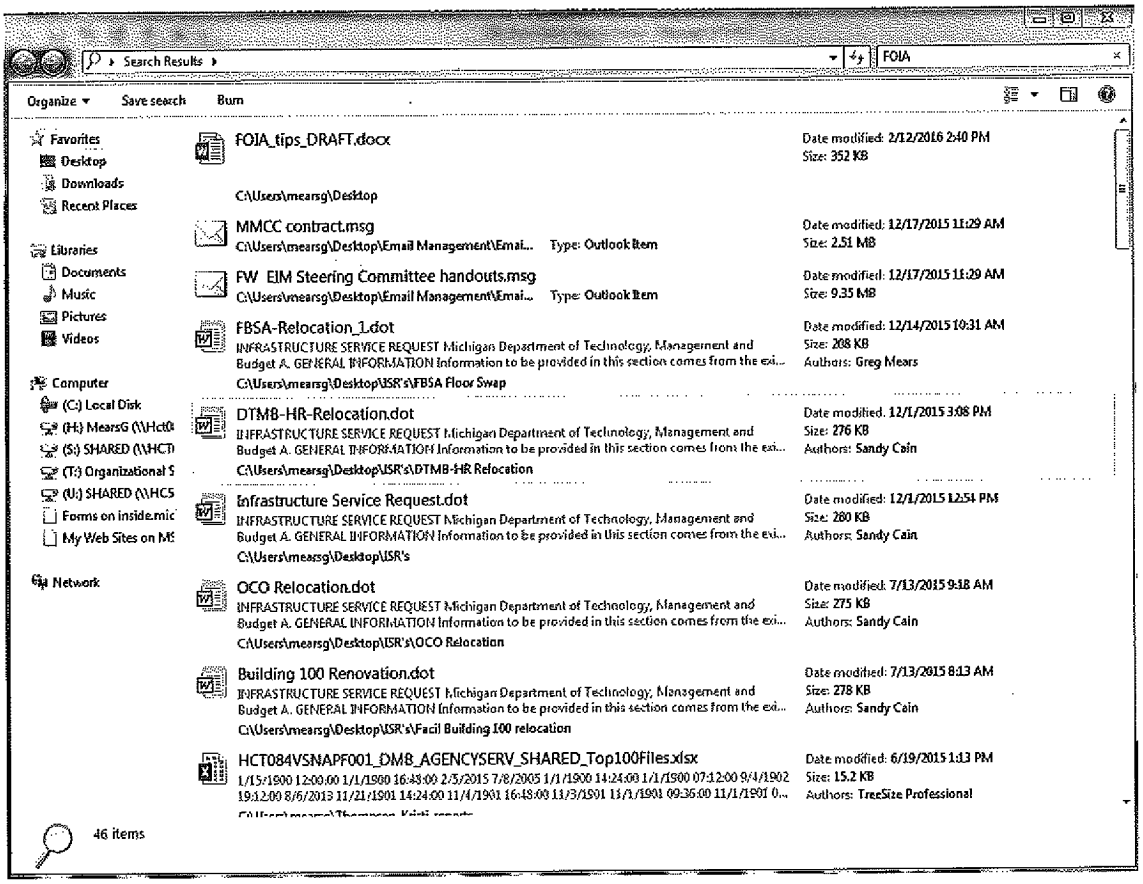


This example searches for the word FOIA. As you can see, the search yielded numerous documents including emails. Since DTMB is centrally collecting relevant emails and other Microsoft 365 items, we'll focus on just the documents.



You need to open each document to make sure that it's relevant. In this instance, the search brought up a DTMB Move form, but only because it has the word FOIA in the form.
You'll notice that the words "See more results" appears at the bottom of the list. This means that the search turned up a lot more documents than what can easily be displayed. You must

click on the link to open Windows Explorer and reveal a comprehensive list, along with their locations.



As you can see from this example the search found 46 items. We can now select them all using the "Ctrl-A method", and copy them to a network drive.

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Similar to the approach outlined above, DTMB staff will centrally coordinate the network drive search effort for all DTMB custodians. Custodians do *not* need to independently conduct a network drive search for the search terms below.

Non-Network Drives – *includes hard drives, desktop, and thumb/flash drives*

For all non-network drive types, ***each custodian will need to search every search term listed below in every non-network format, and move all relevant/related documents in to a network drive for collection. In order to move items to the network, you must be connected to the network.***

Start by conducting the search of all non-network drives, filling out the attached search term checklist as you go. If you need guidance as to how to perform this search, a step-by-step guide is included below in Appendix 1.

All relevant/responsive items that are produced as a result of your search need to be moved to a network drive. You can move your relevant/related documents to a network drive in whatever format the document is currently in. After the February 22, 2016, deadline, DTMB staff will access the network drives to collect the files.

Paper Files

Review all applicable paper files. Scan any relevant/related documents, and save them to a network drive, as described above. If this is not possible, you may provide hard copies of documents to Jean Ingersoll in the Director's Office. These documents must be received in the Director's Office by February 22, 2016, and will not be returned to you.

Home Computer

Any relevant e-mails or other documents on a personal computer also are subject to this request. Please check your personal computer for any e-mails or other documents relating to this search. If you discover any relevant/related documents, please include the phrase "personal computer" in the file name, and save them to the aforementioned network drive.

Conclusion

Thank you for your cooperation in complying with this request. Should you have any questions, please contact Jean Ingersoll at 1-8844.

Attachments

- FOIA Checklist
- Attachment 1 – Search Guidance

Search Term Checklist

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to search and copy all items that you identify to a DTMB network drive, as described above.

Please complete your search no later than close of business on Monday, February 22, 2016. Relevant/related items from the past 10 years should be included.

You should search for *each term exactly as it is shown below, and include quotation marks around each separate word.* For example, "Legionnaire", "Legionella", or "Flint" would all go into search fields. After you complete a search term, check the box beside the term.

Search Terms:

- ☐ "Legionnaire"
- ☐ "Legionella"
- ☐ "boil water order" & "Flint"
- ☐ "coli" & "Flint"
- ☐ "bacteria" & "Flint"
- ☐ "microb" & "Flint"
- ☐ "TTHM" & "Flint"
- ☐ "Lead" & "Flint"
- ☐ "emergency" & "Flint"
- ☐ "Karegnondi"
- ☐ "Genesee County Health Department"
- ☐ "Flint" & "utilities"
- ☐ "Lead and Copper Rule"
- ☐ "Detroit Water and Sewerage Department" & "Flint"
- ☐ "DWSD" & "Flint"
- ☐ "Flint River"
- ☐ "Pb" & "water"
- ☐ "KWA"
- ☐ "Flint" & "water"

Search conducted on the email account of: _____

By (your name): _____

Date completed: _____

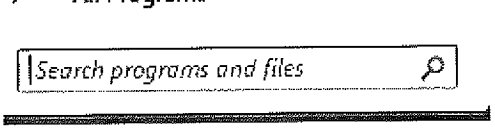
Please return this completed Checklist to DTMB Director's Office staff by Monday, February 22, 2016, at DTMB@michigan.gov, or Directors Office, Cass Building, Second Floor

APPENDIX 1 – Search Guidance

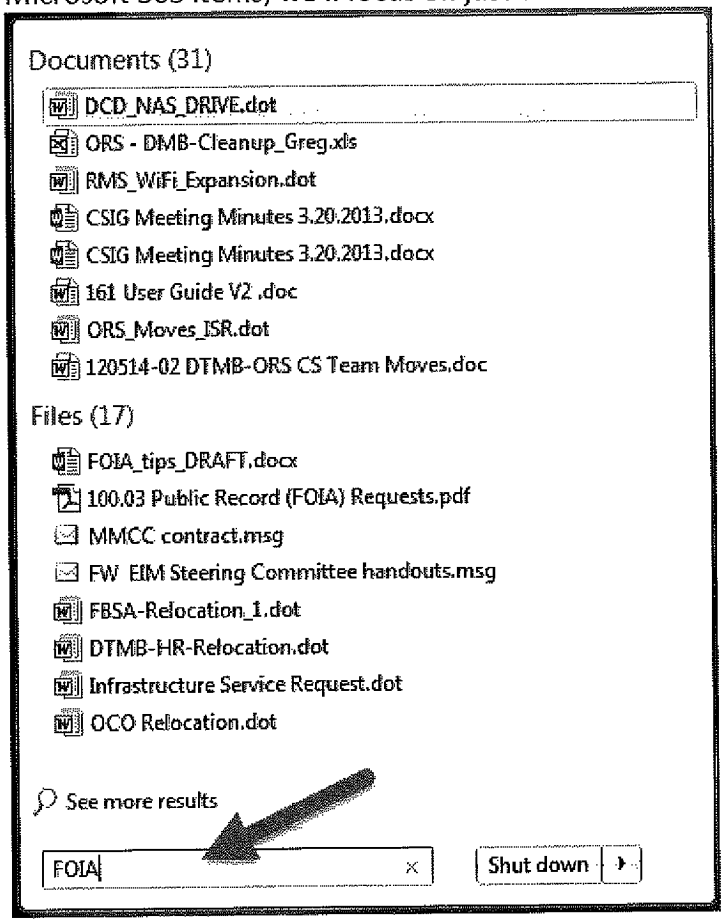
Regardless of what version of Windows you're using, each of them has a search feature built in called "Windows Explorer," you see it every time you open up a folder on a network drive, or on your own computer.

Using the search function in windows 7

Since the majority of DTMB is on Windows 7, the examples below are on that operating system. If you click on windows Start button, you'll see the search box right next to it

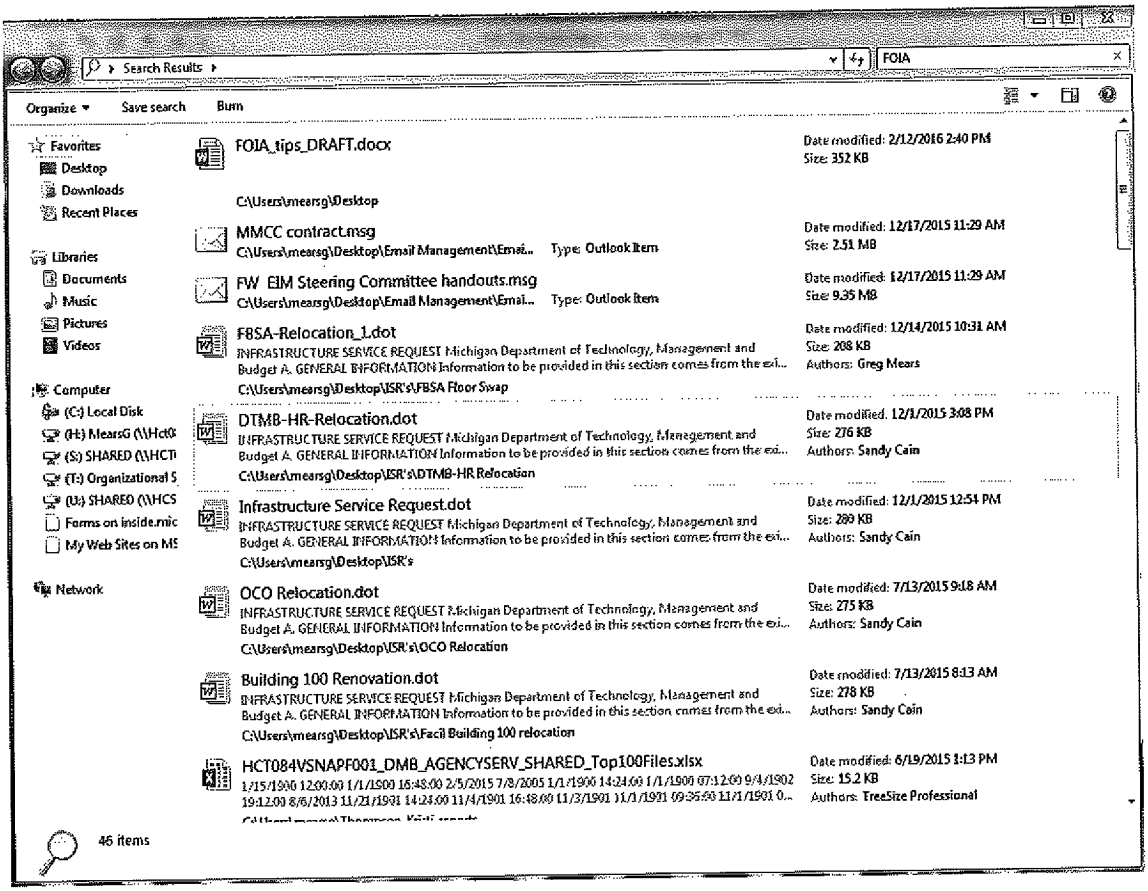


This example searches for the word FOIA. As you can see, the search yielded numerous documents including emails. Since DTMB is centrally collecting relevant emails and other Microsoft 365 items, we'll focus on just the documents.



You need to open each document to make sure that it's relevant. In this instance, the search brought up a DTMB Move form, but only because it has the word FOIA in the form.
You'll notice that the words "See more results" appears at the bottom of the list. This means that the search turned up a lot more documents than what can easily be displayed. You must

click on the link to open Windows Explorer and reveal a comprehensive list, along with their locations.



As you can see from this example the search found 46 items. We can now select them all using the "Ctrl-A method", and copy them to a network drive.

From: Ingersoll, Jean (DTMB)
Sent: Thursday, February 18, 2016 10:17 AM
To: Scott, Troy
Subject: RE: Pilot metrics - draft worksheet
Attachments: Pilots metrics wksht_alumni_January2016 (002).docx

Thank you Troy. We have been extremely busy to say the least.

Cathy filled out what she could but I suspect that you might have some additional information to fill in. I would appreciate any help that you might be able to provide. I need it. ☺

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

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From: Scott, Troy [mailto:tjscott@rti.org]
Sent: Thursday, February 18, 2016 9:47 AM
To: Ingersoll, Jean (DTMB)
Subject: RE: Pilot metrics - draft worksheet

Jean,

Wow. I didn't know Flint was part of your new portfolio. I hope you are able to do some real good there.

Please let me know if there is any way I can help with the metrics from afar. If these are numbers that Chandra or Vidya have provided in the past, perhaps I could work with them since I now know them a little. Let me know.

Godspeed for the work with Flint.

Troy
c: 206.550.6076

Troy J. Scott | RTI International
503.428.5680 | tjscott@rti.org

From: Ingersoll, Jean (DTMB) [mailto:IngersollJ@michigan.gov]
Sent: Thursday, February 18, 2016 8:31 AM
To: Lam, Philip <philip.lam@nist.gov>
Cc: Megas, Katerina N. <katerina.megas@nist.gov>; Nadeau, Ellen M. <ellen.nadeau@nist.gov>; Garcia, Michael E.

<michael.garcia@nist.gov>; Fitch, Catherine (DIFS) <FitchC@michigan.gov>; Scott, Troy <tjscott@rti.org>
Subject: RE: Pilot metrics - draft worksheet

Hi Phil:
I will provide Ellen the updated metrics; at the moment I am consumed with the Flint emergency and will be for at the very least, the next two weeks. The one thing that I would love to do is finish everything for you so that we can formally close out the project but all my time is devoted to this project. I am very sorry! Jean

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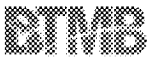

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From: Lam, Philip [mailto:philip.lam@nist.gov]
Sent: Wednesday, February 17, 2016 11:41 AM
To: Ingersoll, Jean (DTMB)
Cc: Megas, Katerina N.; Nadeau, Ellen M.; Garcia, Michael E.; Fitch, Catherine (DIFS); Scott, Troy (tjscott@rti.org)
Subject: RE: Pilot metrics - draft worksheet

Jean,

Following up with you on this congressional metrics request. Can you please provide Ellen the complete metrics worksheet soonest?

Thank you,
Phil.

From: Nadeau, Ellen M.
Sent: Wednesday, January 20, 2016 7:08 AM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Cc: Lam, Philip <philip.lam@nist.gov>; Megas, Katerina N. <katerina.megas@nist.gov>
Subject: Re: Pilot metrics - draft worksheet

Hi Jean,

I attached the final version of the pilots metrics worksheet; it is almost identical to the version I sent around on 12/23, with just a few minor wording clarifications and tailoring to *alumni* of the NSTIC pilots program. Are you able to send us responses to the attached by Monday, January 25th**?** In the meantime, I am available to answer any questions! You'll notice that in the alumni worksheet we ask for information a) during the period of performance and b) since the end of the period of performance through 12/31/15. Since your pilot just ended, I'm assuming you'll ignore the "since the end of the period of performance" sections for now.

We're enthusiastic about starting this quarterly metrics process, and we really appreciate your help in collecting this data.

Thanks so much,

Ellen
Ellen Nadeau
Cyber Policy Strategist
National Strategy for Trusted Identities in Cyberspace (NSTIC)

National Institute of Standards and Technology (NIST)

202.306.4033 mobile | www.nist.gov/nstic

From: "Ingersoll, Jean (DHHS)" <IngersollJ@michigan.gov>
Date: Wednesday, January 6, 2016 at 3:03 PM
To: "Lam, Philip" <philip.lam@nist.gov>
Cc: "Megas, Katerina N." <katerina.megas@nist.gov>, Ellen <ellen.nadeau@nist.gov>
Subject: RE: Pilot metrics - draft worksheet

Sounds great. Thank you Phil. Jean

Jean Ingersoll, JD
Michigan Department of Health and Human Services
235 S. Grand Ave.
Lansing, MI 48909
517-241-3977 (office)
517-896-5724 (cell)

From: Lam, Philip [mailto:philip.lam@nist.gov]
Sent: Wednesday, January 6, 2016 3:01 PM
To: Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>
Cc: Megas, Katerina N. <katerina.megas@nist.gov>; Nadeau, Ellen M. <ellen.nadeau@nist.gov>
Subject: RE: Pilot metrics - draft worksheet

Good afternoon Jean,

We hope that this effort will help quantify and thus more effectively communicate the benefits and impacts of the pilots. It is our hope that all current and "graduated" pilots would participate in this survey as your programs evolve and mature. Regarding requirements for your grant, we would anticipate this type of information be included in your final report but responding to this specific survey is not required.

We would hope that we can continue to work with you/Michigan to gather and communicate these positive outcomes as we believe there are benefits to both our interests. Please let us know if you have any comments on the worksheet itself, as a key participant we would welcome feedback on metrics you feel would be impactful to be shared with the greater public.

Hope you had a good new years,
Phil.

From: Ingersoll, Jean (DHHS) [mailto:IngersollJ@michigan.gov]
Sent: Wednesday, January 06, 2016 2:34 PM

To: Lam, Philip <philip.lam@nist.gov>
Subject: FW: Pilot metrics - draft worksheet

Hi Phil:
Is this something that is required by the grant? Or is our closeout report enough to provide this information? Jean

Jean Ingersoll, JD
Michigan Department of Health and Human Services
235 S. Grand Ave.
Lansing, MI 48909
517-241-3977 (office)
517-896-5724 (cell)

From: Nadeau, Ellen M. [mailto:ellen.nadeau@nist.gov]
Sent: Wednesday, December 23, 2015 2:37 PM
To: Dave.Coxe@Criterion-sys.com; Chris.Donovan@Criterion-sys.com; philip.godwin@daon.com; John.Wandelt@gtri.gatech.edu; Matthew.Mover@gtri.gatech.edu; doug.blough@ece.gatech.edu; stephen.goldstein@gtri.gatech.edu; Fitch, Catherine (DIFS) <FitchC@michigan.gov>; abby@redmittenllc.com; fmorrow@pa.gov; dtayloe@privo.com; rlayton@privo.com; steve.race@tscp.org; shauna.russell@tscp.org; ibohmer@deloitte.com; kjk@internet2.edu; mgrady@unicon.net; pclancey@morphotrust.com; dkelts@morphotrust.com; adam@migusgroup.com; andrew@confyrm.com; raykimble@kimbleassociates.com; bmcgoran@exponent.com; brit@resilient-networks.com; tiscott@rti.org; oconnor@rti.org; WCayo@morphotrust.com; steve@id.me; ijones@galois.com; jamesjb@galois.com; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; mpfarnsworth@healthidx.com; mthompson@healthidx.com; slowry@healthidx.com
Cc: Megas, Katerina N. <katerina.megas@nist.gov>; Lam, Philip <philip.lam@nist.gov>; Shultz, Jeffrey <jeffrey.shultz@nist.gov>; Soutar, Colin (US - Arlington) <csoutar@deloitte.com>; Garcia, Michael E. <michael.garcia@nist.gov>; Grassi, Paul A. <paul.grassi@nist.gov>; Boeckl, Kaitlin R. <kaitlin.boeckl@nist.gov>; Amanda Patino (via Doodle) <mailer@doodle.com>; Schneider, Emily (US - Arlington) <emschneider@deloitte.com>; McClean, Walter (US - Arlington) <wmcclean@deloitte.com>; Brooks, Sean W. <sean.brooks@nist.gov>; Lefkovitz, Naomi B. <naomi.lefkovitz@nist.gov>
Subject: Pilot metrics - draft worksheet

Hi all,

Thanks for a productive collaboration call last Friday; I'll be joining biweekly pilot calls in the new year to further discuss RP metrics with you all individually.

As I mentioned on Friday, in addition to the RP metrics, we'd like to start collecting metrics on the NSTIC pilots on a quarterly basis. We'll use these metrics to track progress internally, and to provide up-to-date external reports in response to outside requests for pilot updates. The attached draft worksheet introduces the main information we'd like to collect; if there is anything you think is missing or worded poorly, please let me know by the end of next week. If you won't be able to meet that deadline for any reason but would like to provide feedback on the attached, please let me know. I don't anticipate any major changes to this worksheet, so feel free to start gathering data based on the attached.

I plan to send along a final version of this worksheet the week of 1/4, and will ask that you all provide information on this past quarter (9/1/15-12/31/15) by the end of January.

Please let me know if you have any questions or concerns.

Have a great holiday!
Best,
Ellen

Ellen Nadeau
Cyber Policy Strategist
National Strategy for Trusted Identities in Cyberspace (NSTIC)
National Institute of Standards and Technology (NIST)
202.306.4033 mobile | www.nist.gov/nstic

From: Ingersoll, Jean (DTMB)
Sent: Thursday, February 18, 2016 11:00 AM
To: Taylor, Beverly (DTMB)
Cc: Palmer, Jason (DTMB)
Subject: RE: Flint FOIA - DTMB Systems
Attachments: RE: NEW DEADLINE - Time Sensitive Request

Hi Beverly:
Thank you for your email. I am a bit confused by your email and I would like to clarify. Are you responding only to the request for *system* information, performing the document search for Jason's files only or performing the document searches for other staff?

If you are coordinating searches for staff, Jason's attached email states that: "However, it is my belief that considering the nature of the inquiry, no staff in the Bureau of Labor Market Information and Strategic Initiatives are custodians of documents with the search terms below that relate directly or indirectly to the situation in Flint or the resulting litigation."

Please let me know. Thank you. Jean

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PO Box 30026
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DTMB
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From: Taylor, Beverly (DTMB)
Sent: Thursday, February 18, 2016 10:40 AM
To: Ingersoll, Jean (DTMB)
Subject: RE: Flint FOIA - DTMB Systems

Hi Jean:

Jason Palmer has asked me to coordinate this effort for our bureau.

Beverly Taylor
Executive Secretary
Bureau of Labor Market Information and Strategic Initiatives

Dept. of Technology, Management and Budget
Cadillac Place
3032 W. Grand Boulevard, Suite 9-150
Detroit, MI 48202
313-456-3108

From: Ingersoll, Jean (DTMB)
Sent: Wednesday, February 17, 2016 6:25 AM
To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>
Cc: Behen, David (DTMB) <Behend@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>
Subject: Flint FOIA - DTMB Systems

SMT Members:
In response to the Flint FOIA Project we have compiled a list of DTMB-owned systems that may need to be searched depending on *whether or not the systems listed would reasonably contain any of the search terms* sent on Friday (see search terms below). We are not asking you to perform any searches at this time, additional instructions are forthcoming.

What I need from you is to:

1) review the list and tell me whether the systems listed may contain the search terms (center column);
2) notify me if there are DTMB systems that are not listed that may contain the search terms;
3) tell me who is the individual responsible for performing the search in the system on behalf of the custodians (right column);

This information is due back to me close of business (5:00pm) today, Wednesday.

	E-Mich	Pauley (Swanson) (Already public facing?)
Electronic/DTMB Systems	Buy4Mich	Maynard (Brownlee/Wellman)
	MAIN	Dave Gabler (Brownlee/Wellman)

	MPSCS	Brad Stoddard (Swanson)
	Anything Related to Cyber?	Christian Kopacsi
	FileNet	Demello (Swanson)
	Time and Expense	Laurie Westfall/Dave Gabler (McFarlane)
	DCDS	Laurie Westfall/Dave Gabler (McFarlane)
	X3	Turnquist (Stibitz)
	HPTrim	Kristi Thompson (Joyce Vancovering)

Search Terms:
Legionnaire
Legionella
"boil water order" & "Flint" (anywhere in document)
"coli" & Flint (anywhere in document)
"bacteria" & "Flint" (anywhere in document)
"microb" & "Flint" (anywhere in document)
"TTHM" & "Flint" (anywhere in document)
"Lead" & "Flint" (anywhere in document)
"emergency" & "Flint" (anywhere in document)
Karegnondi
"Genesee County Health Department"
"Flint" (within sentence) "utilities"
"Lead and Copper Rule"
"Detroit Water and Sewerage Department" & "Flint" (anywhere in document)
"DWSD" & "Flint" (anywhere in document)
"Flint River"
"Pb" & "water" (anywhere in document)
"KWA"

Thank you all. Jean

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From: Palmer, Jason (DTMB)
Sent: Tuesday, February 16, 2016 10:11 AM
To: Stibitz, Brom (DTMB);Ingersoll, Jean (DHHS)
Subject: RE: NEW DEADLINE - Time Sensitive Request

Jean:

On behalf of the Bureau of Labor Market Information and Strategic Initiatives, I respond to your request for "a list of likely custodians" of documents relating to one or more of several search terms provided in Brom's February 12, 2016 email. A custodian will be a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

- Our state demographer, Eric Guthrie, has been corresponding almost daily with executives from the State Budget Office (SBO) providing demographic information for Flint. His emails and documents are likely to include some of these search terms, only insofar as they establish the nature of the inquiry from SBO.
- Virtually all staff could be reasonably expected to have documents (electronic or otherwise) related to the search terms "Flint" and "Utilities" in the same sentence. Because *Flint* is a major metropolitan statistical area and *Trade, Transportation, and Utilities* is a major industry super sector for the purposes of our federal-state cooperative programs, staff who work on those programs or who provide analysis of the resulting data are likely custodians of documents related to that search term.
- Many staff subscribe to various news services, like MIRS or Gongwer, and are likely to have several related updates from these services that use many or most of the search terms provided.
- Some staff may have sent personal reaction emails to fellow staff members or others relating to the search terms provided. An example may be an employee who writes to her sister in the unemployment insurance agency: "I cannot believe this emergency in Flint!" Similarly, I have received at least one email from a staff member requesting that we counsel some of the team to not speak too loudly about the "emergency in Flint" as some opinions may be offensive to others.

However, it is my belief that considering the nature of the inquiry, no staff in the Bureau of Labor Market Information and Strategic Initiatives are custodians of documents with the search terms below that relate directly or indirectly to the situation in Flint or the resulting litigation.

I hope this helps. Please let me know if you have any questions or would like any additional information.

Thanks!

Jason

Jason S. Palmer
Director
Bureau of Labor Market Information & Strategic Initiatives
Office: (517) 335-5267
Mobile: (517) 282-2584
PalmerJ2@michigan.gov

Please visit our website at: www.michigan.gov/lmi

DTMB
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From: Stibitz, Brom (DTMB)
Sent: Friday, February 12, 2016 3:57 PM
To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>
Cc: Baker, Natasha (SRO) <BakerN5@michigan.gov>; Hawks, Orlene (DTMB) <HawksO@michigan.gov>
Subject: NEW DEADLINE - Time Sensitive Request

Senior Management Team,

We just received the search terms for the document production. (See below.) Given the lateness of this email, we are asking you send your list of custodians to Jean Ingersoll **no later than noon on Tuesday, February 16**.

We are not asking you to conduct any searches right now. Further directions will come from Jean.

Search terms:

Legionnaire

Legionella
"boil water order" & "Flint" (anywhere in document)
"coli" & Flint (anywhere in document)
"bacteria" & "Flint" (anywhere in document)
"microb" & "Flint" (anywhere in document)
"TTHM" & "Flint" (anywhere in document)
"Lead" & "Flint" (anywhere in document)
"emergency" & "Flint" (anywhere in document)
Karegnondi
"Genesee County Health Department"
"Flint" (within sentence) "utilities"
"Lead and Copper Rule"
"Detroit Water and Sewerage Department" & "Flint" (anywhere in document)
"DWSD" & "Flint" (anywhere in document)
"Flint River"
"Pb" & "water" (anywhere in document)
"KWA"

Please call me or Jean if you have any questions.

Brom

From: Stibitz, Brom (DTMB)
Sent: Thursday, February 11, 2016 4:40 PM
To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Ingersoll, Jean (DHHS) <Ingersolli@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>
Subject: Time Sensitive Request

SMT,

Jean Ingersoll is leading DTMB's effort to comply with document production requests related to freedom of information requests and certain lawsuits against the state.

At some point during the day tomorrow, Jean will share with you a list of standard "search terms" which we will use to compile documents related to this lawsuit.

Within 2 hours of receiving this email from Jean, you need to respond with a list of likely custodians from your work area. Jean may have more information on this tomorrow, but generally speaking a custodian will be

a staff member who might reasonably be expected to have documents (electronic or otherwise) that correspond to the issues identified in the search terms.

If you have any questions, please call me or Jean. This is an important issue and I thank you in advance for your attention to this matter.

Brom Stibitz
Chief Deputy Director
Michigan Department of Technology, Management and Budget
stibitzb@michigan.gov
517-373-1004

HELP. CONNECT. SOLVE.

From: Ingersoll, Jean (DTMB)
Sent: Thursday, February 18, 2016 11:06 AM
To: Palmer, Jason (DTMB)
Subject: RE: Flint FOIA - DTMB Systems

That's totally fine.

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)
DTMB
HELP. CONNECT. SOLVE.

From: Palmer, Jason (DTMB)
Sent: Thursday, February 18, 2016 11:02 AM
To: Ingersoll, Jean (DTMB)
Subject: RE: Flint FOIA - DTMB Systems

Jean:

Please disregard this, I have no idea what Beverly is talking about. I think she's confusing this with our training objective 2.4 taking place today. Long story. Sorry for the confusion.

Jason

From: Ingersoll, Jean (DTMB)
Sent: Thursday, February 18, 2016 11:00 AM
To: Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>
Cc: Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>
Subject: RE: Flint FOIA - DTMB Systems

Hi Beverly:
Thank you for your email. I am a bit confused by your email and I would like to clarify. Are you responding only to the request for *system* information, performing the document search for Jason's files only or performing the document searches for other staff?

If you are coordinating searches for staff, Jason's attached email states that: "However, it is my belief that considering the nature of the inquiry, no staff in the Bureau of Labor Market Information and Strategic Initiatives are custodians of

documents with the search terms below that relate directly or indirectly to the situation in Flint or the resulting litigation."

Please let me know. Thank you. Jean

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

HELP. CONNECT. SOLVE.

From: Taylor, Beverly (DTMB)
Sent: Thursday, February 18, 2016 10:40 AM
To: Ingersoll, Jean (DTMB)
Subject: RE: Flint FOIA - DTMB Systems

Hi Jean:

Jason Palmer has asked me to coordinate this effort for our bureau.

Beverly Taylor
Executive Secretary
Bureau of Labor Market Information and Strategic Initiatives
Dept. of Technology, Management and Budget
Cadillac Place
3032 W. Grand Boulevard, Suite 9-150
Detroit, MI 48202
313-456-3108

From: Ingersoll, Jean (DTMB)
Sent: Wednesday, February 17, 2016 6:25 AM
To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Best, Marcy (DTMB) <BestM@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Fortino, Diane (DTMB) <FortinoD@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Griswold, Kim (DTMB) <GRISWOLDK@michigan.gov>; Jeffery, Phillip (DTMB)

<Jefferyp@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Lowe, Richard (DTMB) <lower@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; Mathews, Jamie (DTMB) <MathewsJ@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Rabidoux, Jill (DTMB) <RabidouxJ@michigan.gov>; Ragsdale, Aimee (DTMB) <RagsdaleA@michigan.gov>; Schafer, Dana (DTMB) <schaferd1@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Taylor, Beverly (DTMB) <TaylorB8@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>
Cc: Behen, David (DTMB) <Behend@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; King, Susan (MCSC) <KingS5@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>
Subject: Flint FOIA - DTMB Systems

SMT Members:
In response to the Flint FOIA Project we have compiled a list of DTMB-owned systems that may need to be searched depending on *whether or not the systems listed would reasonably contain any of the search terms* sent on Friday (see search terms below). We are not asking you to perform any searches at this time, additional instructions are forthcoming.

What I need from you is to:

1) review the list and tell me whether the systems listed may contain the search terms (center column);
2) notify me if there are DTMB systems that are not listed that may contain the search terms;
3) tell me who is the individual responsible for performing the search in the system on behalf of the custodians (right column);

This information is due back to me close of business (5:00pm) today, Wednesday.

Electronic/DTMB Systems	E-Mich	Pauley (Swanson) (Already public facing?)
	Buy4Mich	Maynard (Brownlee/Wellman)
	MAIN	Dave Gabler (Brownlee/Wellman)
	MPSCS	Brad Stoddard (Swanson)
	Anything Related to Cyber?	Christian Kopacsi
	FileNet	Demello (Swanson)
	Time and Expense	Laurie Westfall/Dave Gabler (McFarlane)
	DCDS	Laurie Westfall/Dave Gabler (McFarlane)
	X3	Turnquist (Stibitz)
	HPTrim	Kristi Thompson (Joyce Vancovering)

Search Terms:
Legionnaire
Legionella
"boil water order" & "Flint" (anywhere in document)
"coli" & Flint (anywhere in document)
"bacteria" & "Flint" (anywhere in document)
"microb" & "Flint" (anywhere in document)
"TTHM" & "Flint" (anywhere in document)
"Lead" & "Flint" (anywhere in document)
"emergency" & "Flint" (anywhere in document)
Karegnondi
"Genesee County Health Department"

"Flint" (within sentence) "utilities"
"Lead and Copper Rule"
"Detroit Water and Sewerage Department" & "Flint" (anywhere in document)
"DWSD" & "Flint" (anywhere in document)
"Flint River"
"Pb" & "water" (anywhere in document)
"KWA"

Thank you all. Jean

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

DTMB
HELP. CONNECT. SOLVE.

Subject: FW: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint
Location: Ottawa Builidng - Upper Level – Conference Room 4 OR Call-in: 866-390-1828 access code: 1842654

Start: Thu 2/18/2016 2:00 PM
End: Thu 2/18/2016 3:00 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: DTMB-Directors-Office

-----Original Appointment-----
From: DTMB-Directors-Office
Sent: Wednesday, February 17, 2016 1:21 PM
To: DTMB-Directors-Office; Behen, David (DTMB); Donnan, Chanda (DTMB); Buhs, Caleb (DTMB); Davenport, Rodney (DTMB); Gelisse, Ashley (DTMB); Gilliland, Michael (DTMB); Spaniolo, Natalie (DTMB); Wilke, Lacey (DTMB); Stansfield, Marsha (DTMB); Ballard, Denice (DTMB); Hampton, Trisha (DTMB); DeCamp, Greg (DTMB); Gibson, Jennifer (DTMB); Hengesbach, Dane (DTMB); Ingersoll, Jean (DTMB); Jeffery, Phillip (DTMB); Philip, Brandon (DTMB); Kopacsi, Christian (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB); Pratt, Jeff (DTMB); Knapp, Kathy (DTMB); Bidelman, Craig (DTMB); Bussema, Terry (DTMB); Rokely, Rick (DTMB); Tefft, Niki (DTMB); Schlegel, Nicolle (DTMB); Parker, Alexandrea (DTMB); Keilen, Elizabeth (DTMB); McPherson, Victoria (DTMB); Christensen, Chris (DTMB); Lawson, Michelle (DTMB); Nevai, Tom (DTMB); Evans, Carter (DTMB); Fick, James (DTMB); McKee, Robert (DTMB); Perry, Blane (DTMB); Riddering, Eric (DTMB); Rodgers, Anthony (DTMB); Trial, Larry (DTMB); Thompson, Kyleigh (DTMB); Glomski, Tom (DTMB); Seger, Seth (DTMB); Lee, Timothy (DTMB); Sikkema, Tyler (DTMB); Manning, Kelly (DTMB); McFarlane, James (DTMB); Galeazzi, Tiziana (DTMB); Das, Rajiv (DTMB); Pung, Linda (DTMB); Hogan, James (DTMB); Westfall, Laurie (DTMB); Palmer, Jason (DTMB); Stibitz, Brom (DTMB); Trakul, Pamela (DTMB); Swanson, Eric (DTMB); Blastic, Laura (DTMB); Furseth, Kristen (DTMB); Brancheau, Laura (DTMB); Sebok, Yvonne (DTMB); Stankiewicz, Richard (DTMB); Vera, Jason (DTMB); Jehnsen, Jeremy W (DTMB); Jodway, Kenneth (DTMB); Newman, Jeremy (DTMB); Vijayaveeraraghavan, Anupkumar (DTMB); Harmon, Paul (DTMB); Root, Everett (DTMB); Pauley, Suzanne (DTMB); Thompson, John (DTMB); Nolan, Anne (DTMB); Peterson, Rick (DTMB); Stiffler, Michelle (DTMB); Patke, Sunit (DTMB); Estill, John (DTMB); Seckelman, Joe (DTMB); Martin, Ellen (DTMB); Aprill, Brian (DTMB); Ross, Josh (DTMB); Locke, Joel (DTMB); Cross, Steven (DTMB); Clark, John (DTMB); Olkowski, Tony (DTMB); Noldy, Scott (DTMB); Baer, John (DTMB); Dickinson, Holly (DTMB); Post, Corey (DTMB); Cantin, David (DTMB); Brun, Jeremy (DTMB); Hartsuff, Lisa (DTMB); Kosloski, Joni (DTMB); Jordan, Gerald (DTMB); Sweeney, Matthew (DTMB); Turnquist, Michael (DTMB); Morgan, Dan (DTMB); Droste, Kerri (DTMB); Paasch, Keith (DTMB); Scates, Larry (DTMB); Noonan, Michael (DTMB); Walts, Brian (DTMB); Martin, Ric (DTMB); Burns, Robert (DTMB); Doxie, William (DTMB); Clark, Jim (DTMB); Bailey, Maureen (DTMB); Bos, Troy (DTMB); Phillippo, Jamie (DTMB); Spitzley, Troy (DTMB); Darby, Marchan (DTMB); Hawes, Keith (DTMB); Wright, Seth (DTMB); Rambo, Carolyn (DTMB); Millimaki, Shelly (DTMB); Nelson, Christopher (DTMB); Murphy, Chris (DTMB); Clark, Stephanie (DTMB); Cischke, Roy (DTMB); Hofmeister, David (DTMB); Reynolds, Vince (DTMB); VanCoevering, Joyce (DTMB); Ragla, Beth (DTMB); Shaw, Gary (DTMB); Wonn, Michael (DTMB); Thompson, Kristi (DTMB); Goodine, Tom (DTMB); Armstrong, Mike (DTMB); Doyle, James (DTMB); Hampton, Kristen (DTMB); Miller, Mark (DTMB); Cooley, Tom (DTMB); Waltersdorf, Rex (DTMB); Monroe, Jerry (DTMB); Bergan, Kristin (DTMB); Banks, William (DTMB); Dyson, Mike (DTMB); Stiles, Dan (DTMB); Chipman, Dan (DTMB); Hodgman, Steve (DTMB); Martin, Todd (DTMB); Weston, Jessica (DTMB); Fitton, Scott (DTMB); Sample, Brice (DTMB); Vanden Bosch, Kerrie (DTMB); Wellman, Jeff (DTMB); Brownlee, Jeff (DTMB); Maynard, Sharon (DTMB); Calahan, Heather (DTMB); Cook, Rebecca (DTMB); Hayes, Genevieve (DTMB); Riehle, Jenni (DTMB); Falik, Tom A. (DTMB); Pemble, William (DTMB); Sambiagio, Melissa

(DTMB); Cieciwa, Sue (DTMB); Hunter, Lymon (DTMB); Dufour, Yvon (DTMB); Camp, William (DTMB); Hatch, David (DTMB); Troub, Shelby (DTMB); Epps, Stephanie (DTMB); Herman, Christyn (DTMB); Bliss, Mike (DTMB); Guardiola, Jamie (DTMB); jfoley@us.ibm.com; Rigg, Steve (DTMB)
Cc: Stanaway, Deb (DTMB); Huhn, Jacqueline (DTMB); McQuaid, John (DTMB); Reasner, Richard (DTMB); Rakowski, Rock (DTMB); Gonzalez, Tonyia (DTMB); Doerr, Stephen (DTMB); Isaacs, Jan (DTMB)
Subject: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint
When: Thursday, February 18, 2016 2:00 PM-3:00 PM (UTC-05:00) Eastern Time (US & Canada).
Where: Ottawa Builidng - Upper Level – Conference Room 4 OR Call-in: 866-390-1828 access code: 1842654

Please note this meeting can be attended in person or via conference call-in. Location and Dial in information are provided below.

All DTMB Custodians of Correspondence Related to Flint.pdf
***This attachment was updated 2/18/16**

*See agenda below

Requested By:
DTMB Executive Staff

Location:
Ottawa Building
Upper Level – Conference Room 4
611 W. Ottawa Street
Lansing, MI 48933

Call-in: 866-390-1828
Access code: 1842654

Security:
Please have your State Employee ID showing at all times.

Parking:
Metered parking is available along Ottawa and Pine street.

Briefing:
In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to produce, by a certain date, any documents containing certain search terms. In this meeting we will review instructions for the process of identifying, compiling, scanning, and copying the necessary information.

Agenda

1. Kickoff – Brom Stibitz, Chief Deputy Director
2. Why you are here – Jean Ingersoll, Interim Chief of Staff
3. What you need to do (February 22, 2016 deadline) – Jean
4. What will be done for you – Jean
5. What's next – Jean
6. Public Information Reminder – Caleb Buhs, Public Information Officer
7. Questions and Answers - Group

SOM Meeting Contact:
Janelle Longanbach
Longanbachl@michigan.gov
Office: 517-373-4210

Participants:
David Behen
Chanda Donnan
Caleb Buhs
Rodney Davenport
Ashley Gelisse
Michael Gilliland
Natalie Spaniolo
Lacy Wilke
Marsha Stansfield
Denice Ballard
Trisha Hampton
Greg DeCamp
Jennifer Gibson
Dane Hengesbach
Jean Ingersoll
Phillip Jeffery
Brandon Philip
Christian Kopacsi
Jeanette Doll
Ryan McKee
Jeff Pratt
Kathy Knapp
Craig Bidelman
Terry Bussema
Rick Rokely
Niki Tefft
Nicolle Schlegel
Alexandrea Parker
Elizabeth Keilen
Vicki McPherson
Chris Christensen
Michelle Lawson
Tom Nevai
Carter Evans
James Fick
Robert McKee
Blane Perry
Eric Riddering
Anthony Rodgers
Larry Trial
Kyleigh Thompson
Tom Glomski
Seth Seger
Tim Lee
Tyler Sikkema
Kelly Manning
James McFarlane
Tiziana Galeazzi
Rajiv Das
Linda Pung
James Hogan

Laurie Westfall
Jason Palmer
Brom Stibitz
Pam Trakul
Eric Swanson
Laura Blastic
Kristen Furseth
Laura Brancheau
Yvonne Sebok
Richard Stankiewicz
Jason Vera
Jeremy Jehnsen
Ken Jodway
Jeremy Newman
Anup Vijay
Paul Harmon
Everett Root
Suzanne Pauley
John Thompson
Anne Nolan
Rick Peterson
Michelle Stiffler
Sunit Patke
James Foley
John Estill
Joe Seckelman
Ellen Martin
Brian Aprill
Josh Ross
Joel Locke
Steven Cross
John Clark
Tony Olkowski
Scott Noldy
John Baer
Holly Dickinson
Corey Post
David Cantin
Jeremy Brun
Lisa Hartsuff
Joni Kosloski
Gerald Jordon
Matthew Sweeney
Michael Turnquist
Dan Morgan
Kerri Droste
Keith Paasch
Larry Scates
Mike Noonan
Brian Walts
Ric Martin
Robert Burns
William Doxie
Jim Clark
Maureen Bailey
Troy Bos
Jamie Phillippo
Troy Spitzley

Marchan Darby
Keith Hawes
Seth Wright
Carrie Rambo
Shelly Millimaki
Chris Nelson
Chris Murphy
Stephanie Clark
Roy Cischke
David Hofmeister
Vince Reynolds
Joyce Van Coevering
Beth Ragla
Gary Shaw
Mike Wonn
Kristi Thompson
Thomas Goodine
Mike Armstrong
Jim Doyle
Kristen Hampton
Mark Miller
Tom Cooley
Rex Waltersdorf
Jerry Monroe
Kristin Bergan
William Banks
Mike Dyson
Dan Stiles
Dan Chipman
Steve Hodgman
Todd Martin
Jessie Weston
Scott Fitton
Brice Sample
Kerrie Vanden Bosch
Jeff Wellman
Jeff Brownlee
Sharon Maynard
Heather Calahan
Rebecca Cook
Genevieve Hayes
Jennifer Riehle
Tom Falik
Bill Pemble
Melissa Sambiagio
Sue Cieciwa
Lymon Hunter
Yvon Dufour
Will Camp
David Hatch
Shelby Troub
Stephanie Epps
All DTMB Custodians of Correspondence Related to Flint - UPDATED.pdf

All DTMB Custodians of Co...

All DTMB Custodians of Co...

STATE OF MICHIGAN

RICK SNYDER
GOVERNOR

DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET
LANSING

DAVID B. BEHEN
DIRECTOR

February 17, 2016

TO: All DTMB Custodians of Correspondence Related to Flint

FROM: Jean Ingersoll, Interim Chief of Staff to David B. Behen, Director and CIO

SUBJECT: Flint Document Production – Search Terms and Guidance

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. **As a custodian, you are required to produce any documents containing the search terms listed below, no later than Monday, February 22, 2016.** This memorandum contains detailed instructions for the process of identifying, compiling, scanning, and copying the necessary information.

Microsoft 365 – Outlook (*includes emails, calendar items) and OneDrive*

DTMB staff will centrally coordinate the Microsoft 365 search for all of DTMB's custodians. Therefore, DTMB's custodians *do not need to independently search any of their Microsoft 365 applications* for the search terms listed below.

Network Drives

Similar to the approach outlined above, DTMB staff will centrally coordinate the network drive search effort for all DTMB custodians. Custodians do *not* need to independently conduct a network drive search for the search terms below.

Non-Network Drives – *includes hard drives, desktop, and thumb/flash drives*

For all non-network drive types, ***each custodian will need to search every search term listed below in every non-network format, and move all relevant/related documents in to a network drive for collection. In order to move items to the network, you must be connected to the network.***

Start by conducting the search of all non-network drives, filling out the attached search term checklist as you go. If you need guidance as to how to perform this search, a step-by-step guide is included below in Appendix 1.

All relevant/responsive items that are produced as a result of your search need to be moved to a network drive. You can move your relevant/related documents to a network drive in whatever format the document is currently in. After the February 22, 2016, deadline, DTMB staff will access the network drives to collect the files.

Paper Files

Review all applicable paper files. Scan any relevant/related documents, and save them to a network drive, as described above. If this is not possible, you may provide hard copies of documents to Jean Ingersoll in the Director's Office. These documents must be received in the Director's Office by February 22, 2016, and will not be returned to you.

Home Computer

Any relevant e-mails or other documents on a personal computer also are subject to this request. Please check your personal computer for any e-mails or other documents relating to this search. If you discover any relevant/related documents, please include the phrase "personal computer" in the file name, and save them to the aforementioned network drive.

Conclusion

Thank you for your cooperation in complying with this request. Should you have any questions, please contact Jean Ingersoll at 1-8844.

Attachments

- FOIA Checklist
- Attachment 1 – Search Guidance

Search Term Checklist

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to search and copy all items that you identify to a DTMB network drive, as described above.

Please complete your search no later than close of business on Monday, February 22, 2016. Relevant/related items from the past 10 years should be included.

You should search for *each term exactly as it is shown below, and include quotation marks around each separate word.* For example, "Legionnaire", "Legionella", or "Flint" would all go into search fields. After you complete a search term, check the box beside the term.

Search Terms:

- ☐ "Legionnaire"
- ☐ "Legionella"
- ☐ "boil water order" & "Flint"
- ☐ "coli" & "Flint"
- ☐ "bacteria" & "Flint"
- ☐ "microb" & "Flint"
- ☐ "TTHM" & "Flint"
- ☐ "Lead" & "Flint"
- ☐ "emergency" & "Flint"
- ☐ "Karegnondi"
- ☐ "Genesee County Health Department"
- ☐ "Flint" & "utilities"
- ☐ "Lead and Copper Rule"
- ☐ "Detroit Water and Sewerage Department" & "Flint"
- ☐ "DWSD" & "Flint"
- ☐ "Flint River"
- ☐ "Pb" & "water"
- ☐ "KWA"

Search conducted on the email account of: _____

By (your name): _____

Date completed: _____

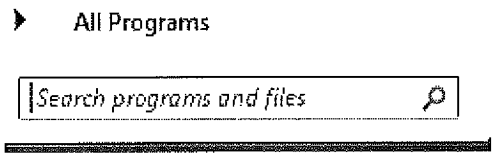
Please return this completed Checklist to DTMB Director's Office staff by February 22, 2016, at DTMB@michigan.gov, or
Directors Office, Cass Building, Second Floor

APPENDIX 1 – Search Guidance

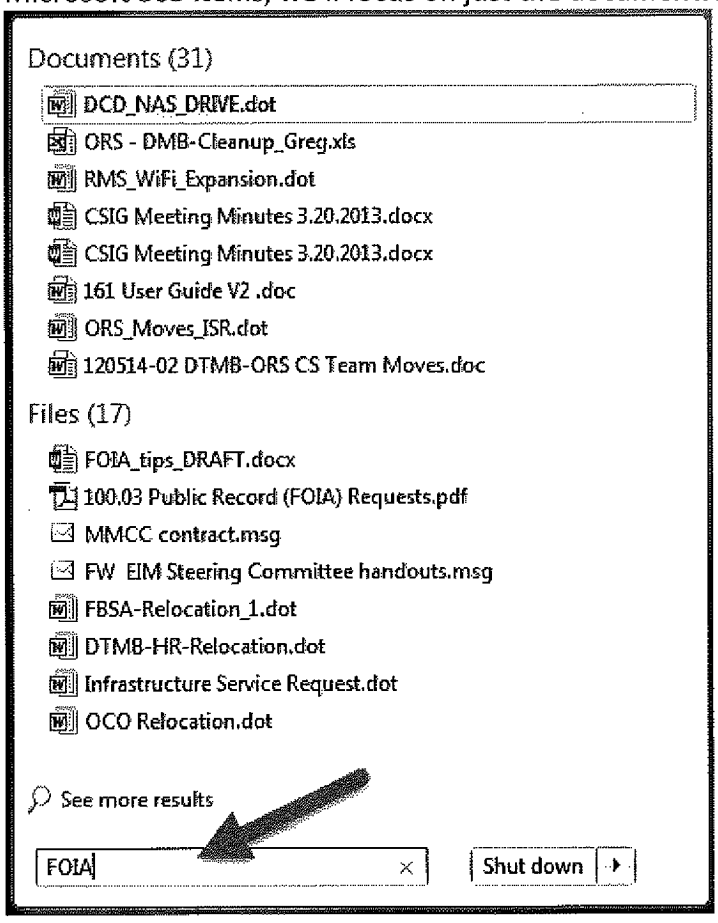
Regardless of what version of Windows you're using, each of them has a search feature built in called "Windows Explorer," you see it every time you open up a folder on a network drive, or on your own computer.

Using the search function in windows 7

Since the majority of DTMB is on Windows 7, the examples below are on that operating system. If you click on windows Start button, you'll see the search box right next to it

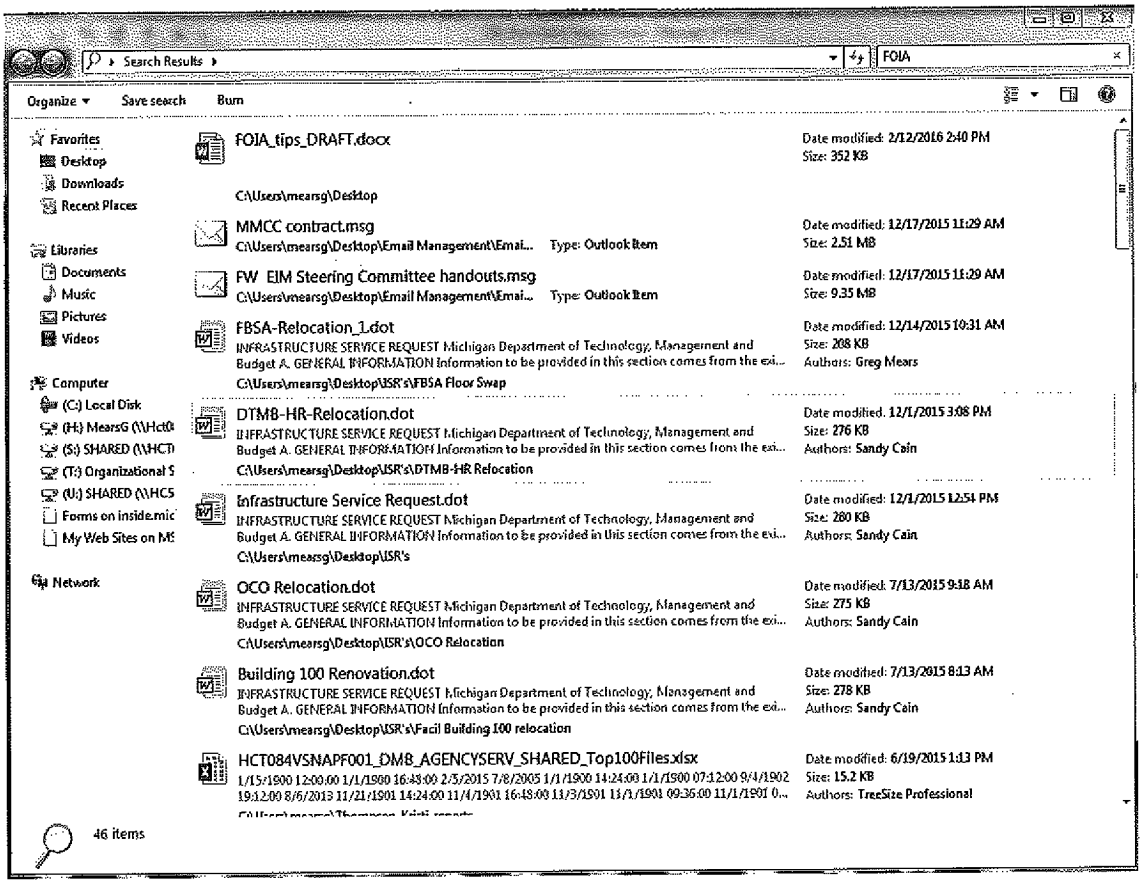


This example searches for the word FOIA. As you can see, the search yielded numerous documents including emails. Since DTMB is centrally collecting relevant emails and other Microsoft 365 items, we'll focus on just the documents.



You need to open each document to make sure that it's relevant. In this instance, the search brought up a DTMB Move form, but only because it has the word FOIA in the form.
You'll notice that the words "See more results" appears at the bottom of the list. This means that the search turned up a lot more documents than what can easily be displayed. You must

click on the link to open Windows Explorer and reveal a comprehensive list, along with their locations.



As you can see from this example the search found 46 items. We can now select them all using the "Ctrl-A method", and copy them to a network drive.

STATE OF MICHIGAN

RICK SNYDER
GOVERNOR

DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET
LANSING

DAVID B. BEHEN
DIRECTOR

February 18, 2016

TO: All DTMB Custodians of Correspondence Related to Flint

FROM: Jean Ingersoll, Interim Chief of Staff to David B. Behen, Director and CIO

SUBJECT: Flint Document Production – Search Terms and Guidance

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. **As a custodian, you are required to produce any documents containing the search terms listed below, no later than Monday, February 22, 2016.** This memorandum contains detailed instructions for the process of identifying, compiling, scanning, and copying the necessary information.

Microsoft 365 – Outlook (*includes emails, calendar items) and OneDrive*

DTMB staff will centrally coordinate the Microsoft 365 search for all of DTMB's custodians. Therefore, DTMB's custodians *do not need to independently search any of their Microsoft 365 applications* for the search terms listed below.

Network Drives

Similar to the approach outlined above, DTMB staff will centrally coordinate the network drive search effort for all DTMB custodians. Custodians do *not* need to independently conduct a network drive search for the search terms below.

Non-Network Drives – *includes hard drives, desktop, and thumb/flash drives*

For all non-network drive types, ***each custodian will need to search every search term listed below in every non-network format, and move all relevant/related documents in to a network drive for collection. In order to move items to the network, you must be connected to the network.***

Start by conducting the search of all non-network drives, filling out the attached search term checklist as you go. If you need guidance as to how to perform this search, a step-by-step guide is included below in Appendix 1.

All relevant/responsive items that are produced as a result of your search need to be moved to a network drive. You can move your relevant/related documents to a network drive in whatever format the document is currently in. After the February 22, 2016, deadline, DTMB staff will access the network drives to collect the files.

Paper Files

Review all applicable paper files. Scan any relevant/related documents, and save them to a network drive, as described above. If this is not possible, you may provide hard copies of documents to Jean Ingersoll in the Director's Office. These documents must be received in the Director's Office by February 22, 2016, and will not be returned to you.

Home Computer

Any relevant e-mails or other documents on a personal computer also are subject to this request. Please check your personal computer for any e-mails or other documents relating to this search. If you discover any relevant/related documents, please include the phrase "personal computer" in the file name, and save them to the aforementioned network drive.

Conclusion

Thank you for your cooperation in complying with this request. Should you have any questions, please contact Jean Ingersoll at 1-8844.

Attachments

- FOIA Checklist
- Attachment 1 – Search Guidance

Search Term Checklist

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to search and copy all items that you identify to a DTMB network drive, as described above.

Please complete your search no later than close of business on Monday, February 22, 2016. Relevant/related items from the past 10 years should be included.

You should search for *each term exactly as it is shown below, and include quotation marks around each separate word.* For example, "Legionnaire", "Legionella", or "Flint" would all go into search fields. After you complete a search term, check the box beside the term.

Search Terms:

- ☐ "Legionnaire"
- ☐ "Legionella"
- ☐ "boil water order" & "Flint"
- ☐ "coli" & "Flint"
- ☐ "bacteria" & "Flint"
- ☐ "microb" & "Flint"
- ☐ "TTHM" & "Flint"
- ☐ "Lead" & "Flint"
- ☐ "emergency" & "Flint"
- ☐ "Karegnondi"
- ☐ "Genesee County Health Department"
- ☐ "Flint" & "utilities"
- ☐ "Lead and Copper Rule"
- ☐ "Detroit Water and Sewerage Department" & "Flint"
- ☐ "DWSD" & "Flint"
- ☐ "Flint River"
- ☐ "Pb" & "water"
- ☐ "KWA"
- ☐ "Flint" & "water"

Search conducted on the email account of: _____

By (your name): _____

Date completed: _____

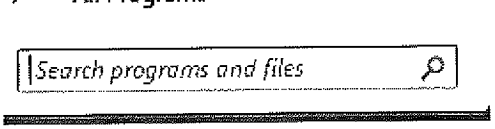
Please return this completed Checklist to DTMB Director's Office staff by Monday, February 22, 2016, at DTMB@michigan.gov, or Directors Office, Cass Building, Second Floor

APPENDIX 1 – Search Guidance

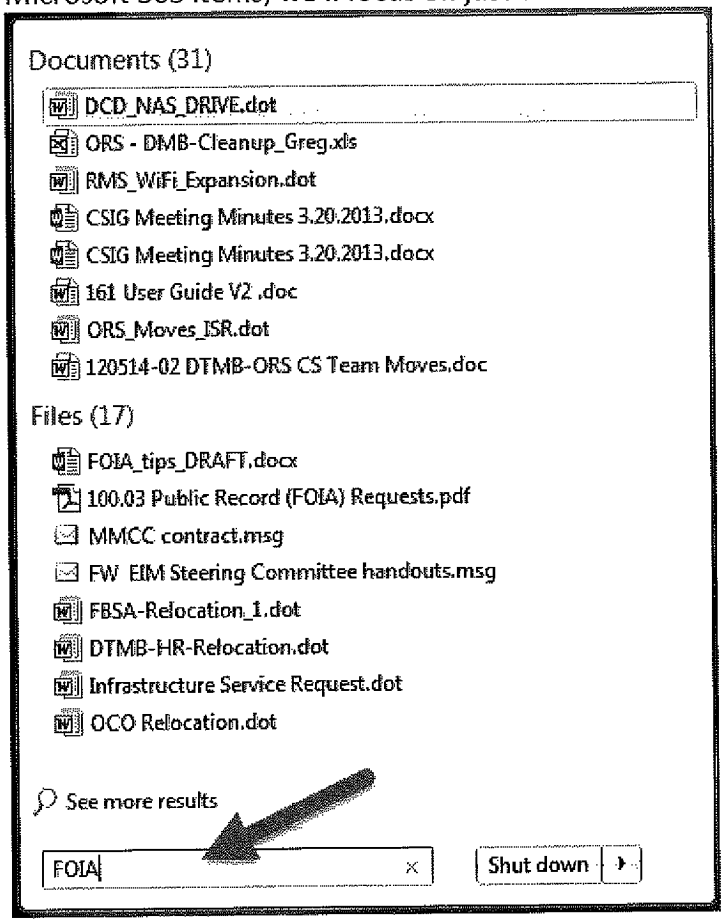
Regardless of what version of Windows you're using, each of them has a search feature built in called "Windows Explorer," you see it every time you open up a folder on a network drive, or on your own computer.

Using the search function in windows 7

Since the majority of DTMB is on Windows 7, the examples below are on that operating system. If you click on windows Start button, you'll see the search box right next to it

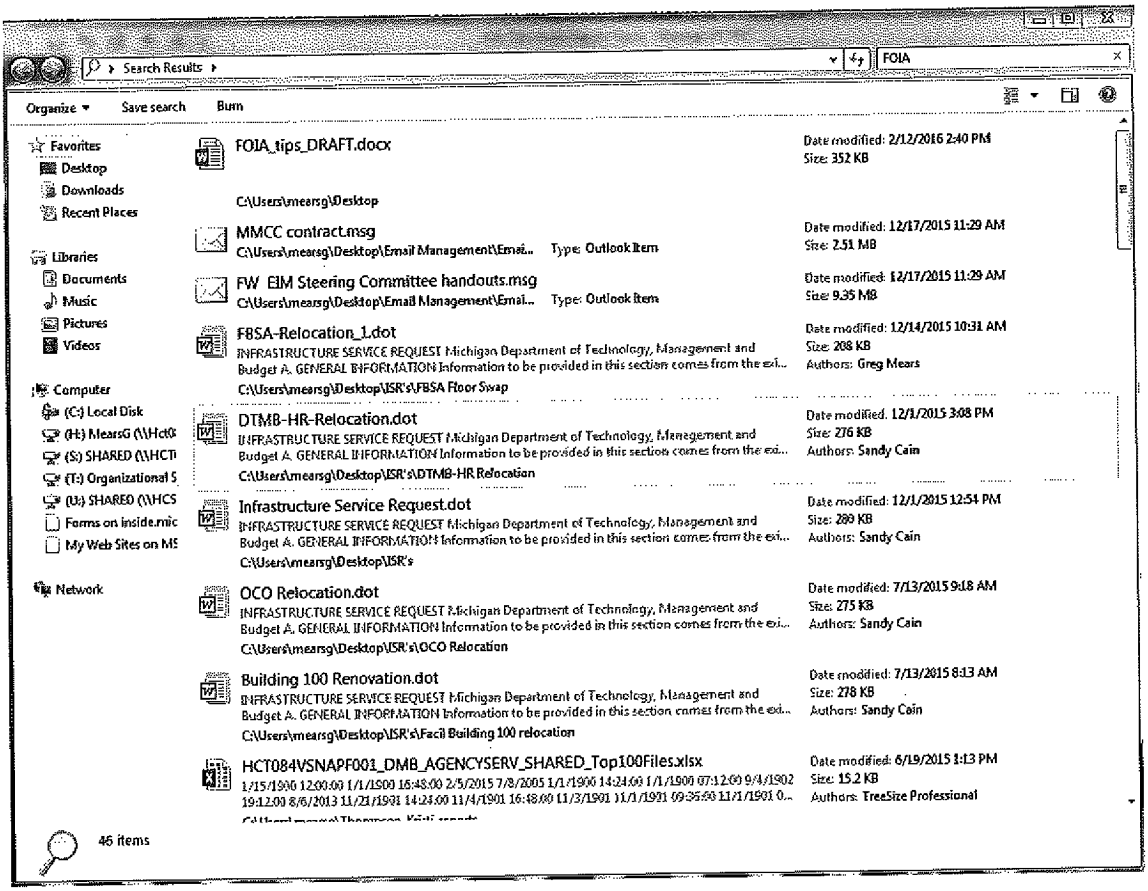


This example searches for the word FOIA. As you can see, the search yielded numerous documents including emails. Since DTMB is centrally collecting relevant emails and other Microsoft 365 items, we'll focus on just the documents.



You need to open each document to make sure that it's relevant. In this instance, the search brought up a DTMB Move form, but only because it has the word FOIA in the form.
You'll notice that the words "See more results" appears at the bottom of the list. This means that the search turned up a lot more documents than what can easily be displayed. You must

click on the link to open Windows Explorer and reveal a comprehensive list, along with their locations.



As you can see from this example the search found 46 items. We can now select them all using the "Ctrl-A method", and copy them to a network drive.

From: Ingersoll, Jean (DTMB)
Sent: Thursday, February 18, 2016 11:23 AM
To: Merricle, Jennifer (DTMB)
Cc: Rosales, Manny (DTMB)
Subject: RE: Flint Water Search Terms

Hi Jennifer:
I have some more information. Let me know if you still need anything from me. Jean

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)
DTMB
HELP. CONNECT. SOLVE.

From: Merricle, Jennifer (DTMB)
Sent: Thursday, February 18, 2016 11:06 AM
To: Ingersoll, Jean (DTMB)
Cc: Rosales, Manny (DTMB)
Subject: RE: Flint Water Search Terms

Thank you, Jean. That makes sense.

I attached a copy of the client's form for you to review. I have my boss, Manny Rosales, asking the client if they have received notice of litigation hold from the AG's office. I don't believe they have but we are confirming.

Jennifer Wildrom Merricle
Department of Technology Management and Budget
Agency Services supporting DEQ, DNR and MDARD
Customer Service Team Manager
517.373.6834

DTMB
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Check out the DTMB Service Catalog!
http://inside.michigan.gov/dtmbsc/Pages/default.aspx

From: Ingersoll, Jean (DTMB)
Sent: Thursday, February 18, 2016 10:37 AM
To: Merricle, Jennifer (DTMB) <MerricleJ@Michigan.gov>
Subject: FW: Flint Water Search Terms

Scroll all the way down to the original email, second to last sentence: "Please remember that employees should search their hard drives as well as their e-mails, and that means DTMB cannot perform this search for you; your own folks who may have documents will have to do so from their machines."

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
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PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)

HELP. CONNECT. SOLVE.

From: Buhs, Caleb (DTMB)
Sent: Wednesday, February 17, 2016 5:21 PM
To: Ingersoll, Jean (DTMB); Gelisse, Ashley (DTMB); Stibitz, Brom (DTMB)
Subject: Fwd: Flint Water Search Terms

Sorry I didn't send this to you.

Caleb Buhs

Begin forwarded message:

> **From:** "Thomet, Ruth (GOV)" <ThometR@michigan.gov>
> **Date:** February 12, 2016 at 5:20:11 PM EST
> **To:** "Buckberry, Gary (DTMB)" <buckberryg@michigan.gov>, "Chivis, Candace (MDCR)" <Chivisc@michigan.gov>, "Christian, Al (DMVA)" <christiana@michigan.gov>, "Colberg, Nicole (DNR)" <ColbergN@michigan.gov>, "Deacon, Brad (MDARD)" <deaconb9@michigan.gov>, "Fleming, Stephani (LARA)" <FlemingS2@michigan.gov>, "Gnodtke, John (MCSC)" <GnodtkeJ@michigan.gov>, "Gregg, Randall (DIFS)" <GreggR2@michigan.gov>, "Groves, Cheryl (MDOC)" <GrovesC@michigan.gov>, "Head, David (MDE)" <HeadD@michigan.gov>, "Heffner, Bradley (MEDC)" <heffnerb@michigan.org>, "Hinkley, Lori (MSP)" <hinkleyl@michigan.gov>, "Kobus, Dawn (DIFS)" <kobusd@michigan.gov>, "Noll, Melissa (MDOS)" <NollM1@michigan.gov>, "Novak, Doug (MDOS)" <NovakD@michigan.gov>, "Rick, Matthew (DHHS)" <RickM@michigan.gov>, "Robert, Carla M. (Treasury)" <RobertC@michigan.gov>, "Sarkisian, Jennifer (AG)" <SarkisianJ@michigan.gov>, "Vorce, Susan (DEQ)" <VORCES@michigan.gov>, "Weber, Travis (GOV)" <WeberT7@michigan.gov>, "Wendling-Richards, Christy (AG)" <WendlingRichardsC@michigan.gov>, "Ackley, Martin (MDE)" <AckleyM@michigan.gov>, "Bach, Katie (MSHDA)" <BachK@michigan.gov>, "Banner, Shanon (MSP)" <BannerS@michigan.gov>, "Begnoche, Michelle (MEDC)" <begnochem@michigan.org>, "Bitely, Andrea (AG)" <BitelyA@michigan.gov>, "Brown, Melanie (DEQ)" <BrownM45@michigan.gov>, "Brown, Tiffany (MSP)" <BrownT22@michigan.gov>, "Buhs, Caleb (DTMB)" <BuhsC@michigan.gov>, "Campbell, Maura (DHHS)" <CampbellM16@michigan.gov>, "Cranson, Jeff (MDOT)" <CransonJ@michigan.gov>, "DeVol, Lauren (DMVA)" <DeVolL@michigan.gov>, "Ellis, Jan (MDE)" <EllisJ@michigan.gov>, "Fedorchuk, Matthew (MCSC)" <fedorchukm@michigan.gov>, "Fischer, Tim (MDOT)" <FischerT2@michigan.gov>, "Gautz, Chris

(MDOC)" <GautzC@michigan.gov>, "Gendreau, Gisgie (MDOS)" <GendreauG@michigan.gov>, "Golder, Edward (DNR)" <GolderE@michigan.gov>, "Guerrant, Emily (MEDC)" <guerrante@michigan.org>, "Hawthorne, Megan (AG)" <HawthorneM1@michigan.gov>, "Holton, Jennifer (MDARD)" <holtonj@michigan.gov>, "Humes, William R (DMVA)" <william.r.humes2.mil@mail.mil>, "Kramer, Holly (MDOC)" <KramerH@michigan.gov>, "Leeds, Lauren (DTMB)" <LeedsL@michigan.gov>, "Levengood, Vicki (MDCR)" <LevengoodV@michigan.gov>, "Miller, Andrea (DIFS)" <MillerA16@michigan.gov>, "Miller, Jacki (MDCR)" <MillerJ31@michigan.gov>, "Miller, Misty (MSHDA)" <MillerM58@michigan.gov>, "Minicuci, Angela (DHHS)" <MinicuciA@michigan.gov>, "Moon, Jason (LARA)" <moonj@michigan.gov>, "Pepin, John (DNR)" <PepinJ@michigan.gov>, "Sampson, Jeremy (TREASURY)" <SampsonJ@michigan.gov>, "Silfven, Ken (TIA)" <SilfvenK@michigan.gov>, "Simpson, Angela (DMVA)" <SimpsonA3@michigan.gov>, "Stanton, Terry A. (Treasury)" <StantonT@michigan.gov>, "Thelen, Suzanne (DMVA)" <ThelenS3@michigan.gov>, "Throne, Heather (MDARD)" <ThroneH@michigan.gov>, "Tommasulo, Karen (DEQ)" <TommasuloK@michigan.gov>, "Weiss, Kurt (DTMB)" <WeissK1@michigan.gov>, "Wheaton, Bob (DHHS)" <WheatonB@michigan.gov>, "Woodhams, Fred (MDOS)" <WoodhamsF@michigan.gov>
Cc: "Weber, Travis (GOV)" <WeberT7@michigan.gov>, "Brader, Valerie (GOV)" <BraderV25@michigan.gov>
Subject: RE: Flint Water Search Terms

A search term was accidentally omitted. Please add:

"Flint" and "water" (same document)

From: Thomet, Ruth (GOV)
Sent: Friday, February 12, 2016 3:46 PM
To: Buckberry, Gary (DTMB) <buckberryg@michigan.gov>; Chivis, Candace (MDCR) <Chivisc@michigan.gov>; Christian, Al (DMVA) <christiana@michigan.gov>; Colberg, Nicole (DNR) <ColbergN@michigan.gov>; Deacon, Brad (MDARD) <deaconb9@michigan.gov>; Fleming, Stephani (LARA) <FlemingS2@michigan.gov>; Gnodtke, John (MCSC) <GnodtkeJ@michigan.gov>; Gregg, Randall (DIFS) <GreggR2@michigan.gov>; Groves, Cheryl (MDOC) <GrovesC@michigan.gov>; Head, David (MDE) <HeadD@michigan.gov>; Heffner, Bradley (MEDC) <heffnerb@michigan.org>; Hinkley, Lori (MSP) <hinkleyl@michigan.gov>; Kobus, Dawn (DIFS) <kobusd@michigan.gov>; Noll, Melissa (MDOS) <NollM1@michigan.gov>; Novak, Doug (MDOS) <NovakD@michigan.gov>; Rick, Matthew (DHHS) <RickM@michigan.gov>; Robert, Carla M. (Treasury) <RobertC@michigan.gov>; Sarkisian, Jennifer (AG) <SarkisianJ@michigan.gov>; Vorce, Susan (DEQ) <VORCES@michigan.gov>; Weber, Travis (GOV) <WeberT7@michigan.gov>; Wendling-Richards, Christy (AG) <WendlingRichardsC@michigan.gov>; Ackley, Martin (MDE) <AckleyM@michigan.gov>; Bach, Katie (MSHDA) <BachK@michigan.gov>; Banner, Shanon (MSP) <BannerS@michigan.gov>; Begnoche, Michelle (MEDC) <begnochem@michigan.org>; Bitely, Andrea (AG) <BitelyA@michigan.gov>; Brown, Melanie (DEQ) <BrownM45@michigan.gov>; Brown, Tiffany (MSP) <BrownT22@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Campbell, Maura (DHHS) <CampbellM16@michigan.gov>; Cranson, Jeff (MDOT) <CransonJ@michigan.gov>; DeVol, Lauren (DMVA) <DeVolL@michigan.gov>; Ellis, Jan (MDE) <EllisJ@michigan.gov>; Fedorchuk, Matthew (MCSC) <fedorchukm@michigan.gov>; Fischer, Tim (MDOT) <FischerT2@michigan.gov>; Gautz, Chris (MDOC) <GautzC@michigan.gov>; Gendreau, Gisgie (MDOS) <GendreauG@michigan.gov>; Golder, Edward (DNR) <GolderE@michigan.gov>; Guerrant, Emily (MEDC) <guerrante@michigan.org>; Hawthorne, Megan (AG) <HawthorneM1@michigan.gov>; Holton, Jennifer (MDARD) <holtonj@michigan.gov>; Humes, William R (DMVA) <william.r.humes2.mil@mail.mil>; Kramer, Holly (MDOC) <KramerH@michigan.gov>; Leeds, Lauren (DTMB) <LeedsL@michigan.gov>; Levengood, Vicki (MDCR) <levengoodv@michigan.gov>; Miller, Andrea (DIFS) <MillerA16@michigan.gov>; Miller, Jacki (MDCR) <MillerJ31@michigan.gov>; Miller, Misty (MSHDA) <MillerM58@michigan.gov>; Minicuci, Angela (DHHS) <MinicuciA@michigan.gov>; Moon, Jason (LARA) <moonj@michigan.gov>; Pepin, John (DNR) <PepinJ@michigan.gov>; Sampson, Jeremy

(TREASURY) <SampsonJ@michigan.gov>; Silfven, Ken (TIA) <SilfvenK@michigan.gov>; Simpson, Angela (DMVA) <SimpsonA3@michigan.gov>; Stanton, Terry A. (Treasury) <StantonT@michigan.gov>; Thelen, Suzanne (DMVA) <ThelenS3@michigan.gov>; Throne, Heather (MDARD) <ThroneH@michigan.gov>; Tommasulo, Karen (DEQ) <TommasuloK@michigan.gov>; Weiss, Kurt (DTMB) <WeissK1@michigan.gov>; Wheaton, Bob (DHHS) <WheatonB@michigan.gov>; Woodhams, Fred (MDOS) <WoodhamsF@michigan.gov>
Cc: 'Weber, Travis (GOV)' <WeberT7@michigan.gov>
Subject: Flint Water Search Terms

All – below are the list of searches we would like you to use in order to try to find the most relevant documents related to the Flint water crisis. Thank you again for your assistance. Because of the late timing for getting you this list, you may wait until Tuesday to send Travis Weber your estimates of time it takes to search this. Please remember that employees should search their hard drives as well as their e-mails, and that means DTMB cannot perform this search for you; your own folks who may have documents will have to do so from their machines. Thank you again for all your assistance and efforts.

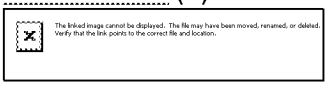
Legionnaire
Legionella
"boil water order" & "Flint" (anywhere in document)
"coli" & Flint (anywhere in document)
"bacteria" & "Flint" (anywhere in document)
"microb" & "Flint" (anywhere in document)
"TTHM" & "Flint" (anywhere in document)
"Lead" & "Flint" (anywhere in document)
"emergency" & "Flint" (anywhere in document)
Karegnondi
"Genesee County Health Department"
"Flint" (within sentence) "utilities"
"Lead and Copper Rule"
"Detroit Water and Sewerage Department" & "Flint" (anywhere in document)
"DWSD" & "Flint" (anywhere in document)
"Flint River"
"Pb" & "water" (anywhere in document)
"KWA"

Ruth Thomet,
Executive Assistant - Legal Department
Executive Office of the Governor
111 South Capitol Avenue
P.O. Box 30013
Lansing , Michigan 48909
517-241-5630

From: Ingersoll, Jean (DTMB)
Sent: Friday, February 19, 2016 3:58 PM
To: Philip, Brandon (DTMB)
Subject: Re: UPDATED Information on Custodian Search Memo and Guidelines and Meeting Minutes

Thanks for the info. Mine did the same thing. Here's hoping to a quicker search for everyone else!

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)



On Feb 19, 2016, at 3:04 PM, Philip, Brandon (DTMB) <philipb@michigan.gov> wrote:

> Jean
>
> Just so you know, my first search took 52 minutes and my second took at least 40 minutes (don't know exactly when it ended).
>
> BP
>
> On Feb 19, 2016, at 2:20 PM, Ingersoll, Jean (DTMB) <ingersollj@michigan.gov> wrote:
>
> > Good Afternoon All:
> > After attempting to perform a search, I have some important information for you.
> >
> > The first search will take quite a while, possibly up to 20 minutes. After some time your computer will recognize the slowness and automatically start to index the search. Once the computer starts to index, the searches will become much faster.
> >
> > Lastly, on the search instructions for Microsoft 7 and 8, the terms Flint AND water were omitted; however, the checklist that you must return is correct. Please make certain that you are searching the terms Flint AND water. Thank you. Jean
> >
> > Jean M. Ingersoll, JD
> > Michigan Department of Technology, Management & Budget
> > Lewis Cass Building
> > 320 South Walnut St.
> > PO Box 30026

Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)
<image001.gif>

From: DTMB
Sent: Friday, February 19, 2016 11:17 AM
To: Behen, David (DTMB); Donnan, Chanda (DTMB); Buhs, Caleb (DTMB); Davenport, Rodney (DTMB); Gelisse, Ashley (DTMB); Gilliland, Michael (DTMB); Spaniolo, Natalie (DTMB); Wilke, Lacey (DTMB); Stansfield, Marsha (DTMB); Ballard, Denice (DTMB); Hampton, Trisha (DTMB); DeCamp, Greg (DTMB); Gibson, Jennifer (DTMB); Hengesbach, Dane (DTMB); Ingersoll, Jean (DTMB); Jeffery, Phillip (DTMB); Philip, Brandon (DTMB); Kopacsi, Christian (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB); Pratt, Jeff (DTMB); Knapp, Kathy (DTMB); Bidelman, Craig (DTMB); Bussema, Terry (DTMB); Rokely, Rick (DTMB); Tefft, Niki (DTMB); Schlegel, Nicolle (DTMB); Parker, Alexandrea (DTMB); Keilen, Elizabeth (DTMB); McPherson, Victoria (DTMB); Christensen, Chris (DTMB); Lawson, Michelle (DTMB); Nevai, Tom (DTMB); Evans, Carter (DTMB); Fick, James (DTMB); McKee, Robert (DTMB); Perry, Blane (DTMB); Riddering, Eric (DTMB); Rodgers, Anthony (DTMB); Trial, Larry (DTMB); Thompson, Kyleigh (DTMB); Glomski, Tom (DTMB); Seger, Seth (DTMB); Lee, Timothy (DTMB); Sikkema, Tyler (DTMB); Manning, Kelly (DTMB); McFarlane, James (DTMB); Galeazzi, Tiziana (DTMB); Das, Rajiv (DTMB); Pung, Linda (DTMB); Hogan, James (DTMB); Westfall, Laurie (DTMB); Palmer, Jason (DTMB); Stibitz, Brom (DTMB); Trakul, Pamela (DTMB); Swanson, Eric (DTMB); Blastic, Laura (DTMB); Furseth, Kristen (DTMB); Brancheau, Laura (DTMB); Sebok, Yvonne (DTMB); Stankiewicz, Richard (DTMB); Vera, Jason (DTMB); Jehnsen, Jeremy W (DTMB); Jodway, Kenneth (DTMB); Newman, Jeremy (DTMB); Vijayaveeraraghavan, Anupkumar (DTMB); Harmon, Paul (DTMB); Root, Everett (DTMB); Pauley, Suzanne (DTMB); Thompson, John (DTMB); Nolan, Anne (DTMB); Peterson, Rick (DTMB); Stiffler, Michelle (DTMB); Patke, Sunit (DTMB); Estill, John (DTMB); Seckelman, Joe (DTMB); Martin, Ellen (DTMB); Aprill, Brian (DTMB); Ross, Josh (DTMB); Locke, Joel (DTMB); Cross, Steven (DTMB); Clark, John (DTMB); Olkowski, Tony (DTMB); Noldy, Scott (DTMB); Baer, John (DTMB); Dickinson, Holly (DTMB); Post, Corey (DTMB); Cantin, David (DTMB); Brun, Jeremy (DTMB); Hartsuff, Lisa (DTMB); Kosloski, Joni (DTMB); Jordan, Gerald (DTMB); Sweeney, Matthew (DTMB); Turnquist, Michael (DTMB); Morgan, Dan (DTMB); Droste, Kerri (DTMB); Paasch, Keith (DTMB); Scates, Larry (DTMB); Noonan, Michael (DTMB); Walts, Brian (DTMB); Martin, Ric (DTMB); Burns, Robert (DTMB); Doxie, William (DTMB); Clark, Jim (DTMB); Bailey, Maureen (DTMB); Bos, Troy (DTMB); Phillippo, Jamie (DTMB); Spitzley, Troy (DTMB); Darby, Marchan (DTMB); Hawes, Keith (DTMB); Wright, Seth (DTMB); Rambo, Carolyn (DTMB); Millimaki, Shelly (DTMB); Nelson, Christopher (DTMB); Murphy, Chris (DTMB); Clark, Stephanie (DTMB); Cischke, Roy (DTMB); Hofmeister, David (DTMB); Reynolds, Vince (DTMB); VanCoevering, Joyce (DTMB); Ragla, Beth (DTMB); Shaw, Gary (DTMB); Wonn, Michael (DTMB); Thompson, Kristi (DTMB); Goodine, Tom (DTMB); Armstrong, Mike (DTMB); Doyle, James (DTMB); Hampton, Kristen (DTMB); Miller, Mark (DTMB); Cooley, Tom (DTMB); Waltersdorf, Rex (DTMB); Monroe, Jerry (DTMB); Bergan, Kristin (DTMB); Banks, William (DTMB); Dyson, Mike (DTMB); Stiles, Dan (DTMB); Chipman, Dan (DTMB); Hodgman, Steve (DTMB); Martin, Todd (DTMB); Weston, Jessica (DTMB); Fitton, Scott (DTMB); Sample, Brice (DTMB); Vanden Bosch, Kerrie (DTMB); Wellman, Jeff (DTMB); Brownlee, Jeff (DTMB); Maynard, Sharon (DTMB); Calahan, Heather (DTMB); Cook, Rebecca (DTMB); Hayes, Genevieve (DTMB); Riehle, Jenni (DTMB); Falik, Tom A. (DTMB); Pemble, William (DTMB); Sambiagio, Melissa (DTMB); Cieciwa, Sue (DTMB); Hunter, Lymon (DTMB); Dufour, Yvon (DTMB); Camp, William (DTMB); Hatch, David (DTMB); Troub, Shelby (DTMB); Epps, Stephanie (DTMB); Herman, Christyn (DTMB); Bliss, Mike (DTMB); Guardiola, Jamie (DTMB); 'jfoley@us.ibm.com'; Stanaway, Deb (DTMB); McQuaid, John (DTMB); Reasner, Richard (DTMB); Rakowski, Rock (DTMB); Gonzalez, Tonyia (DTMB); Nixon, Ruth (DTMB); Conlin, Dan (DTMB); Rigg, Steve (DTMB); Sunit Patke; Bates, David (DTMB); Guthrie, Eric (DTMB); Hummel, Mindy

(DTMB); Baker, Kay (DTMB)
Subject: Custodian Search Memo and Guidelines and Meeting Minutes
Importance: High

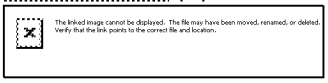
Please find attached the updated version of the Custodian Search Terms Memo. Please also find the minutes from the custodian meeting on February 18, 2016. All questions from the meeting are answered in the minutes. If you have any questions regarding these documents please email DTMB@michigan.gov.

Please complete the Search Term Checklist by close of business on February 22, 2016 and sent to DTMB@michigan.gov.

From: Ingersoll, Jean (DTMB)
Sent: Friday, February 19, 2016 3:59 PM
To: VanCoevering, Joyce (DTMB)
Subject: Re: UPDATED Information on Custodian Search Memo and Guidelines and Meeting Minutes

It's terrible! Mine took over 50 minutes and I had to stop the search. Since we are searching hard drives and not the network I think I am going to take mine home tonight. I probably will start the search while I'm sleeping and let it run or work on it while I'm doing things around the house. Then if I find any files I'm just going to drag them to the desktop and move them to a network drive when I get back into the office on Monday.

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)



On Feb 19, 2016, at 3:45 PM, VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov> wrote:

> You aren't kidding girl ! Mine has been cranking for about ½ hour so far.
>
> Joyce Van Coevering, Director
> Office of Support Services
> MI Department of Technology, Management and Budget
> 517-322-5005
>
> DTMB
> HELP. CONNECT. SOLVE.
>
> **From:** Ingersoll, Jean (DTMB)
> **Sent:** Friday, February 19, 2016 2:21 PM
> **To:** DTMB <dtmb@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Spaniolo, Natalie (DTMB) <spaniolon@michigan.gov>; Wilke, Lacey (DTMB) <WilkeL@michigan.gov>; Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>; Ballard, Denice (DTMB) <ballardd@michigan.gov>; Hampton, Trisha (DTMB) <HamptonT@michigan.gov>; DeCamp, Greg (DTMB) <DeCampG1@michigan.gov>; Gibson,

Jennifer (DTMB) <GibsonJ@michigan.gov>; Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; Philip, Brandon (DTMB) <philipb@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Doll, Jeanette (DTMB) <dollj@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>; Pratt, Jeff (DTMB) <prattj@michigan.gov>; Knapp, Kathy (DTMB) <knappk1@michigan.gov>; Bidelman, Craig (DTMB) <BidelmanC@michigan.gov>; Bussema, Terry (DTMB) <Bussemat@michigan.gov>; Rokely, Rick (DTMB) <RokelyR1@michigan.gov>; Tefft, Niki (DTMB) <tefftn@michigan.gov>; Schlegel, Nicolle (DTMB) <SchlegelN@michigan.gov>; Parker, Alexandrea (DTMB) <ParkerA8@michigan.gov>; Keilen, Elizabeth (DTMB) <KeilenE1@michigan.gov>; McPherson, Victoria (DTMB) <McPhersonV@michigan.gov>; Christensen, Chris (DTMB) <christensenc4@michigan.gov>; Lawson, Michelle (DTMB) <LawsonM1@michigan.gov>; Nevai, Tom (DTMB) <NevaiT@michigan.gov>; Evans, Carter (DTMB) <EvansC8@michigan.gov>; Fick, James (DTMB) <FickJ@michigan.gov>; McKee, Robert (DTMB) <McKeeR2@michigan.gov>; Perry, Blane (DTMB) <PerryB4@michigan.gov>; Riddering, Eric (DTMB) <RidderingE@michigan.gov>; Rodgers, Anthony (DTMB) <RodgersA1@michigan.gov>; Trial, Larry (DTMB) <TrialL@michigan.gov>; Thompson, Kyleigh (DTMB) <ThompsonK18@michigan.gov>; Glomski, Tom (DTMB) <glomskit@michigan.gov>; Seger, Seth (DTMB) <SegerS@michigan.gov>; Lee, Timothy (DTMB) <LeeT9@michigan.gov>; Sikkema, Tyler (DTMB) <SikkemaT@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Galeazzi, Tiziana (DTMB) <galeazzit@michigan.gov>; Das, Rajiv (DTMB) <DasR@michigan.gov>; Pung, Linda (DTMB) <PUNGL2@michigan.gov>; Hogan, James (DTMB) <hogani@michigan.gov>; Westfall, Laurie (DTMB) <WestfallL@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Blastic, Laura (DTMB) <blasticl@michigan.gov>; Furseth, Kristen (DTMB) <Fursethk@michigan.gov>; Brancheau, Laura (DTMB) <BrancheauL@michigan.gov>; Sebok, Yvonne (DTMB) <SebokY@michigan.gov>; Stankiewicz, Richard (DTMB) <StankiewiczR@michigan.gov>; Vera, Jason (DTMB) <VeraJ@michigan.gov>; Jehnsen, Jeremy W (DTMB) <JehnsenJ@michigan.gov>; Jodway, Kenneth (DTMB) <JodwayK@michigan.gov>; Newman, Jeremy (DTMB) <NewmanJ2@michigan.gov>; Vijayaveeraraghavan, Anupkumar (DTMB) <VijayaveeraraghavanA@michigan.gov>; Harmon, Paul (DTMB) <harmonp@michigan.gov>; Root, Everett (DTMB) <RootE@michigan.gov>; Pauley, Suzanne (DTMB) <PauleyS@michigan.gov>; Thompson, John (DTMB) <thompsonj@michigan.gov>; Nolan, Anne (DTMB) <nolana@michigan.gov>; Peterson, Rick (DTMB) <petersonr@michigan.gov>; Stiffler, Michelle (DTMB) <StifflerM@michigan.gov>; Patke, Sunit (DTMB) <patkes1@michigan.gov>; Estill, John (DTMB) <EstillJ@michigan.gov>; Seckelman, Joe (DTMB) <SeckelmanJ@michigan.gov>; Martin, Ellen (DTMB) <MartinE@michigan.gov>; Aprill, Brian (DTMB) <aprillb@michigan.gov>; Ross, Josh (DTMB) <rossj@michigan.gov>; Locke, Joel (DTMB) <lockej@michigan.gov>; Cross, Steven (DTMB) <crosss3@michigan.gov>; Clark, John (DTMB) <clarkjs@michigan.gov>; Olkowski, Tony (DTMB) <OlkowskiT@michigan.gov>; Noldy, Scott (DTMB) <NoldyS@michigan.gov>; Baer, John (DTMB) <BAERJ@michigan.gov>; Dickinson, Holly (DTMB) <DickinsonH1@michigan.gov>; Post, Corey (DTMB) <postc1@michigan.gov>; Cantin, David (DTMB) <CantinD@michigan.gov>; Brun, Jeremy (DTMB) <BrunJ@michigan.gov>; Hartsuff, Lisa (DTMB) <HartsuffL@michigan.gov>; Kosloski, Joni (DTMB) <kosloskij2@michigan.gov>; Jordan, Gerald (DTMB) <jordang@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; Morgan, Dan (DTMB) <morgand@michigan.gov>; Droste, Kerri (DTMB) <drostek@michigan.gov>; Paasch, Keith (DTMB) <paaschK@michigan.gov>; Scates, Larry (DTMB) <scatesl@michigan.gov>; Noonan, Michael (DTMB) <noonanm@michigan.gov>; Walts, Brian (DTMB) <WaltsB@michigan.gov>; Martin, Ric (DTMB) <MartinR3@michigan.gov>; Burns, Robert (DTMB) <BurnsR@michigan.gov>; Doxie, William (DTMB) <DoxieW@michigan.gov>; Clark, Jim (DTMB) <clarkj1@michigan.gov>; Bailey, Maureen (DTMB) <baileym1@michigan.gov>; Bos, Troy (DTMB) <bost@michigan.gov>; Phillippo, Jamie (DTMB) <PhillippoJ@michigan.gov>; Spitzley, Troy (DTMB) <SpitzleyT@michigan.gov>; Darby, Marchan (DTMB) <DarbyM@michigan.gov>; Hawes, Keith (DTMB) <HawesK@michigan.gov>; Wright, Seth (DTMB) <Wright517@michigan.gov>; Rambo, Carolyn (DTMB) <RamboC1@michigan.gov>; Millimaki, Shelly (DTMB) <MillimakiS@michigan.gov>; Nelson, Christopher (DTMB) <NelsonC12@michigan.gov>; Murphy, Chris (DTMB) <murphyc2@michigan.gov>; Clark,

Stephanie (DTMB) <clarks18@michigan.gov>; Cischke, Roy (DTMB) <cischker@michigan.gov>; Hofmeister, David (DTMB) <HofmeisterD@michigan.gov>; Reynolds, Vince (DTMB) <reynoldsv@michigan.gov>; VanCoevering, Joyce (DTMB) <VancoeveringJ1@michigan.gov>; Ragla, Beth (DTMB) <raglab1@michigan.gov>; Shaw, Gary (DTMB) <shawg@michigan.gov>; Wonn, Michael (DTMB) <wonnm@michigan.gov>; Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>; Goodine, Tom (DTMB) <goodinet@michigan.gov>; Armstrong, Mike (DTMB) <armstrongm@michigan.gov>; Doyle, James (DTMB) <DoyleJ1@michigan.gov>; Hampton, Kristen (DTMB) <HamptonK@michigan.gov>; Miller, Mark (DTMB) <millerm13@michigan.gov>; Cooley, Tom (DTMB) <cooleyt@michigan.gov>; Waltersdorf, Rex (DTMB) <WaltersdorfR@michigan.gov>; Monroe, Jerry (DTMB) <monroej1@michigan.gov>; Bergan, Kristin (DTMB) <bergank@michigan.gov>; Banks, William (DTMB) <banksw@michigan.gov>; Dyson, Mike (DTMB) <dysonm@michigan.gov>; Stiles, Dan (DTMB) <stilesd1@michigan.gov>; Chipman, Dan (DTMB) <chipmand@michigan.gov>; Hodgman, Steve (DTMB) <hodgmans@michigan.gov>; Martin, Todd (DTMB) <martint1@michigan.gov>; Weston, Jessica (DTMB) <WestonJ2@michigan.gov>; Fitton, Scott (DTMB) <FittonS2@michigan.gov>; Sample, Brice (DTMB) <sampleb@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Maynard, Sharon (DTMB) <maynards1@michigan.gov>; Calahan, Heather (DTMB) <CALAHANH@michigan.gov>; Cook, Rebecca (DTMB) <CookR6@michigan.gov>; Hayes, Genevieve (DTMB) <HayesG2@michigan.gov>; Riehle, Jenni (DTMB) <RiehleJ2@michigan.gov>; Falik, Tom A. (DTMB) <FalikT@michigan.gov>; Pemble, William (DTMB) <PembleW@michigan.gov>; Sambiagio, Melissa (DTMB) <SambiagioM@michigan.gov>; Cieciwa, Sue (DTMB) <cieciwas@michigan.gov>; Hunter, Lymon (DTMB) <hunterl@michigan.gov>; Dufour, Yvon (DTMB) <DufourY@michigan.gov>; Camp, William (DTMB) <CampW@michigan.gov>; Hatch, David (DTMB) <HatchD@michigan.gov>; Troub, Shelby (DTMB) <TroubS1@michigan.gov>; Epps, Stephanie (DTMB) <eppss@michigan.gov>; Herman, Christyn (DTMB) <HermanC3@michigan.gov>; Bliss, Mike (DTMB) <blissm@michigan.gov>; Guardiola, Jamie (DTMB) <GuardiolaJ1@michigan.gov>; 'jfoley@us.ibm.com' <jfoley@us.ibm.com>; Stanaway, Deb (DTMB) <StanawayD@michigan.gov>; McQuaid, John (DTMB) <mcquaidj@michigan.gov>; Reasner, Richard (DTMB) <ReasnerR@michigan.gov>; Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Conlin, Dan (DTMB) <conlind@michigan.gov>; Rigg, Steve (DTMB) <RiggS@michigan.gov>; Sunit Patke <supatke@us.ibm.com>; Bates, David (DTMB) <BatesD3@michigan.gov>; Guthrie, Eric (DTMB) <GuthrieE@michigan.gov>; Hummel, Mindy (DTMB) <HummelM@michigan.gov>; Baker, Kay (DTMB) <bakerk@michigan.gov>

Subject: UPDATED Information on Custodian Search Memo and Guidelines and Meeting Minutes
Importance: High

Good Afternoon All:
After attempting to perform a search, I have some important information for you.

The first search will take quite a while, possibly up to 20 minutes. After some time your computer will recognize the slowness and automatically start to index the search. Once the computer starts to index, the searches will become much faster.

Lastly, on the search instructions for Microsoft 7 and 8, the terms Flint AND water were omitted; however, the checklist that you must return is correct. Please make certain that you are searching the terms Flint AND water. Thank you. Jean

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517-241-8844 (O)
517-282-2474 (C)
<image003.gif>

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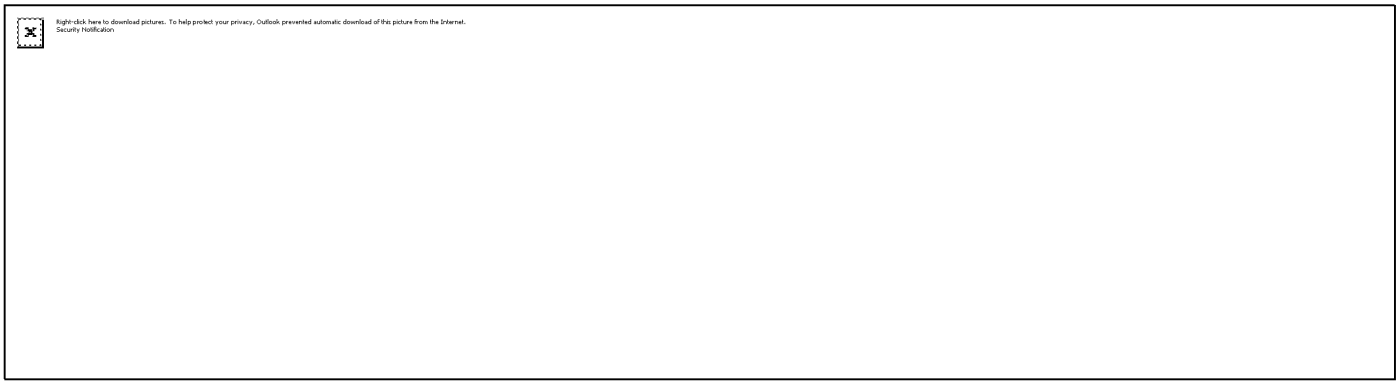
Subject: Custodian Search Memo and Guidelines and Meeting Minutes
Importance: High

Please find attached the updated version of the Custodian Search Terms Memo. Please also find the minutes from the custodian meeting on February 18, 2016. All questions from the meeting are answered in the minutes. If you have any questions regarding these documents please email DTMB@michigan.gov.

Please complete the Search Term Checklist by close of business on February 22, 2016 and sent to DTMB@michigan.gov.

From: DTMB Facilities <dtmb@govsubscriptions.michigan.gov>
Sent: Wednesday, October 28, 2015 8:17 AM
To: Jehnsen, Jeremy W (DTMB)
Subject: Facility Notification: Constitution Hall



Protest Activity

Date/Time:

Wednesday, October 28, 2015 from 12:00pm to 4:00pm

Details:

Please be aware that there is a protest event planned for today, October 28, outside of the Constitution Hall from 12:00pm to 4:00pm. The event is being held in response to the water condition in Flint. Please plan your daily activities with this in mind as a large turnout for this event is anticipated. DTMB and MSP will be working together to monitor the situation.

Contact:

DTMB Customer Service Center, DTMB-Customerservice@michigan.gov or 517-373-6227

This email was sent to jehnsenj@michigan.gov using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 · 517-373-1004

From: State of Michigan <MISOM@govsubscriptions.michigan.gov>
Sent: Thursday, January 14, 2016 5:25 PM
To: Jehnsen, Jeremy W (DTMB)
Subject: Volunteer Opportunity in Flint

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, https://www.surveymonkey.com/r/28NVJBL

To volunteer on Sunday, January 17, https://www.surveymonkey.com/r/26NMJKK

To volunteer on Monday, January 18, https://www.surveymonkey.com/r/26P7P5G

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

For more information on the state's response efforts, visit www.michigan.gov/flintwater.

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Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Friday, January 22, 2016 1:00 PM
To: Jehnsen, Jeremy W (DTMB)
Subject: "He's his own best spokesman"

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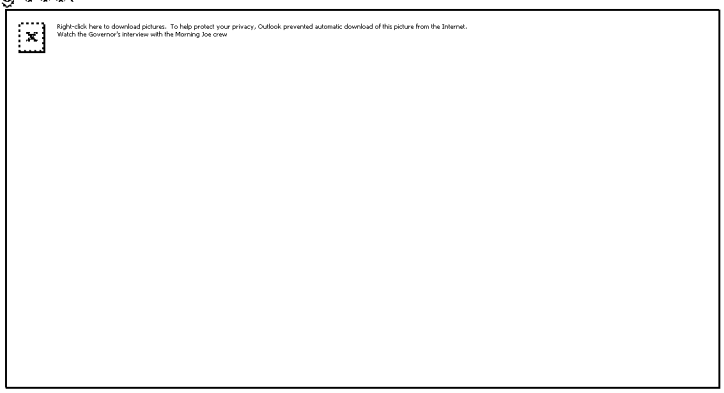
How we are fixing the Flint water crsis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

Governor Snyder on Morning Joe

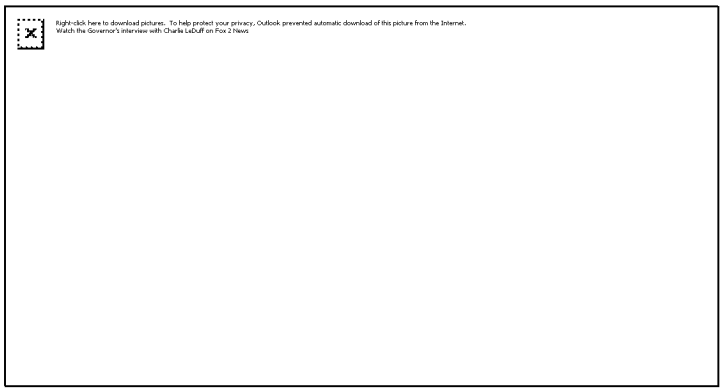
"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.



Governor Snyder with Charlie LeDuff on Fox 2 Detroit

"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm

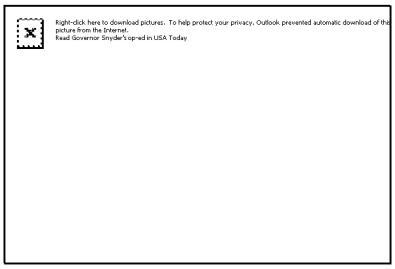
came from people who worked for me, and I feel responsible for that. But I am committed to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.



Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.

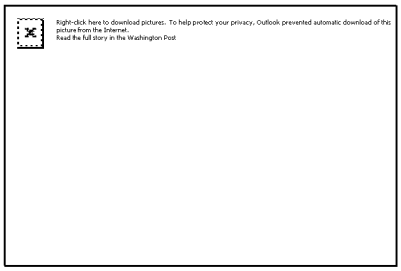
Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." Click here to read the Governor's full op-ed.

Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"

Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. Click here to read the full story in the Washington Post.



Visit HelpForFlint.com to learn how you can help Flint residents.

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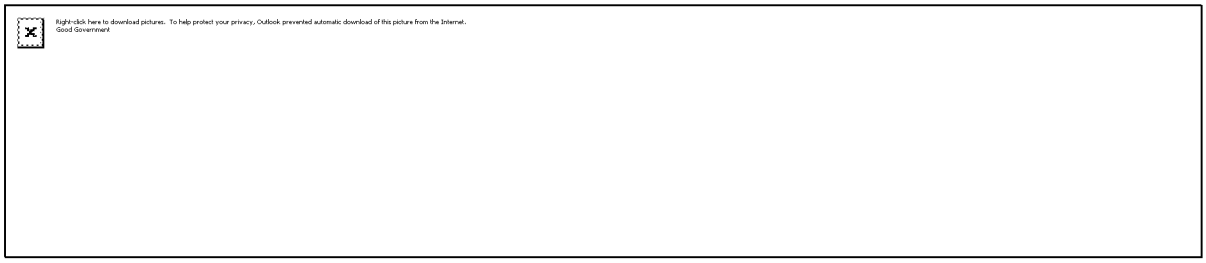
From: State of Michigan <MISOM@govsubscriptions.michigan.gov>
Sent: Friday, January 22, 2016 4:36 PM
To: Jehnsen, Jeremy W (DTMB)
Subject: Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit www.helpforflint.com to learn how you can help.

For additional information and updates, visit www.michigan.gov/flintwater.

Again, thank you for all your support.

Sincerely, Mike Zimmer
Office of Good Government Director
Dept. of Licensing and Regulatory Affairs Director

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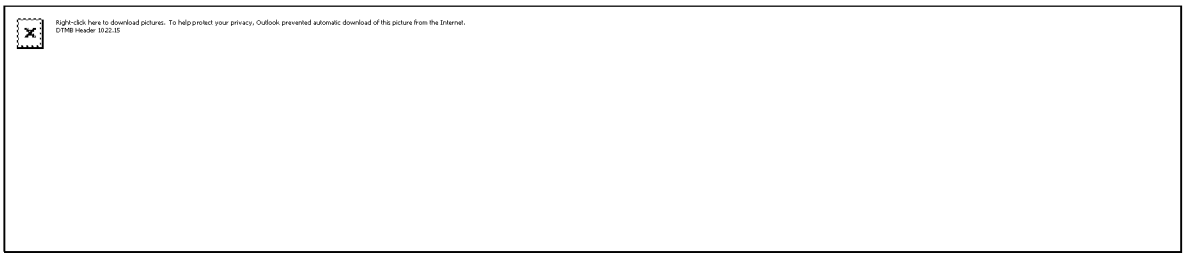
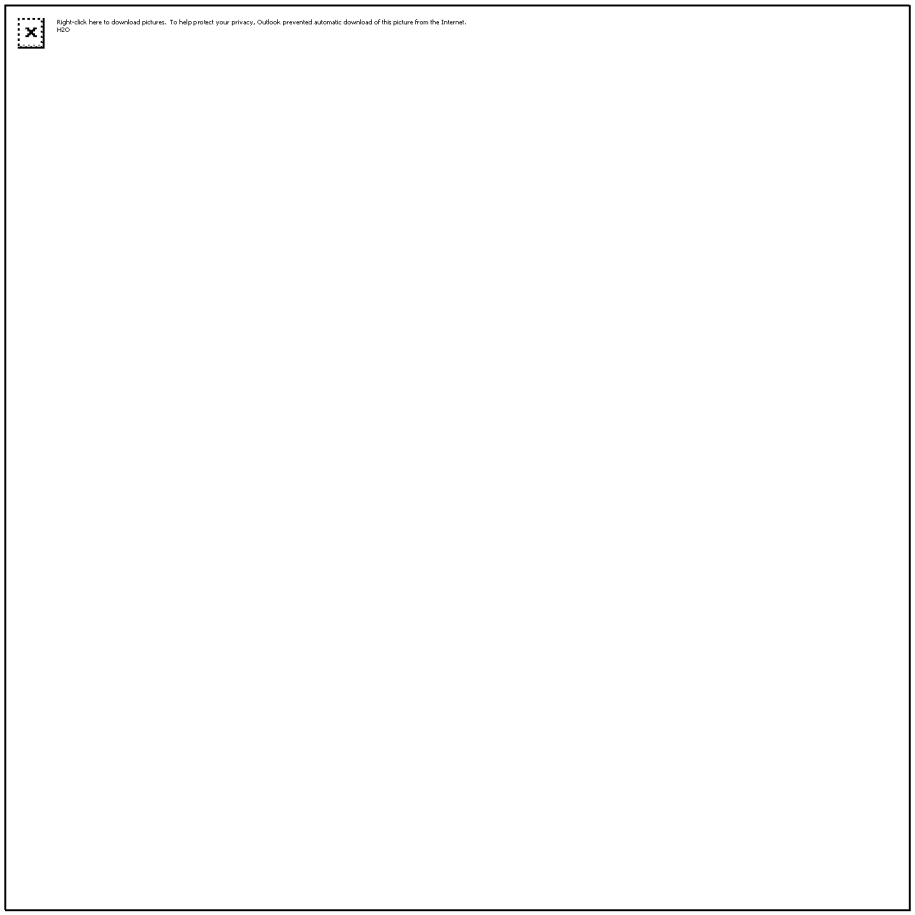
From: Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>
Sent: Tuesday, January 26, 2016 8:39 AM
To: Jehnsen, Jeremy W (DTMB)
Subject: Contributing time, muscle and money



During this month's Martin Luther King Jr. holiday weekend, some state employees turned their "day off" into a "day on" in Flint. There, they delivered bottled water, water filters, replacement cartridges and water testing kits to families. The volunteers joined other Michiganders, turning Dr. King's birthday observance into a day of service.



Mike Zimmer, director of the Office of Good Government and the Department of Licensing and Regulatory Affairs, has shared a link – www.helpforflint.com – that offers other opportunities to contribute time, muscle and money to bring clean drinking water to the community.Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.

Autumn Hubbard, Ambrea Mack and Sarah Esquivel, who are in the photo at the left, nearly emptied the shelves at their local grocery store. Thanks for your efforts.

everyone.

Now work.

Last week, I signed a new policy that formalizes the annual employee review process and sets expectations for employees and managers. Administrative Policy 200.37 establishes consistent standards for implementing performance plans and reviews. Some of the standards are practices we have followed for years. Others are new. Some of particular note include:

- The mandatory use of HRMN
- A standard Feb. 1-Jan. 31 rating period for all employees
- An Individual Development Plan that specifies training or development programs for each employee
- Competencies and objectives that align to DTMB goals or scorecard metrics
- Consequences for managers and supervisors who do not complete the review process as required

A fundamental role of each DTMB manager or supervisor is to provide employees with direction and feedback on their performance. Employees also are expected to take an active role in pursuing professional development opportunities and achieving their competencies and objectives. I encourage you to review the new policy and talk with your manager or supervisor if you have questions. Of course, I welcome your questions and input as well. Please send your comments and ideas to me at behend@michigan.gov.

I know these have been busy weeks for many of you as you take on additional responsibilities and work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

Have a great week,

David

The Department of Technology, Management and Budget
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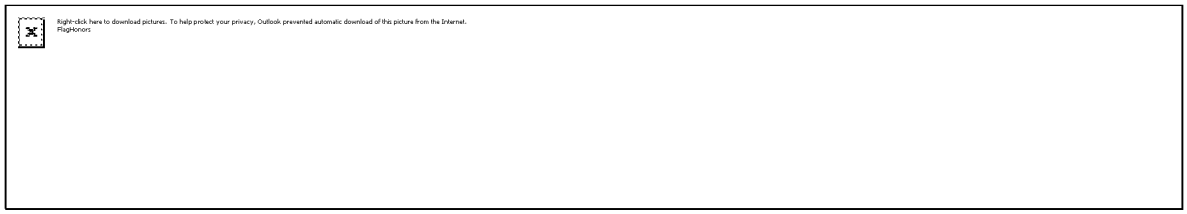
From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Friday, January 29, 2016 9:42 AM
To: Jehnsen, Jeremy W (DTMB)
Subject: Thank you for your service



THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit www.HelpForFlint.com to learn how you can do so. For additional information and to sign up for daily updates, please visit www.mi.gov/FlintWater. I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

Thanks,

Governor Rick Snyder

Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.
Photos of state employees volunteering

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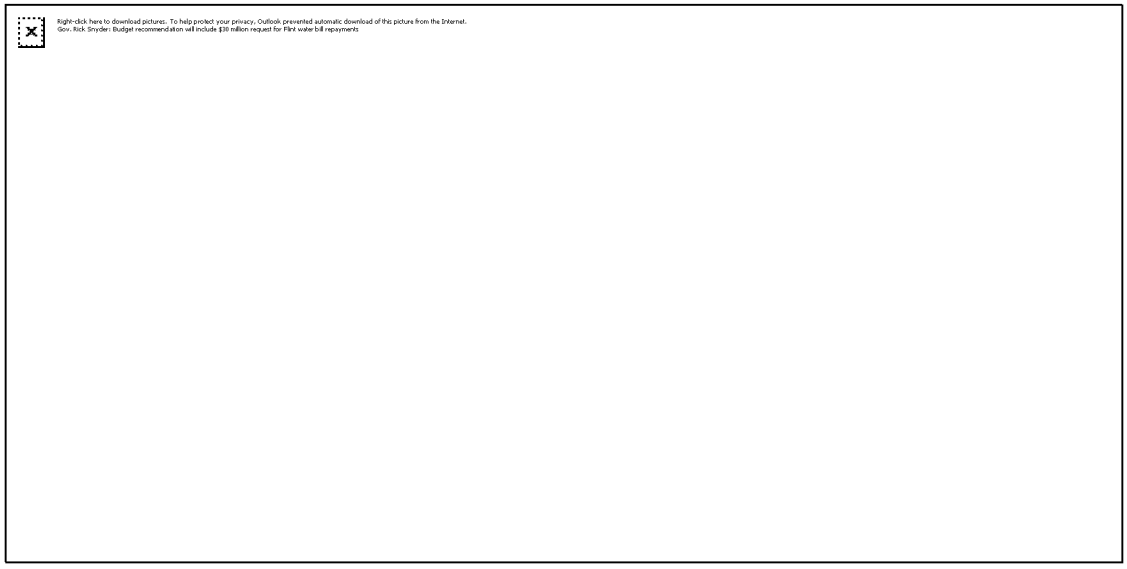
This email was sent to jehrsenj@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Wednesday, February 03, 2016 6:21 PM
To: Jehnsen, Jeremy W (DTMB)
Subject: "Flint residents should not have to pay for water they cannot drink"

Budget recommendation will include $30 million request for Flint water bill repayments



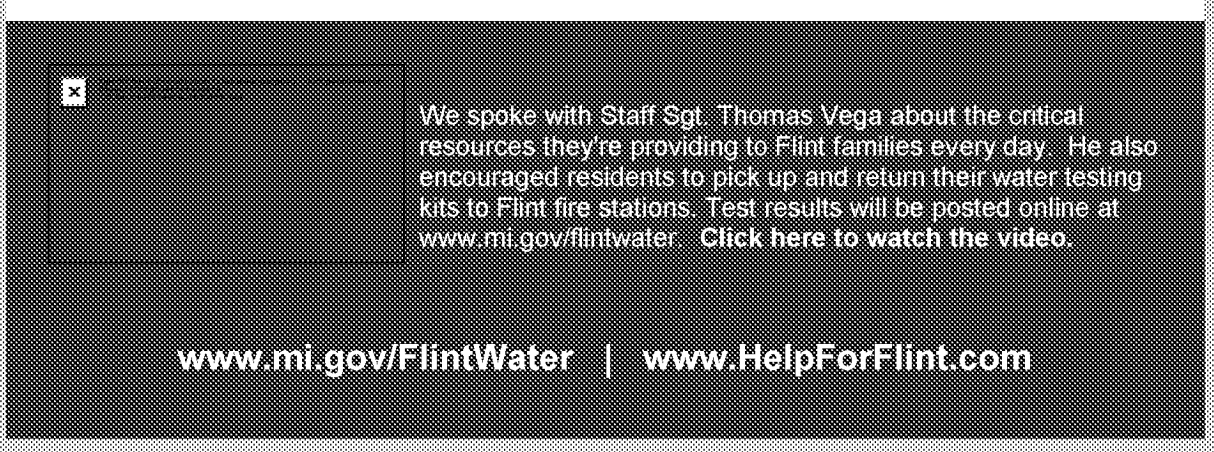
When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a $30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.

Under the governor's ask, the funding would enable the city of Flint to apply credits for customers on future bills. Estimates show water is roughly 47 percent of billing and sewer costs are around 53 percent. The credit would be applied to consumption usage (roughly

65 percent) of a resident's water portion of the bill, such as for bathing, drinking, cooking, and washing your hands. Residents still would be responsible for paying the sewer portion of their water bills.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

Click here to learn more about the budget request.



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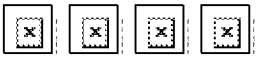

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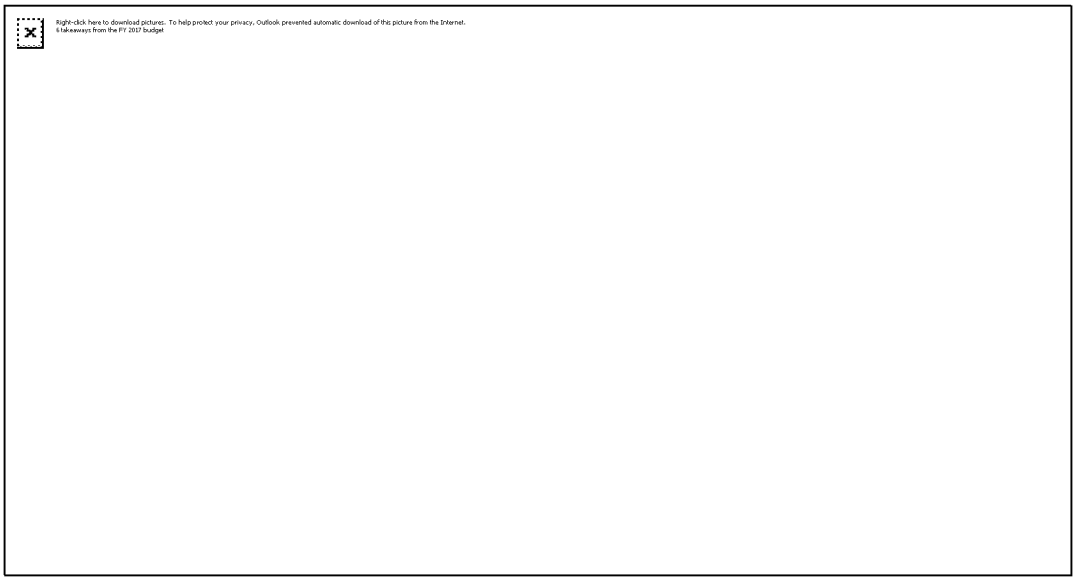
From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Thursday, February 11, 2016 5:53 PM
To: Jehnsen, Jeremy W (DTMB)
Subject: What this year's budget means for Michigan...

VIDEO: What Governor Snyder's FY17 budget means for Michigan



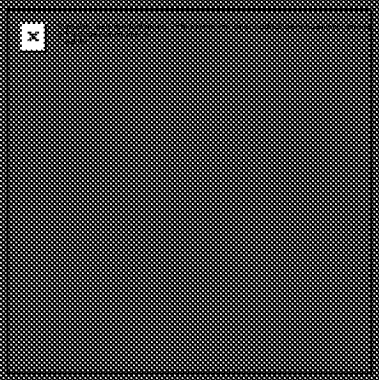
Gov. Rick Snyder's FY 2017 budget calls for critical investments for the Flint water crisis, statewide infrastructure and the Detroit Public Schools. The governor's recommendation also addresses the skyrocketing costs of specialty medications that Michigan residents depend on for better health outcomes.

This budget also stays committed to the Governor's core statewide priorities of education, talent and economic development, health and human services, and public safety.

The proposed FY 2017 budget makes key investments to strengthen the state for all of Michigan's families. Click here to learn more about the top 6 takeaways from the

Governor's FY 2017 state budget.

Click a tweet to tweet it out:



The #MIBudget @OneToughNerd proposed yesterday makes key investments to strengthen Michigan for all families --> www.mi.gov/MIBudget

--> @OneToughNerd's #MIBudget includes $72 million a year for Detroit Public Schools. It is time to act now --> www.mi.gov/MIBudget

--> @onetoughnerd's significant investment in #Flint families is the right thing to do. #FlintFWD #MIBudget www.mi.gov/MIBudget

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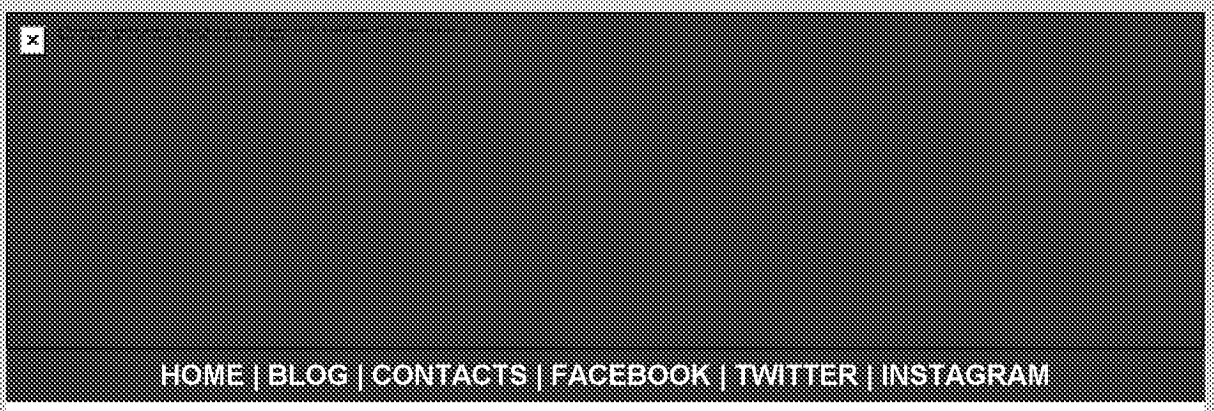
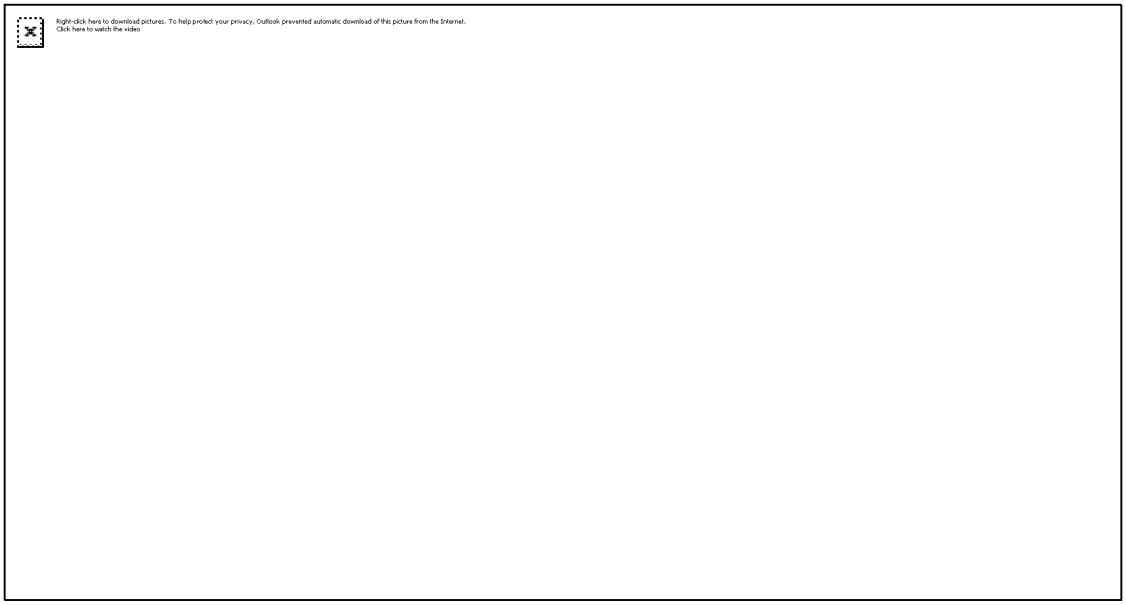
From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Tuesday, February 16, 2016 5:28 PM
To: Jehnsen, Jeremy W (DTMB)
Subject: VIDEO: Volunteering in Flint



VIDEO: How volunteers are helping Flint

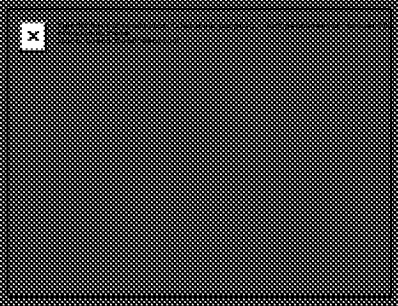


Volunteers at the Food Bank of Eastern Michigan are working hard to collect donations in order to help the families of Flint. Last Thursday, Governor Snyder visited with the many dedicated volunteers and helped sort cans of food.

Good nutrition is critically important for Flint's children. Foods that are high in calcium, vitamin C, and iron can help limit the effects of lead exposure. To donate or volunteer at the Food Bank of Eastern Michigan, visit www.fbem.org.

Click here to watch the video and learn more about how the Food Bank of Eastern Michigan is helping Flint's families.

LISTEN IN: Governor Snyder's tele-town hall with Flint residents



Governor Snyder hosted his third town hall with Flint residents on Thursday, Feb. 11, answering their questions directly. *Click here to listen to the call.*

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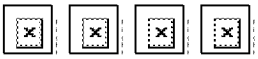

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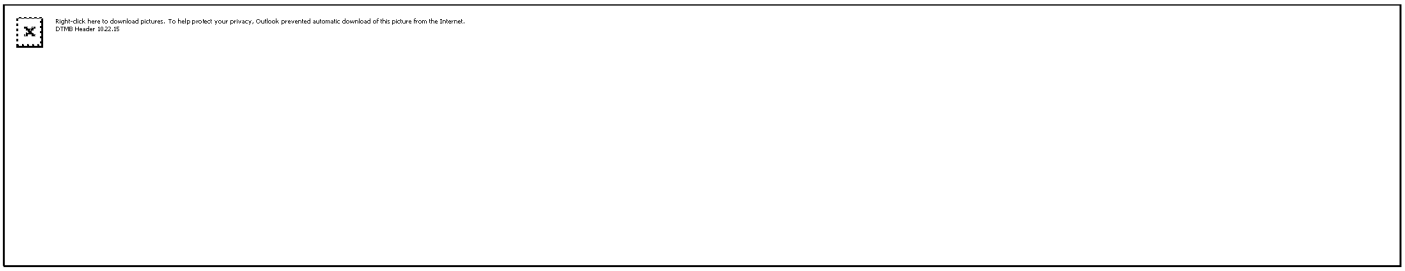
From: DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>
Sent: Wednesday, February 17, 2016 10:10 AM
To: Jehnsen, Jeremy W (DTMB)
Subject: The Gov. Snyder's Budget Proposal



Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the $54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
- **Putting People First.** The governor recommends continued expansion of the Healthy Kids Dental Program and funding efforts to ensure residents have access to affordable health care. His proposal boosts funds to help cover new higher cost specialty medications to treat conditions such as hepatitis C and cystic fibrosis, among others.
- **Investing in Infrastructure.** The proposal allocates $1.2 billion to maintain and repair Michigan roads, bridges and other critical infrastructure.

The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of $1.3 billion for department operations and a one-time allocation of $32.4 million.

A few highlights include:

- $502 million for information technology support for all state agencies and $132.8 million for 14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by $7 million, from $65 million to $72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.
- An additional $5 million to support cybersecurity improvements to safeguard citizens' personal information and protect critical infrastructure and government services.
- IT support of $6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full executive budget recommendations, which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at behend@michigan.gov.

Thank you again for all the good work you do. I hope you have a great week ahead.

David

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From: State of Michigan <MISOM@govsubscriptions.michigan.gov>
Sent: Thursday, January 14, 2016 5:33 PM
To: Jodway, Kenneth (DTMB)
Subject: Volunteer Opportunity in Flint

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To volunteer on Sunday, January 17, https://www.surveymonkey.com/r/26NMJKK

To volunteer on Monday, January 18, https://www.surveymonkey.com/r/26P7P5G

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

For more information on the state's response efforts, visit www.michigan.gov/flintwater.

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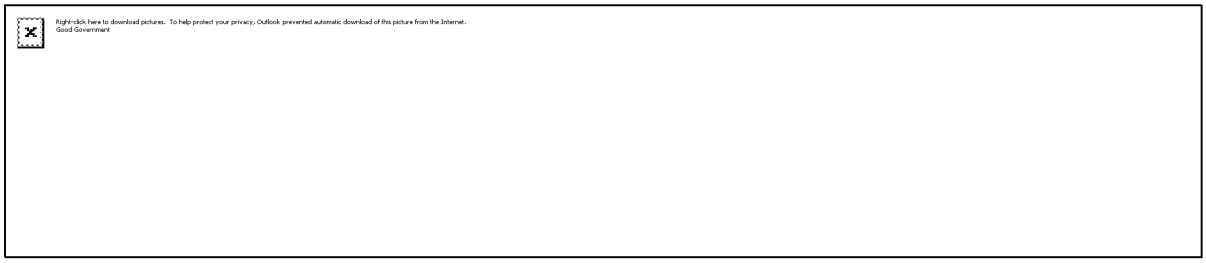
From: State of Michigan <MISOM@govsubscriptions.michigan.gov>
Sent: Friday, January 22, 2016 4:31 PM
To: Jodway, Kenneth (DTMB)
Subject: Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit www.helpforflint.com to learn how you can help.

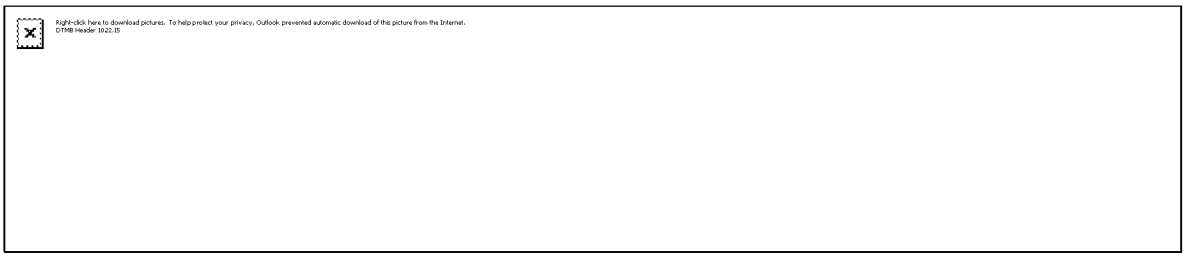
For additional information and updates, visit www.michigan.gov/flintwater.

Again, thank you for all your support.

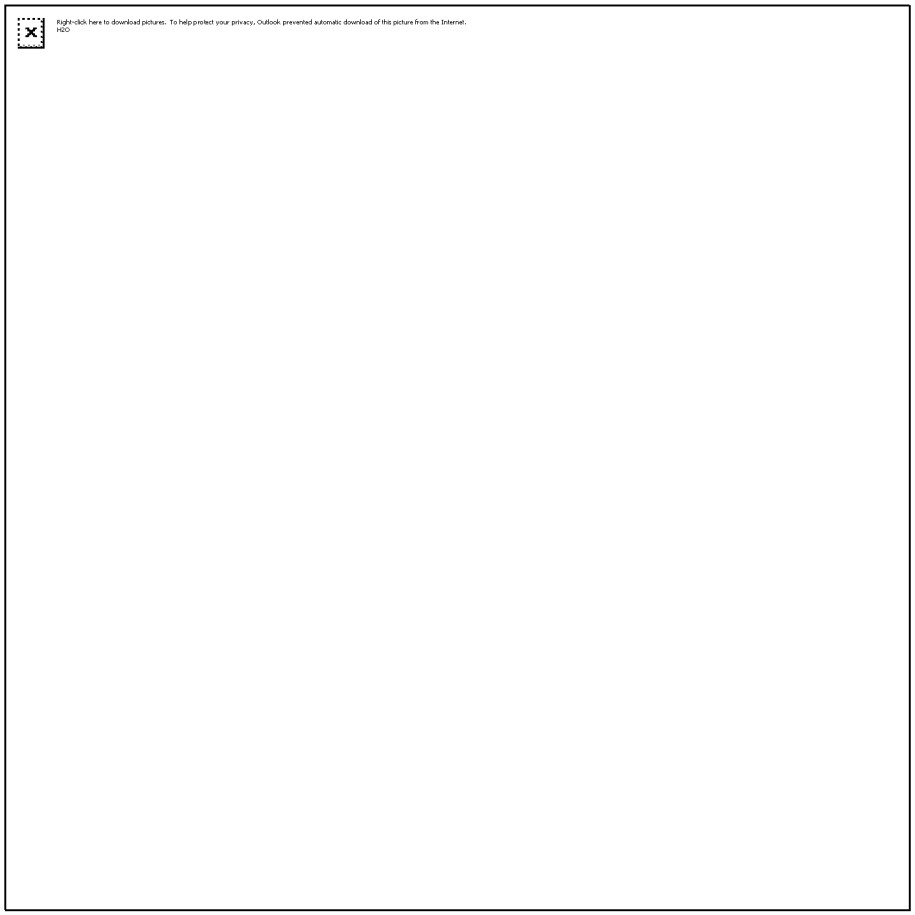
Sincerely, Mike Zimmer
Office of Good Government Director
Dept. of Licensing and Regulatory Affairs Director

This e-mail was sent to jodwayk@michigan.gov using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

From: Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>
Sent: Tuesday, January 26, 2016 8:39 AM
To: Jodway, Kenneth (DTMB)
Subject: Contributing time, muscle and money



During this month's Martin Luther King Jr. holiday weekend, some state employees turned their "day off" into a "day on" in Flint. There, they delivered bottled water, water filters, replacement cartridges and water testing kits to families. The volunteers joined other Michiganders, turning Dr. King's birthday observance into a day of service.



Mike Zimmer, director of the Office of Good Government and the Department of Licensing and Regulatory Affairs, has shared a link – www.helpforflint.com – that offers other opportunities to contribute time, muscle and money to bring clean drinking water to the community.Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.

Autumn Hubbard, Ambrea Mack and Sarah Esquivel, who are in the photo at the left, nearly emptied the shelves at their local grocery store. Thanks for your efforts.

everyone.

Now work.

Last week, I signed a new policy that formalizes the annual employee review process and sets expectations for employees and managers. Administrative Policy 200.37 establishes consistent standards for implementing performance plans and reviews. Some of the standards are practices we have followed for years. Others are new. Some of particular note include:

- The mandatory use of HRMN
- A standard Feb. 1-Jan. 31 rating period for all employees
- An Individual Development Plan that specifies training or development programs for each employee
- Competencies and objectives that align to DTMB goals or scorecard metrics
- Consequences for managers and supervisors who do not complete the review process as required

A fundamental role of each DTMB manager or supervisor is to provide employees with direction and feedback on their performance. Employees also are expected to take an active role in pursuing professional development opportunities and achieving their competencies and objectives. I encourage you to review the new policy and talk with your manager or supervisor if you have questions. Of course, I welcome your questions and input as well. Please send your comments and ideas to me at behend@michigan.gov.

I know these have been busy weeks for many of you as you take on additional responsibilities and work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

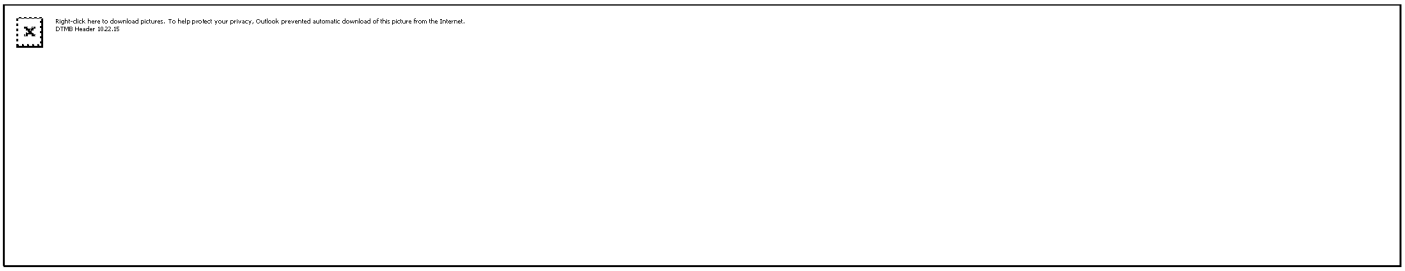
Have a great week,

David

The Department of Technology, Management and Budget
You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact DTMB-Communications@michigan.gov.

This email was sent to jodwayk@michigan.gov using GovDelivery, on behalf of: DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 · 517-373-1004

From: DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>
Sent: Wednesday, February 17, 2016 10:10 AM
To: Jodway, Kenneth (DTMB)
Subject: The Gov. Snyder's Budget Proposal



Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the $54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
- **Putting People First.** The governor recommends continued expansion of the Healthy Kids Dental Program and funding efforts to ensure residents have access to affordable health care. His proposal boosts funds to help cover new higher cost specialty medications to treat conditions such as hepatitis C and cystic fibrosis, among others.
- **Investing in Infrastructure.** The proposal allocates $1.2 billion to maintain and repair Michigan roads, bridges and other critical infrastructure.

The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of $1.3 billion for department operations and a one-time allocation of $32.4 million.

A few highlights include:

- $502 million for information technology support for all state agencies and $132.8 million for 14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by $7 million, from $65 million to $72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.
- An additional $5 million to support cybersecurity improvements to safeguard citizens' personal information and protect critical infrastructure and government services.
- IT support of $6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full executive budget recommendations, which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at behend@michigan.gov.

Thank you again for all the good work you do. I hope you have a great week ahead.

David

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Sent: Thursday, February 18, 2016 11:30 AM
To: Sebok, Yvonne (DTMB);Jehnsen, Jeremy W (DTMB);Newman, Jeremy (DTMB);Stankiewicz, Richard (DTMB);Vera, Jason (DTMB);Vijayaveeraraghavan, Anupkumar (DTMB)
Subject: RE: IMPORTANT- Please Read: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint

Team,
I have conference room 1 reserved for this meeting. We can meet there and dial in to the meeting.
Ken

Ken Jodway, PMP
Project Manager
DTMB Enterprise Portfolio Management Office (EPMO)
Supporting DEQ, DNR, MDARD
Office: 517-241-1297
JodwayK@michigan.gov

From: Sebok, Yvonne (DTMB)
Sent: Thursday, February 18, 2016 8:56 AM
To: Jehnsen, Jeremy W (DTMB); Jodway, Kenneth (DTMB); Newman, Jeremy (DTMB); Stankiewicz, Richard (DTMB); Vera, Jason (DTMB); Vijayaveeraraghavan, Anupkumar (DTMB)
Subject: IMPORTANT- Please Read: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint
Importance: High

Due by COB Monday, 2/29

Team,

If you received this invite, please plan to attend this meeting today. You do not have to attend in person.

Please review the attachment as there is work that must be done by COB this coming Monday. Before sending your copy, please provide me a copy or include me on your email.

Thanks,

Yvonne Sebok, PMP, CSM, ITIL
PMO Director Supporting DEQ, DNR, MDARD
Office: (517) 241-1673

From: DTMB-Directors-Office
Sent: Thursday, February 18, 2016 8:13 AM
To: Behen, David (DTMB) <Behend@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Gelisse, Ashley (DTMB)

<GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Spaniolo, Natalie (DTMB) <spaniolon@michigan.gov>; Wilke, Lacey (DTMB) <WilkeL@michigan.gov>; Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>; Ballard, Denice (DTMB) <ballardd@michigan.gov>; Hampton, Trisha (DTMB) <HamptonT@michigan.gov>; DeCamp, Greg (DTMB) <DeCampG1@michigan.gov>; Gibson, Jennifer (DTMB) <GibsonJ@michigan.gov>; Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>; Ingersoll, Jean (DTMB) <IngersollJ@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; Philip, Brandon (DTMB) <philipb@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Doll, Jeanette (DTMB) <dollj@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>; Pratt, Jeff (DTMB) <prattj@michigan.gov>; Knapp, Kathy (DTMB) <knappk1@michigan.gov>; Bidelman, Craig (DTMB) <BidelmanC@michigan.gov>; Bussema, Terry (DTMB) <Bussemat@michigan.gov>; Rokely, Rick (DTMB) <RokelyR1@michigan.gov>; Tefft, Niki (DTMB) <tefftn@michigan.gov>; 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Das, Rajiv (DTMB) <DasR@michigan.gov>; Pung, Linda (DTMB) <PUNGL2@michigan.gov>; Hogan, James (DTMB) <hoganj@michigan.gov>; Westfall, Laurie (DTMB) <WestfallL@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Blastic, Laura (DTMB) <blasticl@michigan.gov>; Furseth, Kristen (DTMB) <Fursethk@michigan.gov>; Brancheau, Laura (DTMB) <BrancheauL@michigan.gov>; Sebok, Yvonne (DTMB) <SebokY@michigan.gov>; Stankiewicz, Richard (DTMB) <StankiewiczR@michigan.gov>; Vera, Jason (DTMB) <VeraJ@michigan.gov>; Jehnsen, Jeremy W (DTMB) <JehnsenJ@michigan.gov>; Jodway, Kenneth (DTMB) <JodwayK@michigan.gov>; Newman, Jeremy (DTMB) <NewmanJ2@michigan.gov>; Vijayaveeraraghavan, Anupkumar (DTMB) <VijayaveeraraghavanA@michigan.gov>; Harmon, Paul (DTMB) <harmonp@michigan.gov>; Root, Everett (DTMB) <RootE@michigan.gov>; Pauley, Suzanne (DTMB) <PauleyS@michigan.gov>; Thompson, John (DTMB) <thompsonj@michigan.gov>; Nolan, Anne (DTMB) <nolana@michigan.gov>; Peterson, Rick (DTMB) <petersonr@michigan.gov>; Stiffler, Michelle (DTMB) <StifflerM@michigan.gov>; Patke, Sunit (DTMB) <patkes1@michigan.gov>; Estill, John (DTMB) <EstillJ@michigan.gov>; Seckelman, Joe (DTMB) <SeckelmanJ@michigan.gov>; Martin, Ellen (DTMB) <MartinE@michigan.gov>; Aprill, Brian (DTMB) <aprillb@michigan.gov>; Ross, Josh (DTMB) <rossj@michigan.gov>; Locke, Joel (DTMB) <lockej@michigan.gov>; Cross, Steven (DTMB) <crosss3@michigan.gov>; Clark, John (DTMB) <clarkjs@michigan.gov>; Olkowski, Tony (DTMB) <OlkowskiT@michigan.gov>; Noldy, Scott (DTMB) <NoldyS@michigan.gov>; Baer, John (DTMB) <BAERJ@michigan.gov>; Dickinson, Holly (DTMB) <DickinsonH1@michigan.gov>; Post, Corey (DTMB) <postc1@michigan.gov>; Cantin, David (DTMB) <CantinD@michigan.gov>; Brun, Jeremy (DTMB) <BrunJ@michigan.gov>; Hartsuff, Lisa (DTMB) <HartsuffL@michigan.gov>; Kosloski, Joni (DTMB) <kosloskij2@michigan.gov>; Jordan, Gerald (DTMB) <jordang@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; Morgan, Dan (DTMB) <morgand@michigan.gov>; Droste, Kerri (DTMB) <drostek@michigan.gov>; Paasch, Keith (DTMB) <paaschK@michigan.gov>; Scates, Larry (DTMB) <scatesl@michigan.gov>; Noonan, Michael (DTMB) <noonanm@michigan.gov>; Walts, Brian (DTMB) <WaltsB@michigan.gov>; Martin, Ric (DTMB) <MartinR3@michigan.gov>; Burns, Robert (DTMB) <BurnsR@michigan.gov>; Doxie, William (DTMB) <DoxieW@michigan.gov>; Clark, Jim (DTMB) <clarkj1@michigan.gov>; Bailey, Maureen (DTMB) <baileym1@michigan.gov>; Bos, Troy (DTMB) <bost@michigan.gov>; Phillippo, Jamie (DTMB) <PhillippoJ@michigan.gov>; Spitzley, Troy (DTMB) <SpitzleyT@michigan.gov>; Darby, Marchan (DTMB) <DarbyM@michigan.gov>; Hawes, Keith (DTMB) <HawesK@michigan.gov>; Wright, Seth (DTMB) <WrightS17@michigan.gov>; Rambo, Carolyn (DTMB) <RamboC1@michigan.gov>; Millimaki, Shelly (DTMB) <MillimakiS@michigan.gov>; Nelson, Christopher (DTMB) <NelsonC12@michigan.gov>; Murphy, Chris (DTMB)

<murphyc2@michigan.gov>; Clark, Stephanie (DTMB) <clarks18@michigan.gov>; Cischke, Roy (DTMB) <cischker@michigan.gov>; Hofmeister, David (DTMB) <HofmeisterD@michigan.gov>; Reynolds, Vince (DTMB) <reynoldsv@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Ragla, Beth (DTMB) <raglab1@michigan.gov>; Shaw, Gary (DTMB) <shawg@michigan.gov>; Wonn, Michael (DTMB) <wonnm@michigan.gov>; Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>; Goodine, Tom (DTMB) <goodinet@michigan.gov>; Armstrong, Mike (DTMB) <armstrongm@michigan.gov>; Doyle, James (DTMB) <DoyleJ1@michigan.gov>; Hampton, Kristen (DTMB) <HamptonK@michigan.gov>; Miller, Mark (DTMB) <millerm13@michigan.gov>; Cooley, Tom (DTMB) <cooleyt@michigan.gov>; Waltersdorf, Rex (DTMB) <WaltersdorfR@michigan.gov>; Monroe, Jerry (DTMB) <monroej1@michigan.gov>; Bergan, Kristin (DTMB) <bergank@michigan.gov>; Banks, William (DTMB) <banksw@michigan.gov>; Dyson, Mike (DTMB) <dysonm@michigan.gov>; Stiles, Dan (DTMB) <stilesd1@michigan.gov>; Chipman, Dan (DTMB) <chipmand@michigan.gov>; Hodgman, Steve (DTMB) <hodgmans@michigan.gov>; Martin, Todd (DTMB) <martint1@michigan.gov>; Weston, Jessica (DTMB) <WestonJ2@michigan.gov>; Fitton, Scott (DTMB) <FittonS2@michigan.gov>; Sample, Brice (DTMB) <sampleb@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Maynard, Sharon (DTMB) <maynards1@michigan.gov>; Calahan, Heather (DTMB) <CALAHANH@michigan.gov>; Cook, Rebecca (DTMB) <CookR6@michigan.gov>; Hayes, Genevieve (DTMB) <HayesG2@michigan.gov>; Riehle, Jenni (DTMB) <RiehleJ2@michigan.gov>; Falik, Tom A. (DTMB) <FalikT@michigan.gov>; Pemble, William (DTMB) <PembleW@michigan.gov>; Sambiagio, Melissa (DTMB) <SambiagioM@michigan.gov>; Cieciwa, Sue (DTMB) <cieciwas@michigan.gov>; Hunter, Lymon (DTMB) <hunterl@michigan.gov>; Dufour, Yvon (DTMB) <DufourY@michigan.gov>; Camp, William (DTMB) <CampW@michigan.gov>; Hatch, David (DTMB) <HatchD@michigan.gov>; Troub, Shelby (DTMB) <TroubS1@michigan.gov>; Epps, Stephanie (DTMB) <eppss@michigan.gov>; Herman, Christyn (DTMB) <HermanC3@michigan.gov>; Bliss, Mike (DTMB) <blissm@michigan.gov>; Guardiola, Jamie (DTMB) <GuardiolaJ1@michigan.gov>; 'jfoley@us.ibm.com' <jfoley@us.ibm.com>
Cc: Stanaway, Deb (DTMB) <StanawayD@michigan.gov>; Huhn, Jacqueline (DTMB) <huhnj@michigan.gov>; McQuaid, John (DTMB) <mcquaidj@michigan.gov>; Reasner, Richard (DTMB) <ReasnerR@michigan.gov>; Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Doerr, Stephen (DTMB) <DoerrS1@michigan.gov>; Isaacs, Jan (DTMB) <isaacsj@michigan.gov>
Subject: RE: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint
Importance: High

Please note the attached document has been updated. Please discard the previous version. A paper copy will be provided to you at the meeting.

<< File: All DTMB Custodians of Correspondence Related to Flint - UPDATED.pdf >>

-----Original Appointment-----
From: Longanbach, Janelle (DTMB) **On Behalf Of** DTMB-Directors-Office
Sent: Wednesday, February 17, 2016 1:21 PM
Subject: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint
When: Thursday, February 18, 2016 2:00 PM-3:00 PM (UTC-05:00) Eastern Time (US & Canada).
Where: Ottawa Builidng - Upper Level – Conference Room 4 OR Call-in: 866-390-1828 access code: 1842654

Please note this meeting can be attended in person or via conference call-in. Location and Dial in information are provided below.

<< File: All DTMB Custodians of Correspondence Related to Flint.pdf >>
***This attachment was updated 2/18/16**

*See agenda below

Requested By:
DTMB Executive Staff

Location:
Ottawa Building
Upper Level – Conference Room 4
611 W. Ottawa Street
Lansing, MI 48933

Call-in: 866-390-1828
Access code: 1842654

Security:
Please have your State Employee ID showing at all times.

Parking:
Metered parking is available along Ottawa and Pine street.

Briefing:
In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to produce, by a certain date, any documents containing certain search terms. In this meeting we will review instructions for the process of identifying, compiling, scanning, and copying the necessary information.

Agenda
1) Kickoff – Brom Stibitz, Chief Deputy Director
2) Why you are here – Jean Ingersoll, Interim Chief of Staff
3) What you need to do (February 22, 2016 deadline) – Jean
4) What will be done for you – Jean
5) What's next – Jean
6) Public Information Reminder – Caleb Buhs, Public Information Officer
7) Questions and Answers - Group

SOM Meeting Contact:
Janelle Longanbach
LonganbachJ@michigan.gov
Office: 517-373-4210

Participants:
David Behen
Chanda Donnan
Caleb Buhs
Rodney Davenport
Ashley Gelisse
Michael Gilliland
Natalie Spaniolo

Lacy Wilke
Marsha Stansfield
Denice Ballard
Trisha Hampton
Greg DeCamp
Jennifer Gibson
Dane Hengesbach
Jean Ingersoll
Phillip Jeffery
Brandon Philip
Christian Kopacsi
Jeanette Doll
Ryan McKee
Jeff Pratt
Kathy Knapp
Craig Bidelman
Terry Bussema
Rick Rokely
Niki Tefft
Nicolle Schlegel
Alexandrea Parker
Elizabeth Keilen
Vicki McPherson
Chris Christensen
Michelle Lawson
Tom Nevai
Carter Evans
James Fick
Robert McKee
Blane Perry
Eric Riddering
Anthony Rodgers
Larry Trial
Kyleigh Thompson
Tom Glomski
Seth Seger
Tim Lee
Tyler Sikkema
Kelly Manning
James McFarlane
Tiziana Galeazzi
Rajiv Das
Linda Pung
James Hogan
Laurie Westfall
Jason Palmer
Brom Stibitz
Pam Trakul
Eric Swanson
Laura Blastic
Kristen Furseth
Laura Brancheau

Yvonne Sebok
Richard Stankiewicz
Jason Vera
Jeremy Jehnsen
Ken Jodway
Jeremy Newman
Anup Vijay
Paul Harmon
Everett Root
Suzanne Pauley
John Thompson
Anne Nolan
Rick Peterson
Michelle Stiffler
Sunit Patke
James Foley
John Estill
Joe Seckelman
Ellen Martin
Brian Aprill
Josh Ross
Joel Locke
Steven Cross
John Clark
Tony Olkowski
Scott Noldy
John Baer
Holly Dickinson
Corey Post
David Cantin
Jeremy Brun
Lisa Hartsuff
Joni Kosloski
Gerald Jordon
Matthew Sweeney
Michael Turnquist
Dan Morgan
Kerri Droste
Keith Paasch
Larry Scates
Mike Noonan
Brian Walts
Ric Martin
Robert Burns
William Doxie
Jim Clark
Maureen Bailey
Troy Bos
Jamie Phillippo
Troy Spitzley
Marchan Darby
Keith Hawes

Seth Wright
Carrie Rambo
Shelly Millimaki
Chris Nelson
Chris Murphy
Stephanie Clark
Roy Cischke
David Hofmeister
Vince Reynolds
Joyce Van Coevering
Beth Ragla
Gary Shaw
Mike Wonn
Kristi Thompson
Thomas Goodine
Mike Armstrong
Jim Doyle
Kristen Hampton
Mark Miller
Tom Cooley
Rex Waltersdorf
Jerry Monroe
Kristin Bergan
William Banks
Mike Dyson
Dan Stiles
Dan Chipman
Steve Hodgman
Todd Martin
Jessie Weston
Scott Fitton
Brice Sample
Kerrie Vanden Bosch
Jeff Wellman
Jeff Brownlee
Sharon Maynard
Heather Calahan
Rebecca Cook
Genevieve Hayes
Jennifer Riehle
Tom Falik
Bill Pemble
Melissa Sambiagio
Sue Cieciwa
Lymon Hunter
Yvon Dufour
Will Camp
David Hatch
Shelby Troub
Stephanie Epps
<< File: All DTMB Custodians of Correspondence Related to Flint - UPDATED.pdf >>

Subject: DHHS Flint State Office Bldg. 7th Floor Move - (151116-02)
Location: Con Call: 877-820-7831, Passcode: 730959

Start: Tue 3/1/2016 1:30 PM
End: Tue 3/1/2016 2:00 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Worden, Jesse (DTMB)
Required Attendees: Palmatier, Paula (DTMB); Pung, Dale (DTMB); Bannhard, Gary (DTMB); Cumings, Julie (DTMB); Curtis, Patty (DHHS); Yager, Caleb (DHHS); Fountain, Tracey (DHHS); Brewer, Marlene M. (DHHS); Postma, Marjorie (DHHS); Donelson, Patricia (DHHS); Flader, Jean (DHHS); Phillippo, Jamie (DTMB); Tagg, Wayne (DTMB); Jordan, Gerald (DTMB); Meister, Dennis (DTMB); Beeler, Judi (DTMB)

DHHS Flint State Office Bldg 7th Floor Move - (151116-02)

Update from Jamie Phillippo (1/25):

I talked to Patty Curtis and confirmed that the new target date for the move will be March 18th and 19th. DHHS will be paying for field services on the weekend, that will not come out of the project budget. DHHS would like all staff to be up and running on Monday morning. Disconnects can start on Friday, March 18th at 1 pm. Marlene Brewer will follow up with the order of disconnects.

The question of card readers was raised. Patty understands what the staff onsite want and she discussed this with Jan Miller and the Architect at one of the last construction meetings to make sure everyone was on the same page. A question was also asked about the status of the intercom PO. It is in process but due to the water crisis and rush POs that need to happen, DHHS financial services is a bit backed up. Patty was going to check on it last Friday and I have cc'd her on this email so she can provide an update if she has one.

1/21/16 Meeting Notes:

Western Telecom to be data drop install 2/1
Move date may change to the March 19th weekend due to Solar panel drilling.
Client wants disconnects/reconnects completed during the weekend.

12/16/15 Meeting Notes:

Anticipated move date is now March 4th
Discuss door access card readers at next meeting.

12/1/15 Meeting Notes:

Currently planning to move on Feb 13th (pending construction schedule).
Wayne Tagg has been managing Telecom side of this project. Data drops, Wireless, UTNET (Kiosks), fax lines, Cisco phones have been planned for.
EBT Card Reader to be moved by staff.
Kiosks stored offsite will be brought in by staff.
Field Services to disconnect/reconnect ~35-40 workstations

Device spreadsheet and floor plan attached.

Please delegate/forward as necessary.

Thank you,

Jesse Worden
DTMB Infrastructure Specialist supporting DHHS
Infrastructure & Operations Program Management Office
Chandler Plaza, Garden level
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STATE OF MICHIGAN

DEPARTMENT OF INFORMATION TECHNOLOGY

LANSING

JENNIFER M. GRANHOLM
GOVERNOR

MICHIGAN DEPARTMENT OF INFORMATION TECHNOLOGY

TERESA M. TAKAI
DIRECTOR

DATE: March 30, 2007

TO: Michael Binkley, Director Office of Office of Automation

FROM: Vern Klassen, Infrastructure Services Delivery Manager

SUBJECT: Monthly Status Report for Service Delivery Team

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Attorney General (AG) *Scott Flagg*

Project Status:

- **Migrate AG Transportation Division (61018-02)** –Attorney General has staff located within MDOT using MDOT processes. Attorney General would like to pursue moving this division to the managed desktop. The AG/MDOT staff is utilizing an MDOT image on their desktops. Testing is underway on an AG Imaged desktop to test all application functionality at the AG Transportation division.
    - **Constraints**: Finding information about the MDOT PC's has been a time consuming process. Several Personnel who set-up the custom applications for AG/MDOT staff have retired or moved to other areas within the State.
    - **Re-image Non-Converted Divisions (41015-01)** relates to this project as well.

- **Server Redesign & Rollout (40106-01) –** The Attorney General Labor division, having just been migrated to the managed desktop is being inserted back into the group drive and user drive migration schedules. DIT submitted another migration schedule for the PowerVaults and remaining miscellaneous data files on the old server hardware for AG review/approval.
    - **Constraints:** Data can only be migrated after working hours (5:00PM). The Attorney Generals Office has large amounts of data that need to be migrated at an estimated 2hrs per 1 gig of data. Several of the migrations last all weekend. There is currently one staff person from Technical Services performing this function, which has reduced the support level during working hours.

- **AG LegalFiles Infrastructure (50818-02)** – Mitch Montgomery is the new Project Manager for this project. Application training is in progress and will continue through July 2007. The production migrations have begun and will continue for each agency division through July 2007.
    - **Constraints**: Time and resources are major constraints on this project. There are discussions on the support of Citrix for this project.

- **Williams Building Server Relocation (70105-03) -** Relocation of the servers currently housed on the 3rd Floor of the Williams Building into the Hosting Centers. This project will be a part of a larger Enterprise Data Center Migration Project. The agency has requested the move be rescheduled for after the Legal Files Project is complete. The IO Lawrence Baisch has agreed to push out the move.
    - **Constraints:** Timelines and resources are conflicting with the AG Legal Files project. Prior to the move there is one scan server, 18 printers and scanners that need a new IP address before the servers and subnet can be moved to the hosting centers.

Monthly Accomplishments:

- Participated in the Equipment Deployment Conference call.
- Participated in the CSD meeting for AG and DOC.
- Participated in the EST meeting.

Department of Information Technology (DIT) *Mike Ashton*

Equipment Deployment Status:

- As of 2/27/07 DIT is in Green Status. Currently, there are 67 systems pending installation. 21 systems are pending delivery from Dell.
    - 12 systems are 46 days old for the Lake Ontario hosting Center - on hold due to construction.
    - 11 systems are 46 days old for the Lake Superior hosting Center.
    - 5 systems are 15 days old for DCO Overhead (Westshire).
    - 1 system is 12 days old for DIT DCO (Grand Tower).

- 15 systems are 5 days old for DIT Telecom.

- **Deployments over 30 days**
  - 12 systems are 46 days old for the Lake Ontario hosting Center on hold due to construction.
  - 11 systems are 46 days old for the Lake Superior hosting Center.

Project Status
(Only projects that the Infrastructure Specialist is involved in or have known issues will be reported in the Status Report.)

- **DIT MPSCS XP Migration (50613-01) -** The goal of the project is to migrate the Michigan Public Safety Communication System (MPSCS) staff to a managed Windows XP environment. MPSCS staff has begun experiencing difficulties after MSP migrated to a managed XP environment. MPSCS migration has been completed. Currently the project team is working on resolving outstanding issues for MPSCS. Weekly meetings continue.

Agriculture (MDA) *Jon Rogozinski*

Project Status:

- **MDA-Server Replacement Project (60630-02)** – The project charter has been completed, presented and reviewed at the Infrastructure Services Resource Planning meeting held July 10, 2006. Project resources have been identified. The initial project workgroup meeting was held July 27. Follow-up project workgroup meetings were held on August 10 and August 22. Project solution with associated costs has been identified and provided. The project is currently in progress with DIT-Technical Services Team 10 serving as project lead.

- **MDA-Lab Lynx Servers Project (60628-01)** – The project charter has been completed, presented and reviewed at the Infrastructure Services Resource Planning meeting held July 10, 2006. Project resources have been identified. The initial project workgroup meeting was held July 27. Project solution with associated costs has been identified and provided. The project is currently in progress and expected to be successfully completed by May 2007.

- **MDA Atlanta Regional Office Server Support Transition Project (60223-03)** – The project charter has been completed, presented and reviewed at the Infrastructure Services Resource Planning meeting held February 27 2006. Project resources have been identified. The initial project workgroup meeting was held March 15. A follow-up workgroup meeting was held March 30. Project will address both short and long-term solutions and consist of two-phases. Phase one consists of current server back-up and creation of Q/A server for testing purposes. Phase two will require replacement server solution with associated M/1 hosting costs. Phase one of project currently in progress with Agency Services serving as the lead for application discovery and testing.

- **MDA Windows-XP MWMS Migration Project (40826-01)** – The project charter has been completed, presented and reviewed at the Infrastructure Services Resource Planning meeting held May 23, 2005. Attended Model Office XP presentation held on May 25, 2005. The project is currently in progress with approximately 80% of the agency successfully migrated; Animal Industry (AID), E.C Heffron Metrology Lab (Williamston), Fairs and Racing (FER), Human Resources (HR), Agriculture Development (AGD), Finance (FASD), Executive (EXE) and Pesticide and Plant Management (PPPM). Office of Racing Commission (ORC) is currently in progress, Food and Dairy Division (FDD) is currently in the planning/testing phase. Geagley Lab (East Lansing) and Environmental Stewardship (ESD) have been identified as the final divisions to be migrated.

Monthly Accomplishments:

- Continued success in addressing and resolving agency issues/concerns thus avoiding need for escalation.
- Continued success with MDA equipment deployments, all new equipment orders notified through the Procurement process are set-up and scheduled for deployment.

Child Support Enforcement System (CSES) *Gailene Briggs*

Project Status:

- **MiCSES DocGen Phase III** – The release of 4.4 is planned for the weekend of April 13th.
- **MiCSES XP Migration** – Migrating the counties is still being worked on. Twenty-two sites have been completed and 10 more sites are in the testing and implementing stage. 1385 PC's have already been migrated. The total FOC and PA offices are 22 counties each (not including any office migrated because of the virus outbreaks.) The Counties "In-Progress" to be migrated includes; Lapeer 21 PC's, Sanilac 11 PC's, Shiawassee 17 PC's, Eaton 20 PC's. The number of PC's to be migrated for the above In progress counties is 69 PC's.
- **Release 4.4** – The Release 4.4 will go live the weekend of 4/13. Planning for 4.7, 4.8, and 5.0 is in progress. MI New Hires (PSI as the new vendor) go live 4/16.
- **Business Objects** - Business Objects implemented wave 0 and wave 1. The project is in red because the project will not be able to migrate any more users until new server is in production (DITCHG000009322.)

Weekly Accomplishments:

- Attending CSES meetings for the XP Migration and the LGNet project
- Meetings on taking DM9040 users over to M1 environment
- Kick off meetings held and more counties being placed in the testing phase of the project.
- Arranging new equipment to the virus infected sites and getting them to XP.

Civil Service (CS) *Regina Hall*

Project Status:

- **Infrastructure Upgrades (50128-02) -** A proposal is requested which includes costs to either replace and/or switch to NAS of the aging Civil Service servers. The proposal should include the feasibility of server consolidation (including NAS), costs, timelines to consolidate or convert to proposed environment, and on-going maintenance, refresh and support of the servers and storage. DIT Agency Services have been loading applications. Firewall issues have been a problem but they have been resolved to all party's favor. They are working on 3 SQL servers which are the Dev, UAT and Prod environment. Currently they have 11 of 39 databases moved to the new servers.
- **Access Applications Testing on WinXP/MDCS Layer (50822-02) -** Testing MDCS Access applications on the MDCS image that will eventually be applied to the Windows XP operating system. Testing of 38 of 102 applications has been completed.
- **Automation of CS-129 Position Action Request (APAR) (51212-01) –** This project it to create a web application that will allow State of Michigan agencies to submit the Civil Service CS-129 form via the web with defaulting of identified HRMN information, populating the TrackHRS database and notifying Civil Service HRS staff of the submission. HRS staff testing continues. Input table from being updated every two weeks by MIDB data to daily using HRMN data is changing. Client pilot testing is in the process of being scheduled.
- **Infrastructure Upgrades (60523-01) -** This project is to replace and decommission existing Civil Service servers from their current locations. Physical location changes would include decommissioning and installing new CS01 server at Lake Superior Hosting Center, decommissioning and installing new CS02 server to the Treasury Hosting Center and purchasing a new non-existing CS development and test web server to be installed in at the Lake Ontario Hosting Center. Servers have been received by Configuration Management on 1/25/07. They are in the process of readiness for DIT Agency Services staff.

Community Health (DCH) *Delaine Wright*

Project Status:

- **DCH – BOL StarLims/MyLims Faxing (60824-01)** - Configuration management is being worked with to order and install T1 connection to this server.
- **DCH CHAMPS– Test (60824-03)**– This is installed and the vendor is loading the application.
- **DCH CHAMPS – Staging (60824-04) -** Tech Services is setting up the equipment.
- **DCH CHAMPS – Production (60824-02) -** The equipment has not yet arrived.
- **DCH – Kalamazoo Infrastructure Updates (60724-01)** – At the most recent EST meeting the exception form was presented; we will be completing this on behalf of DCH.
- **DCH** – **Capitol Commons move to Managed LAN (60206-01)** – The migration to Managed LAN was completed on 2/19/07.
- **DCH** – **RSS Network set up –**The client is nearly ready to move forward on this, they have had several setbacks.
- **DCH Server Consolidations** – The project to migrate MSA Server folks will be completed the weekend of 3/2.
- **DCH – WIC migration from 56K data circuits** - This project is in progress. Two sites have been migrated successfully.
- **Managed LAN building Billings –** This is a continuing issue that DIT Accounting is being worked with to resolve.
- **DCH – Additional Server consolidation (60405-01 and 60405-02)** –The project is on hold to determine who is purchasing the servers, either OA or the client.
- **DCH – Lead Safe Housing Registry (60803-04)** – (**9/7/06)** – The Work Group meeting was held, and participants have been assigned tasks and project is moving along.
- **DCH – Electronic Death Registry System (60803-05)** – (**9/7/06)** – The equipment for this system will not be purchased until FY 07. The initial Work Group meeting was cancelled and will be rescheduled later in September.
- **DCH – CareWare** – **(11/03/05)** – This is still on hold per a client email.
- **DCH – MAPS (Michigan Automated Prescription System) (60713-03)** – Agency Services is loading and testing the application.
- **DCH - Cancer Registry (60713-01)** - **(8/10/06)** – The first Work Group meeting was held on 8/2, and it appears only tasks are for Agency services to work with OES.
- **DCH - Electronic Birth Certificate (60713-02)** - **(8/10/06)** – The first workgroup meeting was held on 8/2. This project is in testing phase.

- **DCH – Mental Health Provider Lookup (60717-01) - (9/7/06)** – Ken Seyka indicated that Agency Services is working on this project.

- **DCH – MDSS Updates (60803-03)** – **(9/21/06)** – At the Service Delivery meeting it was announced the hardware for this has arrived and will be set up by configuration management. Jason Todd will provide the Change Request numbers to Delaine.

- **DCH** – **PHINMS Server** – **(9/21/06)** – Agency Services indicates that they are currently testing.

- **DCH – OPHP move to Managed LAN (60309-03) –** The client is currently determining if they have funding to move forward with this project.

- **DCH – Bureau of Laboratories StarLims project (51110-04)** – Technical Services is in the process of setting up and configuring the clustering of these servers.

- **DCH – Bureau of Laboratories Newborn Screening Server Upgrades (60126-02)** – This has been combined with Star Lims (see above.)

Monthly Accomplishments:

- Migration from and disconnection of DCH Shiva Device
- MSA fully managed environment
- Hawthorn Center – Fully managed environment
- Physical Move of more than 600 DCH clients last year
- Migration of two large server rooms (Chandler and NMLK) to Lake Superior and Lake Ontario
- Consolidation and standardization of DCH's Public Health Clients to standard server configuration and tree
- Partnered with Telecom to migrate Building 44 to Managed redundant LAN
- Successfully migrated 80 DCH clients from Exchange to GroupWise
- Assisted client with successful implementation of BioWatch Application
- Saved DCH nearly $1000 per month by working with various parties to troubleshoot gateway-to-gateway VPN connection.
- Committed to and actively working with DCH Clients and DIT to migrate all DCH workstations to managed images
- Active participant in DCH's Emergency Operations Center (CHECC)
- Developed process/procedure for DCH deployments where software needs are provided in timely fashion

Department of Labor and Economic Growth (DLEG) *Howard Vanderstow*

New Projects:

- **MSHDA Citrix and OS Upgrade (70116-02) -** The purpose of this project is to upgrade the current MSHDA Elite Citrix environment currently utilizing Metaframe XP running on Windows 2000 Service Pack 4 to the most recent software release of Citrix Presentation Server 4.0 and Microsoft Windows 2003 Service Pack 1. The Citrix farm will also be split between the Lake Superior and Traverse Bay hosting centers in order to provide disaster recovery capabilities through fault tolerance. This project is 10% complete.

- **MSHDA MITAS Re-Bid (70116-03) -** MSHDA currently has a shrink wrap/propietary application called MITAS. The current contract is soon to expire, however, there are 2 one year optional extensions on the contract. So MSHDA is developing an ITB to go out to bid. This ITB will include optional hosting.
    - **Constraints:** SME advice has not been forthcoming, regarding wording and content of infrastructure related contract requirements, resulting in extensive research by Agency Services staff. This project is 5% complete.

Project Status:

- **Tax Tribunal, Judges' E-Bench (51129-01) –** The DLEG/Tax Tribunal is establishing a hosting environment for a web portal based decision support and executive management system. This project is 25% complete, pending acquisition of appropriate licenses.

- **MSHDA Lender On Line (51209-03) -** DLEG/MSHDA is migrating their VAX based application to Windows to run their business critical application, named Lender Online. This project is 65% complete, awaiting application load.

- **Domain Controller Repurpose (61206-01) -** DLEG has requested a repurpose of HCO084DAP1PW001 as an Active Directory Domain Controller for CIS. This project is 50% complete with equipment having been received, awaiting installation.

- **Workstation Development Environment (61212-01) -** The purpose of this project is to provide a reliable, configurable, scalable and flexible development workstation and training room environment. This project is 25% complete.

- **OFIS Appeon Hosting (60224-01) -** The purpose of this project is to prepare and host appropriate test, development and production server environments for the Appeon for PowerBuilder (Appeon) application extension. Status of this project is undetermined.

- **Michigan-1 Migrations -** To date, the following DLEG bureaus and divisions have been successfully migrated to the Michigan-1 environment: Core SOAHR, Appellate Commission, Human Resources, MIOSHA Lab, Media, OFIS Bank and Trust, Tax Tribunal, Wage & Hour Division, Workers' Compensation Administration, WCA Funds, Liquor Control Commission, MES-Board of Review, Bureau of Construction Codes, Information Officer, and the incoming DLEG Director. Subsequent migrations of the remaining 17 divisions are progressing in accordance with the MI/1 migration plan.

Monthly Accomplishments:

- Attended Client Service Delivery team meetings.
- Participated in the Equipment Deployment Conference calls.
- Continued deployment efforts for new systems received.

Department of Corrections (DOC) *Scott Flagg*

New Projects:

- **DOC FOA Region II Office Closure –** DOC is closing the FOA Region II office located at 225 E. Fifth Street, Flint 40502 with staff going to 3 different DOC FOA offices.

Projects:

- **Server Merges (50415-01, 50713-01)** – There several large facilities that have requested server merges. These merges are a result of organizational shifts within DOC and cost saving measures. The direction of these consolidations are under review for whether or not new server hardware should be purchased and housed within the DIT Hosting Centers in Lansing. This follows the consolidation plans of DIT to bring in the out state servers to Lansing Hosting Centers. New servers are being installed following the IMAC process.
    - **Constraints**: DOC had previously had a decentralized network administration model prior to DIT and as such, unique server set-ups exist within these locations. Technical Services has one person allocated to DOC to work projects and perform the daily functions of server administration within DOC. Model Office also has only one person designated to work projects and daily functions related to DOC.

- **Windows XP Migration (40422-01)** – Jeanne Irwin the CSD for Corrections is currently in the process of working with DIT Management, EDS and Dell to explore leasing opportunities for DOC to take advantage of.

Older desktops are slowly being replaced with newer models from Depot that will support Windows XP. Corrections currently have approximately 46.73% of the desktops running XP.

- **Constraints:** DOC does not currently have the funding to replace out dated equipment incapable of running Windows XP.

- **GuardWare on the Web (41029-01) –** Dept. of Corrections, Electronic Monitoring Center (EMC) would like to make their GuardWare application available to users both inside and outside of the State network, such as juvenile courts, sheriff's offices, and tribal councils. DIT has provided a 'DMZ Web Server' solution and associated hardware quotes to EMC and Corrections has provided billing information. OES has approved the solution and Data Center Services received the server on July 5th. The server is awaiting the installation of the application by the vendor that supports GuardWare.

- **GVP SmartData Conversion (60118-01)** - Dept. of Corrections wishes to convert GVP (Grand View Plaza, 206 E. Michigan Ave., Lansing, MI) to SmartData managed service and upgrade the building telecom infrastructure. Planning and information is being gathered to continue on moving to the new VLANs. The 2nd floor is complete.
  - **Constraints:** Information needs to be gathered, manually. Information such as port numbers in offices, conference rooms and attached to printers. This has become time consuming to collect the data and prep the site for converting to the new VLANs.

- **Corrections - Video Conferencing /Bandwidth Study (60119-02)** - Dept. of Corrections is expanding their video conferencing to Corrections Facilities across the state. The plan is that every facility will have video conferencing by the end of 06. A gateway/bridge has been purchased for GVP (Grand View Plaza, 206 E. Michigan Ave., Lansing, MI) to help transfer the video traffic from ISDN to IP traffic. DOC also has plans to install approximately16 IP Video Conferencing rooms in GVP in the near future. Dept. of Corrections is requesting a bandwidth study of all the facilities. Telecom has provided the bandwidth study for each facility. Video Conferencing installations continue. Upgrade to the network has occurred in necessary locations. The gateway/bridge is running production at GVP. Corrections continues to install Video Conferencing across the state.

- **Video Conferencing at Cotton/Parnall Facilities (60119-03) -** Dept. of Corrections is required by law to provide interpreters for deaf/hard of hearing prisoners. A vendor, CAC (Communication Access Center for the Deaf and Hard of Hearing), can provide this over video conferencing. The work group meeting was held on 2/15. OES has provided their requirements and Telecom is working on the network solution based on the requirements of OES. Telecom and OES has provided a solution. The solution was presented to Corrections in a meeting July 25th. Corrections staff have yet to get back with DIT on this request.

- **DOC Server Consolidation (60201-01)** - Dept. of Corrections currently has approximately 180 servers in various field offices around the state to provide File/Print and GroupWise Post Office service to these locations. The majority of these servers are aging and reaching end-of-life. A migration plan and schedule is underway for the data migration to the new servers.

- **DOC GroupWise Consolidation** – Dept. of Corrections and DIT are working through a schedule of Correctional facilities and Parole/Probation offices. In December 2006 all the purchased servers were filled up. Three more servers were recently installed. The Messaging Team will be working on the remaining sites to be migrated.

- **KCF & HTF SmartData Conversion (60321-01) -** Dept. of Corrections wishes to convert Kinross Correctional Facility – KCF (16770 S. Watertower Drive, Kincheloe, MI 49788) and Hiawatha Correctional Facility – HTF (4533 W. Industrial Park Drive, Kincheloe, MI 49786-0001) to SmartData managed service and upgrade to 100MB. Telecom is finishing up the configurations at the site.
  - **Constraints:** The same Telecom staff working on the Corrections GVP Smart Building project is doing the planning for this request.

- **COMPAS MPRI Project (60330-04)** – The application is scheduled to be migrated from the vendor to the servers in the hosting center on Friday March 30, 2007.

  - **Constraints:** The vendor doesn't have their SecurID/VPN access yet.

- **Closing of Camp Brighton (60804-02) -** Camp Brighton, located at 7200 Chambers Road in Pinckney Michigan will be closed. ALL IT infrastructure should be dismantled and removed from the facility. Staff will be relocating to other Correctional Facilities in March 2007.
  - **Constraints:** Corrections have laid out some aggressive timelines for the completion of the project.

- **Opening of Camp White Lake (70126-01) -** DOC is opening a new women's camp facility called, Camp White Lake (CWL). It is to be located at the old "Camp Gilman" facility. Staff moved in Sunday March 25.
  - **Constraints:** DOC has provided a short time frame and not all the information for the new site have not been identified.
- **Opening of Camp Valley –** DOC is opening a new camp facility called Camp Valley (CVH) at the Huron Valley Complex. It is located in the old TRV location at Huron Valley. Staff moved in Sunday March 25.

- **Former Corrections Parole Office (PDO) Re-location** – DOC is moving the staff from PDO to 5300 Lawton Place. Desktops were shipped to the site. The lease has been signed and Telecom has the cases for the network setup.

- **DOC HVAC WHV Facility Project (61011-01) –** DOC is installing a new HVAC control system at the Huron Valley Woman's Facility. The system is monitored by the application running on a new server that will be set up at the facility. There was a work group meeting on 3-27-07 and the vendor is to provide some server spec information.

Monthly Accomplishments:

- Participated in the Equipment Deployment Conference call.
- Routed Remedy Cases to the appropriate groups.
- Participated in the CSD meeting for AG and DOC.
- Participated in the EST meeting.

Department of Education (DOE) *Howard Vanderstow*

New Projects:

- **Normes (70103-02) -** The Dept. of Education (MDE) Office of Educational Assessment and Accountability (OEAA) wishes to use the software systems created by the University of Arkansas, National Office for Research, Measurement and Evaluation Systems (NORMES). The project team is currently working with the vendor to finalize a working proposal to present to MDE. This project is 10% complete.

- **EEM-SDS Systems (70123-02) -** To meet federal data collection and reporting requirements including those of the No Child Left Behind (NCLB) Act of 2001, and those identified in the Cherry Commission Report, the State of Michigan has contracted the services of Compuware Corporation for the purpose of gathering detailed requirements for, and the development of, two new state-of-the art systems to replace the current Single Record Student Database (SRSD)/Unique Identification Code (UIC) system and the School Code Master (SCM) system. For purposes of definition and clarity, the new systems will be referred to as the Student Data System (SDS) and the Educational Entity Master (EEM). The SDS is the replacement for the SRSD and the EEM is the replacement for the SCM. This project is 10% complete.

Project Status:

- **File and Print Server Hosting (40418-02) -** The agency wishes to provide server stability for file and print hosting at the Michigan School for the Deaf and Blind in order to maximize communication options to staff and students, thus improving the safety of the environment. Status of this project is undetermined at this time.

- **Visual Public Announcement System (60412-01) -** MDE is attempting to improve the safety of the environment by providing the capabilities of an audio based public address system in a visual format to meet the needs of the Deaf, Hard of Hearing, and Hearing communities at the Michigan School for the Deaf and Blind. This project is approximately 30% complete and has been placed on hold by the school administration pending re-evaluation.

Monthly Accomplishments:

- Participated in the Equipment Deployment Conference calls
- Participated in Service Delivery meetings
- Continuing deployment of new equipment received

Environmental Quality (DEQ) *Jon Rogozinski*

Project Status:

- **DEQ-Kentwood to Grand Rapids State Office Building Move Project (60822-04)** – The project charter has been completed presented and reviewed at the Infrastructure Services Resource Planning meeting held August 28, 2006. Workgroup meetings have been held on September 11, 2006, October 2, 2006, November 9, 2006, January 16, 2007, and March 16, 2007. A follow-up workgroup meeting is scheduled for April 9, 2007. The move is scheduled to occur the weekend of April 13-April 15, 2007.

- **DEQ-DPM Testing Project (60518-03)** – The project charter has been completed, presented and reviewed at the Infrastructure Services Resource Planning meeting held May 22, 2006. Project resources have been identified. The initial workgroup meeting was held on June 8, 2006. Workgroup meetings have been held on June 28, August 7, September 11, October 2, 2006, November 16, January 11, 2007, and February 2, 2007. The project is currently in the final testing stage and expected to begin production in select locations by May 2007.

- **DEQ-XML Gateway Project (51207-01)** – The project charter has been completed and was presented and reviewed at the DIT-Infrastructure Services Resource Planning meeting held December 12, 2005. Project resources have been identified. The initial workgroup meeting was held on January 4, 2006. Follow-up workgroup meetings were held January 13 and February 14. Mark Breithart (DIT-Agency Services) has been identified as the project manager. The project is currently in progress seeking a DIT-Enterprise-Wide solution.

- **DEQ-Michigan Water Quality Information System Project (50810-01) –** The project charter has been completed and was presented and reviewed at the DIT-Infrastructure Services Resource Planning meeting held August 15, 2005. Scott Reynolds (DIT-CGI) has been identified as the project manager, therefore project will require little to no involvement from Jon Rogozinski (Infrastructure Specialist). The project is currently in progress.

- **DEQ-Bay City Office Move Project (50805-02) –** The project charter has been completed, presented and reviewed at the Infrastructure Services Resource Planning meeting held August 8, 2005. Project resources have been identified. Workgroup meetings were held on August 31 and September 19, 2005. Follow-up workgroup meeting scheduled for November 30 was cancelled due to lack of building site progress and will be rescheduled once more information is available. Due to lack of site progress, the original proposed move-in date for October 2006 will be delayed until late 2007. Project on-hold, pending Agency direction.

- **DEQ-M/1 ADOPT Migration Project (40825-01) –** The Project charter has been completed. Attended DIT-Delivery Services XP presentation held on May 25, 2005. The agency-wide M/1 ADOPT migration goal has a begin date of late-2007.

Monthly Accomplishments:

- Continued success in addressing and resolving agency issues/concerns thus avoiding need for escalation.

- Continued success with DEQ equipment deployments, all new equipment orders notified through the Procurement process are set-up and scheduled for deployment.

Histories, Arts, & Libraries (HAL) *Jon Rogozinski*

Project Status:

- **HAL IRMA-Decentralized Capture Project (70118-02)** – The project charter has been completed, presented and reviewed at the Infrastructure Services Resource Planning meeting held January 22, 2007. Project resources have been identified. The initial project workgroup meeting was held February 7, 2007. A Follow-up project workgroup meeting is scheduled for April 6, 2007.

- **HAL Server Room Migration Project (60622-03)** – The project charter has been completed, presented and reviewed at the Infrastructure Services Resource Planning meeting held June 26, 2006. Project resources have been identified. Weekly project workgroup meeting are scheduled. The project is in progress and expected to be successfully completed by mid-summer 2007.

Monthly Accomplishments:

- HAL MelCat DCB2 Expansion Project **(61215-01)** was successfully completed.
- Continued success in addressing and resolving agency issues/concerns thus avoiding need for escalation.
- Continued success with HAL equipment deployments, all new equipment orders notified through the Procurement process are created and scheduled for deployment.

Department of Management and Budget (DMB) *Regina Hall*

Project Status:

- **MSXML Rollout (50201-01) -** In order to move to the Lawson portal, each user's desktop (Enterprise wide) must have MSXML 4.0 SP2 installed to ensure connectivity to the portal. Implementation of the Lawson portal will decommission the use of L1. The project has been placed on hold by DIT Agency Services, dependent on Lawson 9.0 upgrade.

- **New Warehouse Management System (50420-03) -** This project is to implement a new warehouse management system. Testing is currently being performed on new system.

- **Energy Management Systems and Utility Monitoring Systems (60224-03) -** Research and establish an IT communication loop within the DIT network infrastructure (i.e. Intranet/Ethernet) for the purpose of Dedicated Digital Control of heating, ventilating and air conditioning control systems and eventually, fire protection/suppression, lighting, elevators and security systems. Move away from proprietary software into a methodology that allows communication or interoperability between different manufactured systems. The system must be accessible 24/7 from within the SOM intranet. The Office of Enterprise Security is recommending the systems be reviewed for consideration of "critical functions" for Zone 3 security placement. Servers are in the process of being hardening.

- **WDRA (New name for ORS) Server Replacement (60309-02)** – This project is to replace aging hardware to ensure stability and support of the Retirement Payroll systems. The current 42 servers are at the Lake Superior and Traverse Bay Hosting Centers. Each hosting center has 21 servers. This will include new server layout that consists of 21 servers at the Lake Superior Hosting Center. These servers are the production environment. The Traverse Bay Hosting Center will eventually house 46 servers. These servers will become the ORS Technical Mirror/DR environment, and also the user acceptance testing (UAT) environment. Will rededicate a select few servers to comprise a Sandbox environment for development and tool testing needs. This configuration will allow the ORS Vision application to grow and allow ORS to bring in-house some of the functionality that currently is being done by the application vendor. This project will be deployed in 3 phases. Phase 1 – Technical Mirror and UAT, Phase II –

Production, Phase III – Sandbox development, and decommission of servers. Loading Websphere, Siebel and Clarety applications has been completed. Loading FileNet and SQL on the production stack continues. Work with DCO to complete change to servers continues.

- **Server Replacement – Lawson 9.0 Business Intelligence Suite (60322-01)** - This project is to purchase and setup development and production servers to host the Lawson Business Intelligence Suite. This suite will require at least one new server, and if approved, an equivalent production server. The servers are to reside in the Lake Superior Hosting Center in the MAIN domain. The project will eventually comprise of decommissioning three servers and repurposing one other. Proxy server configuration issues with Lawson and IBM have been addressed. Consultants are performing the upgrade. Testing is in the process of being scheduled.

- **DMB - CPC Server Refresh (60420-01) –** The project is to replace and decommission 3 older Dell Servers (GSB071PCTRPA006, 007, & 008) that are the primary interface to the DCO mainframes located at the Consolidated Print Center (CPC). The servers are at end of life. Exception request to host at the CPC will be submitted. Servers have arrived and been installed.

- **Joint Operations Center (JOC) (60504-01)** – The purpose of the JOC project is to consolidate several operations into one area at the old "Chiller" building on the corner of Allegan and Pine streets (downtown Lansing). The building is currently being remodeled for this project. Some of the functions/operations are the Emergency Coordination Center located in the basement of the Mason Building, Customer Service Center and Central Control located on the first floor of the Mason Building. State Police Post 16 located in the basement of the Mason Building, Security Services and Access Control Services located on the first floor of the Hannah Building. Target occupancy date is aggressively set for September, 2006. Security hardening and user testing is complete. Final data import is complete; cut over to new servers has been scheduled.

- **FleetFocus (M4) Hardware (60512-01)** – FleetFocus (M4) is a vendor-supplied Fleet Management package used by the State of Michigan to manage its vehicle fleet. This application runs on two MS Windows 2000 application servers (MIPCVTS1 and MIPCVTS2) at the Lake Superior Hosting Center. The database server (MIPCVTS3) is an AIX server at the same location. The databases for this application are Oracle version 8i. All three servers are at the end of their useful life. Oracle 8i and the AIX operating system version have been de-supported. Servers are having recurring problems with lack of memory and disk space. The lack of disk space precludes upgrading the database and operating systems. The purpose of this project is to re-install the FleetFocus system with new servers, an upgraded version of Oracle, and a SAN connection. This is in accordance with the recommendation received from DIT Technical Services in June, 2005. Server hardening and user testing is under way. The cutover to new servers has been scheduled.

- **Maximo Customization, Report Generation and Inventory Module Implementation (60605-02) -** The Maximo application had several custom changes made one year ago. Now additional changes are being requested which will enable user friendliness and incorporate new features. No new hardware will be required for these changes. It is possible that this will be an image change for the DMB Office of Facilities build. Websphere upgrade on DEV/Test: Actuate report issue resolved on TEST server. Requested planners to test the reports. Server team 5 is working with vendor on DEV server issues. Syclo Fix and enhancement: path of the changes implemented.

- **Sales Logix Server Refresh (60609-03) -** The Sales Logix server needs to be refreshed. The hardware is being purchased now followed by any necessary software. The Sales Logix application currently resides on the MAINHelp Server located in the Lake Superior Hosting Center. The vendor is set to install the application on 2/16/07.

- **Archibus 14.3.R03.88 and Web Central 14 Upgrade (60627-01) -** The purpose of this project is to complete the tasks required to upgrade Archibus (DMB's client server Facilities/Lease Management System) to version 14.3.R03.88 and Web Central (DMB's Archibus web application) to version 14. This is a software upgrade on existing servers. The upgrade has been tested and now coordination will be needed to implement into production. All testing has been completed by client. An MSI package for the production upgrade will need to be created by Delivery Services just as was done for the test environment. Waiting for completion date from Delivery Services for this task so that the go-live date can be worked out with Server 5, Database Services and the DMB client.

- **TeamMate Software Project (60721-01) -** The purpose of this project is to acquire TeamMate software licenses and install the software on DMB ASB's client workstations and support servers. Client configuration and customer testing are currently taking place.

- **Server Replacement – Domino/Project Office (60727-01) -** Lotus Domino is several versions behind and is housed on an end-of-life server. Upgrade to the current version and identify a server to house the application. Servers were received on 1/26/07, and are waiting for installation. Configuration Management reviewed and assigned to manager.

- **Upgrade Business Objects on DCDS server to XI-R2 (60803-01) -** Upgrade Business Objects application software to the latest version, which will allow MIDB support and the clients to take advantage of the features and technology, plus allow technical support to be provided by both Business Objects and Business Objects Forum. The user base is in need of the enhancements in order to move forward. This will be done on the DCDS server, where the migration to the 4-processor server has been tested to ensure minimal impact to the DCDS system. Administration class held 2/1 through 2/5, UNIX application installation completed. Designer class held 2/15 and 2/16; other agencies attended classes and defraying costs and reimbursing DMB. A small amount of data has been brought over and testing is being done by staff.

- **MainServ Server Replacement (60807-02) -** This project will purchase and setup a production server to host the Web and application server. The server is 6 ½ years old and no longer under maintenance. The website MainWeb.state.mi.us currently resides on the server MainServ located in the Lake Superior Hosting Center. This website is also referred to as the Executive Information System (EIS). There are also three applications housed on this server. This project will eventually cause the decommissioning of one server (MainServW). The new server is to reside in the Lake Superior Hosting Center. It is anticipated that the applications on two other servers can be moved to this server reducing overall server count by two. The operating system has been installed on the server.

- **Continuity of Government (COG) (61018-01) -** The purpose of the COG project is to move the Michigan Continuity of Government Planning website from the Intranet site to a new Internet site. The client feels it is essential that this site be internet-based. It must be readily available from any alternate location. Secure access will be via the user id and password. Moving servers to the appropriate zone as recommended by OES.

- **Perseus Tool Upgrade** (**61102-01) -** The purpose of this project is to secure and test the next release of software for the Enterprise Feedback Management software (Perseus Tool). This next version of software is version 2.1. The produce needs to be installed and tested against the requirements that were part of the original survey tool work effort. Completed load testing and encountered significant load problems at 100 users. Working with the vendor on determining what problems are with the load. Also, reviewing other tools that are already at the State to see if another tool already secured.

- **MI360 Reconfiguration Project (61102-02) -** The purpose of this project is to upgrade the IBM HTTP software to version 2.047 from its current version of 1.3.28.1. In addition to this, research and review the technical recommendations surrounding the current configuration of the application. Advise on an appropriate architecture that will support statewide needs. Load testing that identified significant load issues with the application has been completed. The team to bring on the Vantage tool to identify all the problems that application is encountering is being worked with.

- **Sales Logix Refresh (60901-01)** – The purpose of this project is to purchase and setup production Sales Logix application. The Sales Logix application currently resides on the MAINHelp Server located in the Lake Superior Hosting Center. The software upgrade is to be loaded on a new server in the Lake Ontario Hosting Center. This project will eventually decommission the MAINHelp server in the Lake Superior Hosting Center. The application software is to be installed with assistance from Sales Logix and DIT-Technical Services.

- **AutoCAD 2006 Installation (60915-01) -** The purpose of this project is to complete the tasks required to install AutoCAD 2006 (DMB's graphics drawing application) to the test and production environments, including user's workstations (maximum 30 users).

- **New Purchasing ITB Transfer System (60915-02)** – The purpose of this project is to rewrite the system that Purchasing Operations uses to download documents from MAIN to be viewed in PDF format. The current system is out of date, lacks needed features, and has an inadequate database. Portions of the data have become corrupted and are not recoverable. The program will be rewritten internally to current standards with .NET technology.

- **DMB/OSE/EHM Workers' Compensation and Long Term Disability Web Software Application (60921-01)** - The purpose of this project is to assist The Office of the State Employer-Employee Health Management (EHM) to implement a statewide web-based disability claims and accident reporting software application. This system is not replacing any current system. The system will require 9 to 5 support and will be hosted on a server at the Lake Ontario Hosting Center. The decision as to which server(s) the application and data will reside will be made after the vendor has been chosen. It is not known if a client will need to be installed on PCs yet.

- **DMB RCO Transition Research (60926-01)** – The purpose of this project is to research the feasibility of transitioning support of DMB's Rapid Copy Ordering (RCO) system from DIT's E-Michigan Enterprise Application group to DIT's Agency Services, Applications Support group for DMB. The outcome of the project is a recommendation for the most appropriate approach to the transition.

- **MI/1 ADOPT Migration Project**
  - The following offices have been successfully migrated to the MI/1 ADOPT environment:
    - Office of the State Employer
    - Office of the Children Ombudsman
    - Purchasing Operations
    - Director's Office
  - The following offices are in various stages to be migrated:
    - Vehicle and Travel Services – Office Migration on Monday, March 5th
    - Human Resources – Office Migration on Monday, March 12th
    - Mailing Services – Office Migration on Wednesday, March 28th
    - Printing Services and Consolidated Print – Office Migration on Wednesday, April 4th
  - A Kickoff Meeting was held Monday, 2-26th, for the Real Estate Division.
  - The remaining offices are tentatively scheduled to be completed by the end of the fiscal year:
    - Office of Facilities
    - Office of Financial Management
    - State Budget Office
    - WDRA (formerly known as Office of Retirement Services)
    - State Fair Office in Detroit

Monthly Accomplishments:

- **DMB-Cass Bldg 2nd Floor Data Center Move (60519-07)** – Relocation of the servers currently housed in the DMB 2nd floor data center located in the Cass Building into the Hosting Centers. A target date of the end of August has been set. In addition to DMB servers there are DIT servers involved. There is a coordination going on with Michigan/1 ADOPT which may reduce the number of servers to be converted. Servers have been moved and the room has been cleared of other hardware. The project is closed.

Military and Veteran Affairs (MVA) *Mike Ashton*

Equipment Deployment Status:

- Currently MVA is Yellow Status As of 2/27/07. MVA has 1 system that is 35 days old pending deployment by Field Services. There was an issue identified February 26th with a KVM switch that is being resolved. 13 additional systems are on order for the Marquette Veterans Home.

- **Deployments over 30 days -** 1 system for Homeland Security Mike McDaniel

Project Status:

- **Managed Image Implementation (60404-02) -** To develop and implement local base images on all PC/Desktops and successfully transition to a managed environment at each DMVA location. Each local base image will be derived from the standard State base image (with Windows XP and configured for the State of Michigan environment with appropriate security settings). DMVA will not be moving to M1 until FY08 per OA. OA has agreed to make an un-managed Windows XP image for DMVA which will have their standard applications installed on it. Mike Ashton will be working with Agency Services on this initiative.

- **Infrastructure Assessment and Planning (50318-02) -** To perform a detailed assessment of the current state supported servers and communications lines utilized by the Department of Military and Veterans Affairs and develop a comprehensive plan for future improvement and utilization. After several meetings with OA staff DMVA will be migrated to the Consolidated GroupWise begin April 6th, 2007. Agency Services is working on a plan to migrate DMVA application systems over to the hosting center. A plan for the current Windows File and Print environment needs to be developed as the DMVA systems continue to have issues and hardware needs to be replaced. DMVA would like to move into the M1 environment as soon as possible. DMVA was provided pricing for moving to the managed LAN environment, pending DMVA approval and budget issues to be resolved.

Remedy Status:

As of 2/27/07 there were 9 open DMVA cases. The Average days for DMVA cases were at 19 days old. Below is the break down by the remedy groups

- **DIT Depot Maint and Logistics** – 1 Open case average days old (126) Oldest case 126 days
  - **Cases over 30 Days**
    - 1317359 – 126 days - Miscellaneous Parts for Grand Rapids Home for Veterans for Server Upgrade – Status Pending

- **DIT IS FS Lansing B**– 1 Open case average days old (11) Oldest case 11 days
  - **Cases over 30 Days**
    - None

- **DIT IS FS North**– 1 Open case average days old (1) Oldest case 1 days
  - **Cases over 30 Days**
    - None

- **DIT IS FS Southwest**– 4 Open cases average days old (5) Oldest case 17 days
  - **Cases over 30 Days**
    - None

- **DIT IS OA Messaging**– 1 Open case average days old (2) Oldest case 2 days
  - **Cases over 30 Days**
    - None

- **DIT IS TS Server Team 7**– 1 Open case average days old (11) Oldest case 11 days
  - **Cases over 30 Days**
    - None

Weekly Accomplishments:

- **DJHV Desktop Support Transition (60404-01) -** To transition responsibility for desktop support at the Dominic J. Jacobetti Home for Veterans (DJHV) to DIT Field Services. Desktop support is currently provided by DIT Agency Services staff stationed at DJHV. This project will be closely coordinated with the DMVA Managed

Image Implementation project, which will provide an approved local base image for use at DJHV. Initiative was completed on 10/09/06. The project is closed

Department of Natural Resources (DNR) *Jon Rogozinski*

Project Status:

- **DNR-ParkCars 3.23 Application Upgrade Project (70221-02) –** The project charter has been completed, presented and reviewed at the Infrastructure Services Resource Planning meeting held February 26, 2007. Project resources have been identified. The initial workgroup meeting is scheduled for March 2, 2007. The project is currently in the planning stage.

- **DNR-Forage Fish Dynamics Data Storage Project (61218-01) –** The project charter has been completed, presented and reviewed at the Infrastructure Services Resource Planning meeting held December 18, 2006. Project solution with associated costs has been identified and provided. The project is currently in the planning phase.

- **DNR-Retail Sales System Infrastructure Hosting Phase I Project (60630-01) –** The project charter has been completed, presented and reviewed at the Infrastructure Services Resource Planning meeting held July 10, 2006. Project resources have been identified. The initial workgroup was held July 26, 2006. Chris Larson (DIT-Agency Services) has been identified as the project manager, therefore the project will require little to no involvement from Jon Rogozinski (Infrastructure Specialist). The project is currently in progress.

- **DNR-Michigan Water Quality Information System Project (50810-01) –** The project charter has been completed, presented and reviewed at the Infrastructure Services Resource Planning meeting held August 15, 2005. Scott Reynolds (DIT-CGI) has been identified as the project manager, therefore the project will require little to no involvement from Jon Rogozinski (Infrastructure Specialist). The project is currently in progress.

- **DNR-Wildlife Fire Response and Planning Project (50803-01)** – The project charter has been completed, presented and reviewed at the DIT-Infrastructure Services Resource Planning meeting held August 8, 2005. Project resources have been identified. Workgroup meetings were held on September 12, October 4, October 19, and November 7. Scott Reynolds (DIT-CGI) has been identified as the project manager, therefore the project will require little to no involvement from Jon Rogozinski (Infrastructure Specialist). The project is currently in progress.

- **DNR-Bay City Office Move Project (50805-02) –** The project charter has been completed, presented and reviewed at the DIT-Infrastructure Services Resource Planning meeting held August 8, 2005. Project resources have been identified. Workgroup meetings were held on August 31 and November 19. A follow-up workgroup meeting scheduled for November 30 was cancelled due to lack of building site progress and will be rescheduled once more information is available. Original proposed move-in date for October 2006 will be delayed until fall-2007. The project is currently on hold, pending Agency direction.

- **DNR-M/1 ADOPT Migration Project (50215-01)** – The project charter has been completed, presented and reviewed at the DIT-Infrastructure Services Resource Planning meeting held February 28, 2005. Attended DIT-Delivery Services XP presentation held on May 25. Weekly workgroup meetings have been ongoing since the project inception. Human Resources (HR), Agency Services (AS), Internal Audit (IA), and Budget and Support Systems (BSS) have been successfully migrated to M/1 ADOPT. Communications and Grants Management (CGM), Financial Services (FSD), Executive (Exec), and Office of Land and Facilities (OLAF) have been identified as next divisions to migrate.

Monthly Accomplishments:

- Continued success in addressing and resolving agency issues/concerns thus avoiding need for escalation.

- Continued success with DNR equipment deployments, all new equipment orders notified through the Procurement process are set-up and scheduled for deployment.

Department of State (DOS) *Vince Foess*

Project Status:

- **Business Application Modernization (BAM) Phase II (40915-04) -** During March, the BAM team has focused energies in analyzing and designing the system. Design and construction phase started the first week in April. Using the "iterative" approach to software development means there will be several passes through the construction phase to ensure the system meets user requirements.

- **MDOS Branch Office Internet (41004-02) –** A Work Group Meeting is scheduled for 4/3 to discuss and implement a deployment schedule of the workstations to the Branch Offices.

- **Digitized Signatures in the Qualified Voter File Database (50531-01) –** The revised solution from a meeting held on 10/2 is moving forward. Patching and upgrade to MichCom2 was completed 10/5. HBA cards will be installed on MichCom1 and MichCom2. Once connectivity is complete building of the process between QVF and Digimarc will begin.

- **MDOS Consolidated Contact Center (50603-01) -** The Contact Center Project Team successfully installed Milestone 1 functionality to the Field Support Unit (FSU) within DSIC on March 16. FSU is a Tier 3 team that answers calls from branch offices only. Milestone 1 includes an IVR that uses voice recognition to identify the caller and populate the Customer Service Rep's (CSR) screen, plus advanced call management features in the new Siebel product. This new functionality was rolled out to the remaining staff in DSIC (Tiers 1 and 2) on Thursday March 30th. Support, maintenance responsibilities and procedures have been developed and finalized. Bearing Point is primarily responsible for support and maintenance for the duration of their contract (September, 2006), in close coordination with MDIT for Infrastructure, Telecomm and Network Support. The last two remaining regional call centers, Flint and Grand Rapids, were closed on March 24. As of March 27, calls that were being handled by those call centers have been re-routed to the Cadillac Place call center in Detroit. (Cadillac Place still uses regular telephone sets to handle calls, without Siebel or IVR technology. The new system will be rolled out to Cadillac Place as part of Milestone 2 in Mid-July).

- **Permanent Fleet Registration Program (50707-01) -** Project is on hold since late May, per MDOS's request.

- **Voter Registration Signature Transfer (60303-01) -** Rollout of equipment is complete, end of Master to Master Replication has occurred. Final removal of data and processes from the old Prod8 server near completion, after which the machine will be repurposed for Oracle inventory. Patches to the OS and the DB are pending for the new QVF production server and its associated hardware (development, and connection managers).

- **Broadband Expansion (60315-01) –** A decision is pending regarding if MDOS will continue expanding the pilot.

- **Organ Donor Phase 2 (60403-03) -** Phase 2 activities are in progress. BOS coding and Unit testing are complete. Web development nearly complete. System testing is scheduled to start on October 16th.

- **Kiosk/SST Phase 3 (60417-01) -** All Equipment has been received. The first site is scheduled for the 3rd week of October. The remaining 4 site have not been determined.

- **MDOS BAM User Acceptance Testing Environment (60501-01) –** A Work Group meeting is scheduled for 5/30.

- **VRST: QVF-Lite (60619-01) -** Fifteen pilot sites are operational as of 10/3/06. Data for first pilot recommendation/review is being collected by Agency Services. Review of first pilot is planned for beginning of December. Second pilot of 15 sites will begin after review and any remediation or corrective action is implemented.

- **MI Voter Information Center (60803-02) -** The initial server intended to handle the MVIC transition was repurposed for Statewide Lookup in late July. Another server has been identified and will be stood up for the transition to move forward. A plan has been put in place to load SWL and MVIC on each machine with load balancing between the two. Under the plan SWL users would link directly to one of the servers, and the connection manager would be configured to direct traffic away from the SWL server should the load become excessive. A set of specific performance metrics needs to be identified for this dynamic balancing.

- **FTP/Rational (60927-01) -** Existing FTP servers are at end of life cycle. Replacement server will be needed to consolidate the sites and support the Rationale application. A Work Group meeting is scheduled on 10/12.

- **Faxcom Server Upgrade (61002-01) –** The Project Charter was submitted for review to upgrade the Faxcom 4000 server used by the Michigan Department of State.

- **Re-Purpose QVF to INV (61031-01) -** The old QVFPROD and QVFDEV Compaq UNIX servers are no longer needed for the QVF project as a result from a new purchase. These two (2) servers are to be used to house the current Inventory application which has been having space and performance issues for at least the last two (2) years. Work Group currently addressing the project.

- **Inventory Dev Refresh (61208-02)** - The current Inventory development system is on a single server and it does not mimic the new production environment. The production environment has separate application and database servers. The current development environment consists of one server (INVDEV) connected to a Compaq SAN. As this environment is refreshed we would like to connect to the enterprise SAN. Setting development up to match the production environment will allow for more accurate testing of patches, migrations, transaction timings, application changes, etc.

- **Citrix and OS Upgrade (61221-01)** - The purpose of this project is to upgrade the current MDOS BOS Citrix environment currently utilizing Metaframe XP running on Windows 2000 Service Pack 4 to the most recent software release of Citrix Presentation Server 4.0 and Microsoft Windows 2003 Service Pack 1. The Citrix farm will also be split between the Lake Superior and Traverse Bay hosting centers in order to provide disaster recovery capabilities through fault tolerance. Work Group Kick-Off meeting schedued for 1/16/2007.

- **RLU Implementation to SQL Server 2005 and CEPAS (70126-02) -** Install SQL Server 2005 on Server HCO231SQLDPD001, migrate RPS_ADMIN from SOSSQL02 to HCO231SQLDPD001. Redirect current file transfers to the new IP address to complete the Konz Leigh (K & L) RPS/ARS-RLU application re-write to Visual Basic. Move STAR front end from SOSAPPS/STAR (204.23.227.33) to HCO231SQLDPD001. Implement CEPAS, the State standard for authorization of electronic payments for vehicle records. K & L will develop a web site as a third party. When a credit card authorization is needed for payment of fees, CEPAS will be used.

- **Load Balance Web Servers (70221-01) –** The project will create a high availability/redundant web environment for MDOS's web applications.

Monthly Accomplishments:

- **Branch Office Counter PC Refresh (60302-02) –** The project is completed.
- **XP Upgrade Project (60822-01) –** The project is completed.

Department of Transportation (MDOT) *Regina Hall*

Project Status:

- **Citrix Server for TMS (50504-01)** - The purpose is to provide an alternative distribution mechanism for MDOT's Transportation Management System, and other closely related client-server applications. Many of the TMS's clients are at remote locations, and are not state of Michigan users, yet they need to access the TMS application. Distributing the application via CD is awkward and error prone. In addition it requires the installation of Oracle drivers on users machines which in itself is error prone due to the number of user operating systems

- **EDMS Web (Project Collaboration) (41217-01)** - The purpose of this project is to provide MDOT staff with a tool to facilitate project team collaboration with both internal and external team partners. The software selected during the alternatives analysis is SiteScape. This software meets the requirements identified during requirements gathering, which include team workspaces, threaded discussion, chat, instant messaging, software integration (e.g. GroupWise), automated activity notification, electronic meetings, filtered discussion forums, calendaring, document and issue searching, document sharing and versioning multiple document viewing, electronic approval, web forms, tasks assignment, action items, issue tracking, team site administration and role-based security.

- **International Bridge Administration (IBA) Security and Traffic Management System Video Web Access (51216-02)** - There is a need to enable three bridge security stakeholders (Sault Ste. Marie, Michigan City Police, Michigan State Police and the Chippewa County Office of Emergency Services to access bridge security camera images and to enable public viewing of three designated non-secure traffic monitoring cameras that display bridge traffic backup conditions to all bridge users to make informed decisions regarding bridge usage. The International Bridge has their own authority. They would like to try to connect their stand alone security to the State's LAN for direct video feeds. MPSP may have an interest in this project. The project is on hold.

- **MIPARS QA Server (60418-01)** – The purpose of this project is to purchase a Windows based server to establish a permanent testing environment for the Michigan Permits System for MDOT's Real Estate Division. MIPARS is an application that supports trucking permits. They are getting releases from the vendor quite frequently. The application does not have a testing environment. Testing can not be done without taking down the system. A server is needed for a testing environment. This has been identified as a critical application. The production environment is currently on two servers. The test server will be located at one of the hosting centers. The project is on hold.

- **Van Wagoner Server Move Planning (60622-02)** – Planning for relocation of the servers currently housed in the Van Wagoner Server Room into the Hosting Centers. This effort is an FY06 planning effort with implementation in FY07. The planning effort may conclude with the purchase of refresh servers to facilitate the physical move of remaining servers. This project will be a part of a larger Enterprise Data Center Migration project. When the actual move occurs a new charter will be presented. Meetings are currently being conducted.

- **Michigan Intelligent Transportation System Traffic Information Internet Site (60504-03)** - There are six main objectives to this project. Make available MITS documentation such as as-built plans, typical details, special provisions, speed data, incident data, sign data and traffic volume to users outside of MDOT. Make available various MITS white papers and reports as they are developed. Provide incident management information within security parameters. Create an MDOT-hosted web site that will allow for greater flexibility in content management, layout and security. Develop a system that provides the flexibility to respond to new technologies in the Intelligent Traffic System area as they are developed and deployed. Provide streaming video capabilities to select public agencies using existing camera technologies. The project is on hold.

Treasury *Vince Foess*

New Projects:

- **Tax Compliance Bureau Reorg (70322-02)** Treasury's Tax Compliance Bureau Division is reorganizing the placement of various audit groups to provide for increased efficiency in terms of communication and cross sharing of information between the groups. The Project Charter was presented on 3/26/07, the Work Group Kick-Off Meeting will be scheduled as soon as possible.

Project Status:

- **Field Switch Replacement (40729-02) -** Due to the age of the switches, updates are no longer supported. Server Team4 does not have equipment available to upgrade the sites. A Remedy Case is being created and assigned to Telecom requesting they take over management of these sites.

- **Merit Office 2000 Shared Drive (40816-01) –** The project is pending completion of Treasury's Server Refresh Project (51103-01).

- **MGCB Detroit Casino T1 Project (50901-01) -** The T1 install dates are as follows; MGM is scheduled for May 1st, Motor city is scheduled for August 1st, and Greek town will be scheduled when the VPN for Motor City has been completed.

- **Treasury Server Refresh (51103-01) –** The project was approved by Treasury's Steering Committee on 2/22/07. All App Managers are performing research to improve upon the project plan. Project Kick Off meeting scheduled for 3/12/2007. BPM is currently being researched and analyzed to determine what/when applications and data will be moved. Tranter server migration has been completed. Server Team is waiting for approvals for new servers so they can be moved into the production environment.

- **MGCB Gaming Lab Submission WebApp (60602-03) -** M-1 Exception Request has been approved, procurement of new server/hardware and hosting process is moving forward.

- **Transfer AG Software/Data (60711-02) -** Due to personnel availability issues this transition will need to be completed within the next 2 to 4 weeks. Please take the steps necessary to expedite this request. An update is pending.

- **MGCB - PC's for Scanning and MGM Recruitment Center (61128-01) -** MGCB is waiting for a setup date for IT from the users.

- **ACL Software Upgrade (61207-01) -** Treasury is testing a patch to the vendor application because a bug was found. The client is determining a go live date, based on testing results.

- **Install CodeSite error trapping software (70104-01) –**This project will install the CodeSite Dispatcher on the workstations in unclaimed property in order to track some persistent issues of ACS Wager unclaimed property COTS package freezing up during business hours. This dispatcher will enable a log file of messages from the Wagers applications (current method etc., workstation, application) to be kept. The file then can be sent to ACS Wagers by an Unclaimed Property staff member for analysis. The file never contains any personal information. CodeSite is a product of Raize Software and is widely used by ACS Wagers for software debugging. Only the client utilities will be installed which Wagers has the right to distribute. The installation program will be placed on the Michigan page of the Wagers website, downloaded at Treasury, and then installed at each of 24 desktops. Work Group Kick-Off Meeting scheduled for 1/16/07. Project is in initiation/planning steps with vendor. Schedule is not determined as of 1/10/07.

- **Treasury XP Rollout (70103-01) –** The Work Group has successfully completed the upgrade for Tranter Building, OMT, Tax and Economic Taxes, MHESLA and Budget and Accounting. Bond Finance is in progress and on schedule. The next phase includes deployment of TED appliances and MET XP rollout. Execution of phase two is scheduled to begin in May.

- **Treasury MIP Server (70103-04) -** Treasury Office of Fiscal Affairs is currently using a GX150 located in the business office to house their accounting system. The GX150 experienced a hard drive failure. The data had not been properly backed up since July 2005 and data recovery efforts are underway with a 3rd party vendor (Remedy Case #1331776). The purpose of this charter is to move the accounting system to a hosting center and onto a server-class box. The accounting system is a business day-only operation so it will not need 24x7 support.

There are three users who will need remote console or terminal server access for managing accounts. Additionally, the MIP software needs to be upgraded from 5.0 to 8.1.

- **BOI Firewall Replacement (70201-01) -** Replace the hardware and software that is currently used as the Bureau of Investments Firewall. The current hardware is out of warranty and the software is no longer supported by the vendor.

- **BOI Server Replacement (70201-03) -** Replace the hardware and software that is currently used in the Bureau of Investments for Storage and Applications. The current hardware is out of warranty and the software is no longer supported by the vendor.

- **Tax Compliance Bureau Laptop Rollout (70125-02) -** This project will facilitate the replacement of unreliable, out-of-warranty equipment. The Bureau's Audit Division is requesting the purchase and deployment of 29 Dell Business Class Latitude D620 laptops and perpherial equipment for their Audit Staff. Equipment will be deployed and tracked under Treasury's XP Rollout Project (70103-01).

- **IRS Data Exchange (70123-01) -** This Charter is to request a study be performed to determine the amount of technical work required for Michigan to participate in the Internal Revenue Service Electronic Data Exchange project. The IRS is improving the medium used for exchange of confidential tax information. Participation is being offered to all states that exchange data extracts using magnetic cartridges with the IRS. This would reduce the time it takes to process a request for federal data from 1-2 weeks to a number days.

Weekly Accomplishments:

- **MIITAS (60731-01) -** Project Cancelled per Treasury.
- **Network Card Upgrade for FarStar4 Server (70202-01) -** The project is completed.
- **Discovery Division Reorg (70201-01) -** The project is completed.
- **Treasury MHESLA New PCs (70126-03) -** The project is completed.

Department of Human Services (DHS) *Gailene Briggs*

Projects Status:

- **Bridges Project Implementation of Vendor Desktops –** There are continued efforts to deploy and make accounts for Bridges users. An updated build for the architect is in the process. The addition and subtraction of users continues as needed for the project.

- **DHS Novell Server Removal -** This will be a part of the M1 Project.

- **XP Migration -** The tower is nearly finished, have under a dozen users that need to be converted over to XP. Still have a few NT test machines to support the field with the FRC sites.

- **Outstations to VPN -** Out of the 20 sites that need to migrate over to DSL or an internet access within the building for these users that are presently using mini servers, there are only 3 left to finish and then one will not be able to due to no DSL provider in the area.

- **Bureau of Family Services (OCAL) -** Due to M1 this project on hold till we know the desktop.

- **IVR Expansion for Adoption Subsidy –** A new server has arrived and replaced the old one and now redoing the older server to use as a back up for the application.

- **Citrix Solution for Outside Access to SWSS -** Citrix being a new environment for this agency, they need some expertise in this area to help figure out exactly what is needed to set the environment up to supply the citrix solution

for access to SWSS for around 500 non state employees. Waiting for CITRIX licenses and work with OES on security issues.

- **DHS Telephone Replacement -** 80 DHS offices have IP Telephony. Sites with this have ports all set to 100/full. Additional offices will be scheduled later.

- **Security Release Upgrade for Families First -** All sites have been rebuilt and new printers have been installed where needed.

- **JET Pilot -** A locked down build has been created and changes to the application to make it user friendly to be placed in the lobby in locked down compartments. Will be doing a presentation on this in the next week to management and it should be ready to implement in the field.

- **Registrar (LMS) Upgrade to version 6.5 or above –** This project is in progress.

- **Window Server Replacement Upgrade (60807-01) -** This has been replaced with the purchase of the M1 servers which have all been delivered but one site which is being checked on. Installation of the servers and the battery packs will be starting on April 2.

- **DHS Transfer of Michigan Community Service Commission (60728-04) -** Governor Granholm has transferred the Michigan Community Service Commission from DLEG to DHS effective 10/1/06. The commission consists of 16 staff and is located at 1048 Pierpont, Lansing MI. Another meeting needs to be set up on this since the decision of M1 has been made for DHS.

- **Arbor Heights BJJ site Closure -** Users are moved, telecom and server hardware to be picked up next week to complete the project.

- **DHS Mobile Training -** Working with the trainers on creating a mobile training unit. Will be testing it with the complete set up at Ingham this week.

- **M1Project -** On the first phase of installing new servers and doing a software discovery for the users. Working with field services on the schedule for installation, instructions, and two pilots to assist in training staff for the installs. The tasks and directions for the installs are being set up.

Weekly Accomplishments

- **Network Access at BJJ Residential –** The project is completed; users have a build which includes software packages and get virus updates direct from Microsoft.
- **Weatherization Fugitsu Tablets -** The project is completed.
- **DHS Otsego Co emergency relocation (60728-03) -** The project is completed.
- **Business Objects/Crystal Reports (60905-01)** - The project is completed.
- **Crystal Reports Production Environment (60912-01)** - The project is completed**.**
- **Disposal of 4 Business Objects Servers (60912-02) -** The project is completed.
- Attended Infrastructure Services Resource Planning, Service Delivery mtg. DHS XP Migration, and IMAC meetings to work with various areas of Infrastructure to communicate between our groups.
- Participated in the Equipment Deployment Conference call.
- Working on deployment of DIT workstations in the grand tower with a float down of computers to rest of staff along with the DHS XP deployment.
- Working on another order of new computers to replace users in OCS and throughout the state.
- Assisting DDS in returning their old hardware to stock for their new pc deployment statewide.
- Still working on the rollout of XP in the grand tower, almost complete.
- M1/ADOPT meetings for DHS with infrastructure and meeting with the agency on the plan.

- Still working on getting all the printer information updated for the tower to move them to the windows environment, other projects have been taking presedence. Technical services is working on the printer server on the window servers for the grand tower.
- Remedy cases and tasks
- Working with users and field services on the virus issues, been on the calls.

State Police (MSP) *Mike Ashton*

Equipment Deployment Status:

- Currently MSP is red Status. As of 2/27/07 MSP has 37 systems pending installation at 69 days old for the MSP MIOC INTEL Unit. 1 system is pending Field Services installation at 4 days for the Computer Crimes Unit. This is a MAC system that will not be hooked up to the state network. There is one order for 8 dell laptops pending delivery from Dell. These systems will only need to be delivered by Depot as they will be used as forensic systems not connected to the state network.

- **Deployments over 30 days old:**
  - 37 systems for INTEL

New Projects:

- **IDM 3 Upgrade (61122-02) -** MSP's current DirXML environment is quite old and is in need of an upgrade. Additionally, the Lab Case Management System being implemented for MSP will require directory synchronization between MSP's current Novell directories and LCMS's Active Directory. This purpose of this project is to upgrade MSP's current DirXML to IDM 3, and implement Universal Password in the Novell environment to allow for directory synchronization from eDirectory to Active Directory. Workstation upgrades of the Novel Client for the IDM upgrade will be completed by March 1st as requested. The server upgrades are scheduled to be completed by March 10th. Requested date was March 1st. Server upgrades appear to be on-schedule to be completed by March 1st. The LCMS application will need IDM 3 implemented to allow for user ID synchronization. Currently Agency Services / Tech Services have to synchronize the LCMS/AD accounts to the Novel password to allow the application to work. Once the Client upgrades and server upgrades are completed the work can begin on the MICJIN Portal to implement IDM 3. Testing of the MICJIN Portal is currently being done.

Project Status:

- **MSP- Fusion Center (60006-02) –** Establishment of Michigan fusion center will build a statewide capability to share information and intelligence among federal, state, local, and tribal homeland security partners; turning information and intelligence into actionable knowledge. Operations moved into the MIOC on Jan 12th. All work for this project has been completed except for the deployment of the new INTEL PC's. This was expected to be completed by Feb 28th, but currently only 9 of 46 systems have been installed. Issue was escalated to Field Services management and a commitment of completion by March 7th was given. The IS will be monitoring the progress.

- **MSP- Harrison Road Server Move Planning (60622-04) –** Planning for relocation of the servers currently housed in the Harrison Road Server Room into the Hosting Centers. This effort is an FY06 planning effort with implementation in FY07. The planning effort may conclude with the purchase of refresh servers to facilitate the physical move of remaining servers. This project will be a part of a larger Enterprise Data Center Migration Project. A clarification was given in the January meeting that AFIS will not be moved this FY. There is a MOU being drafted by the IO and Tech Services on leaving the AFIS system at Harrison road. All other servers are to be moved out of Harrison road by September 07. Current target dates to are to have the servers moved out by August 2007. This GroupWise and File and Print servers will be handled with the GroupWise and Novell File and Print consolidation projects. GroupWise consolidation for MSP is scheduled to start in April. File and Print Consolidation is also expected to start by April as well. A meeting is scheduled for Feb 28th to review the Harrison Road server room closure as well as other Lansing area MSP sites.

- **Codespear rollout for ETeam (60421-03) –** Install a new client program on approximately 136 State owned workstations. These users are State Agency Emergency Management Coordinators. They will use this application to send out alert notifications messages through Michigan State Police ETeam system during an emergency. The client program is called SmartMSG from a company called Codespear. Work continues on this project. The project is pending a response from MSP to the Office of Enterprise Security (OES). OES has some security concerns focused around attachments and server security settings. OES is also waiting for User Codes and Passwords to allow access to the CodeSpear box to verify security settings and complete security scans.

- **MSP Database Server build (60324-01) –** Build out the server currently called HCS551LEIN1 as an Oracle 9i database server. The intent is to migrate databases from the MSPORA1 server and the MSPINTLIBPD1 server. This will hopefully allow the retirement of MSPORA1 and/or MSPINTLIBPD1. This is an on-going project. The Oracle 91 box has been built. The Agency Services for MSP DB unit is working on consolidating other Oracle DB's to the new box. There are no known issues on this project.

- **MSP File and Print Consolidation Refresh project (60209-02) –** Most of the MSP servers beyond their life cycle and out-of-warranty. This project will determine the best solution to achieve two objectives. Refresh the current infrastructure and consolidate the file and print to a standard centralized environment. The object of the project is to determine the best solution and present the proposal to MSP Executives for approval and implementation of a consolidation network environment. Servers for the File and Print Consolidation have been identified. A meeting is scheduled for Wednesday February 28th, 2007 with DCO to talk about hosting and configuration of these servers. The Lansing Area Consolidation is expected to begin in Late April.

- **Wireless access for the Michigan State Police Forensic Science Division (60106-01) –** MSP would like to use wireless data communications at their labs to use their tablet PC's in the lab areas over the SOM network. The project is on hold.

- **Terminal Services Server (51101-02) -** To implement a Terminal Services License Server for use on MSP servers. Currently only two licenses are available on each server which hinders support when the issue crosses into multiple groups. Providing a Tereminal Services Server would allow for mulitple groups to access servers when required. Tech Services has requested Agency Services to identify a test box. A test box was identified but has now gone to production. A new test box needs to be identified.

- **Monitoring Tools (51101-01) –** Provide Agency Services Personnel the ability to access system performance monitoring tools to check status of servers housed at DCO for : Memory Utilization, Processor Utilization and Hard Drive Utilization. This data is required to enable MSP to determine budget requirements for current and upcoming projects. Work with the DCO Monitoring team, Agency Services, and the CSC has continued. Firewall rules have been requested and opened to allow the monitoring from MSP HQ where the Agency Services and the 24/7 CJDC help desk sit. The project is now pending testing.

- **LCMS (50616-02)** – MSP-FSD (Forensic Science Division) has been given approval to move forward with the purchase of a new LCMS (Laboratory Case Management System). This system will be deployed to all seven (7) Forensic Science Labs around the state and the Division HQ's. The system is made up of 11 Servers; 1 Centralize Server, 1 Warm Backup Server, 8 Local Servers and 1 IIS Server. This system will be supported by a third party vendor and DIT. The Michigan1 Exemption for servers at the local site was approved my Pat Hale the week of 8/5. There have been several issues with this application testing and rollout. All outstanding Infrastructure issues have been resolved. The remaining issues are with the application and firewall rules that need to be implemented for this project. Weekly meetings are being held on this project. The LCMS application is expected to be completed by May 1st, 2007. The only known issues for DIT on this project will be with firewall rules which require OES and MSP approval. These requests have been submitted and are pending currently.
  - **Constraint:** The labs need to on the LCMS program by April 2006 for accreditations. Server ordering will need to be done ASAP to ensure adequate time is available to set the system and start piloting with the Grand Rapids labs by November 2005.

- **Constraint:** IDM 3 needs to be implemented to allow for user code and password synchronization to occur. Without IDM3 the user codes and passwords will need to be manually sync by the LCMS Administrator.

- **Next Generation LEIN (40624-03) -** In order to meet Federal security requirements for encryption and authentication, a Web based front-end has been added to the old system. While this did bring LEIN into compliance with the requirements, it did not alleviate any of the problems listed above. To resolve these problems, the mainframe portion of the system will be rewritten; moving LEIN off the mainframe and to a modern, "open" architecture. The same web front-end being used to access the legacy LEIN system, will be used to access the new LEIN system. This project is likely complete, DIT Field Services visited all MSP sites statewide and configured existing desktop PCs to replace the legacy LEIN system. This project has been pushed back for implementation to September 9th, 2007. There are no-know issues at this time. The project is currently in testing phase and remediation phase of OES security concerns.

- **XP Migration Rollout (40510-01) -** A formalized approach is currently being discussed with Mike Binkley, discussions with the client will begin again on Thursday, April 1, 2004. Phase one of the projects is nearly complete, very few systems remain to be converted and will be once application issues have been resolved. Phase two is under way with minimal problems as staff in Lansing and the field is now quite familiar with the processes involved in migrating a worksite. Pam Rasher of Service Delivery is managing this project, Planning and Coordination had considerable involvement during phase one but has only minimally participation once the highly complex and/or problematic worksites had been addressed.
  - **Phase II (EMD / HAZMAT) -** This area is still on hold. Meetings with Agency Services and MSP EMD have taken places. EMD is looking into the possibility of going into a managed environment but wants to maintain some control and the ability for the EMD support staff to have Administrative rights to the systems. This does not appear to be an issues but a Memo of Understanding will need to be drafted before moving them into the managed environment.
  - **Intelligence (IRS) -** All Applications that could be managed have been built and tested. Deployment of the managed PC's has begun and currently 9 of 46 systems are installed. The systems were requested to be installed by 2/28/07. I have requested a completion date of this project and am being told they will be completed by 3/7/07.

- **MSP Server Consolidation (40419-01) -** Server Consolidation has been identified by MSP as a cost savings initiative. MSP wishes to consolidate servers both at DCO and throughout the department to maximum use of each server while cutting costs at a time when resources are at a premium. With the advances in server consolidation technology options are available reduce current costs as well as future costs. The DIT Planning and Coordination team has not been requested to participate in this project. Checking on Project status. Work continues on this project with Agency Services. Due to other projects in the Agency Services queue this project has a low priority. Servers are consolidated when possible. Project is expected to be on-going over the next FY.

- **SEOC Backup Facility (40714-02) -** MSP Emergency Management Division (EMD) is creating a backup server facility at 732 Canal Rd and requires a LAN Drop and CISCO to support this initiative. Project needs to be completed by 30 September 2004 or sooner. POC for MSP EMD is Tom Newell at 517-333-5026 or newellt@michigan.gov. This Charter is associated with Helpdesk Case DITHPD000590991 which is currently assigned to the Client Specialist Dave Roach and is in a Pending 3rd Party Input state. Verifying Project is completed. Project is not completed. This project is on Hold per MSP as they work on identifying a backup site outside of the Lansing area.

- **CVISN (40624-06) -** Existing project similar to that of LEAMS. Planned to be operational in October 2004. Will require DCO staff to coordinate efforts with Agency Services for server setup, configuration and support. The DIT Planning and Coordination team has not been requested to participate in this project. Per MSP and Agency Services this project has been canceled.

Remedy Status:

As of 2/27/07 there were 239 open MSP cases. The Average days for MSP cases is currently at 55 days old. Below is the break down by the remedy groups

- **DIT Depot Maint and Logistics** – 9 Open cases average days old (92) Oldest case 138 days
  - **Cases over 30 Days**
    - 1308315 – 138 days - HP Printer - copies coming out dark with ink spots – Status Pending
    - 1312501 – 133 days - Monitor needs replacement - Status Pending

- **DIT Enterprise Security –** 12 Open cases average days old (86) oldest case 252 days
  - **Cases over 30 Days**
    - 1206453 – 252 days - FW rules for MSP Behavioral Science - Status Pending
    - 1226382 – 229 days - Request access be allowed from Zone 3 to Zone 2 for MPSCS M1 ADOPT Migration - Status Pending
    - 1295218 – 151 days - MSP: Server is Scheduled to Close Need Firewall Rules Reviewed - Status Pending
    - 1307604 – 138 days - Add port to existing VPN Pasquale Cappellettie, DIT/Agency Services/MSP & DMVA - Status Pending
    - 1356251 – 81 days - FW rule for MSP Mainframe time sync – Status Assigned
    - 1377091 – 48 days - Circuit and firewall rule modifications needed for vendor accessed PC for LCMS development – Status Assigned
    - 1378800 – 46 days - FW rule change for OMNI test system to NGL - Status Pending
    - 1379527 – 46 days - Test/Temporary FW rule to debug NGL to MIPCDEVL connection - Status Pending

- **DIT HD Client Service Center –** 28 Open cases average days old (8) oldest case 20 days
  - **Cases over 30 Days**
    - None

- **DIT IS DCS Enterprise Metrics–** 1 Open case average days old (377) oldest case 377 days
  - **Cases over 30 Days**
    - 1097307 – 377 days - sompmon02 & sompmon01 need access to MSP SBC routers – Status Pending

- **DIT IS DCS Process Development–** 1 Open case average days old (45) oldest case 45 days
  - **Cases over 30 Days**
    - 1380368 – 45 days - Request FW Rule to allow for Monitoring of Mainframe.– Status Pending

- **DIT IS FS Central–** 5 Open case average days old (35) oldest case 112 days
  - **Cases over 30 Days**
    - 1331102 – 112 days - MSP: For Midland Requesting laptop have SecurID VPN antivirus/firewall/GroupWise software installed. – Status Pending
    - 1375936 – 49 days - would like to have computer setup – Status Assigned

- **DIT IS FS Detroit A–** 14 Open case average days old (18) oldest case 167 days
  - **Cases over 30 Days**
    - 1278700 – 167 days - needs replacement computer installed at the Eire Scales I-75 North Bound– Status Work in Progress

- **DIT IS FS Lansing B–** 29 Open case average days old (29) oldest case 94 days
  - **Cases over 30 Days**
    - 1344497 – 94 days - MSP: REOPENED - please install AutoCad and Project Spex – Status Work in Progress
    - 1355161 – 82 days – Map Network Drive – Status – Work in Progress
    - 1363416 – 70 days - User states the printer is not printing at all. – Work in Progress
    - 1386136 – 35 days – Install Printer – Status Pending

  - 1389792 – 32 days - Request for Assistance for OHSP Annual Summitt – Status Pending

- **DIT IS FS North–** 4 Open case average days old (20) oldest case 61 days
  - **Cases over 30 Days**
    - 1369319 – 61 days - MSP: Software Request: - Status Pending

- **DIT IS FS Southeast–** 4 Open case average days old (28) oldest case 70 days
  - **Cases over 30 Days**
    - 1364026 – 70 days - CD Drive not working: - Status Pending

- **DIT IS FS Southwest–** 8 Open case average days old (20) oldest case 83 days
  - **Cases over 30 Days**
    - 1353894 – 83 days - MSP: Please push "Dictaphone Freedom System" to my NAL applications window. - Status Work in Progress

- **DIT IS FS UP Western– 4** Open case average days old (21) oldest case 26 days
  - **Cases over 30 Days**
    - None

- **DIT IS FS West–** 1 Open case average days old (4) oldest case 4 days
  - **Cases over 30 Days**
    - None

- **DIT IS MIPRINT–** 1 Open case average days old (35) oldest case 35 days
  - **Cases over 30 Days**
    - 1386134 – 35 days - Ikon problem (Call Nonda Beebe to check on this) – Status Assigned

- **DIT IS OA Delivery Svcs Team 1–** 3 Open case average days old (19) oldest case 33 days
  - **Cases over 30 Days**
    - 1388282 – 33 days - MPSCS: We need to have the scanner function set up on our machines in here. – Status Work in Progress

- **DIT IS OA Delivery Svcs Team 2–** 27 Open case average days old (83) oldest case 201 days
  - **Cases over 30 Days**
    - 1250017 – 201 days - MSP: Login Issues - related to client upgrade – Status Work in Progress
    - 1261842 – 188 days - MSP: REOPENED: Subject: Administrative Rights to Computer – Status Assigned
    - 1266223 – 182 days - MSP: GASP failed APC – Status Assigned
    - 1298158 – 147 days - MSP: HARDWARE SASP broadcast message that UPS battery needs replacing, please investigate on 30-SASP-FS1. - Status Pending
    - 1300343 – 145 days - MSP: HARDWARE MET getting broadcast message saying UPS battery needs replacing. – Status Pending
    - 1300483 – 145 days - MSP: HARDWARE COSP the UPS Battery Is Dead. – Status Pending
    - 1308481 – 138 days - MSP: HARDWARE PESP-Battery Power- Novell Message Pop Up – Status Pending
    - 1322184 – 123 days - MSP: HARDWARE ADSP failed UPS battery followed by USP battery needs replacing. – Status Pending
    - 1328355 – 116 days - MSP: HARDWARE UPS MUSP Battery possibly needing replacement – Status Pending
    - 1329581 - 115 days - MSP: HARDWARE LNBR UPS is not working - Status Pending
    - 1331422 – 112 days - MSP: HARDWARE GASP failed APC – Status Pending
    - 1344170 – 96 days - MSP: HARDWARE NGSP NegauneeHQ failed APC – Status Pending
    - 1347536 – 89 days – MSP: HARDWARE COSP Failed APC server down ups shutting down – Status Assigned

  - 1350326 – 87 days - MSP: HARDWARE TCMS APC has failed is the error message they are receiving – Status Pending
  - 1351210 – 84 days - MSP: HARDWARE IRS UPS Battery Needs Replacing – Status Assigned
  - 1368747 – 61 days - MSP: CRSP User needs new server tapes. They are down to their last one. – Status Pending
  - 1375134 – 49 days - MSP: WMET failed APC – Status Assigned
  - 1375305 – 49 days – MSP: HARDWARE UPS GLSP Battery possibly needing replacement – Status Assigned
  - 1378042 – 47 days – MSP: OMNI UPS Batteries need replacing, batteries do not need replacing – Status Pending
  - 1389133 – 33 days - MSP: JASP failed APC UPS is very hot, the battery light is red and it smells like sulfer – Status Pending

- **DIT IS OA Messaging –** 19 Open case average days old (85) oldest case 341 days
  - **Cases over 30 Days**
    - 113071 – 341 days - setting up groups in GroupWise, the system keeps deleting some of the names. – Status Work in Progress
    - 1282563 – 164 days – Unable to log in to his MSP e-mail account from this location. – Status Assigned
    - 1305687 – 140 days – Group Wise is not letting him work as needed - Status Assigned
    - 1320964 – 124 days – GW issues w/hard returns and printouts don't include header text - Status Assigned
    - 1323255 – 122 days – GroupWise Address book - duplicate records - Status Assigned
    - 1328819 – 116 days – MSP: 5 E-mail accounts to be restored - Status Assigned
    - 1335863 – 104 days – Unable to open/view GroupWise calendar proxy access with Lawrence Cook in Paw Paw. - Status Assigned
    - 1352997 – 83 days – MSP:Calendar problem with GroupWise - Status Assigned
    - 1354798 – 82 days – Archive set up error: "need to convert older version to database to G.W. 6. - Status Assigned
    - 1365818 – 68 days – User is not receiving email from both within and outside state system - Status Assigned
    - 1366590 – 67 days – GW Archive Issue MSP-SEOC PO - Status Assigned
    - 1368310 – 64 days – GW Archive Issue MSP-SEOC PO - Diane Laban - Status Assigned
    - 13680111 – 45 days – My GroupWise flashes periodically, and e-mails seem to disappear at random. - Status Assigned
    - 1387106 – 34 days – I think I'm having a problem with my GroupWise. - Status Assigned

- **DIT IS TS Server Team 11 –** 2 Open cases average days old (30) oldest case 33 days
  - **Cases over 30 Days**
    - 1389004 – 33 days –MSP Firewall Changes– Status Assigned

- **DIT IS TS Server Team 6 –** 3 Open cases average days old (70) oldest case 193 days
  - **Cases over 30 Days**
    - 1257832 – 193 days – ST611: MSP Firewall Access – Status Pending

- **DIT IS TS Server Team 8 –** 1 Open case average days old (40) oldest case 40 days
  - **Cases over 30 Days**
    - 1383077 – 40 days – unable to use PenLink (wire tap) app since move to new location– Status Pending

- **DIT IS Telecom Call Center –** 1 Open case average days old (49) oldest case 49 days
  - **Cases over 30 Days**
    - 1375998 – 49 days – Client is requesting two Data Drops for Voice and Data , new employees for installation of new cubicles.– Status Assigned

- **DIT IS Telecom Network Install –** 4 Open cases average days old (24) oldest case 39 days
  - **Cases over 30 Days**
    - 1383865 – 39 days – MSP P2P DS3 question.– Status Assigned

- **DIT IS Telecom Svc Delivery –** 19 Open cases average days old (75) oldest case 328 days
  - **Cases over 30 Days**
    - 1141184 – 328 days – VPN for Casey Wyzlic, Token 21471578, DIT/DPO/Sever Team 9 - Status Assigned
    - 1192880 – 268 days – MSP Access to PA servers - Status Pending
    - 1305310 – 140 days – Lenawee Co Clerk - MiCJIN – CCW - Status Work in Progress
    - 1306967 – 139 days – F/W rule add - Kent County Prosecutor Office - MiCJIN – LCMS - Status Assigned
    - 1319325 – 125 days – Kent County Circuit Ct - MiCJIN - LCMS, SOR - Status Pending
    - 1325916 – 118 days – Burton Police Dept - MiCJIN - SOR, MICR, MiDIRS, APRS. SNAP - Status Work in Progress
    - 1365352 – 69 days – GW to GW VPN Patrick Gagne, Contractor- Roscommon County Sheriff - Status Pending
    - 1367341 – 67 days – REOPENED - Firewall is blocking site https://198.148.130.144:63043/miebtmanage/load.htm - Status Assigned
    - 1384970 – 38 days – Wyoming Police Dept - MiCJIN - SOR, LCMS, MiDIRS, SNAP - Status Pending

- **DIT Procurement –** 45 Open cases average days old (83) oldest case 157 days
  - **Cases over 30 Days**
    - 1289845 – 157 days - 551-6-277 - 1 ea. Ricoh Pro G3 Camera w/Li-Ion Battery & Charger, etc. + S&H - Status Pending
    - 1322940 – 122 days - 551-7-10 1 each GX 620 Technical class tower w/ 17" flat panel monitor – Status Pending
    - 1322976 – 122 days - 551-7-15 4 each Flat Bed Scanner 8250 scanjet Bridegport Laboratory - Status Pending
    - 1322985 – 122 days - 551-7-16 4 each HP Scanjet digital flat bed scanner for Marquette laboratory - Status Pending
    - 1322994 122 days - 551-7-17 4 each HP Scanjet Flatbed Scanner for Sterling Heights Lab - Status Pending
    - 1323010 - 122 days - 551-7-18 3 each HP Scanjet Flat Bed scanner for Northville Laboratory - Status Pending
    - 1323020 – 122 days - 551-7-19 6 each HP Scanjet flat bed scanner for Grand Rapids Laboratory - Status Pending
    - 1323028 - 122 days - 551-7-20 4 each HP Scanjet flat bed scanner for Grayling Laboratory - Status Pending
    - 1323037 - 122 days - 551-7-21 3 each HP scanjet flatbed scanner for Lansing Laboratory - Status Pending
    - 1325248 - 118 days - 551-7-22 - 1 ea. Business GX620 Tower/No Monitor; MDOC/MSP GX620 Desk Top/Tower Image, 1 ea. B45J03 – Status Pending
    - 1325284 – 118 days - 551-7-23 - 1 ea. Business GX620 Tower/No Monitor; 1 ea. B45J03 MDOC/MSP GX620 Desktop/Tower Image - Status Pending
    - 1325316 – 118 days - 551-7-24 - 4 ea. Business GX620 Towers/No Monitor; 4 ea. B45J03 MDOC/MSP GX620 Desktop/Tower Images - Status Pending
    - 1325657 - 118 days - 551-7-02 - 1 ea. Web-based application System Maintenance - Contract 084N6200910 – Status Pending
    - 1325664 – 118 days - 551-7-27 - 1 ea. Business GX620 Desktop/No Monitor; 1 ea. B45J03 MDOC/MSP GX620 Desktop/Tower Image - Status Pending
    - 1325832 – 118 days - 551-7-09 - 3 ea. GX620 Towers/No Monitor; 3 29" Monitors; 3 Mon. Warranties; 1 - Toughbook; 1 - DVD-Multi-Drive, etc. – Status Pending

- 1325853 – 118 days - 551-7-13 - 1 ea. HP LaserJet 2420dn Printer; 1 ea. HP Care Pack - Status Pending
- 1325864 – 118 days - 551-7-14 - 2 ea. HP LaserJet 2420 Printers; 2 ea. HP Care Pack - Status Pending
- 1325870 – 118 days - 551-7-25 - 1 ea. 16X Half-Height DVD-ROM Drive for Optiplex GX620 – Status Pending
- 1328683 – 116 days - 551-7-28 10 each GX620 desktops, 1 each GX620 Technical desktop - Status Pending
- 1328690 – 116 days - 551-7-29 1 each HP Laserjet multipurpose tray - Status Pending
- 1329343 – 115 days – 551-7-07 - 9 ea. Technical GX620 Desktops w/Images & 17" Flat Panel Monitors; 1 ea. HP Color LaserJet 3600dn Printer - Status Pending
- 1334596 – 105 days - 551-7-34 - 3 ea. TOAD for Oracle Professional Edition Software Maintenance; 2 ea. TOAD for Oracle Maintenance – Status Assigned
- 1341897 – 98 days – 551-7-35 - 1 ea. Dev Image Svcs-WG Image Svcs 4.X Upgrade; 1 ea. Technical Upgrade - Status Assigned
- 1346521 – 90 days – 551-7-06 6 each FTK software - Status Assigned
- 1362421 – 73 days – 551-7-041 - 1 ea. OpenFox Message Switching System Software Support and Maintenance - 10/1/06 - 3/31/07 - Status Assigned
- 1362925 – 73 days – 551-7-52 - Sxr07-152 - 2 ea. Apple Mac Book Pro w/Studio Disp. Monitors - Status Assigned
- 1362929 – 73 days – 551-7-53 - 2 ea. Backbag Tech "Firebox" Write Blockers; 2 ea. Blackbag Tech Forensic Suite; 2 - Blackbag Tech Macquisiton - Status Pending
- 1362944 – 73 days – 551-7-054 - 6 ea. Forensic Recovery Computers; 1 - FRED Write Protection Kit; 6 - Nitro AV PCICARD Firewires; 6 - MEPIS, etc. - Status Assigned
- 1362952 – 73 days – 551-7-36 - Mission Ctrl Wkstation Lic.; 2 - Mission Ctrl Serv Lice.; 1 - Mission Control Actv'tn Fee; 2 - MC Support 1 Yr, etc - Status Pending
- 1362989 – 73 days – 551-7-051 - Sxr07-156 Hardware Required for Analysis of Electronic Media Using Forensic Analysis Software - See DIT-0015a's (2). - Status Assigned
- 1382274 – 40 days – 551-7-08 - 2 ea. GX620 Desktops w/17" FP Monitors; 3 - FP Monitors; 13 - GX620 Towers w/17" FP Monitors, etc. - Status Assigned
- 1382288 – 40 days – 551-7-31 - 1 ea. Business GX620 Desktop w/17" FP Monitor & B45J03 MDOC/MSP Image - Status Assigned
- 1382294 – 40 days – 551-7-37 - 435 ea. Motorola NI-CAD Batteries - Status Assigned
- 1382375 – 40 days – 551-7-47 - 1 ea. HP LaserJet 1320 Printer & Care Pack Extended Agreement - Status Assigned
- 1382391 – 40 days – 551-7-079 - 1 ea. GX620 Computer w/Monitor - Status Assigned
- 1382407 – 40 days – 551-7-081 - 13 ea. Docking Stations for Laptops; 13 ea. Monitor Stands for Laptops - Status Assigned
- 1382422 – 40 days – 551-7-082 - 1 ea. Thinkmate 3U Xeon 16X Hotswap Sata + Shipping - Status Assigned
- 1382441 – 40 days – 551-7-080 - 1 ea. GX620 MT w/17" Monitor & 3.5" Floppy Drive - Status Assigned
- 1382450 – 40 days – 551-7-055 - Sxr07-208 - 1 ea. Aberdeen Stirling X632 Server; 1 - Dell PowerEdge 1800 Server; 2 - 1.0 TB Strg Devices - Status Assigned
- 1382456 – 40 days – 551-7-05 - Sxr07-081 - 1 ea. Computer Forensic Case Archive Storage Server -- 20TB Xeon Storage Server - Status Assigned

Monthly Accomplishments:

- **Secure Tunnel Server Re-task (60509-01) –** Re-task the MSP servers: MSPSTPA1 and MSPSTPA2 as MQ servers for the Next Generation LEIN project. This Project is now completed.
- **Public Sex Offender Servers (60315-02)** – New legislation was recently passed that forces MSP to add email capability to the Public Sex Offender Registry (PSOR). The current server running the PSOR application will not be

able to handle this added work. MSP is requesting a quote for two servers to run the PSOR application in a load balanced fashion. This Project is now completed.

- **MSP-FSD STS – (51110-02)** – Michigan State Police Forensic Science Division is procuring a Sample Tracking System (STS) to provide better management workflow of data within their CODIS Units. This System will track DNA Samples and export them to the CODIS System which is controlled by the Federal Bureau of Investigation (FBI). The purchase includes two (2) Servers to act as a primary and backup within the FSD Lansing Lab. This Project is now completed.
- **MSP ICHAT – (50929-02) –** MSP has a web-based application called ICHAT, INTERNET CRIMINAL HISTORY ACCESS TOOL that allows users to perform criminal background checks, e-Michigan & IBM originally developed this application. Currently this site is maintained by e-Michigan however the application is hosted with IBM under the Michigan.gov Portal in Boulder Colorado. ICHAT is a Java/Unix application hosted on 2, Sun Servers, the purpose of this project is two fold; (1 re-write the application in .Net/Microsoft and host the application @ DCO, this will provide the SOM with cost savings by having the application hosted in state and .Net technology will allow e-Michigan to better manage and enhance the site, (2 The current design does not allow for an easy migration to CEPAS and does not conform to Credit Card Processing rules, subsequently the Department of Treasury has asked MSP to re-write the application. ICHAT was moved over to the new system on Friday February 26th. There are no know issues at this time and Agency Services has agreed to close the project as completed.
- **PPO (50609-01) –** Project to move the Personal Protection Orders (PPO) s off the MIPC-MSP mainframe into an Oracle database. The new PPO systems were implemented on February 7th 2007. This project is completed.

UIA *Sam Meheidli*

Equipment Deployment Status:

- **Remedy Case # 135872, CR # 10711** - 41 GX620s for SOAHR.
- **Remedy Case # 1329624, CR # 9183** - 30 GX620s and 10 D610s laptops for DLEG- Bureau of Labor Market Information & Strategic Initiatives.
- **Remedy Case # 1393211, CR# 12277** - 5 GX745s for GR/Detroit.

Project Status:

- **Moving staff to UIA–Madison Heights Branch Office to work on the System Integration Project (System Rewrite) 60306-02 -** Only the 2 printers were setup. The PCs are stored. This project is on hold.
- **DLEG- UIA "RICC II enhances the UIA RICC (Remote Initial Claims Center)" (50831-01) –** Users are using the Nice applications at the RIC Centers, and no problems were reported.
- **XP Managed Rollout (50524-01) -** All deployed new PCs have the XP state base image, and any new order automatically will have the XP state base image. There are UIA staff that are still using win2k. During the last Agency Service Delivery meeting on Thursday 3/22/07 it was requested that those users be upgraded to XP.
- **DLEG_UIA Installation of a software called Auto Coder Version 4 (60801-01) –** This project is for 3 Servers (2 for productions /1 for Dev. /Test) with OS is Linux. The DIT-15 was submitted and approved by the Agency. This is pending shipment of servers from Dell.

Monthly Accomplishments:

- Assisting Agencies and DIT- Field Service on creating/resolving remedy cases.
- Participated in the Infrastructure Services Resource Planning Meeting.
- Participated in the Equipment Deployment teleconference meeting.
- Attended E25K status meeting.

- Attended UIA-Agency Service Delivery meeting.

The Buzzzz
10/14/08 NO. 260
A UIA NEWSLETTER ... KEEPING YOU UP-TO-DATE ON THE LATEST DEVELOPMENTS AFFECTING YOU!

UIA fills Four Managerial Posts

by Norm Isotalo, Communications Specialist, DLEG

The agency has filled four mid-level manager positions within the past two weeks. Three of the jobs are within Benefit Services, and the fourth is in the Office of Management Services.

Sue Easton now manages UIA's Federal Programs & Procedures area.

In Benefits Services, **Sue Easton** is the new manager of Federal Programs and Procedures; Yukima Everett is the manager of Quality Assurance; and Debbie Lychack is the UIA Project Manager. Sheila Murff was named manager of Central Support. All four appointments became effective on Monday, October 6.

Prior to her new appointment, Sue Easton had been manager of Benefit Systems Control in the UI Tech & Data Control unit. She originally started with the agency in 1992 as a claims examiner at the Michigan Employment Security Commission (MESC) office in Flint. From there, she moved to the Lapeer office as a claims examiner, and later conducted adjudications training for the Center for Learning & Development. In 2002, Easton joined the Employer Filed Claims (EFC) program as an analyst and made presentations to employers and union representatives about the newly created EFC program.

She became a manager at the Detroit RICC in 2003, and later that year began managing Benefit Systems Control.

The Federal Programs & Procedures area includes the Procedures, Combined Wage Claim and Trade Readjustment Allowances programs.

Sue holds an associate's degree in industrial chemistry from Ferris State University.

A graduate of the University of Detroit Mercy, Yukima has a bachelor's degree in criminal justice. She also has a master's degree in counseling from Ashland Theological Seminary, and is a licensed counselor, working with couples. In addition, she is a minister at the Ecc'lesia Christian Ministries.

A career civil servant, **Debbie Lychack** worked for the Connecticut Department of Labor before joining Michigan's Department of Career Development 10 years ago. While in Connecticut, she worked as a UI claims examiner, and as a branch office manager.

She then began working on the America's Talent Bank project for which Michigan had the funding. Once the project ended, Debbie accepted a position with the State of Michigan to work on the state's Talent Bank project. At Career Development, she was initially a departmental analyst. She then became a business analyst with the technology group, and also served as a liaison with Michigan Works! Agencies. Prior to accepting her new post, Debbie was a project manager with the Department of Information Technology.

While at DIT, Debbie was the project manager for the employer website portal project that won state and national honors.

As UIA project manager, Debbie will provide management oversight to various UIA projects, including the agency's System Rewrite Project. She follows former project manager, Clay Tierney,

She succeeds Margaret Westerman who retired in 2007.

Yukima Everett began her career in state government in the early 1980s when she joined the MESC as a fraud investigator, following a two-year stint as a patrol officer with the Detroit Police Department. Later, she became a regulation agent, and then a senior regulation agent. She has handled internal investigations, and also worked on a special project that allowed fraud investigators and field auditors to work from their homes, instead of from an office.

Yukima Everett oversees UIA programs that assure quality control over benefit payments.

Yukima was a team manager at the Detroit RICC, as well as manager of the Benefit Accuracy Measurement Unit (BAM). Most recently, she was the acting manager of Federal Programs & Procedures.

As manager of Quality Assurance, Yukima will oversee the BAM, Benefit Overpayment Control and Benefit Overpayment Collection programs.

She takes over from Connie Luckett, who retired earlier this year.

who recently became director of Management Services.

Debbie Lychack is the new UIA project manager. She reports to Shaun Thomas, director of Benefit Services.

Debbie holds a bachelor's degree in public administration from Central Connecticut State University, and has a certification in project management from the Project Management Institute.

A State of Michigan employee for the past 32 years, **Sheila Murff** started her career as a secretary with the Michigan Council for the Arts. She later moved to the Commission on Arts in Public Places as an office manager. In 1989, she joined MESC's Data Processing area to help resolve software and hardware acquisition issues.

She later became chief of procurement, before relocating to Benefit Services, where she dealt with purchasing, budgeting and special projects. Her job was then moved to Central Support within the Office of Management Services, and she handled purchasing, inventory, telecommunications, copiers and computers for the agency.

UIA's Central Support provides budgeting, purchasing, telecommunications and special project support to agency operations and new initiatives. Anita Friday formerly held the post until recently being named director of External Benefit Services.

A native of Hawaii, Sheila attended the University of Hawaii and earned a bachelor's degree from William Tyndale College in Farmington. She also holds an associate's degree in computer and data processing from Wayne County Community College.

Welcome Back to UIA!

The Unemployment Insurance Agency welcomes the return of Debra Hill to UIA. Effective October 6, 2008, Debra began working in the Central Support unit of UIA's Management Services. Debra will continue to be responsible for designing UIA forms and ensuring that the forms meet DLEG's forms publication standards. By working in UIA's Central Support unit, Debra will work more directly with the analysts developing forms in the benefit and tax areas of UIA, while becoming more acquainted with the UI program. The benefit and tax areas in UIA will benefit by having this critical function located in the agency. Overall, the department will realize efficiencies by maximizing our resources to better serve our internal and external customers. Debra worked for UIA prior to moving to DLEG's Office of Media Technology.

It's "Hammer Time" for Two at the Lansing PRO

by Norm Isotalo, Communications Specialist, DLEG

Cindy Curtis and Melinda McCullough answered the call for help when ABC-TV's popular show, "Extreme Makeover: Home Edition", sought volunteers for a home makeover project in the Lansing-area town of Holt.

The television show, with its cast of designers, local contractors and volunteers, broadcasts home makeovers that are completed within a week for deserving families from across the country that require a helping hand.

In this case, the ABC show chose a Holt family because the father, who was a nurse at a local hospital, contracted Hepatitis C seven years ago and died from the disease in January 2008, a month after his wife was laid off from her job. With no husband and father, no job, a house that had fallen into disrepair and three young sons, the family needed help.

Cindy and Melinda, along with 1,600 other individuals from the area, volunteered to work on the project. The two Lansing PRO staffers said they saw a story in the newspaper about the project, and responded to an e-mail address for those who wanted to lend a hand.

The week-long project began on Sunday, September 28, with the demolition of the existing home and the pouring of cement for the foundation of the new home. On Monday, the framing went up, trusses were set, and work continued until Friday, October 3, when the family received the keys to their brand new 3,300 square foot, four-bedroom home.

Cindy worked on the project from 5:00 a.m. to noon on Monday, September 29. She checked in volunteers, contractors, vendors and media representatives.

"I got to make runs to the actual location and, in the seven hours I spent volunteering, they built it from the basement foundation to setting the rafters," Cindy said. "It was amazing!"

Melinda worked the Monday afternoon shift from noon to 6:00 p.m., and made sure that the construction crews had plenty of liquids. She also helped with the clean-up, and watched the VIP tent to ensure that spectators didn't wander in.

Both women were glad to be part of the project.

Melinda McCullough (left) and Cindy Curtis, UIEs at the Lansing PRO, didn't swing a hammer when they volunteered for the "Extreme Makeover: Home Edition" project in Holt, but they did get really cool T-shirts.

"What moved me to become part of the project was the opportunity to help a family that was right here in the community," Melinda said. "It's an awesome feeling knowing that I am giving back to a great project."

Cindy said, "The whole experience was very rewarding, and I felt blessed to be part of it. Everyone was there to help that family. The volunteers, contractors and everyone involved were very friendly and excited to be a part of it."

Cindy also had a chance to watch some of the project being filmed and reported that show hosts and designers Ty Pennington and Ed Sanders are as cute in person as they are on TV.

The "Extreme Makeover: Home Edition" show about the Holt project is expected to air in November.

ATTENTION UIA EMPLOYEES!!

This is just a reminder that you are invited to submit your personal stories to the UIA Buzzzzz. These stories should highlight the educational accomplishments, volunteer activity, community involvement and other noteworthy events of UIA employees, as well as those of their immediate family members (which would include spouses, children and grandchildren). We look forward to helping you acknowledge and celebrate the special events in your life.

The other biweekly issue of the Buzzzzz will feature agency-related activities and information, such as new work processes, special projects, announcements or accomplishments, as well as employee retirements. You are encouraged to submit articles for both editions. You may forward your stories and suggestions to me at McCollaPamelaC@michigan.gov.

Please accept this invitation to make a personal contribution toward the Buzzzzz, as we work toward maintaining it as your biweekly source for agency

The Buzzzzz

EDITORS:
Pamela McColla
Unemployment Insurance Agency
Nirva Civilus
Office of Media Technology

If you have program news you would like to contribute, e-mail McCollaPamelaC@michigan.gov

and employee news and events.

Share the Gift of Giving

by Dorothy Holmes, Departmental Analyst, Central Support

Michigan Harvest Gathering - "Give Your Old Books A New Home"

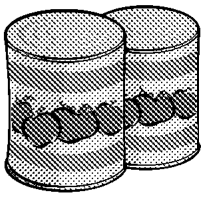
Michigan Harvest Gathering is an annual event during which food and funds are raised to support the state's nine regional food banks. The regional food banks serve agencies such as food pantries, soup kitchens and shelters in all 83 Michigan counties. Food and funds collected during the campaign are used to keep the food banks' shelves stocked, and to assist in the high transportation costs incurred in moving food around the state.

Each year, one in ten people in Michigan rely on the food bank network for emergency food assistance. 38% are children and 14% are senior citizens...both of which are the most vulnerable groups in our state. For every dollar you give, $14 worth of food can be purchased by our regional food banks.

All Unemployment Insurance Agency employees are invited and encouraged to participate in the Michigan Harvest Gathering for 2008. This year, UIA employees are determined to raise record-level contributions. To help with this effort, the Office of Central Support will be sponsoring a special event – a book exchange, entitled "Give Your Old Books a New Home," on Thursday, October 23. You can play an important part in increasing this year's contributions to the food drive by donating new and/or gently used books for all ages. The books collected will be given away to employees who donate non-perishable canned and boxed food items.

The 2008 Harvest Gathering runs from October 13 until the 24th. If you are unable to participate in the book exchange, please consider increasing your pledge from last year. If you are not currently participating in the campaign, please consider a pledge of as little as $1 or $2 a week. Every dollar makes a difference, and using payroll deduction as your payment method makes it easy.

All donations for books and non-perishable canned and boxed food items can be dropped off in the Office of Central Support, Cadillac Place, Suite 12-300. Please check all expiration dates on the packages before making your food donations. Envelopes for mailing monetary donations will be provided to all agency employees. Also, monetary donations can be made online by visiting the Michigan Food Bank website at http://www.fbcmich.org/site/PageServer?pagename=homepage



If you have questions, please contact Dorothy Holmes, UIA Coordinator for the 2008 Michigan Harvest campaign, at 313-456-2526.

Training Schedule

10/13/08
New Hire Training UIE Week 1
Grand Rapids RICC
October 13-17 2008

10/15/08
Lunch N Learn 401K/457- Investing for Women
Grand Rapids RICC
12:00 pm - 1:00 pm

Lunch N Learn 401K/457 -Investing for the Future

MI360 New Leader Feedback
Detroit RICC
9:00 am - 12:00pm

10/20/08
New Hire Training UIE Week 2
Grand Rapids RICC
October 20-24 2008

ROC Training
October 21-24

Conference Room 12-320, Cadillac Place
12:00 pm - 1:00 pm

Training Room # 1
Cadillac Place (tentative)
8:30 am - 5:00 pm

CLD CORNER

A Word on the Professional Development Fund (PDF)

Did you know that educational assistance is available for managerial, supervisory, confidential and Non-Exclusively Represented Employees (NEREs)?

The Professional Development Fund (PDF) was established to provide an opportunity for employees to obtain partial reimbursement for education or training that is not available through state offered training or department funding sources. It is funded in accordance with the coordinated compensation plan approved by the Civil Service Commission.

Main points of the program are:

* Both college course credits and non-degree programs, such as professional seminars, conferences and continuing education credits are eligible.
* The PDF will reimburse 50 % of eligible expenses. Application for reimbursement must be made within 35 working days after you complete the course, and before the close of the fiscal year in which the course ended.
* The reimbursement per fiscal year is $1,200. The PDF will reimburse for items such as tuition, books and laboratory fees.
* The minimum eligible expenses will be $50, resulting in a minimum reimbursement of $25. (50% of eligible expenses).
* Reimbursement will be made for only one degree at a level. If you have been reimbursed for classes towards one degree, you will not be eligible for a second degree at that level.
* Reimbursement will only be made for courses which result in a grade of C (2.0) or higher at the undergraduate level, and B (3.0) or higher at the graduate level.
* To qualify for PDF reimbursement, you must first comply with our department/agency's policy on tuition reimbursement. Because the department does not provide tuition reimbursement, a denial letter will be issued, upon request, from the Center for Learning and Development, after you submit a copy of your class registration, tuition costs and grades.

For additional information on the Professional Development Fund, go to the website www.michigan.gov/ose. You can also contact the Center for Learning and Development at (313) 456-2473 or 2475.

October 2008 – UIA CHARITY of the Month

ORPHAN FOUNDATION OF AMERICA

Helping parentless teens since 1981

Founded in 1981, the Orphan Foundation of America (OFA) serves thousands of foster teens across the United States. Whether providing them with college scholarships, connecting them with mentors and internships, sending them care packages, or testifying before Congress, OFA is a passionate champion of foster youth.

Each year 25,000 young people "age out" of the foster care system. OFA is committed with their partners and sponsors to help foster teens become tomorrow's productive good citizens. They are working to maximize support for their post-secondary education goals and mobilize the community at large to assist them.

OFA is a special place in the hearts of many. Their scholars, alumni, donors, volunteers and youth care workers recognize the uniqueness of its work and think of it as a place where they belong.

OFA Programs support services in these areas:

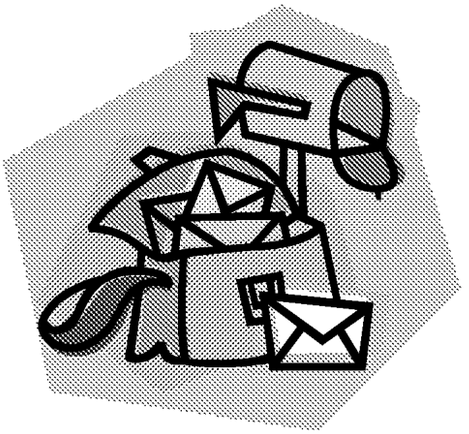
* Administering scholarships for college and post-secondary education.
* Overseeing Education and Training Voucher (ETV) funding in nine states across the U.S.
* Providing a Virtual Mentoring program, linking students with experienced adults through a state-of-the art internet portal, to help them succeed.
*Connecting students with internships to give them valuable workplace experience in business, government, and various agency settings.
* Sending out care packages, three times a year, to boost student morale and give them a sense of famly-like support.
*The Red Scarf Fund for Foster Youth supports their general programs and provides for the emergency needs of their students, such as housing, medical bills, transportation, etc.

Detroit Office contacts:

C. Dziadziola, CWC - 12th Fl. Cadillac Place, 313-456-2855

A. Smith-Thomas, Tax Unit -11th Fl. Cadillac Place, 313-456-2163

D. Trice, Wage, Outreach & Analysis - 13th Fl. Cadillac Place, - 313-456-3358



.....from the UIA Mail Bag

This message was sent to Brenda Rose, a departmental technician in the Wage Record Unit of External Benefit Services, from an employer who appreciated her assistance with an amended wage detail report:

Your help today is greatly appreciated. It was a pleasure dealing with you, and you quickly put my fears to rest. You have excellent customer service skills, and I hope that you are recognized for this.

Tammy Symborski, a UIE in the Saginaw RICC, shared this positive feedback:

I had a claimant on the phone who was so grateful for me taking the time to help him understand how unemployment works. He commended me for being so caring, and he wanted me to transfer the call to my manager so he could make sure that he knew how appreciative he was for the time and help that I gave him.

If you, or one of your co-workers, receives a phone call, email message or letter of praise for your exceptional efforts as an individual or work unit, or positive feedback about the agency, please forward it to the Buzzzzz editor, Pamela McColla at McCollaPamelaC@michigan.gov. Let's spread the word about the great work that

Buzzzzz Words

Courage is what it takes to stand up and speak; courage is also what it takes to sit down and listen. - *Winston Churchill*

Editors:
Pamela McColla, Unemployment Insurance Agency
Nirva Civilus, Division of Media Technology

If you have program news you would like to contribute, e-mail McCollaPamelaC@michigan.gov

From: Edmonds, Keli (DLEG)
Sent: Monday, December 01, 2008 11:17 AM
Subject: DLEG Daily News Clips

Doubletree Hotel Bay City i Riverfront Receives Green Lodging ...
MarketWatch - USA
... City i Riverfront has earned Green Lodging **Michigan** (GLM) Steward certification from the State of **Michigan Department** of **Labor & Economic Growth** (DLEG). **...**

http://www.lansingstatejournal.com/apps/pbcs.dll/article?AID=2008811270323
Determination lifts 26-year-old above setbacks of losing sight
Center gives ex-MSU student a better outlook
"It was that sudden. I was pretty angry for the first few weeks," the Cohoctah Township native recalled. Determined to start planning her future, Movalson recently spent three months at the Michigan Commission Training Center for the Blind in Kalamazoo. First, she learned the basics, such as learning to read Braille lettering and using a cane. Before long, she was in swimming, tandem bicycle riding and horseback riding. "After being with the rehabilitation staff there, I realized I don't really have very many limitations," she said.

Long-term idea for Detroit 3: Think globally for way to survive
(Detroit Free Press © 12/01/2008)
Indexed Dec 1 2008 4:12AM (Article ID 233048653)

All right, Congress. You are revisiting federal aid to Chrysler LLC, Ford Motor Co. and General Motors Corp. this week. You want a plan to set the U.S. auto industry on the road to long-term health an

Mandates driving surge to the river for hydropower
(Detroit Free Press © 11/30/2008)
Indexed Dec 1 2008 2:21AM (Article ID 233005637)

HAMILTON, Ohio (AP) -- Many decades ago, cost-conscious Henry Ford turned to hydroelectric plants to power his car factories like the one by the Great Miami River, near this Cincinnati suburb. Tha

Mandates driving surge to the river for hydropower
(Flint Journal © 11/30/2008)
Indexed Dec 1 2008 2:21AM (Article ID 232992961)

11/30/2008, 3:16 p.m. ET By TERRY KINNEY and JIM SUHR The Associated Press HAMILTON, Ohio (AP) — Many decades ago, cost-conscious Henry Ford turned to hydroelectric plants to power

Pipelines race out of the mountains; into yards
(MLive.com © 12/01/2008)
Indexed Dec 1 2008 2:21AM (Article ID 233017560)

DENVER (AP) — In the push toward more energy independence, massive infrastructure projects that will help to deliver it have clashed with cherished rights of land ownership. Proven natural gas

UN: Financial crisis delaying green projects
(Detroit Free Press © 12/01/2008)
Indexed Dec 1 2008 2:21AM (Article ID 233017914)

POZNAN, Poland (AP) -- The global financial crisis already has delayed some green energy projects, stoking fears that a shortage of investment money will lead to cheap and dirty decisions on new p

Report: county homeless rates on the rise
(Central Michigan Life © 12/01/2008)
Indexed Dec 1 2008 2:21AM (Article ID 233017706)

A local Salvation Army report shows a 42 percent jump in Isabella County homeless persons since 2005. According to the report, the January 2007 count showed 52 homeless individuals living in the coun

Pharmacists find they have right prescription for finding work
(Lansing State Journal © 12/01/2008)
Indexed Dec 1 2008 4:12AM (Article ID 233048997)

The enticement was hard to refuse: a signing bonus of $30,000. The wad of cash would help with student loans, so who could turn down the extra cash - on top of a nearly $130,000 annual salary? So,

Autoworker chief pleads for government aid
(MLive.com © 11/30/2008)
Indexed Nov 30 2008 1:49PM (Article ID 232980157)

WASHINGTON (AP) — The head of the United Auto Workers made a public plea Sunday for government help for U.S. carmakers as the Big Three put the final touches on stabilization plans to submit to C

Big Three fine-tune aid pleas
(Detroit News © 12/01/2008)
Indexed Dec 1 2008 4:12AM (Article ID 233048623)

The heads of Detroit's automakers will be making the most important pitches of their careers this week when they return to Washington to ask Congress a second time for $25 billion in emergency loans.

Federal aid to Detroit Three essential to preserving American jobs
(Flint Journal © 11/30/2008)
Indexed Nov 30 2008 1:49PM (Article ID 232980199)

by Dale E. Kildee | Guest writer Sunday November 30, 2008, 12:34 PM Dale Kildee Today, families across America face their greatest challenge perhaps since the crisis of the 1930s. And if we as a na

Gettelfinger pleads for government aid
(Detroit News © 11/30/2008)
Indexed Dec 1 2008 2:21AM (Article ID 232992974)

WASHINGTON -- The head of the United Auto Workers made a public plea Sunday for government help for U.S. carmakers as the Big Three put the final touches on stabilization plans to submit to Congress.

Here's what Big 3's big guys should tell Congress
(Detroit News © 12/01/2008)
Indexed Dec 1 2008 2:21AM (Article ID 233023110)

Before the Boston Tea Party, did anyone worry about being criticized for wasting tea or polluting Boston Harbor? At the March on Selma, were most marchers concerned that critics would complain that

Iraqi doctors come to U.S. for training, fellowship
(Detroit News © 12/01/2008)
Indexed Dec 1 2008 2:21AM (Article ID 233018269)

WASHINGTON -- Being an ear, nose and throat specialist in Iraq doesn't feel so dangerous any more for Kareem, one of 27 Iraqi medical doctors who spent the past month learning about health care in the

Is government loan enough to help Big 3?
(Detroit News © 12/01/2008)
Indexed Dec 1 2008 4:12AM (Article ID 233048649)

U.S. Rep. Thaddeus McCotter ("Put aside political double standards; Detroit automakers need bridge loan," Nov. 26) seems to be one of the few congressional leaders who gets the big picture of this aut

Neighborly Ind. car dealers face troubles together
(Detroit Free Press © 11/30/2008)
Indexed Dec 1 2008 2:21AM (Article ID 232993097)

AVON, Ind. (AP) -- No customer voices competed with the harmony of "Silly Love Songs" flowing from the showroom speakers at Danville Chrysler Dodge Jeep. A competitor's blue-cross emblem beckoned

Spain's car sales halved in Nov. from year ago
(Fenton Press © 12/01/2008)
Indexed Dec 1 2008 8:24AM (Article ID 233086012)

MADRID, Spain (AP) — Spain's car manufacturers are reporting a 50 percent drop in sales in November compared with the same period a year ago. It's the second worst annual drop on record and the

Tiger Woods' split with GM a sign of sour economy
(Detroit News © 11/30/2008)
Indexed Nov 30 2008 10:25AM (Article ID 232969906)

Turns out, Tiger Woods wouldn't really rather have a Buick. At least not anymore. When Woods ended his nine-year relationship with General Motors Corp. on Monday -- a mutual decision between a megaw

UAW leader appeals to Congress on automakers' behalf
(Detroit WXYZ (ABC) CH 7 © 11/30/2008)
Indexed Dec 1 2008 2:21AM (Article ID 232993019)

(L-R) UAW President Ron Gettelfinger, Chairman and CEO of General Motors Richard Wagoner, Chairman and CEO of Chrysler LLC Robert Nardelli and President and CEO of the Ford Motor Company Alan Mulally

UAW may reopen pacts
(Detroit Free Press © 12/01/2008)
Indexed Dec 1 2008 4:12AM (Article ID 233048654)

UAW President Ron Gettelfinger signaled Sunday that the union is willing to reopen its contracts with the Detroit Three as a way to help the domestic automakers win support for federal loans as long a

UAW: Prepared to return to bargaining table
(Detroit Free Press © 11/30/2008)
Indexed Dec 1 2008 2:21AM (Article ID 233005629)

UAW President Ron Gettelfinger signaled Sunday that the union is willing to reopen its contracts with the Detroit Three as a way to help the domestic automakers win support for federal loans as long a

What would Big 3 bankruptcy mean for Michigan?
(Petoskey News Review © 12/01/2008)
Indexed Dec 1 2008 8:24AM (Article ID 233085927)

It's always an iffy thing when the headline story on the national section of the Sunday New York Times is about your state. You know, the big city media invades small state, city or village to d

From: Edmonds, Keli (DLEG)
Sent: Wednesday, December 03, 2008 11:16 AM
Subject: DLEG Daily News Clips

Little change in unemployment rates
(WEYI NBC 25 © 12/03/2008)
Indexed Dec 3 2008 2:42AM (Article ID 233685966)

Tuesday, December 02, 2008 at 11:28 a.m. LANSING, MI. -- Seasonally unadjusted unemployment rates recorded only minor changes over the month in most of Michigan's 17 major labor market areas, accord

Mich. Unemployment Changed Little In October
(WWJ AM 950 Detroit © 12/03/2008)
Indexed Dec 3 2008 8:31AM (Article ID 233806734)
Lansing (WWJ/AP) -- Regional unemployment rates in October were little changed in most of the state's labor markets compared with September, with rates rising in eight, dropping in five and

Michigan's regional jobless rates rise; Ottawa County up to 7.5 percent in October
(Grand Haven Tribune © 12/03/2008)
Indexed Dec 3 2008 2:42AM (Article ID 233685361)
Michigan's regional seasonally unadjusted jobless rates for October ranged from a low of 6.1 percent in the Ann Arbor region to a high of 10.9 percent in the Flint region. The unemployment rate

Regional Jobless Picture Predictable, Not Pretty Says DLEG
(WOOD 13 FM Grand Rapids © 12/03/2008)
Indexed Dec 3 2008 8:31AM (Article ID 233805910)
The rough times in Rhode Island are equalled by Michigan's 9-point-3 percent jobless figure, seasonally adjusted for October and offered up Tuesday by the Department of Labor and Economic Growth.

Public comments invited on substation
(Traverse City Record-Eagle © 12/03/2008)
Indexed Dec 3 2008 2:42AM (Article ID 233685919)
FROM STAFF REPORTS GREILICKVILLE -- Wolverine Power Cooperative filed an application with the Michigan Public Service Commission to construct an electrical transmit

Hawaii to first state with electric car stations
(Kalamazoo Gazette © 12/03/2008)
Indexed Dec 3 2008 2:42AM (Article ID 233685197)
HONOLULU (AP) — Hawaii on Tuesday unveiled plans to be first in the nation to roll out electric car stations statewide — a move the governor hailed as a major step toward weaning the island

NextEnergy Boss Sees Sharp Job Growth In Renewables
(WWJ AM 950 Detroit © 12/03/2008)
Indexed Dec 3 2008 8:31AM (Article ID 233806716)
Within a relatively few years, Keith Cooley believes that Michigan could see hundreds of thousands of new jobs in renewable energy technologies. And Cooley is in a place to help make that happen – h

Village president to discuss his ethanol plant experienceBy Jeff Broddle
(Cadillac News © 12/03/2008)
Indexed Dec 3 2008 7:55AM (Article ID 233802138)
LAKE CITY - McBain residents who have been wondering what having an ethanol plant in their industrial park may mean for the city will be able to get some perspective Thursday when Caro's Village

Southeast Michigan unemployment rates mixed
Crain's Detroit Business - Detroit,MI,USA

... results in October, with the Detroit area's rate rising, according to data released Tuesday by the Michigan **Department of Labor** and **Economic Growth**.

12/3/08 if Detroit dies, what happens to Hamtramck
Hamtramck Citizen - Hamtramck,MI,USA
Michigan's "**Cool Cities**" initiative – of which Hamtramck takes part in — launched in 2003 by Gov. Jennifer Granholm with help from Richard Florida

Local news in brief: Tip leads to arrest after Mecosta County jail ...
Detroit Free Press - United States
Also, Granholm was invited to the performance by her friend **Butch Hollowell**, a member of the cast, Boyd said. **Hollowell**, a Detroit lawyer appointed by

Unemployment numbers go up
WWMT - Kalamazoo,MI,USA
Unemployment surged to 9.3 percent in **Michigan**, two percent higher than 2007, high enough to tie Rhode Island for the highest number in the nation. **...**
See all stories on this topic

RI, **Michigan** lead the nation in **unemployment**
Forbes - NY,USA
Results released Tuesday by the US Bureau of Labor Statistics show that Rhode Island and **Michigan** had the worst **unemployment** rate of any state in the **...**
See all stories on this topic

October **unemployment** rates remain high across southwestern **Michigan**
Kalamazoo Gazette - MLive.com - Kalamazoo,MI,USA
by Alex Nixon | Kalamazoo Gazette KALAMAZOO, **MI** -- **Unemployment** remained relatively flat across most southwestern **Michigan** in October, after several months **...**
See all stories on this topic

Mich. October regional **unemployment** little changed
MLive.com - MI,USA
National and state **unemployment** rates are adjusted to remove seasonal influences such as production cycles, holidays and climate conditions. **Michigan's ...**

Allegan Township to allow the sale of hard liquor, a first
Kalamazoo Gazette - MLive.com - Kalamazoo,MI,USA
The board voted 4-1 to repeal the decision and 4-1 to upgrade Wolter's license. Final decision will be made by the Michigan Liquor Control Commission.
See all stories on this topic

OPINION: 'Protection' we don't need
Crain's Detroit Business - Detroit,MI,USA
But the Michigan Beer and Wine Wholesalers Association, abetted by the state Liquor Control Commission, are willing to stomp on state retailers to

NextEnergy Boss Sees Sharp Job **Growth** in Renewables
WWJ - Detroit,MI,USA
Before joining NextEnergy, Cooley was director of the state **Department of Labor and Economic Growth**. Before that, from 2002 to 2006,

West **Michigan** jobless rate climbs a bit in October
Muskegon Chronicle - MLive.com - Muskegon,MI,USA
This October there were 2700 more unemployed in Muskegon County and 900 fewer employed, according to the state's **Department of Labor and Economic Growth**. **...**
See all stories on this topic

Holland area unemployment increases
HollandSentinel.com - Holland,MI,USA

... Haven area was at 7.5 percent for October, up from 7.3 percent in September, according to **Michigan**'s **Department of Labor and Economic Growth**. ...
See all stories on this topic

Value City to lay off 120 in metro Detroit
Detroit Free Press - United States
The Columbus-based retailer notified the **Michigan Department of Labor and Economic Growth** about the layoffs this morning and cited current **economic**

Michigan's regional jobless rates for October
(Kalamazoo Gazette © 12/02/2008)
Indexed Dec 2 2008 3:49PM (Article ID 233590978)

(AP) — Michigan's regional seasonally unadjusted jobless rates for October ranged from a low of 6.1 percent in the Ann Arbor region to a high of 10.9 percent in the Flint region. The state's ma

Musk. unemployment 3rd highest in state
(Grand Rapids WOOD (NBC) CH 8 © 12/02/2008)
Indexed Dec 2 2008 12:30PM (Article ID 233438180)
Lansing (WOOD) - Unemployment figures are up several percentage points from this time last year, all across West Michigan. The Michigan Department of Labor & Economic Growth released the October figure

Home mortgage disclosure act data available
(WEYI NBC 25 © 12/02/2008)
Indexed Dec 2 2008 2:18AM (Article ID 233191603)
Monday, December 01, 2008 at 8:36 a.m. The Office of Financial and Insurance Regulation (OFIR) announced that the 2007 data compiled under the Federal Home Mortgage Disclosure Act are available from

Michigan tries to slow foreclosures
(Detroit News © 12/02/2008)
Indexed Dec 2 2008 2:18AM (Article ID 233191214)
LANSING -- Scrambling to do something about Michigan's rampant home foreclosure problem before the holidays, Gov. Jennifer Granholm and lawmakers are working on a flurry of bills to ease the squeeze

AAA: Michigan gas prices are down 3 cents
(Detroit News © 12/01/2008)
Indexed Dec 1 2008 10:25AM (Article ID 233110091)
DEARBORN -- AAA Michigan says gasoline prices have fallen 3 cents per gallon over the past week to a statewide average of $1.72. Of the cities it surveys, AAA Michigan said Monday the cheapest price

Automakers Brace for Grim US Sales
(Detroit WXYZ (ABC) CH 7 © 12/02/2008)
Indexed Dec 2 2008 7:03AM (Article ID 233256993)
WASHINGTON (AP) - Walloped by the recession, automakers' U.S. sales are plummeting as hard-to-get credit, job losses and other stresses make many Americans wary of taking on big-ticket financial commi

Brazil industrial production falls in October
(Lansing WLNS CH 6 © 12/02/2008)
Indexed Dec 2 2008 12:30PM (Article ID 233437914)
Associated Press - December 2, 2008 9:13 AM ET SAO PAULO, Brazil (AP) - Brazilian industrial production fell in October as the global financial meltdown sends shockwaves through Latin America's larg

Environmental protection advocated amid drilling boom
(Michigan Citizen © 12/01/2008)
Indexed Dec 1 2008 10:48PM (Article ID 233155931)
By Brittany Kinstle Capital News Service LANSING ? Lawmakers have been adamant about their quest to turn the state green. Movement toward an eco-friendly state include constructing renewable energy

GLITR December 1, 2008
(WWJ AM 950 Detroit © 12/02/2008)
Indexed Dec 2 2008 7:58AM (Article ID 233278128)
Your report for Monday, December 1, 2008 Nonprofit group pushes for distributed power generation at schools An Escanaba nonprofit group called Michigan GREEN, an acronym for

Jobs are in the wind
(White Lake Beacon © 12/01/2008)
Indexed Dec 1 2008 10:25AM (Article ID 233110333)
Carlton Creek Ironworks, Inc., formerly Kurdziel Inductrics, Inc. in Rothbury, will begin manufacturing wind turbine parts. ROTHBURY - A well established Rothbury foundry has received tax ab

Local, state gas prices down
(Lansing State Journal © 12/01/2008)
Indexed Dec 1 2008 1:50PM (Article ID 233133220)
Gas prices in the Lansing area fell slightly last week, while the statewide drop was more marked. AAA Michigan said today the average price for a gallon of regular unleaded gasoline is at $1.75 per g

Metro/State briefs
(Detroit News © 12/02/2008)
Indexed Dec 2 2008 2:18AM (Article ID 233191223)
Chemicals Dow accepts a lower price for stake in unit Dow Chemical Co. accepted a lower price for a 50 percent stake in its basic-plastics unit from Kuwait's Petrochemical Industries Co . because of

New stimulus package on the horizon
(Cadillac News © 12/02/2008)
Indexed Dec 2 2008 2:18AM (Article ID 233191322)
Find out what Rep. Dave Camp, R-Midland, thinks about a potential stimulus package. New stimulus package? • On Monday, House Speaker Nancy Pelosi promised Congress will try to have a ec

VA hospital makes use of wind power Rooftop turbine provides renewable energy
(MLive.com © 12/02/2008)
Indexed Dec 2 2008 11:48AM (Article ID 233434865)
A small wind turbine now spins atop the VA Ann Arbor Healthcare System hospital, contributing to the hospital's utility needs while satisfying a new federal requirement for renewable energy. Hospi

Recession declared; Wall Street tumbles
(Lansing State Journal © 12/02/2008)
Indexed Dec 2 2008 4:14AM (Article ID 233227249)
WASHINGTON - Most Americans sorely knew it already, but now it's official: The country is in a recession, and it's getting worse. Wall Street convulsed at the news - and a fresh batch of bad economic

Recession-hit automakers brace for grim US sales
(Burton News © 12/02/2008)
Indexed Dec 2 2008 7:03AM (Article ID 233256928)
WASHINGTON (AP) — Walloped by the recession, automakers' U.S. sales are plummeting as hard-to-get credit, job losses and other stresses make many Americans wary of taking on big-ticket financial

Methodist Church getting lot split for separate parcel
Dowagiac Daily News - MI, USA
"It will be two apartments through **MSHDA** (Michigan State Housing Development Authority) funding," Bradford said, "so both will also meet state requirements. **...**
See all stories on this topic

Efforts under way to bring help to foreclosure victims
Oakland Press - Pontiac,MI,USA
“The proposal would use money from the Michigan State Housing Development Authority (**MSHDA**) as a line of credit to ensure loans to homeowners,” he said. **...**
See all stories on this topic

Pre-Purchase Home Buyer Education Workshop Dec. 2 and 4
Charlevoix Courier - Charlevoix,MI,USA
Participants completing the workshop will receive a certificate which will help them qualify for **MSHDA** and other home loan programs.

Canadian Autoworkers' Jobs Would 'Take a Hit' in US Bailout
Bloomberg - USA
... across the Detroit River from Michigan. The number of people claiming unemployment benefits in Oshawa almost doubled in September from a year earlier, ...
See all stories on this topic

Economic highlights, lowlights
Casper Star-Tribune Online - Casper,WY,USA
By the Star-Tribune staff In October 2008, Michigan's unemployment rate reached 9.3 percent. That's the highest rate in the country, tied with Rhode Island

Doubletree Hotel Bay City ≛ Riverfront Receives Green Lodging ...
Earthtimes (press release) - London,UK
Green Lodging Michigan is a joint effort between **DLEG** and the Michigan Department of Environmental Quality (DEQ) to encourage the lodging industry to

International spotlight shines on University of Michigan-Flint ...
The Flint Journal - MLive.com - Flint,MI,USA
Last week he took a look at **Michigan's unemployment** rates, and he has blogged extensively about gas prices. The professor estimates that at current

Auto sales hit new lows
(Grand Rapids WOOD (NBC) CH 8 © 12/02/2008)
Indexed Dec 2 2008 6:04PM (Article ID 233596937)
NEW YORK (AP) - General Motors' November U.S. sales plunged 41 percent, while Ford's dropped 31 percent, dashing hopes that the industrywide drop in vehicle demand might be easing as Detroit's automak

Auto sales hit new lows; GM sales plunge 41 pct
(Lansing WLNS CH 6 © 12/02/2008)
Indexed Dec 2 2008 6:04PM (Article ID 233596973)
Associated Press - December 2, 2008 2:44 PM ET NEW YORK (AP) - General Motors says its U.S. sales plunged 41% in November. The Detroit automaker reports a 44% drop in demand for cars, while light t

Auto sales plummet to 26-year low
(Detroit News © 12/03/2008)
Indexed Dec 3 2008 2:42AM (Article ID 233686170)
U.S. auto sales fell 36.7 percent in November, their lowest level since October 1982. The dire sales figures arrive as Detroit's auto executives head to Capitol Hill this week to ask Congress for up

Auto Sales Slump In November
(Saginaw WNEM (CBS) CH 5 © 12/02/2008)
Indexed Dec 2 2008 11:50PM (Article ID 233639596)
Chrysler said its November U.S. sales plunged 47 percent, blaming a slumping industrywide demand and a planned drop in fleet sales. Earlier Tuesday, General Motors reported a decrease of 41 percent i

Automakers promise to cut costs, ditch planes
(Detroit News © 12/03/2008)
Indexed Dec 3 2008 2:42AM (Article ID 233686126)
It's another day of bad news and bailouts, as auto sales plummet for another month and Detroit's beleaguered Big Three head back to Washington to submit plans justifying their appeal for $25 billion i

Automakers raise request to $34 billion
(Detroit Free Press © 12/02/2008)
Indexed Dec 2 2008 11:50PM (Article ID 233631013)

WASHINGTON -- Detroit's automakers raised the cost of saving the industry Tuesday to $34 billion, with General Motors and Chrysler LLC warning of their collapse by the end of the year without aid, pre

Automakers say they need immediate cash boost
(Detroit WXYZ (ABC) CH 7 © 12/03/2008)
Indexed Dec 3 2008 7:12AM (Article ID 233772188)
General Motors assembly line (Bill Pugliano, Getty Images/file) WASHINGTON (AP) - Congressional leaders are reviewing three separate survival plans as they consider whether to call lawmakers to

Big 3 Lay out Viability Plans & Bailout Requests
(Lansing WILX (NBC) CH 10 © 12/03/2008)
Indexed Dec 3 2008 2:42AM (Article ID 233686056)
Humbled and fighting for survival, Detroit's once-mighty automakers appealed to Congress with a retooled case for a bailout as large as $34 billion Tuesday, pledging to slash workers, car lines and ex

Big 3 Loan Requests Rise To $34B
(Detroit WDIV (NBC) CH 4 © 12/03/2008)
Indexed Dec 3 2008 2:42AM (Article ID 233686072)
DETROIT -- Humbled and fighting for survival, Detroit's once-mighty automakers appealed to Congress with a retooled case for a bailout as large as $34 billion Tuesday, pledging to slash workers, car l

Chrysler to seek $7 billion in government loans
(Lansing WLNS CH 6 © 12/02/2008)
Indexed Dec 2 2008 11:50PM (Article ID 233639488)
Associated Press - December 2, 2008 5:43 PM ET AUBURN HILLS, Mich. (AP) - Chrysler says that without a federal loan, its cash could fall below the minimum amount required to run the company in the

CHRYSLER: Allies eyed; electrics in works
(Detroit Free Press © 12/03/2008)
Indexed Dec 3 2008 4:58AM (Article ID 233742386)
Chrysler LLC, in outlining its critical cash needs to Congress, said Tuesday it sees consolidation as vital for the industry to be viable long-term. "Chrysler remains focused upon developing partners

DuPont CEO: Unique Opportunity for Transformation in U.S.
(Crains Detroit Business © 12/02/2008)
Indexed Dec 2 2008 11:50PM (Article ID 233631060)
Holliday Addresses Detroit Economic Club DETROIT, Dec. 2 /PRNewswire-FirstCall/ -- Citing population growth as the fundamental driver in the new global economic reality, DuPont Chairman and CEO C

DuPont urges Detroit Project to advance cars
(Detroit Free Press © 12/03/2008)
Indexed Dec 3 2008 4:58AM (Article ID 233742397)
The CEO of DuPont said Tuesday that the Detroit automakers, leading U.S. technology companies and others should come together to create a new kind of car. The effort should be like a Manhattan Projec

Firm Offers To Pay Half Of Workers' New GM Car Payments
(WWJ AM 950 Detroit © 12/03/2008)
Indexed Dec 3 2008 8:31AM (Article ID 233806727)
Bloomfield Township-based IteroText Translation Services is putting its money where its mouth is to support the United States automotive industry. Already, the provider of translation services to the

Ford expects profit, electric car in 2011
(Detroit News © 12/03/2008)
Indexed Dec 3 2008 2:42AM (Article ID 233686128)
Ford Motor Co. outlined its strategy to return to profitability -- or at least break even -- by 2011 in a plan it intends to present to Congress today. In the document, the Dearborn automaker outl

Ford Outlines Plan To Congress
(WWJ AM 950 Detroit © 12/03/2008)
Indexed Dec 3 2008 8:31AM (Article ID 233806709)
Southfield (WWJ) -- Ford Motor Company was the first to turn in its turnaround plan to Congress Tuesday and the Dearborn-based automaker says it plans to return to a pretax profit

Ford sales down 30 percent
(Grand Rapids WOOD (NBC) CH 8 © 12/02/2008)
Indexed Dec 2 2008 6:04PM (Article ID 233596933)
New York (AP) - ?Ford says its November U.S. light vehicle sales tumbled 31 percent amid a continued slump in consumer spending and tight credit markets. Toyota's sales fell 34 percent despite its ext

Ford share increases for second straight month
(WEYI NBC 25 © 12/03/2008)
Indexed Dec 3 2008 2:42AM (Article ID 233685987)
Tuesday, December 02, 2008 at 1:58 p.m. Ford, Lincoln and Mercury outpaced industry-wide November sales, thanks largely to F-Series truck sales, and grew its retail and total market share for the

German auto industry predicts grim 2009
(Flint Journal © 12/03/2008)
Indexed Dec 3 2008 7:55AM (Article ID 233802144)
by The Associated Press Wednesday December 03, 2008, 6:29 AM FRANKFURT, Germany (AP) -- The German auto industry's leading trade group said Wednesday it expects next year's car sales to be the

GM Lays Out Plans to Slash Workers and Brands
(Lansing WILX (NBC) CH 10 © 12/02/2008)
Indexed Dec 2 2008 11:50PM (Article ID 233636884)
General Motors says it needs $4 billion in government loans this month and a total of $12 billion by late March to keep operating. The troubled automaker says it plans to slash its numbers of workers,

GM plan calls for $18B in aid; Wagoner to take $1 salary
(Detroit News © 12/02/2008)
Indexed Dec 2 2008 11:50PM (Article ID 233631133)
DETROIT -- General Motors Corp.'s plan asks Congress for up to $18 billion in emergency financial aid and, in return, offers to eliminate 30,000 jobs, shutter nine plants, reopen the United Auto Worke

GM seeks $18B in loans, says it needs $4B to survive year
(Detroit Free Press © 12/02/2008)
Indexed Dec 2 2008 11:50PM (Article ID 233631014)
General Motors Corp. could run short of the cash it needs to operate if Congress doesn?t approve $4 billion in loans this month, the automaker said today in a 30-page report requesting federal aid. ?

GM's bailout plan includes thousands of job cuts; 'Flint will not be unscathed'
(Flint Journal © 12/03/2008)
Indexed Dec 3 2008 2:42AM (Article ID 233685418)
by Bryn Mickle | The Flint Journal Tuesday December 02, 2008, 10:34 PM Related stories • GM's plan to cut quarter of all dealerships likely bad news for Genesee County • UAW calls meetin

GM's plan to cut quarter of all dealerships likely bad news for Genesee County
(Flint Journal © 12/03/2008)
Indexed Dec 3 2008 2:42AM (Article ID 233685419)
by Bryn Mickle | The Flint Journal Tuesday December 02, 2008, 9:38 PM GRAND BLANC, Michigan -- A number of car dealerships in Genesee County will likely close under a General Motors plan to rid itse

GM: Needs $4B in December to stay afloat
(Detroit News © 12/03/2008)
Indexed Dec 3 2008 4:58AM (Article ID 233742458)
DETROIT -- General Motors Corp. needs more money from Congress than it previously disclosed and needs it sooner or risks being unable to survive into next year. The dire revelations were contained

GM: Shrink brands, pay, jobs, dealers
(Detroit Free Press © 12/03/2008)
Indexed Dec 3 2008 4:58AM (Article ID 233742388)
General Motors Corp. could run short of the cash it needs to operate this month if Congress doesn't approve $4 billion in loans, the automaker said Tuesday in a 30-page report requesting federal aid.

Hawaii to become first state with electric car stations
(Flint Journal © 12/03/2008)
Indexed Dec 3 2008 7:55AM (Article ID 233802143)
by The Associated Press Wednesday December 03, 2008, 6:32 AM HONOLULU (AP) -- Hawaii on Tuesday unveiled plans to be first in the nation to roll out electric car stations statewide -- a move the gov

Highlights of Chrysler LLC Plan Submitted Today to the Senate Committee on Banking, Housing and Urban Affairs and the House Committee on Financial Services
(Crains Detroit Business © 12/02/2008)
Indexed Dec 2 2008 11:50PM (Article ID 233631052)
WASHINGTON, Dec. 2 /PRNewswire/ -- -- Chairman and CEO Robert Nardelli looks forward to testifying before the committees later this week -- Chrysler will urge the immediate adoption of

Kia says plans for US plant proceeding on schedule
(Flint Journal © 12/03/2008)
Indexed Dec 3 2008 7:12AM (Article ID 233772733)
12/3/2008, 5:52 a.m. ET The Associated Press SEOUL, South Korea (AP) — Kia Motors Corp., South Korea's second-largest automaker, said Wednesday that construction of its first U.S. p

Keli Edmonds
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to Mario L. Morrow, Director of Communications
Department of Labor & Economic Growth
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medianinfo@michigan.gov

From: Edmonds, Keli (DLEG)
Sent: Friday, December 19, 2008 9:51 AM
Subject: DLEG Daily News Clips

Legislators close to shutting down most direct shipments of wine
Detroit Free Press - United States
Backers, including the state **Liquor Control Commission**, said it was necessary to block potentially unfettered alcohol shipments from all over the country

Underage sting nets one
Escanaba Daily Press - Escanaba,MI,USA
The violation is also forwarded to the **Michigan Liquor Control Commission**, Ballweg explained. It's up to the state agency whether or not the business is

Downtown gets another boost
Mirror - Royal Oak,MI,USA
... but not a complete remodeling, and Poole will be applying one of the city's **liquor** licenses through the **Michigan Liquor Control Commission**

Jobless claims to rise on auto plant shutdowns
Reuters - USA
The **Michigan Department of Labor and Economic Growth** said it had no sense of how large the spike would be. "There are some employment holiday shutdowns

Report: Mich. economy, budget will face hardship
MLive.com - MI,USA
The Senate Fiscal Agency said in a report Thursday that **Michigan's unemployment** rate will rise to double digits next year — 10.6 percent in 2009 and 11.3 **...**

States Feel **Unemployment** Squeeze
CBS News - New York,NY,USA
But her state is one of the 30 on the brink of running out of money to cover **unemployment** benefits. Indiana and **Michigan's** funds have already dried

States' **Unemployment** Coffers Feel The Recession Squeeze
CBS News - New York,NY,USA
Michigan and Indiana have already run out of money for **unemployment** and have had to get loans from the federal government. **Michigan** has had to borrow more

Michigan Housing Leaders Call on Congress to Help Main Street
MarketWatch - USA
In **Michigan**, housing values are down by 11.0% compared to the first quarter of 2007, while the **unemployment** rate has risen to 9.3%

SW **Michigan's** Flat Employment Rate
WSJM - St. Joseph,Michigan,USA
Erickcek says help wanted ads, building permits and the number of **unemployment** insurance claims, all point to more people being out of work right now

Michigan jobless rate continues slide
DetNews.com - Detroit,MI,USA
Widespread job losses in every major sector in November pushed **Michigan's unemployment** rate up three-tenths of a percentage point to a 16-year-high

Keep that Christmas tree watered
Houghton Lake resorter - USA
To reduce the chance of a holiday tragedy, the **Bureau of Fire Services** (BFS) is urging consumers to thoroughly water their Christmas tree daily

Clayco to Design-Build First Green Buildings for USPS
Material Handling Management (press release) - Cleveland,OH,USA
Building upgrades will require full Michigan Occupational Safety and Health (**MIOSHA**) compliant removals of asbestos plank flooring as currently installed in

http://www.detnews.com/apps/pbcs.dll/article?AID=/20081218/METRO/812180421/1361
600-pound pipe kills trucker in Bath Township
Associated Press
BATH TOWNSHIP -- A truck driver from Pennsylvania has died after a pipe weighing more than 600 pounds fell on him at a Lansing-area construction site

Nov. unemployment rate rises to 9.6 percent
(Grand Haven Tribune © 12/18/2008)
Indexed Dec 18 2008 1:23PM (Article ID 237765931)
Thu, Dec 18, 2008 to del.icio.us LANSING (AP) — Michigan's unemployment rate rose to 9.6 percent in November, the highest monthly rate since March 1992, state officials

Unemployment nearing 10 percent
(Escanaba Daily Press © 12/18/2008)
Indexed Dec 18 2008 1:23PM (Article ID 237766025)
AP POSTED: December 18, 2008 Save | Print | Email LANSING (AP) — Michigan's unemployment rate rose to 9.6 percent in November, the highest mont

Iron Works announces more layoffs
(Petoskey News Review © 12/18/2008)
Indexed Dec 18 2008 12:40PM (Article ID 237754093)
EAST JORDAN — Facing the effects of a continuing U.S. economic slowdown, East Jordan Iron Works has plans to lay off 80 employees as of Jan. 5."This has been an extremely difficult decision

Job posting scam uncovered
(Grand Rapids WOOD (NBC) CH 8 © 12/19/2008)
Indexed Dec 19 2008 2:39AM (Article ID 237904284)
GRAND RAPIDS, Mich. (WOOD) - A West Michigan unemployment agency tipped 24 Hour News 8 off to a man posing as a nun -- just part of a scheme to take your money. The job posting on Craigslist.org i

Unemployed call centers, web swamped
(Grand Rapids WOOD (NBC) CH 8 © 12/18/2008)
Indexed Dec 18 2008 11:38PM (Article ID 237839135)
GRAND RAPIDS, Mich. (WOOD) - As Michigan's unemployment rate continues to climb, more and more people are trying to get through to the Michigan Unemployment Insurance Agency. But both the call cente

Unemployment center swamped with calls
(Grand Rapids WOOD (NBC) CH 8 © 12/19/2008)
Indexed Dec 19 2008 2:39AM (Article ID 237890173)
GRAND RAPIDS, Mich. (WOOD) - As Michigan's unemployment numbers continue to rise, 24 Hour News 8 continues to hear from people having problems receiving their benefits. The jobless rate is now at 9

Mich. Legislature bars wine deliveries by stores
(Swartz Creek News © 12/19/2008)
Indexed Dec 19 2008 2:39AM (Article ID 237904146)
LANSING, Mich. (AP) — Michigan wine drinkers could not buy wine shipped directly from in-state or out-of-state stores and online sites under legislation sent to Gov. Jennifer Granholm late Thursd

Senate votes to bar wine deliveries by retailers
(Kalamazoo Gazette © 12/19/2008)
Indexed Dec 19 2008 2:39AM (Article ID 237884649)
LANSING, Mich. (AP) — The Michigan Senate has voted to bar in-state wine drinkers from getting shipments straight from stores. A federal judge in September ruled unconstitutional a state law al

Underage sting nets one
(Escanaba Daily Press © 12/18/2008)
Indexed Dec 18 2008 1:23PM (Article ID 237766028)
Sale of alcohol to minors down By Jenny Lancour POSTED: December 18, 2008 Save | Print | Email | Read comments | Post a comment

Blue Cross is warned by AG on Medicare practices
(Detroit Free Press © 12/19/2008)
Indexed Dec 19 2008 4:23AM (Article ID 237946894)
Michigan's Attorney General's Office has warned Blue Cross Blue Shield of Michigan to immediately stop what it believes are deceptive business practices that make it difficult for seniors to buy suppl

Michigan AG issues warning to Blues
(Detroit Free Press © 12/19/2008)
Indexed Dec 19 2008 2:39AM (Article ID 237881947)
Michigan?s Attorney General?s office has warned Blue Cross Blue Shield of Michigan to immediately stop what it believes are deceptive business practices that make it difficult for seniors to buy suppl

Calif. regulators approve $1.9 billion power line
(Lansing WLNS CH 6 © 12/18/2008)
Indexed Dec 18 2008 11:38PM (Article ID 237833383)
Associated Press - December 18, 2008 3:43 PM ET SAN DIEGO (AP) - California regulators have approved a $1.9 billion, high-voltage power line that would run 123 miles into San Diego. The California

Gates, Lampert keep buying AutoNation in downturn
(Kalamazoo Gazette © 12/18/2008)
Indexed Dec 18 2008 11:38PM (Article ID 237827370)
(AP) — It's a tough time for the automotive industry, yet Microsoft Corp. co-founder and Chairman Bill Gates and billionaire investor Edward S. Lampert are using the downturn as an opportunity to

Kan. power line fight won't be resolved for year
(Kalamazoo Gazette © 12/19/2008)
Indexed Dec 19 2008 2:39AM (Article ID 237884644)
TOPEKA, Kan. (AP) — Kansas regulators said Thursday that they'll need an additional year to decide which of two competing companies is allowed to build and profit from the region's highest-voltag

Labor ties drive Solis pick for Labor Secretary
(Detroit News © 12/19/2008)
Indexed Dec 19 2008 2:39AM (Article ID 237903998)
Rep. Hilda L. Solis, D-Calif., will take over the Labor Department in an imploding job market while Big Labor is licking its chops for payback in Washington. So why is she giving up a potential lead

Nomination of Vilsack puts Iowa in strong position
(Detroit Free Press © 12/19/2008)
Indexed Dec 19 2008 7:08AM (Article ID 237983489)
DES MOINES, Iowa (AP) -- Iowa politicians and interest groups are optimistic about the state's influence on farm policy after former Gov. Tom Vilsack was tapped this week to head the U.S. Departme

Obama's alternative energy plan could mean economic growth for Michigan
(Kalamazoo Gazette © 12/18/2008)
Indexed Dec 18 2008 12:40PM (Article ID 237754144)
President-elect Barack Obama's drive to repower the nation through alternative energy could generate solar industry growth in mid-Michigan, economic and political leaders hope. Thomas Township-headq

University of Michigan planning 'major announcement' today
(MLive.com © 12/18/2008)
Indexed Dec 18 2008 12:40PM (Article ID 237753794)
Rumors have been circulating this week that the University of Michigan was poised to unveil major news at today's Board of Regents meeting. Just a few minutes ago university officials released a med

"Orderly Bankruptcy" May Lead to Auto Bailout
(Lansing WILX (NBC) CH 10 © 12/18/2008)
Indexed Dec 18 2008 1:23PM (Article ID 237760197)
The Bush administration is seriously considering "orderly" bankruptcy as a way of dealing with the desperately ailing U.S. auto industry. White House press secretary Dana Perino said Thursday

About $16.9 billion of GMAC notes now tendered
(Kalamazoo Gazette © 12/18/2008)
Indexed Dec 18 2008 11:38PM (Article ID 237827366)
NEW YORK (AP) — With a key deadline looming just a day away, GMAC LLC is running out of time and hasn't found nearly enough support for its plan to swap $38 billion of debt, become a bank holding

Auto workers ponder future amid plant shutdowns
(Kalamazoo Gazette © 12/18/2008)
Indexed Dec 18 2008 11:38PM (Article ID 237827362)
TWINSBURG, Ohio (AP) — The auto industry's enviable tradition of holiday breaks has lost its luster with extended shutdowns that leave workers and car dealers wondering what's ahead in 2009. Ch

Bankruptcy of Big 3 can be heard here, judges say
(Detroit News © 12/19/2008)
Indexed Dec 19 2008 2:39AM (Article ID 237903902)
DETROIT -- Nobody is looking forward to a bankruptcy filing by one of Big Three automakers, but Detroit's six bankruptcy judges sent a message this week that they're ready should the need arise. The

Bankruptcy prospect looms for automakers; Bush raises stakes
(Detroit Free Press © 12/19/2008)
Indexed Dec 19 2008 4:23AM (Article ID 237946888)
WASHINGTON -- The prospect of one or more Detroit automakers filing for bankruptcy rose Thursday as General Motors Corp. and Chrysler LLC weighed their options, and the Bush administration signaled th

Bankruptcy seen as an auto rescue option
(WOOD 13 FM Grand Rapids © 12/19/2008)
Indexed Dec 19 2008 2:39AM (Article ID 237887089)
The move by the Bush administration injected a new note of uncertainty into the politically charged debate over a bailout for General Motors Corp and Chrysler that is reaching a conclusion after more

Bayh says auto industry needs help to stabilize
(Kalamazoo Gazette © 12/18/2008)
Indexed Dec 18 2008 11:38PM (Article ID 237827372)
SOUTH BEND, Ind. (AP) — Indiana Sen. Evan Bayh said a collapse of the U.S. automakers would imperil jobs and businesses in the state far beyond the factory gates. Bayh has been visiting cities

Big Three Affects Me buttons are a way for you to show your support
(Flint Journal © 12/18/2008)
Indexed Dec 18 2008 11:38PM (Article ID 237839309)
Posted by Andrew Heller | The Flint Journal December 18, 2008 15:10PM Categories: Andy's Random Blog Thoughts -- Enter at your own risk Wanna make the case for the Big Three getting what the

Big Three bridge loan fallout: The GOP kisses the Rust Belt goodbye
(MLive.com © 12/19/2008)
Indexed Dec 19 2008 8:29AM (Article ID 238005857)
Do the Republicans ever plan to win Michigan again? How about Ohio, Illinois or even Indiana? Before the gang of GOP senators killed the $14 billion bridge loan for Chrysler and General Motors last

Bush considering "orderly" auto bankruptcy
(Ann Arbor News © 12/18/2008)
Indexed Dec 18 2008 12:40PM (Article ID 237754111)
WASHINGTON (AP) — The Bush administration is seriously considering "orderly" bankruptcy as a way of dealing with the desperately ailing U.S. auto industry. White House press secretary Dana

Carmakers cut costs, await loan
(Detroit News © 12/18/2008)
Indexed Dec 18 2008 12:40PM (Article ID 237753245)
WASHINGTON -- Detroit automakers took sweeping steps to cut costs Wednesday as they worried about declining auto sales and waited for President George W. Bush to decide the size and terms of a bailout

Carmakers extend holiday shutdowns
(Escanaba Daily Press © 12/18/2008)
Indexed Dec 18 2008 1:23PM (Article ID 237766023)
AP POSTED: December 18, 2008 Save | Print | Email Pontiac G6s are lined up in row after row at the Gen

Chrysler plants to close for 1 month
(Traverse City Record-Eagle © 12/18/2008)
Indexed Dec 18 2008 12:40PM (Article ID 237754007)
DETROIT (AP) -- Chrysler announced Wednesday it is closing all its North American manufacturing plants for at least a month, the starkest move taken by U.S. automakers as they anxiously await word ab

Chrysler to idle all plants
(Detroit News © 12/18/2008)
Indexed Dec 18 2008 12:40PM (Article ID 237753244)
Chrysler LLC is shutting its North American production operations Friday for a month, the latest in a string of drastic cost-cutting measures it is making as it awaits word on emergency federal loans

Chrysler, Ford idle factories, GM delays new plant
(Grand Haven Tribune © 12/18/2008)
Indexed Dec 18 2008 1:23PM (Article ID 237765932)
Thu, Dec 18, 2008 to del.icio.us BY TOM KRISHER AP Auto Writer DETROIT — Chrysler is closing all its North American manufacturing plants for at least a month, the starkes

City wants say in airport development
(Romulus Roman © 12/18/2008)
Indexed Dec 18 2008 12:40PM (Article ID 237753963)
Molly Tippen Staff Writer The much talked about but not yet realized “Airport City” is something that could develop under the auspices of Wayne County, but Romulus officials want to ensure

Credit Unions Trying to Help Automakers
(Lansing WLNS CH 6 © 12/19/2008)
Indexed Dec 19 2008 7:08AM (Article ID 237983702)
Local credit unions are joining forces with the struggling car makers to help boost auto sales. They're calling it invest in America, it could mean big savings for those planning to buy a new car.

Cross party lines to save the Big 3
(Canton Eagle © 12/19/2008)
Indexed Dec 19 2008 2:39AM (Article ID 237884559)
The effort to secure billions in loans to help out ailing domestic automakers has produced some strange bedfellows. One might expect a mayor like Wayne’s Al Haidous—a Democrat in a Democratic

Dealer Using Commercials to Support GM
(Lansing WLNS CH 6 © 12/19/2008)
Indexed Dec 19 2008 7:08AM (Article ID 237983703)
While car makers wait for aid from Washington, a local car dealer is doing what it can to help the struggling auto industry. The owner says the industry is vital to the survival of the community. It&#

Deals on Cobo, transit pushed
(Detroit Free Press © 12/19/2008)
Indexed Dec 19 2008 4:23AM (Article ID 237946973)
LANSING -- State lawmakers worked past midnight this morning to try to reach agreements on plans to enable the expansion of Cobo Center, a light-rail transit system along Woodward Avenue in Detroit

Detroit Three's latest rescue option: 'Orderly' bankruptcy
(Lansing State Journal © 12/19/2008)
Indexed Dec 19 2008 7:08AM (Article ID 237983782)
WASHINGTON - The Bush administration is looking at "orderly" bankruptcy as a possible way to deal with the desperately ailing U.S. auto industry, the White House said Thursday as carmakers readied mor

Detroit vigil prays for Big Three
(Detroit News © 12/19/2008)
Indexed Dec 19 2008 2:39AM (Article ID 237881997)
DETROIT -- Steps away from a labor sculpture at Hart Plaza, flickering candles illuminated a small, bundled-up crowd Thursday night as they bowed their heads, praying for the Big Three automakers. "

Detroit Zoo is free for kids today
(Detroit Free Press © 12/19/2008)
Indexed Dec 19 2008 4:23AM (Article ID 237946977)
At the Detroit Zoo today, a different kind of snow day is on tap -- free admission for kids ages 12 and under. And the offer stands, no matter how much or little snow falls. The only catch?

Do you feel pressure to buy American?
(Detroit Free Press © 12/19/2008)
Indexed Dec 19 2008 7:48AM (Article ID 238003768)
If you?re the owner of a Japanese or European vehicle thinking of trading it in for a Ford, GM, or Chrysler vehicle, we?d like to hear your reasons. Does the crisis facing U.S. automakers influence

GM says report on Chrysler merger talks is untrue
(Lansing State Journal © 12/18/2008)
Indexed Dec 18 2008 12:40PM (Article ID 237754203)
DETROIT (AP) -- General Motors says a report that it and Chrysler have restarted talks to combine the two ailing automakers is untrue. The Wall Street Journal, citing people familiar with the disc

Mich. Legislature passes credits for battery tech.
(Lapeer County Press © 12/19/2008)
Indexed Dec 19 2008 7:08AM (Article ID 237983698)
LANSING, Mich. (AP) -- The Michigan Legislature early Friday approved big tax credits designed to make Michigan the center of U.S. efforts to develop high-tech batteries for electric and hybrid ve

Mich. Senate passes tax credits for battery tech.
(Ann Arbor News © 12/19/2008)
Indexed Dec 19 2008 4:23AM (Article ID 237947042)
LANSING, Mich. (AP) — The Michigan Senate early Friday approved big tax credits designed to make Michigan the center of U.S. efforts to develop high-tech batteries for electric and hybrid vehicle

North American car, truck finalists for '09 include Ford
(Detroit Free Press © 12/19/2008)
Indexed Dec 19 2008 4:23AM (Article ID 237946897)
Ford Motor Co., Korean automaker Hyundai and diesel-powered vehicles grabbed the attention of the nation's automotive journalists who are voting on this year's North American Car and Truck of the Year

North American Car, Truck Of Year Finalists
(WWJ AM 950 Detroit © 12/18/2008)
Indexed Dec 18 2008 11:38PM (Article ID 237833201)
Detroit (WWJ) -- Ford and diesels highlight the North American Car and Truck of the Year finalists. At Cobo Center Thursday, North American International Auto Show organizers

Obama chooses 3 more to take on financial reforms
(Flint Journal © 12/18/2008)
Indexed Dec 18 2008 1:23PM (Article ID 237765909)
12/18/2008, 12:20 p.m. ET By NEDRA PICKLER The Associated Press CHICAGO (AP) — President-elect Barack Obama on Thursday named three veteran regulators to help clean up financial

Omnicom cuts 'less than 5 percent' of work force
(Kalamazoo Gazette © 12/18/2008)
Indexed Dec 18 2008 11:38PM (Article ID 237827356)
(AP) — Omnicom Group Inc., the world's largest advertising, marketing and public relations conglomerate, on Thursday said it's cutting "less than 5 percent" of its work force as clients tighten

Pelosi: Bush should provide immediate auto aid
(WEYI NBC 25 © 12/18/2008)
Indexed Dec 18 2008 11:38PM (Article ID 237833400)
Thursday, December 18, 2008 at 1:28 p.m. WASHINGTON (AP) -- The speaker of the House says grim new unemployment data heighten the urgency for the Bush administration to act to prevent "the imminent

Plant shutdowns give autoworkers holiday blues
(Ann Arbor News © 12/18/2008)
Indexed Dec 18 2008 11:38PM (Article ID 237827334)
TWINSBURG, Ohio (AP) — The auto industry's enviable tradition of holiday breaks has lost its luster with extended shutdowns that leave workers and car dealers wondering what's ahead in 2009

Santa gets firsthand look at consumer cutbacks
(WEYI NBC 25 © 12/18/2008)
Indexed Dec 18 2008 11:38PM (Article ID 237833396)
Thursday, December 18, 2008 at 3:14 p.m. (AP) -- From Stockton to Miami, from ritzy Las Vegas to gritty Detroit, cities with the worst real estate markets led the U.S. economy into recession.

Source: GM, Chrysler close to securing loans
(WOOD 13 FM Grand Rapids © 12/19/2008)
Indexed Dec 19 2008 5:41AM (Article ID 237970294)
DETROIT/WASHINGTON (Reuters) - General Motors Corp and Chrysler are close to securing emergency loans as part of a U.S. government aid package that would demand sweeping restructuring at the troubled

From: Edmonds, Keli (DLEG)
Sent: Saturday, December 27, 2008 6:27 PM
Subject: DLEG Daily News Clips

Companies, unions do team up
Detroit Free Press - United States
... not involved in the auto industry -- developed a consensus response to the financial challenges facing **Michigan's unemployment** insurance program

2008: The year that rocked Detroit
DetNews.com - Detroit,MI,USA
Across **Michigan**, about 113000 jobs were eliminated through November. The **unemployment** rate, 9.6 percent, is the highest in the nation

Green Party of Michigan opposes auto bailout
Independent Political Report - Saginaw,MI,USA
We need to develop training programs for environmentally friendly **green jobs** and work. We need a public works program to offer employment to everyone who

Nicaragua turns to wind power, builds 19 windmills
(Flint Journal © 12/25/2008)
Indexed Dec 25 2008 11:51AM (Article ID 239426957)
12/25/2008, 10:22 a.m. ET By FILADELFO ALEMAN The Associated Press MANAGUA, Nicaragua (AP) — Energy-starved Nicaragua is turning to wind as it tries to reduce its dependence on oil

BWL set to consider Old Town dam's future
(Lansing State Journal © 12/26/2008)
Indexed Dec 26 2008 5:36AM (Article ID 239536958)
The future of the North Lansing Dam is uncertain. It might be restored as a source of hydro power. This is, after all, the age of renewable energy. Or it might be demolished in an attempt to return

Job training bill signed(Dowagiac Daily News © 12/26/2008)
Indexed Dec 26 2008 12:31PM (Article ID 239598560)
LANSING - Gov. Jennifer M. Granholm Dec. 23 signed new legislation that will expand job training opportunities in high-demand fields for Michigan workers.

New Legislation Aids Workers in Retraining
(Detroit WDIV (NBC) CH 4 © 12/26/2008)
Indexed Dec 26 2008 5:12PM (Article ID 239638711)
LANSING, Mich. -- New legislation should make it easier for displaced Michigan workers get retrained. The bills, signed Tuesday by Michigan Governor Jennifer Granholm, would make it easier for commu

It's not that easy being green
(Niles Daily Star © 12/26/2008)
Indexed Dec 26 2008 11:48AM (Article ID 239597016)
No amount of recycling, reducing our carbon footprints and conserving will ever appease the environmentalists.

Teen earns recognition in energy renewal contest
(New Baltimore Voice © 12/26/2008)
Indexed Dec 26 2008 11:48AM (Article ID 239597012)
In today's times, it is important to practice earth-friendly habits. For one local eighth grader, brainstorming ways to conserve energy has paid off. Carly Mourtos, a student at L'Anse Creuse Middl

'Perceived' view of autoworkers wrong
(Flint Journal © 12/26/2008)
Indexed Dec 26 2008 5:12PM (Article ID 239634445)
by Jerry Kaminer | Journal reader Friday December 26, 2008, 8:58 AM Here's a Flint Journal letter to the editor for December 26, 2008: (Give your view on this letter in the comments area below

Car production could fall 35 percent in Thailand
(Ann Arbor News © 12/27/2008)
Indexed Dec 27 2008 8:22AM (Article ID 239758490)
BANGKOK, Thailand (AP) — Vehicle production in Thailand could fall as much as 35 percent next year if the global economy continues to worsen, a leading auto institute said Saturday. Thailand

Emergency Loan Gives Boost to Local Dealership
(Lansing WILX (NBC) CH 10 © 12/27/2008)
Indexed Dec 27 2008 2:40AM (Article ID 239694810)
GM has been pushing hard to get you back in the showroom. "GM's got some of the best incentives they've had out as long as I've been doing this," Jason Cord

Expect a quieter, less glitzy Detroit Auto Show this year as industry takes stock
(Flint Journal © 12/27/2008)
Indexed Dec 27 2008 2:40AM (Article ID 239694524)
by Beata Mostafavi | The Flint Journal Saturday December 27, 2008, 12:00 AM Ryan Garza | The Flint JournalJoe Serra is a co-chairman of the North American International Auto Show and president

Fed's move boosts GM shares
(Detroit Free Press © 12/27/2008)
Indexed Dec 27 2008 5:37AM (Article ID 239734600)
Shares of General Motors Corp. ended the week on a high note, jumping 12.6% Friday as investors reacted to the Federal Reserve's move this week to allow the automaker's financing arm to become a bank.

Ford Fusion Hybrid: The car of the future?
(Detroit News © 12/27/2008)
Indexed Dec 27 2008 5:37AM (Article ID 239734501)
As we know from the literary works of Cormac McCarthy, despair can be kind of gratifying. And yet, as much as I hate to disturb our national mood of decline, I have some good news regarding the auto

GM sues bankrupt supplier for access to parts
(Ann Arbor News © 12/26/2008)
Indexed Dec 26 2008 5:12PM (Article ID 239634232)
(AP) — General Motors Corp. is suing a bankrupt automotive supplier for immediate access to specialized parts and equipment, arguing that a delay would hamper the launch of its new Chevrolet

GM sues Cadence over parts tooling
(Detroit Free Press © 12/27/2008)
Indexed Dec 27 2008 5:37AM (Article ID 239734602)
General Motors Corp. has sued supplier Cadence Innovation LLC, accusing it of breach of contract for not turning over GM-owned machinery needed to make essential car parts. GM could be forced to

GMAC allowed to tap into bailout loan
(WJRT ABC 12 Flint © 12/26/2008)
Indexed Dec 26 2008 12:31PM (Article ID 239602989)
WASHINGTON (WJRT) -- (12/25/08)--General Motors Corp.'s chances of survival have improved after its financing arm became eligible to tap into federal bailout funds. The Federal Reserve approved

GMAC Unclear Whether It Met Deadline
(WWJ AM 950 Detroit © 12/27/2008)
Indexed Dec 27 2008 4:54AM (Article ID 239727211)

Grand Blanc (AP) -- The financing arm of General Motors Corp. wasn't immediately saying early Saturday whether it had met a midnight deadline to clear a final hurdle in its quest to become

Local Toyota dealerships feeling the pain of automakers sales decline
(Bay City Times © 12/26/2008)
Indexed Dec 26 2008 11:48AM (Article ID 239596950)
Toyota Motor Corp.'s economic engine is far from stalling, but it has hiccuped. The world's largest automaker by sales reported that it will record its first operating loss in 70 years, acknowl

Proposed policy would limit economic stimulus in Imlay City, officials say
(Lapeer County Press © 12/26/2008)
Indexed Dec 26 2008 11:05PM (Article ID 239664811)
IMLAY CITY -- Lapeer County Commissioners will soon contemplate a policy intended for economic development and tax sharing. Advertisement The county com

Some doubt GMAC move will help car buyers
(Detroit Free Press © 12/27/2008)
Indexed Dec 27 2008 2:40AM (Article ID 239694111)
Several analysts expressed skepticism Friday that the Federal Reserve's decision allowing GMAC Financial Services to become a bank holding company would spur many more people to buy cars

Speer: Help Michigan lead the way out of recession
(Alpena News © 12/27/2008)
Indexed Dec 27 2008 2:40AM (Article ID 239694154)
Michigan has the dubious distinction of joining Rhode Island as the only two states which lost population this past year. The information released this week is based on new Census Bureau information

Stock futures up slightly following GMAC lifeline
(Flint Journal © 12/26/2008)
Indexed Dec 26 2008 11:48AM (Article ID 239598583)
by MADLEN READ | The Associated Press Friday December 26, 2008, 9:26 AM NEW YORK -- Wall Street headed for a moderately higher open Friday, but was still cautious about embarking on a year-end rally

Stocks up after GMAC lifeline, dip in retail sales
(Detroit News © 12/26/2008)
Indexed Dec 26 2008 11:48AM (Article ID 239596644)
NEW YORK -- Wall Street rose modestly in light post-holiday trading Friday, but was still cautious about embarking on a year-end rally following dreary preliminary readings on holiday spending. Not

Unclear if GMAC met final hurdle for bailout funds
(Lansing State Journal © 12/27/2008)
Indexed Dec 27 2008 5:37AM (Article ID 239734980)
GRAND BLANC, Mich. (AP) -- The financing arm of General Motors Corp. wasn't immediately saying early Saturday whether it had met a midnight deadline to clear a final hurdle in its quest to become

From: DLEG NEWS
Sent: Tuesday, January 06, 2009 11:38 AM
Subject: DELEG Daily News Clips

$80 million development will include TV, movie studios
ABC12.com - Flint,MI,USA
"I think all of our areas in that close region will benefit from this investment," said **Career Alliance** CEO Alicia Booker. With that in mind

• Muskegon prosperity not quite sustainable
Muskegon Chronicle - MLive.com - Muskegon,MI,USA
That analysis shows the other two West **Michigan** counties had an overall 3.1 index score for the 2006 data. "We have been able to break out the actual

Unemployment system flooded
ABC12.com - Flint,MI,USA
Michigan's automated phone system for **unemployment** benefits is backed up. And it's leaving some families struggling to survive. State **unemployment** officials

Obama begins work on stimulus plan
Detroit Free Press - United States
... that could lead to a stimulus plan supporters hope will jump-start the national economy – a welcome development in struggling **Michigan**, if it works

Business Notables
Battle Creek Enquirer - Battle Creek,MI,USA
... earned a Level One General Safety and Health certification from the Michigan Occupational Safety and Health Administration (**MIOSHA**) Training Institute

Lapeer technology school jump starts careers in auto mechanics
The County Press - Lapeer,MI,USA
Smith said financial aid is available through Michigan Works and **No Worker Left Behind**. He said those interested in attending the school should "come to me

UPDATED: ALP Lighting to close Charlevoix extrusion plant
(Petoskey News Review © 01/06/2009)
Indexed Jan 6 2009 4:55AM (Article ID 241812750)
CHARLEVOIX — ALP Lighting Components Inc., has announced that it will cease manufacturing operations at its Charlevoix plastics extrusion plant.Production at the facility, located at 12555 Taylo

Once rockin' Dollar turns to rubble
(Lansing State Journal © 01/06/2009)
Indexed Jan 6 2009 6:22AM (Article ID 241834599)
The music died at the Dollar Nightclub a few years ago. On Monday, demolition crews drove the last nail into its coffin, reducing the long-time music venue to rubble. The move clears the site at 341

Avoiding a coal collision
(Dowagiac Daily News © 01/05/2009)
Indexed Jan 5 2009 12:32PM (Article ID 241635960)

On Tuesday, officers from the Michigan Department of Environmental Quality will hear citizens from around the state explain why they oppose or support building a new, coal-fired power plant near Roger

Michigan Tech Gets $1.5 Million For Flex-Fuel Hybrids
(WWJ AM 950 Detroit © 01/05/2009)
Indexed Jan 5 2009 11:22PM (Article ID 241703716)
With a major grant from the Michigan Public Service Commission, researchers at Michigan Technological University aim to create clean, efficient methods to link two 21st-century automotive technologies

Michigan banks get short end of TARP; some say Treasury avoiding state
(Crains Detroit Business © 01/06/2009)
Indexed Jan 6 2009 4:55AM (Article ID 241813562)
With the deadline for federal approval fast approaching, a summary of Michigan-based banks that have received funding from the U.S. Treasury as part of the Troubled Asset Relief Program is short and,

Corn burner finally computes
(Saginaw News © 01/05/2009)
Indexed Jan 5 2009 11:51AM (Article ID 241633521)
After a month of trials and many errors, Superintendent John M. Searles of Merrill Community Schools is finally confident his money-saving corn furnace is working properly. "It seems to be heating

Gas per gallon up 26 cents in Michigan
(Detroit Free Press © 01/05/2009)
Indexed Jan 5 2009 11:51AM (Article ID 241632590)
DEARBORN ? AAA Michigan said today that gasoline prices have risen 26 cents per gallon over the past week to a statewide average of $1.85. Despite the increase, the auto club said the statewide avera

Key to Michigan future in D.C.
(Detroit News © 01/06/2009)
Indexed Jan 6 2009 2:22AM (Article ID 241773345)
WASHINGTON -- With its daunting list of economic challenges, Michigan's stake in the success of Barack Obama's presidency couldn't be higher. Some analysts say the state may benefit from having a pr

Waste-site redevelopment plan moving along
(Muskegon Chronicle © 01/06/2009)
Indexed Jan 6 2009 7:04AM (Article ID 241846244)
WHITEHALL TOWNSHIP -- A plan to redevelop the former Muskegon County wastewater treatment site in Whitehall Township for a multitude of other uses is showing signs of life. If a developer's plans

0% financing deals announced
(Detroit Free Press © 01/06/2009)
Indexed Jan 6 2009 2:22AM (Article ID 241750652)
Chrysler LLC?s said its sales fell 30% in 2008, as the company announced a new no-interest financing plan for certain models. Chrysler?s sales decline was acute in December, as the automaker?s sales

2008 US auto sales
(Kalamazoo Gazette © 01/06/2009)
Indexed Jan 6 2009 2:22AM (Article ID 241750940)
(AP) — 2008 car and light truck sales in the United States by the major automakers. The table compares sales in 2008 with sales in 2007. Light trucks include pickups, vans, minivans and sport u

A new year and a new challenge for GM
(Lansing WLNS CH 6 © 01/06/2009)
Indexed Jan 6 2009 2:22AM (Article ID 241755033)
The nation's financial crisis leaves more cars on the lots and takes thousands of local workers off the line. Brian Fredline, UAW Local 602 president: "People are anxious, they're a l

Auto sales decline despite incentives
(Detroit Free Press © 01/06/2009)
Indexed Jan 6 2009 4:55AM (Article ID 241813569)
December sales fell 35.5%, compared with the same month a year ago, despite increased incentives, such as cash-back rebates and low-interest financing, from Japanese automakers. Detroit's automakers

Auto Sales Limp Into 2009
(WWJ AM 950 Detroit © 01/05/2009)
Indexed Jan 5 2009 11:22PM (Article ID 241703702)
Southfield (WWJ) -- Automakers and auto dealers will be glad to say goodbye to 2008, especially the last three months of the year. Chrysler's December sales dropped 53 percent. &

Auto Sales Plummet
(Lansing WILX (NBC) CH 10 © 01/05/2009)
Indexed Jan 5 2009 11:22PM (Article ID 241703508)
Chrysler LLC's December U.S. sales plunged by more than half and it sold 30 percent fewer vehicles in 2008 as consumers remained uncertain about the economy and their jobs, dwarfing the steep declines

Auto sales skid: Recovery rests on stimulus
(Detroit News © 01/06/2009)
Indexed Jan 6 2009 4:55AM (Article ID 241813601)
After barely making it through the worst year for auto sales since 1992, Detroit's Big Three expect consumer demand to remain very weak in the first half of 2009 but begin to recover in the second

Breaking News: Chrysler Sales Hit Brakes
(Lansing WILX (NBC) CH 10 © 01/05/2009)
Indexed Jan 5 2009 11:22PM (Article ID 241703499)
Chrysler says its December U.S. sales plunged 53 percent, blaming a tough economy with driving customers from showrooms. Chrysler sold a total of 89,813 vehicles compared with 191,423 in the same m

Breaking News: Ford First to Report Dismal 2008 Sales
(Lansing WILX (NBC) CH 10 © 01/05/2009)
Indexed Jan 5 2009 11:22PM (Article ID 241703501)
Ford Motor Co. said Monday its December U.S. vehicle sales tumbled, capping off a tough year for both the automaker and the industry overall. Ford sold a total of 138,458 light vehicles in December

Breaking News: Toyota Sales Fall in 2008
(Lansing WILX (NBC) CH 10 © 01/05/2009)
Indexed Jan 5 2009 11:22PM (Article ID 241703500)
Toyota Motor Co. said Monday its sales in the U.S. fell sharply in December, but the Japanese auto giant remained ahead of Ford Motor Co. and retained its position as the No. 2 vehicle seller in the U

Car czar should be named now
(Detroit Free Press © 01/06/2009)
Indexed Jan 6 2009 4:55AM (Article ID 241813572)
This may sound pushy, or even panicky, but President-elect Barack Obama needs to name a car czar immediately to clear the air about the terms and conditions of federal aid to our quasi-nationalized

Cash-starved GM to part with a trove of historic, unique vehicles
(Detroit Free Press © 01/06/2009)
Indexed Jan 6 2009 4:55AM (Article ID 241813571)
General Motors' cash problems could give car buffs the rare opportunity to buy some of GM's most unique vehicles at auction next week, giving gearheads an extraordinary chance to own some of Detroit's

Chrysler sales drop 53 pct; others not much better
(Flint Journal © 01/05/2009)
Indexed Jan 5 2009 11:22PM (Article ID 241698226)
1/5/2009, 5:22 p.m. ET By TOM KRISHER and BREE FOWLER The Associated Press DETROIT (AP) — Chrysler LLC's December U.S. sales plunged by more than half and it sold 30 percent fewer

Dealers crank up incentives on vehicles
(Lansing State Journal © 01/06/2009)
Indexed Jan 6 2009 6:22AM (Article ID 241834585)
Amid a severe downturn that has seen sales collapse, car dealers are cutting costs, pushing incentives and paying more attention to customers as they try to sell vehicles. "People still got to drive

December auto sales: Chrysler drops 53%, GM 31%
(Detroit News © 01/06/2009)
Indexed Jan 6 2009 2:22AM (Article ID 241750623)
December marked the end of the worst U.S. automotive sales year for carmakers in more than two decades. Detroit and Japanese carmakers that make up the collective Big Six all reported double digit

Economy hinders job search for Mich. ex-lawmakers
(Grand Haven Tribune © 01/05/2009)
Indexed Jan 5 2009 11:51AM (Article ID 241635868)
Mon, Jan 5, 2009 to del.icio.us BY TIM MARTIN Associated Press Writer LANSING — Glenn Steil Jr. can empathize with the thousands of Michigan residents trying to find a jo

GM down 22.7% in '08
(Detroit Free Press © 01/05/2009)
Indexed Jan 5 2009 11:22PM (Article ID 241695169)
General Motors dealers in the United States sold 220,030 light vehicles in December, down 31.2% compared with a year ago. Total U.S. light vehicle sales fell 22.7% for the year. GM, however, sold 67,

GM Granted Second Part of Loan
(WWJ AM 950 Detroit © 01/06/2009)
Indexed Jan 6 2009 6:22AM (Article ID 241837764)
Washington (WWJ) -- General Motors has been granted a second loan worth five-point-four billion dollars. The money, to be issued January 16, is part of the 13-plus billion dollar rescue pl

GM says China '08 sales up 6 pct but growth slows
(Kalamazoo Gazette © 01/06/2009)
Indexed Jan 6 2009 2:22AM (Article ID 241750908)
BEIJING (AP) — General Motors Corp. said Tuesday its 2008 sales in China rose 6 percent to 1.09 million vehicles, but growth slowed as the market suffered from an economic downturn. GM is looki

GM, Ford gain in reliability
(Detroit News © 01/06/2009)
Indexed Jan 6 2009 4:55AM (Article ID 241813598)

A new analysis by Consumer Reports magazine shows that two of Detroit's automakers -- Ford Motor Co. and General Motors Corp. -- are making "real progress" against foreign rivals while Chrysler LLC co

Top-selling vehicles in the US
(Kalamazoo Gazette © 01/06/2009)
Indexed Jan 6 2009 2:22AM (Article ID 241750944)
Automakers released December and 2008 U.S. sales figures Monday. These were the top-selling vehicles for the year and the month, with the total number sold and the percent change in sales from the sam

Toyota shutting down plants for 11 days
(Grand Rapids WOOD (NBC) CH 8 © 01/06/2009)
Indexed Jan 6 2009 7:04AM (Article ID 241846380)
TOKYO - Toyota is suspending production at all 12 of its Japan plants for 11 days over February and March, a stoppage of unprecedented scale for the nation's top automaker as it grapples with shrinkin

Treasury provides $15B from bailout pot to 7 banks
(Detroit Free Press © 01/06/2009)
Indexed Jan 6 2009 2:22AM (Article ID 241750675)
WASHINGTON (AP) -- The government said Monday it had supplied another $15 billion to seven banks in the latest round of payments from the $700 billion rescue fund. The Treasury Department said the

Treasury to give GM second loan of $5.4 billion Jan. 16
(Detroit Free Press © 01/06/2009)
Indexed Jan 6 2009 4:55AM (Article ID 241813567)
WASHINGTON -- The U.S. Treasury said Monday it will grant General Motors Corp. a second loan totaling $5.4 billion on Jan. 16 as part of the $13.4-billion rescue of the ailing automaker. The second l

From: DELEG NEWS
Sent: Friday, January 16, 2009 11:34 AM
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http://battlecreekenquirer.com/article/20090115/NEWS01/901150324/0/blogs
Casino starts taking applications Jan. 22

At a media event Wednesday, casino officials announced they've partnered with Michigan Works and Kellogg Community College to field what they expect to be 20,000 applications for 1,500 positions.

http://www.lansingstatejournal.com/article/20090116/NEWS01/901160341
Unemployment overload: Calls inundate system
Logjam at agency raises concerns for jobless, employers

Agency officials said relief is on the way. They confirmed a large spike in the number of unemployed in Michigan has resulted in a deluge of calls agency employees can't handle. But officials are planning to add 90 temporary employees next month to answer questions from the jobless and process their claims.

Lakefront restaurant may get new owner
Muskegon Chronicle - MLive.com - Muskegon,MI,USA
The transfer was recommended by the Muskegon City **Commission** Tuesday and now goes to the **Michigan Liquor Control Commission**. Johnson's daughter, Jennifer

Flint Police Chief David Dicks indicted
The Flint Journal - MLive.com - Flint,MI,USA
Williamson said he believes a lot went wrong at **Career Alliance**, and other people connected to **Career Alliance** should be in trouble with the law.

Fallout From Auto Industry Collapse
Inside Higher Ed - Washington,DC,USA
In Detroit, Wayne County Community College **no** longer has any corporate **...** such as Michigan's **No Worker Left Behind** program — a program which offers two

No one is talking about what's next in Career Alliance ...
The Flint Journal - MLive.com - Flint,MI,USA
Last year, the state started debt collection for more than $586000 in federal funds that the **Department of Labor** & **Economic Growth** determined was improper

MSU trains firefighters to rescue workers caught in machinery
MSU Today - East Lansing,MI,USA
... deaths in **Michigan**, according to a report released last month by MSU's **Department** of Medicine and the state **Department of Labor and Economic Growth**.

Manufacturing work force fears overrated?
Michigan Business Review - MLive.com - Ann Arbor,MI,USA
... workers in Berrien, Kent and Kalamazoo counties are between 25 and 54 years of age, according to the **Michigan Department of Labor and Economic Growth**.

Concerns raised about state's unemployment system
ABC12.com - Flint,MI,USA

John Gleason sponsored an **unemployment** forum Thursday. The director of the **Michigan Unemployment** Insurance Agency was in Mid-**Michigan** listening to concerns

Editorial: Don't slap expensive new layer of rules on business
DetNews.com - Detroit,MI,USA
Two state commissions, part of the Michigan Occupational Safety and Health Administration (**MIOSHA**), decided Wednesday to initiate formal rule-making to

Auto show picket demands **green jobs**, health care
Michigan Citizen - Highland Park,MI,USA
They were calling instead for national health care, re-opening and re-tooling plants for **green** power, and the provision of more **jobs** at union wages and

Clean energy
(Ypsilanti Courier © 01/16/2009)
Indexed Jan 16 2009 5:46AM (Article ID 244662889)
One of the largest rooms in the Ypsilanti District Library almost filled to capacity Friday morning for Rebuild Ypsilanti's kick-off meeting. Advertisement "

Weather amps pain of long unemployment lines
(Grand Rapids Advance © 01/15/2009)
Indexed Jan 15 2009 11:12AM (Article ID 244495922)
GRAND RAPIDS -- The long lines in bitter cold likely will not end anytime soon for West Michigan's growing jobless population. On Wednesday, nearly 500 people braved single-digit temperatures to tr

Heavy UIA call volume overwhelming
(Dowagiac Daily News © 01/15/2009)
Indexed Jan 15 2009 5:23PM (Article ID 244534723)
LANSING - Michigan's Unemployment Insurance Agency (UIA) continues to receive very heavy call volumes

DeLano Services closes in Allegan
(Grand Rapids WOOD (NBC) CH 8 © 01/15/2009)
Indexed Jan 15 2009 5:23PM (Article ID 244539578)
ALLEGAN, Mich. (WOOD) - DeLano Services, which billed itself as one of the premiere turnkey manufacturers of card and board games, locked out its employees Thursday. The Allegan commercial printing

Event Notices From January 15
(WWJ AM 950 Detroit © 01/15/2009)
Indexed Jan 15 2009 11:04PM (Article ID 244580638)
rs and the formation of strategic business partnerships. This is not a seminar, but a networking opportunity, where companies will interact directly with potential customers/suppliers. KEDA Sponsors **Safety** & Health Seminar: The Keweenaw Economic Development Alliance is partnering with the Michigan Occupational **Safety** and Health Administration to offer a two-day health and **Safety** seminar on Tu

Many calls for heat aid expected
(Kalamazoo Gazette © 01/15/2009)
Indexed Jan 15 2009 5:23PM (Article ID 244534604)
BY CHRIS KILLIAN Special to the Gazette KALAMAZOO -- The coldest air of the season is descending on area residents, many of whom have already been delivered a different sort of chill from a cold

Michigan Gas announces rate hike
(Grand Haven Tribune © 01/15/2009)
Indexed Jan 15 2009 11:04PM (Article ID 244576563)
Thu, Jan 15, 2009 to del.icio.us BY MARK BROOKY mbrooky@grandhaventribune.com Natural gas bills will soon be going up for many Northwest Ottawa County residents and businesses

Auto Show Afterglow Party Goes Carbon Neutral
(WWJ AM 950 Detroit © 01/15/2009)
Indexed Jan 15 2009 11:04PM (Article ID 244580627)
AutoGlow, a North American International Auto Show Charity Preview afterglow party benefiting the Children's Center, will be a "carbon neutral" event Friday. AutoGlow, to run from 4 to 7:30

Battery builders wanted
(WJRT ABC 12 Flint © 01/16/2009)
Indexed Jan 16 2009 5:46AM (Article ID 244665730)
MID-MICHIGAN (WJRT) -- (01/15/09) -- Gov. Jennifer Granholm says she wants Michigan to become the battery capitol of the world and is offering tax credits to attract battery makers to the state.

Biofuel Carbon Footprint Smaller Than Feared, MSU Research Says
(WWJ AM 950 Detroit © 01/15/2009)
Indexed Jan 15 2009 11:04PM (Article ID 244580630)
Publications ranging from the journal Science to Time magazine have blasted biofuels for significantly contributing to greenhouse gas emissions, calling into question the environmental benefits of mak

Fla.'s first commercial ethanol plant announced
(Lansing WLNS CH 6 © 01/15/2009)
Indexed Jan 15 2009 5:23PM (Article ID 244539599)
Associated Press - January 15, 2009 3:23 PM ET TAMPA, Fla. (AP) - A Massachusetts biofuel company is teaming up with a Florida business to build the state's first commercial-scale ethanol plant, and

House Democrats propose $825 billion stimulus bill
(Kalamazoo Gazette © 01/15/2009)
Indexed Jan 15 2009 11:04PM (Article ID 244576439)
WASHINGTON (AP) — House Democrats unveiled an $825 billion economic recovery bill Thursday, unprecedented in its scale and reach, that would provide an enormous infusion of public spending

Ice age report heats up queries on electric cars
(Detroit News © 01/16/2009)
Indexed Jan 16 2009 2:40AM (Article ID 244613857)
Sure it's cold enough for politicians to have their hands in their own pockets. But I suppose we'd better get used to it, especially on the heels of another report -- this one out of Russia -- cauti

Interior pick vows to wean nation off foreign oil
(Detroit Free Press © 01/15/2009)
Indexed Jan 15 2009 11:12AM (Article ID 244494436)
WASHINGTON (AP) -- President-elect Barack Obama's pick to lead the Interior Department is promising to help wean the country off foreign oil by expanding renewable energy on public lands and promo

Senator to push energy issues as Interior chief
(Lansing WLNS CH 6 © 01/16/2009)
Indexed Jan 16 2009 2:40AM (Article ID 244614392)
Associated Press - January 15, 2009 10:53 PM ET WASHINGTON (AP) - Sen. Ken Salazar says he'd work to wean the U.S. off foreign oil if confirmed as head of the Department of Interior. He also pledge

Auto suppliers could be next to seek federal loans
(Detroit Free Press © 01/16/2009)
Indexed Jan 16 2009 5:46AM (Article ID 244663039)
Advocates for auto suppliers, which are grappling with steep production cuts that have slashed revenue in the first half of the year, are crafting a plan to ask for federal support. The proposal, whi

Chrysler Extends Plant Shut-Downs
(Lansing WILX (NBC) CH 10 © 01/16/2009)
Indexed Jan 16 2009 2:40AM (Article ID 244614402)
Chrysler LLC is keeping three of its assembly plants and two engine plants idle for longer than planned. Chrysler says assembly plants in Sterling Heights, Belvidere, Ill., and Toluca, Mexico, will

Chrysler insists it's not for sale
(Detroit News © 01/16/2009)
Indexed Jan 16 2009 2:40AM (Article ID 244612247)
Chrysler LLC's brands and factories are not being sold piecemeal, but the automaker remains open to sell or lease tooling where advantageous, the company said. The company called a press conference

Detroit automakers do many things right
(Detroit News © 01/16/2009)
Indexed Jan 16 2009 2:40AM (Article ID 244613856)
America's Big Three automakers got pounded on Capitol Hill last month. Senators from both parties took turns ridiculing General Motors, Ford and Chrysler as out-of-touch fossils, churning out poor-qua

Ford Worker Killed In Facility
(Detroit WDIV (NBC) CH 4 © 01/15/2009)
Indexed Jan 15 2009 5:23PM (Article ID 244539558)
BRAMPTON, Ontario -- A worker killed in an accident at a Ford facility in Brampton, Ontario, has been identified as a mother of two children. Shara Flanigan, who turned 36 on Monday, died Wednesday a

GM: UAW pay cuts not needed
(Detroit Free Press © 01/16/2009)
Indexed Jan 16 2009 5:46AM (Article ID 244663041)
UAW wage cuts are not needed by General Motors Corp. as it races to come up with a viability plan to please the federal government, a top company executive said Thursday. The Detroit automaker also a

Obama inaugural parties in Michigan
(Detroit Free Press © 01/16/2009)
Indexed Jan 16 2009 5:46AM (Article ID 244663131)
Metro Detroiters are celebrating the presidential inauguration in a big way. The following is a list of local events: * Black and White inaugural ball: Dinner and dancing, 7:30 p.m. Tue. Firefly

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Sent: Tuesday, January 20, 2009 11:32 AM
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Joe Sabol elected Caspian mayor - Wednesday, January 21, 2009
Iron County Reporter - Iron River,MI,USA
Frighetto added the **MSHDA** (Michigan State Housing Development Authority) had approved the demolition grant request for $35000 for the property on Caspian

Delano Services closes their doors
WWMT - Kalamazoo,MI,USA
Employees who did not receive their last checks from Delano Services can file a claim with the state **Department** of Energy, **Labor** and **Economic Growth**

Michigan office-furniture company wrapping up cuts
Chicago Tribune - United States
Cuts have been made through **layoffs**, buyouts or job elimination. Herman Miller still will employ nearly 4000 people in western **Michigan**

Herman Miller Inc. laying off last 500 of 1000 employees cut ...
MLive.com - MI,USA
After the cutbacks, the company will employ just under 4000 people in West **Michigan**. "Those affected by **layoffs** do not receive a severance, but are eligible

IBM swirls with news of jobs in Iowa, **Michigan**
Post-Bulletin - Rochester,MN,USA
As persistent talk of possible **layoffs** hang over IBM Rochester workers, Big Blue is being toasted in Iowa and **Michigan** for announcing it will create an

Blue Cross seeks double-digit rate hikes, **layoffs**
Crain's Detroit Business - Detroit,MI,USA
By Jay Greene In the wake of last week's announcement of up to 1000 **layoffs**, officials at Blue Cross Blue Shield of **Michigan** also said it will seek

Local **Michigan** lawmaker offers help with **unemployment** claims
WSBT-TV - South Bend,IN,USA
Michigan's **Unemployment** Insurance Agency has a Web site available — http://www.**michigan**.gov/uia — from 7 am to 7 pm Monday through Saturday

Unemployment health insurance program more burden than boon
The Hillsdale Daily News - Hillsdale,MI,USA
"It's very difficult," Sarah Hartzler, community relations director with South Central **Michigan** Works said. "**Unemployment** is not a very high rate and when

Federal aid won't fix all **Michigan's** budget woes
Chicago Tribune - United States
It's not yet known how much money will come to **Michigan** in the final package. Some money is expected to boost funds for **unemployment** benefits

Job Agency Seeks Grant Amid Another Local Layoff
WHMI - Howell,MI,USA
... County's Michigan Works Agency to get approval as they request an additional $250000 grant from the state for the **No Worker Left Behind** program

Event Notices From January 16-19
(WWJ AM 950 Detroit © 01/19/2009)
Indexed Jan 19 2009 5:23PM (Article ID 245516194)

Capital Area IT Council to hear from GLITR: The next member meeting of the Capital Area IT Council will be held Friday, Jan. 23 from 8:30 to 10 a.m. at the East Lansing Technology Innovation Cent

BP Alternative considers wind farm in White River
(White Lake Beacon © 01/19/2009)
Indexed Jan 19 2009 11:20AM (Article ID 245468911)
METRO GRAPHIC Wind turbines like these could be in the future for White River Township. BP Alternative Energy has acquired the assests of Wind Energy Conversions LLC which began leasing land

Grant Creates Community Energy Partnership At Ferris State
(WWJ AM 950 Detroit © 01/19/2009)
Indexed Jan 19 2009 5:23PM (Article ID 245516190)
Ferris State University was awarded one of five grants designed to build community partnerships promoting energy efficiency and renewable energy use. The $24,896 grant partners Ferris with the city o

It's never a pretty sight when we spend money in a hurry
(Dowagiac Daily News © 01/19/2009)
Indexed Jan 19 2009 5:23PM (Article ID 245515595)
House Democrats Jan. 15 gave a glimpse into the shape and substance of the $825 billion stimulus plan President-elect Barack Obama will hit the ground running with on Tuesday. The devil, as always

It's time to pray for global warming, says Flint Journal columnist John Tomlinson
(Grand Rapids Press © 01/20/2009)
Indexed Jan 20 2009 2:26AM (Article ID 245622638)
If you're wondering why North America is starting to resemble nuclear winter, then you missed the news. At December's U.N. Global Warming conference in Poznan, Poland, 650 of the world's top clim

Much in Obama stimulus bill won't hit economy soon
(Lansing WLNS CH 6 © 01/20/2009)
Indexed Jan 20 2009 4:56AM (Article ID 245666697)
Associated Press - January 20, 2009 2:23 AM ET WASHINGTON (AP) - Just how effective will the economic stimulus package be when it comes to pumping up the economy through old-fashioned public works?

ND 2008 corn estimate might be off by millions
(MLive.com © 01/20/2009)
Indexed Jan 20 2009 4:56AM (Article ID 245666177)
BISMARCK, N.D. (AP) — The federal government's estimate of North Dakota's 2008 corn production includes millions of bushels of grain that are covered by snow and might never end up in farmers' bi

New source of renewable energy
(WEYI NBC 25 © 01/19/2009)
Indexed Jan 19 2009 11:24PM (Article ID 245564045)
Monday, January 19, 2009 at 6:02 p.m. COPEMISH -- "Just one could supplement about a quarter of the average home's utility bill," says Devon O'Shea an engineer with Contractors Building Supply in Co

Oil-rich Abu Dhabi outlines green energy target
(Lansing WLNS CH 6 © 01/19/2009)
Indexed Jan 19 2009 11:20AM (Article ID 245469562)
Associated Press - January 19, 2009 9:23 AM ET ABU DHABI, United Arab Emirates (AP) - The head of a green-energy project in Abu Dhabi says the oil-rich emirate plans to generate 7% of its energy nee

RMT Wraps Up Michigan Wind 1 Construction
(Crains Detroit Business © 01/19/2009)
Indexed Jan 19 2009 11:20AM (Article ID 245469536)
Michigan's largest commercial-scale wind energy development starts operations MADISON, Wis., Jan. 19 /PRNewswire/ -- RMT, Inc. (RMT), the leader in wind energy development, engineering, and const

State should turn short-term aid into long-term gain
(MLive.com © 01/19/2009)
Indexed Jan 19 2009 11:20AM (Article ID 245469186)

It's hard to fix the hole in the boat when you're bailing water. Gov. Jennifer Granholm and lawmakers have been bailing for years now, trying to keep afloat a state budget during a decade of econo

Big 3 stay out of inaugural limelight
(Detroit News © 01/20/2009)
Indexed Jan 20 2009 2:26AM (Article ID 245622482)
WASHINGTON -- Detroit's Big Three automakers are all but invisible at this year's presidential inauguration -- canceling receptions, not sponsoring balls and leaving most executives at home. That's

Buy American? Great, if you can
(Detroit Free Press © 01/19/2009)
Indexed Jan 19 2009 11:24PM (Article ID 245564457)
I appreciate the ?buy American? movement gaining ground in Michigan today; ?buy Michigan? would be even better. But a) it is easier said than done and b) we need to be careful not to create a hostile

Canada: Cut auto wages
(Detroit News © 01/20/2009)
Indexed Jan 20 2009 4:15AM (Article ID 245663546)
The Canadian government is requiring automakers to cut wages as part of a condition of the $3.2 billion (U.S.) loan from the Canadian and Ontario governments to the Canadian subsidiaries of Chrysler L

Car Talk Guys join gas tax bandwagon
(Detroit Free Press © 01/19/2009)
Indexed Jan 19 2009 5:23PM (Article ID 245516300)
Raising the federal gas tax? It?s not just the pipe dream of fuzzy-headed editorial writers any more. Tom and Ray Magliozzi ? better known as Click and Clack, sibling-hosts of National Public Radio

Checker Motors files for bankruptcy
(Kalamazoo WWMT (CBS) CH 3 © 01/19/2009)
Indexed Jan 19 2009 11:24PM (Article ID 245564455)
KALAMAZOO, Mich. (NEWSCHANNEL 3) - It was an American icon, and a company recognized all over the world, but now the Checker Motors Company has hit hard times. The company has filed for bankr

Chrysler announces alliance with Fiat
(Detroit Free Press © 01/20/2009)
Indexed Jan 20 2009 8:28AM (Article ID 245725605)
WASHINGTON -- Chrysler LLC said today it was striking an alliance with Fiat S.p.A. that will give the Italian carmaker 35% of Chrysler in return for sharing technology, manufacturing and management.

Chrysler, Fiat alliance rumors gain ground
(Detroit Free Press © 01/20/2009)
Indexed Jan 20 2009 4:56AM (Article ID 245663303)
Chrysler LLC, which confirmed in August that it had talked to Italian automaker Fiat SpA about an alliance, could be on the verge of a deal. The struggling Auburn Hills automaker, which is operating

Gettelfinger: Deadline for GM, Chrysler restructuring plans may be unattainable
(Detroit News © 01/19/2009)
Indexed Jan 19 2009 5:23PM (Article ID 245515576)
WASHINGTON -- United Auto Workers President Ron Gettelfinger said Monday that a Feb. 17 deadline for General Motors Corp. and Chrysler LLC to complete restructuring plans may be "unattainable." Last

GM Cuts US Sales Forecast
(Detroit WDIV (NBC) CH 4 © 01/19/2009)
Indexed Jan 19 2009 11:24PM (Article ID 245564482)
DETROIT -- General Motors Corp. on Thursday cut its 2009 industrywide U.S. sales forecast to 10.5 million vehicles, citing continued uncertainty about when the market for new cars might recover. Whi

Green cars electrify at Detroit auto show
(Detroit News © 01/20/2009)
Indexed Jan 20 2009 2:26AM (Article ID 245622475)

DETROIT -- Hybrids, electric cars and emission-free hydrogen fuel cell vehicles captivated visitors Sunday at the 21st North American International Auto Show. Crowds waited in a long line to be chau

Is Tomorrow's Collector Car Sitting in Your Garage Today?
(Crains Detroit Business © 01/20/2009)
Indexed Jan 20 2009 7:06AM (Article ID 245699073)
Hagerty Announces its Annual Hagerty Hot List: Top 10 Future Collector Cars Under $50,000 TRAVERSE CITY, Mich., Jan. 20 /PRNewswire/ -- After witnessing in Scottsdale, Arizona last week a 1960

Mazda, Ford alliance complex
(Detroit News © 01/19/2009)
Indexed Jan 19 2009 11:20AM (Article ID 245469238)
Ever since Ford Motor Co. said it would sell its controlling stake in Japan's Mazda Motor Corp. in November, the two automakers have insisted that their close, collaborative relationship will not

More Details on Plant Coming to Area
(Lansing WLNS CH 6 © 01/20/2009)
Indexed Jan 20 2009 8:28AM (Article ID 245728629)
Lansing just got a little greener. EV Performance Warehouse announced plans to build an electric vehicle battery plant and lab here in the capital city. That's big news for the city and its workfo

Obama to ride in Cadillac style
(Ann Arbor News © 01/19/2009)
Indexed Jan 19 2009 11:20AM (Article ID 245469444)
On his first day on the job Tuesday, President Barack Obama gets to ride through town in a brand-new Cadillac to the cheers of millions of adoring fans. Not a bad gig, eh? General Motors Corp. is on

Toyota global sales last year at 8.972 million
(Burton News © 01/20/2009)
Indexed Jan 20 2009 2:26AM (Article ID 245607799)
TOKYO (AP) — Toyota says it sold 8.972 million vehicles worldwide last year, down 4 percent from the previous year. The number is being closely watched as Toyota Motor Corp. had been on track

UAW leader: Deadline for auto makeover unrealistic
(Burton News © 01/19/2009)
Indexed Jan 19 2009 11:24PM (Article ID 245564170)
WASHINGTON (AP) — United Auto Workers president Ron Gettelfinger suggested Monday that a mid-February deadline for General Motors and Chrysler to complete their restructuring plans may be "almost

From: DELEG NEWS
Sent: Saturday, January 24, 2009 1:11 PM
Subject: DELEG Daily News Clips

City extends Doherty contract
Clare County Review - USA
Lori Schuh, Clare's Main Street Manager, contacted the Michigan Housing Development Authority (MSHDA) to see if the grant could be extended

Michigan Chief Indicted on New Charge
Officer.com - USA
He is accused of submitting time sheets to City Security claiming he was on the job for Career Alliance during times when other records showed he was

Unemployment & Michigan's Future
WLNS - Lansing,MI,USA
Entertainment News from AP Michigan hits double-digit unemployment and some say it could get worse. The Department of Labor and Economic Growth released its

Michigan Hiring to Help Unemployed Workers
WLNS - Lansing,MI,USA
Governor Jennifer Granholm: "We are pressing not just the UIA and the Department of Labor and Economic Growth, but our Department of Management and Budget

About 30 employees at Jackson's Eaton plants receive layoff notices
The Jackson Citizen Patriot - MLive.com - Jackson,MI,USA
by Chris Gautz | Jackson Citizen Patriot At the Eaton Hydraulics plant, 2425 W. Michigan, 24 nonunion employees were either let go immediately or were told

570 jobs cuts coming at Comerica in quarter
Detroit Free Press - United States
The layoffs have already begun in Michigan, with 110 job cuts occurring earlier this month. It's unclear how many more employees in the state will be

State Unemployment Highest Since 1984
WSJM - St. Joseph,Michigan,USA
Michigan's unemployment rate has topped ten percent for the first time since 1984. The state said this week that its seasonally adjusted jobless rate for

http://www.mitechnews.com/articles.asp?Id=9823
Pfizer In Talks To Buy Wyeth In $60 Billion Deal
Pfizer Inc. is in talks to acquire rival drug maker Wyeth in a deal that could be valued at more than $60 billion, said people familiar with the matter told the Wall Street Journal.

http://www.mitechnews.com/articles.asp?Id=9833
Microsoft Cutting 5,000 Jobs On Weak Results
When's the last time you heard of a layoff at Microsoft? Well, you have now. The software maker said Thursday it will cut up to 5,000 jobs, or 5 percent of its workforce, over the next 18 months. About 1,400 jobs were eliminated immediately.

http://www.mitechnews.com/articles.asp?Id=9818
Michigan's Unemployment Rate Crashes Through 10 Percent
Crashing into statistical territory not seen in better than two decades, Michigan's unemployment rate hit 10.6 percent in December, statistics released by the Department of Energy, Labor and Economic Growth showed Wednesday. The increase means that at the end of 2008 an estimated 519,000 workers were out of a job

Change needed now, not later, says blogger
(Burton News © 01/23/2009)
Indexed Jan 23 2009 12:44PM (Article ID 246809546)
An interesting and very emotional post this morning by redundantone. I thought I'd pull it up and highlight so more could read it. (I've added paragraphing because it came in one looooong graph, which

Change needed now, not later, says blogger
(Clio Messenger © 01/23/2009)
Indexed Jan 23 2009 12:44PM (Article ID 246809477)
An interesting and very emotional post this morning by redundantone. I thought I'd pull it up and highlight so more could read it. (I've added paragraphing because it came in one looooong graph, which

Change needed now, not later, says blogger
(Flint Journal © 01/23/2009)
Indexed Jan 23 2009 12:44PM (Article ID 246810150)
Posted by Andrew Heller | The Flint Journal January 23, 2009 10:03AM Categories: Guest bloggers An interesting and very emotional post this morning by redundantone. I thought I'd pull it up a

Links & numbers you heard about on TV
(Lansing WLNS CH 6 © 01/23/2009)
Indexed Jan 23 2009 11:45PM (Article ID 246911301)
Michigan Unemployment System (MARVIN): Website Salmonella Recalls: Website Kresge Art Museum: Art North American International Auto Show: Website Tickets Keeping Children Safe

GM workers struggle to receive unemployment
(Kalamazoo WWMT (CBS) CH 3 © 01/23/2009)
Indexed Jan 23 2009 11:45PM (Article ID 246911254)
WYOMING, Mich. (NEWSCHANNEL 3) - As lawmakers work to hash out the details of an economic stimulus plan, still more Michigan workers are getting ready to join the growing unemployment lines.

Links & numbers you heard about on TV
(Lansing WLNS CH 6 © 01/23/2009)
Indexed Jan 23 2009 11:45PM (Article ID 246911301)
Michigan Unemployment System (MARVIN): Website Salmonella Recalls: Website Kresge Art Museum: Art North American International Auto Show: Website Tickets Keeping Children Safe

Local unemployment could be worse than state's
(Petoskey News Review © 01/23/2009)
Indexed Jan 23 2009 12:44PM (Article ID 246810090)
News that Michigan's unemployment rate hit double digits did not come as much of a surprise to Northern Michigan officials, who say that unfortunately, this is not uncharted territory.Bill Woodr

AUTOS: New Center Stamping faces penalties
(Detroit Free Press © 01/24/2009)
Indexed Jan 24 2009 5:40AM (Article ID 247025344)

New Center Stamping faces penalties The state has cited New Center Stamping Inc. of Detroit for 33 Safety hazards and recommended penalties of $102,060. The Michigan Occupational Safety and Health Administration said in a news release that its inspection found the automotive aftermarket parts supp

Data from state of Michigan shows Alger-Delta rates are fair
(Escanaba Daily Press © 01/23/2009)
Indexed Jan 23 2009 12:44PM (Article ID 246810359)
POSTED: January 23, 2009 Save | Print | Email EDITOR: On Jan. 15, the Daily Press published a front page article entitled "Electric Advisory Comm

Links & numbers you heard about on TV
(Lansing WLNS CH 6 © 01/23/2009)
Indexed Jan 23 2009 11:45PM (Article ID 246911301)
Michigan Unemployment System (MARVIN): Website Salmonella Recalls: Website Kresge Art Museum: Art North American International Auto Show: Website Tickets Keeping Children Safe

Alternative energy pushed with options for Upper Peninsula
(Kalamazoo Gazette © 01/23/2009)
Indexed Jan 23 2009 11:45PM (Article ID 246894220)
LANSING -- Could alternative energy light up Michigan's future? The state's Renewable Portfolio Standard requires utilities to get 10 percent of their power from renewable energy by 2015 and calls

CMS Energy's Board of Directors Increases Quarterly Dividend on Common Stock by 40 Percent, to 12.5 Cents Per Share, and Declares Dividend on Preferred Stock
(Crains Detroit Business © 01/23/2009)
Indexed Jan 23 2009 11:45PM (Article ID 246893922)
JACKSON, Mich., Jan. 23 /PRNewswire-FirstCall/ -- The Board of Directors of CMS Energy increased today the quarterly dividend on the company's common stock by 40 percent, to 12.5 cents per share, up f

Could electric cars fuel a new dictator?
(Niles Daily Star © 01/24/2009)
Indexed Jan 24 2009 7:02AM (Article ID 247041141)
The environmental movement and a growing portion of the general populace seems enthralled with the coming waves of electric cars.

Energy Conversion Devices Urges Congress to Support National Rooftop Photovoltaic Initiative
(Crains Detroit Business © 01/23/2009)
Indexed Jan 23 2009 11:45PM (Article ID 246893923)
Congressional Testimony Highlights Benefits of Using Solar Photovoltaic Technology to Implement a National Distributed Generation Program ROCHESTER HILLS, Mich., Jan. 23 /PRNewswire-FirstCall/ --

Event promotes green life
(Saginaw News © 01/24/2009)
Indexed Jan 24 2009 5:40AM (Article ID 247026241)
Two environmental activists team up Wednesday to present "The Aesthetics of Living Green" at Midland's Creative Spirit Center, 1517 Bayliss. Laura Vosejkpa and Peter Sinclair will lead a wide-ran

Going green
(Sterling Heights Source © 01/23/2009)
Indexed Jan 23 2009 11:45PM (Article ID 246894678)
As a new President takes center stage, a high level of focus has been placed on renewable energy, as well as the right policies to sustain and accelerate its growth. Wind power could meet President B

Links & numbers you heard about on TV
(Lansing WLNS CH 6 © 01/23/2009)
Indexed Jan 23 2009 11:45PM (Article ID 246911301)
Michigan Unemployment System (MARVIN): Website Salmonella Recalls: Website Kresge Art Museum: Art North American International Auto Show: Website Tickets Keeping Children Safe

Obama pitches his plan to reverse economic slide
(Kalamazoo Gazette © 01/24/2009)
Indexed Jan 24 2009 7:02AM (Article ID 247041081)
WASHINGTON (AP) — President Barack Obama on Saturday laid out more pieces of an economic plan he says would add 3,000 miles of electrical lines, increase security at 90 ports and double the Unite

2009 Toyota Camry hybrid: Delivers green and more
(Detroit News © 01/24/2009)
Indexed Jan 24 2009 2:46AM (Article ID 246970957)
It's green. Literally, figuratively, psychologically. The 2009 Toyota Camry hybrid dropped off at The News downtown office for me to test drive was jasper pearl green. Its sheet metal shimmered in

AP source: GM to cut 2nd shift at Lordstown plant
(Grand Blanc News © 01/23/2009)
Indexed Jan 23 2009 11:45PM (Article ID 246894755)
DETROIT (AP) — General Motors Corp. plans to cut one of the two remaining shifts at its plant in Lordstown, Ohio, in April, a person briefed on the plans said Friday. The person, who asked not

As the unemployed line up in Grand Rapids, Salvation Army pitches in with snacks, coffee
(Grand Rapids Press © 01/24/2009)
Indexed Jan 24 2009 2:46AM (Article ID 246970703)
See another view of this page by choosing local coverage below. How to set your local coverage Ann Arbor * Bay City * Flint * Grand Rapids * Jackson * Kalamazoo * Muskeg

Auto Supplier Closing Plant
(Lansing WILX (NBC) CH 10 © 01/24/2009)
Indexed Jan 24 2009 2:46AM (Article ID 246971327)
The auto industry's ongoing sales slump is being blamed for the closing of another small supplier in Livingston County. International Paper Co. says it's shuttering its corrugated container plant i

Auto Supplier Shuts Mid-Michigan Plant
(Lansing WLNS CH 6 © 01/23/2009)
Indexed Jan 23 2009 11:45PM (Article ID 246911309)
A local community will soon be losing more jobs. International Paper announced it will permanently close the Howell corrugated container plant at the end of March, resulting in the loss of 95 jobs

Autoworkers brace for more concessions
(WJRT ABC 12 Flint © 01/23/2009)
Indexed Jan 23 2009 2:02PM (Article ID 246831387)
DETROIT (WJRT) -- (01/22/09)--Bracing for more concessions. Thursday night, the head of the United Auto Workers union says workers should prepare for more changes in order to help struggling U.S. aut

Brown Motors brings Ford, Chrysler stores together
(Petoskey News Review © 01/23/2009)
Indexed Jan 23 2009 11:45PM (Article ID 246894535)
With a newly built showroom on U.S. 31 North, Petoskey's Brown Motors has moved its Chrysler franchise to a key local auto-sales corridor.The company, owned by brothers Steve and Erik Brown

Chrysler Exec Says Company Is Alive And Well
(WWJ AM 950 Detroit © 01/23/2009)
Indexed Jan 23 2009 11:45PM (Article ID 246911625)
New Orleans (AP) -- Chrysler LLC is "alive and well" investing in new products, planning for slow sales and looking to incentives to help the struggling automaker sell its way out of

Chrysler jobs bank ends Monday
(Detroit Free Press © 01/24/2009)
Indexed Jan 24 2009 5:40AM (Article ID 247025319)
The controversial jobs bank -- a program that allowed UAW workers to receive pay while not working -- ends Monday at Chrysler, the union has told its members. In a letter obtained by the Free Press,

Chrysler president says company 'alive and well'
(Kalamazoo Gazette © 01/23/2009)
Indexed Jan 23 2009 11:45PM (Article ID 246894191)
NEW ORLEANS (AP) — Chrysler LLC is "alive and well" investing in new products, bracing for slow sales and looking to incentives to help the struggling automaker sell its way out of the economic

Chrysler president: 'Scrappy' company is going to prosper
(Lansing State Journal © 01/24/2009)
Indexed Jan 24 2009 5:40AM (Article ID 247025110)
NEW ORLEANS - Chrysler LLC is "alive and well" investing in new products, bracing for slow sales and looking to incentives to help the struggling automaker sell its way out of the economic doldrums

Fiat deal has conditions, too
(Detroit Free Press © 01/24/2009)
Indexed Jan 24 2009 5:40AM (Article ID 247025324)
NEW ORLEANS -- The fate of Chrysler LLC's proposed alliance with Italy's Fiat SpA is unclear if the U.S. automaker's long-term viability plan fails to win U.S. government approval March 31, a top Chry

Fiat: Chrysler is a good fit
(Detroit News © 01/23/2009)
Indexed Jan 23 2009 12:00PM (Article ID 246804992)
Fiat SpA Chief Executive Sergio Marchionne said Chrysler LLC is worth saving and is a good fit for the Italian automaker as both companies see partnerships as key to global profitability. The first

Ford may start Volvo sale in Feb.
(Detroit News © 01/24/2009)
Indexed Jan 24 2009 5:40AM (Article ID 247025491)
Ford Motor Co., the only U.S. automaker to forgo government loans, will begin seeking buyers for its Volvo luxury brand next month and expects to draw bids from Chinese carmakers, said a person famili

Ford says it's still reviewing options for Volvo
(Detroit Free Press © 01/23/2009)
Indexed Jan 23 2009 11:45PM (Article ID 246889454)
Ford Motor Co. said today that the status of Volvo remains unchanged from December when the company announced it would review strategic options for the Swedish automaker, including a possible sale. B

GM buys additional stake in GMAC
(Lansing WLNS CH 6 © 01/23/2009)
Indexed Jan 23 2009 11:45PM (Article ID 246911351)

Associated Press - January 23, 2009 3:54 PM ET NEW YORK (AP) - General Motors says it used the proceeds of an $884 million Treasury department loan to increase its equity stake in its financing arm

GM fights dealers over rival brands
(Detroit News © 01/24/2009)
Indexed Jan 24 2009 5:40AM (Article ID 247025482)
NEW ORLEANS -- General Motors Corp. is fighting with car dealers who are trying to survive the worst U.S. sales market in 26 years by selling rival -- even foreign -- brands under the same roof, accor

GM increases GMAC stake with fed cash
(Lansing State Journal © 01/24/2009)
Indexed Jan 24 2009 5:40AM (Article ID 247025111)
NEW YORK - General Motors Corp. said in a Securities and Exchange Commission filing Friday that it used the proceeds of an $884 million Treasury Department loan to increase its equity stake in its fin

GM planning more production cuts
(Detroit Free Press © 01/23/2009)
Indexed Jan 23 2009 11:45PM (Article ID 246889442)
General Motors Corp. is planning to make an announcement on Monday regarding further production cuts at its assembly plants, a source familiar with the plans said today. GM?s Lordstown plant is among

GM workers struggle to receive unemployment
(Kalamazoo WWMT (CBS) CH 3 © 01/23/2009)
Indexed Jan 23 2009 11:45PM (Article ID 246911254)
WYOMING, Mich. (NEWSCHANNEL 3) - As lawmakers work to hash out the details of an economic stimulus plan, still more Michigan workers are getting ready to join the growing unemployment lines.

GM, SEC agree to settle case
(Detroit News © 01/24/2009)
Indexed Jan 24 2009 2:46AM (Article ID 246957309)
WASHINGTON -- General Motors Corp. agreed to settle civil charges filed Thursday by the Securities and Exchange Commission, ending a more than four-and-a-half-year investigation into accounting

Homebuilders See Worst Year in Decades
(Lansing WLNS CH 6 © 01/23/2009)
Indexed Jan 23 2009 2:02PM (Article ID 246831240)
New numbers out show 2008 was the worst year for homebuilders in decades. In December alone, construction of new homes nationwide fell nearly 16%, and here in mid-Michigan it's even worse. In 200

Making Cents: What to look for if you're refinancing
(Sturgis Journal © 01/24/2009)
Indexed Jan 24 2009 2:46AM (Article ID 246958396)
Are reports of the death of the mortgage market largely exaggerated, or are we witnessing one of the fastest resuscitations in the mortgage industry's history? This has a little to do wit

MI wants help from US stimulus plan
(WEYI NBC 25 © 01/23/2009)
Indexed Jan 23 2009 11:45PM (Article ID 246911445)
Friday, January 23, 2009 at 4:44 p.m. LANSING (AP) -- Michigan's entire congressional delegation is asking President Barack Obama to give high unemployment states an additional boost in the u

From: DELEG NEWS
Sent: Thursday, February 12, 2009 12:36 PM
Subject: DELEG Daily News Clips

Granholm calls for spending cuts, 1500 state layoffs
DetNews.com - Detroit,MI,USA
Maintained funding for the 21st Century Jobs Fund and the No Worker Left Behind retraining programs. • Closing the state police crime lab in Marquette. ...

http://www.crainsdetroit.com/article/20090211/FREE/902119975/-1
Home foreclosures decrease in Wayne County
While foreclosures increased across the Metro Detroit area in January compared to 2008, foreclosures decreased in Wayne County.

http://www.crainsdetroit.com/article/20090211/FREE/902119991/-1
House plan would focus on hiring Michigan workers
Michigan companies would have to give hiring preference to state residents to get some government contracts and economic development incentives under terms of legislation considered by state lawmakers.

MCC provides job training in 12 areas
Romeo Observer - Romeo,MI,USA
by CHRIS GRAY Macomb Community College is opening its doors to provide residents with the job training they need to survive a dreary economy

More electronics recycling options now available
Spinal Column Online - Waterford,MI,USA
According to Lucy Doroshko, a recycling specialist for the Michigan Department of Energy Labor and Economic Growth (DELEG), the best and safest way to

Bay County Executive Thomas Hickner appointed to wind council
MLive.com - MI,USA
... which will act as an advisory body within the Department of Energy, Labor, and Economic Growth. The council will work to engage the people of Michigan

Editorial: Ergonomics rules would be a strain for state businesses
MLive.com - MI,USA
Alan Sanborn, R-Richmond, that would prohibit MIOSHA from enacting ergonomics rules. ... MIOSHA committees will likely be digging into that question now

Editorial: Insurance reform plan misses root of problem
DetNews.com - Detroit,MI,USA
The governor's insurance advocate, Melvin "Butch" Hollowell, proposes a low-cost insurance policy for low-income drivers with relatively small amounts of

Emma to RIAA victim Brittany Kruger
p2pnet.net - Ontario,Canada
... and that several months after the DLEG's MediaSentry investigations began in Michigan, the State enacted a statute codifying the DLEG's position," said

2009 will be tough year for unemployed
ABC12.com - Flint,MI,USA

Career Alliance as dozens of people polished resumes and searched for work. Alicia Booker tried to stay optimistic upstairs. As the economy falters,

http://www.sturgisjournal.com/homepage/x1592477603
Full house
The Fawn River Crossing development proposal would include up to 150,000 square feet of commercial retail space, up to 400 hotel rooms, a truck
stop/service facility with biodiesel facilities, and a gaming casino with restaurants, sports bar and entertainment venues. It would create an estimated 1,000
construction jobs and up to 2,000 permanent jobs.

Granholm's budget stands energize protests
(Detroit News © 02/12/2009)
Indexed Feb 12 2009 2:53AM (Article ID 252135504)
Gov. Jennifer Granholm is playing a political game by not supporting the Michigan Education Association's proposed school employee retirement stimulus plan.
As an educator with 21 years' experience, I

Hansen liked tone
(Oceanas Herald Journal © 02/12/2009)
Indexed Feb 12 2009 2:20AM (Article ID 252135097)
Wanted to hear more about ag, tourism By Steve Begnoche Shoreline Media Writer State Rep. Goeff Hansen, R-Hart, was impressed by the overall
positive tone of Gov. Jennifer Gran

Alternative energy catching publics attention
(Muskegon Chronicle © 02/12/2009)
Indexed Feb 12 2009 8:37AM (Article ID 252297522)
MUSKEGON -- More than 100 people -- some interested in financial assistance for small alternative energy projects, some interested in the steps needed
to hook into the power grid -- turned out Wednesd

Mayes: Committee will develop plan to protect vulnerable residents
(Bay City Times © 02/12/2009)
Indexed Feb 12 2009 2:20AM (Article ID 252136476)
Times Staff A special subcommittee of the House Energy and Technology Committee will develop legislation to protect the most vulnerable residents of the
state from having their utilities shut off

Utility says coal plant wont be up until 2017
(Jackson Citizen Patriot © 02/12/2009)
Indexed Feb 12 2009 2:20AM (Article ID 252135467)
Consumers Energy doesn't expect its proposed new coal plant will be operational until 2017 -- which would be a decade after the Jackson-based utility
first filed permits with the state. The state's

'Infrared Larry's' green 'gun'
(Dowagiac Daily News © 02/12/2009)
Indexed Feb 12 2009 2:53AM (Article ID 252135317)
Larry Seurynck isn't moonlighting from Wood Fire - he's daylighting.

'We can't afford to wait'
(Cassopolis Vigilant © 02/12/2009)
Indexed Feb 12 2009 2:53AM (Article ID 252136426)
ELKHART, Ind. - An auditorium packed with people from a distressed community that has seen its unemployment rate triple in the last year came seeking answers.

Consumers Energy Announces Revised Schedule for New 800-Megawatt Clean Coal Power Plant
(Crains Detroit Business © 02/12/2009)
Indexed Feb 12 2009 2:53AM (Article ID 252136362)
JACKSON, Mich., Feb. 11 /PRNewswire-FirstCall/ -- Consumers Energy announced today that it has revised the schedule for its new 800-megawatt clean coal
unit and now expects it to be in operation in 20

Dow Corning using wind for electricity
(Saginaw News © 02/12/2009)
Indexed Feb 12 2009 2:20AM (Article ID 252136467)
Dow Corning Corp. and Consumers Energy inked a one-year deal to supply the silicone maker with electricity from wind turbines near Ubly. The agreement
makes Dow Corning the largest private buyer of

Granholm takes a stand for clean energy
(Detroit News © 02/12/2009)
Indexed Feb 12 2009 2:53AM (Article ID 252135505)
The Feb. 9 editorial on coal demonstrates the sort of backward thinking that will keep Michigan locked in the past ("Keep coal option alive in Michigan").
Rather than championing polluting coal burnin

Highlights of compromise stimulus plan
(Detroit Free Press © 02/12/2009)
Indexed Feb 12 2009 5:43AM (Article ID 252246627)
Highlights of a nearly $789-billion compromise version of President Barack Obama?s economic recovery plan agreed to by Democrats and moderate Senate Republicans.
Additional debt costs would add about

Kresge Foundation Meets Economic Downturn Head on, Awarding a Record $63.6 Million in Grants in Fourth Quarter 2008
(Crains Detroit Business © 02/12/2009)
Indexed Feb 12 2009 2:53AM (Article ID 252136352)
Grants advance foundation's strategic objectives in 30 states, particularly in the areas of community development, health and the environment.
TROY, Mich., Feb. 11 /PRNewswire-USNewswire/ -- The

Muskegon County may get wind farm, ethanol plant
(Kalamazoo WWMT (CBS) CH 3 © 02/12/2009)
Indexed Feb 12 2009 2:53AM (Article ID 252137204)
MUSKEGON COUNTY, Mich. (NEWSCHANNEL 3) - Earlier in February, Governor Jennifer Granholm announced an ambitious energy plan. She hopes to cut
back on the amount of fossil fuels used in Michigan by 45

New Bay County power plant delayed until 2017
(Kalamazoo Gazette © 02/12/2009)
Indexed Feb 12 2009 2:20AM (Article ID 252135224)

Consumers Energy is delaying by two years the estimated start date of operations for a new coal-fired power plant in Bay County. The company was to announce
today that the timeline has been pushed

Wind turbine plan earns Pentwater student State of the State seat
(Oceanas Herald Journal © 02/12/2009)
Indexed Feb 12 2009 2:20AM (Article ID 252135096)
By Patti Klevorn Shoreline Media Writer Preston Nowsch and Gov. Jennifer Granholm both have alternative energy in their plans for Michigan?s future. Nowsch, a
Pentwater High School student

$789B stimulus deal reached
(Detroit News © 02/12/2009)
Indexed Feb 12 2009 2:53AM (Article ID 252135551)
WASHINGTON -- Congressional negotiators agreed Wednesday to a slimmer but still massive plan to jolt the U.S. economy back to life -- but the deal scales back some
proposals aimed at boosting auto sal

A Chinese connection could boost Michigan
(Detroit Free Press © 02/12/2009)
Indexed Feb 12 2009 2:53AM (Article ID 252135863)
President Obama has it right when he recently declared, "We can't send a protectionist message." Michigan needs to send a message to the world--- we are open to
business and investment! Let's invite

Auto news briefs: Hummer draws interest
(Detroit Free Press © 02/12/2009)
Indexed Feb 12 2009 6:30AM (Article ID 252246535)
Hummer draws interest General Motors Corp., working to sell assets to help keep $13.4 billion in U.S. loans, has drawn interest in its Hummer brand from a
Chinese company and a private-equity firm, p

Chrysler prepares plans with and without Fiat
(Detroit Free Press © 02/12/2009)
Indexed Feb 12 2009 2:53AM (Article ID 252136011)
CHICAGO -- Chrysler LLC?s product development chief said today that the automaker is preparing two plans to show the government how it will become viable
and repay billions in federal loans: one as a

Compromise stimulus bill includes tax break to buy new vehicles
(Detroit News © 02/12/2009)
Indexed Feb 12 2009 2:53AM (Article ID 252135532)
WASHINGTON -- House and Senate negotiators agreed on a $789 billion stimulus bill that includes a scaled-back tax break to buy new vehicles. The $11 billion
provision sponsored by Sen. Barbara Mikul

Five GM vehicles are among the stars in new 'Transformers' movie
(Detroit News © 02/12/2009)
Indexed Feb 12 2009 2:53AM (Article ID 252135533)
CHICAGO -- It was a transformational press conference for Chevrolet. The top-selling brand for General Motors Corp. rolled out five lead characters in the coming

Transformers sequel "Transformers: R

Ford Exec Says Auto Sales Stabilizing
(WWJ AM 950 Detroit © 02/12/2009)
Indexed Feb 12 2009 5:07AM (Article ID 252185027)
An executive at Ford Motor Co. said the nation's automobile industry is beginning to stabilize, after months of freefalling sales which have threatened the viability of
some of the sector's biggest pl

GM cuts retiree benefits
(Detroit Free Press © 02/12/2009)
Indexed Feb 12 2009 6:30AM (Article ID 252246530)
General Motors Corp. is reducing life insurance benefits for most of its white-collar retirees and cutting back on company-provided health care for some retired salaried
workers younger than 65 years

From: DELEG NEWS
Sent: Saturday, February 21, 2009 5:01 PM
Subject: DELEG Daily News Clips

Permits for coal plants could be sticking point of Granholm plan
(Crains Detroit Business © 02/21/2009)
Indexed Feb 21 2009 8:56AM (Article ID 254933686)
A major energy platform outlined by Gov. Jennifer Granholm contains pieces already under discussion in the state, as well as new elements like a proposal that will make it more difficult for utilities

Agency gets more money to help retrain jobless
(Lundington Daily News © 02/20/2009)
Indexed Feb 20 2009 6:16PM (Article ID 25478017
Haworth layoffs permanent LDN Staff - Friday, February 20, 2009 When 211 people were laid off from Whitehall Industries in December, Michigan Works! West Central requested additional money f

Jobless turn to training, college Rising unemployment prompts workers to seek new skills
(Ann Arbor News © 02/20/2009)
Indexed Feb 20 2009 6:16PM (Article ID 254771271)
Friday, February 20, 2009 BY LISA CAROLIN The Livingston Community News One of the busiest places in Livingston County these days is the Michigan Works! office near Howell. One day last week, P

State funds will help retrain laid-off workers
(Grand Haven Tribune © 02/20/2009)
Indexed Feb 20 2009 6:16PM (Article ID 254779625)
Fri, Feb 20, 2009 to del.icio.us An Ottawa County agency has been awarded $500,000 through the state's No Worker Left Behind program. The award goes to Ottawa County Mich

Detroit area unemployment rate jumps to 10.6%
(Crains Detroit Business © 02/21/2009)
Indexed Feb 21 2009 8:56AM (Article ID 254933525)
Southeast Michigan unemployment rates rose in December, following trends throughout Michigan, according to data released Thursday by the Michigan Department of Energy, Labor & Economic Growth, or DELE

Jobless claim appeals piling up
(Lansing State Journal © 02/21/2009)
Indexed Feb 21 2009 6:26AM (Article ID 254925777)
For unemployed worker Kelly Bernath, four months seemed like an eternity. That's how long, she says, it took for state officials to determine she was ineligible for unemployment benefits and to rejec

State chamber calls for review of UI benefits for working claimants
(Crains Detroit Business © 02/21/2009)
Indexed Feb 21 2009 8:56AM (Article ID 254933522)
The Michigan Chamber of Commerce on Tuesday called on lawmakers to look into state unemployment insurance benefit payments to claimants who are working. As Crain?s reported as part of an unemployment

LCC will Benefit from Stimulus Plan
(Lansing WLNS CH 6 © 02/20/2009)
Indexed Feb 20 2009 10:48AM (Article ID 254652979)
The newly passed stimulus package will help fund job training programs at community colleges, and Lansing Community College is among the schools that it wil benefit. LCC has a job training program tit

Stimulus May Help Now, Hurt A lot Later
(Lansing WLNS CH 6 © 02/20/2009)
Indexed Feb 20 2009 12:51PM (Article ID 254720653)
The economic news just keeps getting worse. At the same time, wholesale prices rose in January. The hope is the stimulus package passed this week will help dial down the bad economic news, but there

Attorney general asked to rule on Granholm coal plant guidelines
(Crains Detroit Business © 02/21/2009)
Indexed Feb 21 2009 8:56AM (Article ID 254933685)
Two state House Republicans are questioning a directive issued by Gov. Jennifer Granholm affecting new coal-fired power plants, and have asked Michigan Attorney General Mike Cox for an opinion. House

Competition for state electric sales declines, PSC reports
(Crains Detroit Business © 02/21/2009)
Indexed Feb 21 2009 8:56AM (Article ID 254933687)
State regulators on Friday said new Michigan Public Service Commission reports show declining electric-sales competition and a slight increase in competition among providers of video services, includi

Lawmakers lay out details of utility policy reform
(Bay City Times © 02/20/2009)
Indexed Feb 20 2009 6:16PM (Article ID 254771286)
Times Staff State Rep. Jeff Mayes and state Sen. Jim Barcia, both D-Bay City, rolled out details of their plans for a statewide electric utility policy reform on Thursday, saying legislation they'

PSC may revoke pipeline permit
(Lundington Daily News © 02/21/2009)
Indexed Feb 21 2009 2:19AM (Article ID 254865729)
Kevin Braciszeski - Daily News Staff Writer Friday, February 20, 2009The Michigan Public Service Commission (MPSC) Friday directed Northern Michigan Pipeline Company, LC (NMPC) to show cause

Cox appeals ruling that allows Blue Cross? subsidiary to purchase other insurers
(Crains Detroit Business © 02/21/2009)
Indexed Feb 21 2009 8:56AM (Article ID 254933495)
Michigan Attorney General Mike Cox on Monday asked the Michigan Court of Appeals in Lansing to reverse two rulings that allow a for-profit subsidiary of Blue Cross Blue Shield of Michigan to purchase

A homeowner's guide to alternative energy
(Lansing WLNS CH 6 © 02/20/2009)
Indexed Feb 20 2009 11:35PM (Article ID 254788206)
By Clara Moskowitz Provided by Earth911 Do you ever watch the sun hitting your house, or the feel the wind rushing at your windows, and wonder just how hard it would be to harness all that energy?

Camp: Energy diversity crucial
(Saginaw News © 02/20/2009)
Indexed Feb 20 2009 12:51PM (Article ID 254713734)
Solar energy is one piece of an economic recovery puzzle, but it's not enough to lift the region out of a struggling economy, a mid-Michigan congressman says. "We need to have several paths forwar

CBPU, Consumers Energy customers to see new 'cost recovery' fees
(Coldwater Daily Reporter © 02/21/2009)
Indexed Feb 21 2009 2:19AM (Article ID 254859224)
Coldwater, Mich. - "You are going to have to spend money to save money," Coldwater Board of Public Utility (CBPU) Director Paul Beckhusen said last year before Public Act 295, the Clean,

Cox: Granholm coal plant directive unenforceable
(Crains Detroit Business © 02/21/2009)
Indexed Feb 21 2009 8:56AM (Article ID 254933406)
Michigan Attorney General Mike Cox said today a directive issued by Gov. Jennifer Granholm affecting new coal-fired power plants is unenforceable. Cox issued an opinion on the legality of Granholm?

EPA orders review of NMU coal plant permit
(Marquette Mining Journal © 02/21/2009)
Indexed Feb 21 2009 2:19AM (Article ID 254865740)
By JOHN FLESHER AP Environmental Writer POSTED: February 21, 2009 Save | Print | Email TRAVERSE CITY (AP) - A federal panel wants state regul

Ricardo Inc. opens battery development center in Van Buren Twp.
(Crains Detroit Business © 02/21/2009)
Indexed Feb 21 2009 8:56AM (Article ID 254933721)
Ricardo Inc. today launched a battery systems development center at its Van Buren Township headquarters to develop battery systems for hybrid-electric and fully-electric vehicles. The center will wo

Sheikh says ethanol bio fuel use prohibited by Islam
(WOOD 13 FM Grand Rapids © 02/20/2009)
Indexed Feb 20 2009 12:51PM (Article ID 254720535)
(UPI) - An Islamic scholar in Saudi Arabia said using ethanol or other alcohol-derived fuels in vehicles may be a sin for Muslims. Sheik Mohamed al-Najimi of the Saudi Islamic Jurisprudence Academy t

Stabenow sees the light in Freeland
(Saginaw News © 02/21/2009)
Indexed Feb 21 2009 6:26AM (Article ID 254927317)
Christopher C. Shirk and his two dozen co-workers at the Dow Corning Solar Solutions Application Center in Freeland might get used to seeing big-name politicians. A few months after Republican pres

Stimulus money could be coming within 30 days
(WJRT ABC 12 Flint © 02/21/2009)
Indexed Feb 21 2009 6:26AM (Article ID 254927195)
CLIO (WJRT) -- (02/20/09)--The stimulus is going to be felt locally, and according to one state representative, it'll be coming quickly. According to State Rep. Richard Hammel, (D-Mount Morris

Stimulus stances not always predictable
(Kalamazoo Gazette © 02/20/2009)
Indexed Feb 20 2009 12:11PM (Article ID 254712061)
You'd think a couple of fiscally conservative tough guys who built political careers around cutting taxes and downsizing government would be putting their feet down about accelerating federal spending

Mich. political party activists to elect leaders
(Ionia Sentinel Standard © 02/20/2009)
Indexed Feb 20 2009 10:48AM (Article ID 254652198)
LANSING - Michigan Republicans will choose Ron Weiser as their new party chairman Saturday in Lansing while Democrats are expected to stick with Mark Brewer when they meet in Detroit.Brewer alrea

Michigan considering more auto insurance oversight
(Crains Detroit Business © 02/21/2009)
Indexed Feb 21 2009 8:56AM (Article ID 254933645)
LANSING (AP) ? Michigan's insurance advocate wants auto insurers to get state approval for rate increases and says they no longer should consider where a driver lives when setting rates. Melvin "Butc

Politicians to "Party" in Michigan This Weekend
(Lansing WLNS CH 6 © 02/20/2009)
Indexed Feb 20 2009 12:51PM (Article ID 254720636)
Michigan Republicans will choose a new party chairman Saturday while Democrats are expected to stick with Mark Brewer. Brewer already has matched Neil Staebler's record as the longest serving

Detroit area unemployment rate jumps to 10.6%
(Crains Detroit Business © 02/21/2009)
Indexed Feb 21 2009 8:56AM (Article ID 254933525)
Southeast Michigan unemployment rates rose in December, following trends throughout Michigan, according to data released Thursday by the Michigan Department of Energy, Labor & Economic Growth, or DELE

Administration says auto restructuring needed
(Ann Arbor News © 02/20/2009)
Indexed Feb 20 2009 11:35PM (Article ID 254818904)
WASHINGTON (AP) — The leaders of President Barack Obama's auto industry task force said Friday the industry urgently needs an overhaul. The task force, led by Treasury Secretary Timothy Geithne

Auto lines face extinction
(Sturgis Journal © 02/20/2009)
Indexed Feb 20 2009 6:16PM (Article ID 254781987)
SPRINGFIELD, Ill. - When Chris Groves was ready to trade her PT Cruiser in late 2007, she looked for a 2008 model — or even a 2007 — but couldn't find one within a 200-mile radius

Auto loans barely favored in Michigan poll
(Detroit Free Press © 02/21/2009)
Indexed Feb 21 2009 6:26AM (Article ID 254925560)
A little more than half of likely Michigan voters surveyed this week said they favor giving more federal loans to General Motors Corp. and Chrysler LLC, both of which are based in southeast Michigan.

Auto suppliers seeking federal aid
(Crains Detroit Business © 02/21/2009)
Indexed Feb 21 2009 8:56AM (Article ID 254933737)
WASHINGTON (AP) - Auto suppliers have asked the Obama administration for up to $25.5 billion in loans and government guarantees to stabilize the battered U.S. auto industry. Two trade groups, the

Benton Harbor Citizens Lead the Way with Energy
Benton Spirit - Benton Harbor,MI,USA
At the end of December 2008, Governor Granholm officially implemented a new department, call the Department of Energy, Labor & Economic Growth (**DeLEG**).

Michigan needs worker safety rule immediately
DetNews.com - Detroit,MI,USA
Opponents wanted to block the **MIOSHA** standard for ergonomics in the state Senate, claiming that mandatory ergonomic standards would "raise the cost of doing

Auto insurers against sweeping rate hike requirements in Michigan
SmartBrief - Washington,DC,USA
... issue with measures laid out by Automobile and Home Insurance Consumer Advocate Melvin "**Butch**" **Hollowell**, who submitted several recommendations to

GM slashes more than half its Kettering University student workforce
MLive.com - MI,USA
GM will allow 28 co-op students who graduate this year to complete their **programs**. Hribar said GM has also offered to help the university re-assign students

From: DELEG NEWS
Sent: Wednesday, February 25, 2009 10:19 AM
Subject: DELEG Daily News Clips

Tavern On the Green clubhouse to re-open at Swartz Creek Golf ...
The Flint Journal - MLive.com - Flint,MI,USA
The Michigan Liquor Control Commission informed the city that it was illegal to give away beer. • Williamson friend Craig Hatch, a strip club owner

Feds fund work in 16 Michigan cities
$66M from stimulus will be used to upgrade water systems, create 109,000 jobs, governor says.
Granholm estimated that 109,000 jobs will be created in the state by the water projects. "This is
http://www.detnews.com/apps/pbcs.dll/article?AID=/20090225/POLITICS/902250406/1409/METRO

GM kills plan for new Michigan small-engine plant
The Associated Press
The new line at Flint South, which currently employs about 500 people, is good news for the city, which has been battered by auto industry layoffs in recent

Michigan - Losing jobs in roaring tsunamis and replacing them in ...
MLive.com - MI,USA
Michigan has led the parade of economic decline and unemployment for nearly a decade. Despite the recent announcements of new jobs in the film

Auto insurance rates here collide with the facts
The Bay City Times - MLive.com - Bay City,MI,USA
That's the picture that Melvin "Butch" Hollowell, Michigan consumer insurance advocate, paints in his 328-page report delivered to Gov.

Michigan Works!: Youth connect dreams to education
Battle Creek Enquirer - Battle Creek,MI,USA
The Governor, through the Michigan Department of Energy, Labor and Economic Growth, provides administration and oversight of programs at the state level.

INCAT beschäftigt weltweit über 4.000 Mitarbeiter
PR Newswire UK (press release) - London,UK
... im Rahmen des "No Worker Left Behind"-Programms ("Kein Arbeitnehmer wird ... INCAT ist auch am "Incumbent Worker"-Programm von MichWorks beteiligt,

Review team urges financial manager for Pontiac
Oakland Press - Pontiac,MI,USA
... Hamtramck, Highland Park and Ecorse as other Michigan cities who have had ... and director of the state Department of Energy, Labor and Economic Growth.

Jobless boost fuels concerns
(Jackson Citizen Patriot © 02/25/2009)
Indexed Feb 25 2009 2:23AM (Article ID 255816582)
Extending benefits and increasing the amount the unemployed are given weekly was a major selling point of President Obama's stimulus plan. But some worry when the stimulus cash runs out, states will b

EDITORIAL: Energy education day is a good learning opportunity
(Southgate News Herald © 02/25/2009)
Indexed Feb 25 2009 2:23AM (Article ID 255814742)
Heritage Park Petting Farm in Taylor is holding its inaugural energy education day from noon to 5 p.m. Saturday. With the environment in the forefront of many people's minds, it certainly would

How Green Is An Electric Car?
(Saginaw WNEM (CBS) CH 5 © 02/25/2009)
Indexed Feb 25 2009 2:23AM (Article ID 255838532)
One of the perks of purchasing an electric car is saving on gas expenses, but some pony up the dough to cut down on carbon dioxide emissions. So how green is an electric car? While it is true that el

LANSING: Governor expects $853M in stimulus funds to go towards roads, bridges
(Southgate News Herald © 02/25/2009)
Indexed Feb 25 2009 2:23AM (Article ID 255814735)
In a matter of weeks, the state is expected to receive $853 million to spend on roads and bridge construction under a federal stimulus package.Details on how much money Michigan will receive from the

Meijer Hopes to Install Wind Turbines in West Michigan
(Greenville Daily News © 02/25/2009)
Indexed Feb 25 2009 8:43AM (Article ID 255994074)
WZZM 13 News WALKER - Meijer hopes to showcase a new product at a couple of its stores and at their headquarters in Walker. This isn't a product customers will find on store shelves, but rather one t

WSU Prez: Michigan Has No Choice But To Move Techward
(WWJ AM 950 Detroit © 02/25/2009)
Indexed Feb 25 2009 2:23AM (Article ID 255849028)
If Diego Rivera was drawing frescoes for the Detroit Institute of Arts today, he'd probably be drawing robots, not men. That's the picture of a blended manufaturing and knowledge economy painted Tues

Michigan Works! holding annual job fair
(Midland Daily News © 02/25/2009)
Indexed Feb 25 2009 2:23AM (Article ID 255817207)
Michigan Works! is holding its 11th Annual Central Micbigan Job Fair on Thursday, March 5 from 9 a.m. to 2 p.m. at Mid Michigan Community College in Harrison. Last year, over 7

Amerigon Climate Control Seat(TM) System to Be Featured in the New 2010 Ford Taurus
(Crains Detroit Business © 02/25/2009)
Indexed Feb 25 2009 8:19AM (Article ID 255990326)
First Full-Size Ford Sedan to Offer CCS as an Option NORTHVILLE, Mich., Feb. 25 /PRNewswire-FirstCall/ -- Amerigon Incorporated (Nasdaq: ARGN), a leader in developing and marketing products based

Bankruptcy expert: Insurance cuts likely for Delphi Corp. employees
(Flint Journal © 02/25/2009)
Indexed Feb 25 2009 2:23AM (Article ID 255821202)
by Ron Fonger | The Flint Journal Tuesday February 24, 2009, 8:31 AM GENESEE COUNTY, Michigan -- Delphi Corp. employees should expect to lose at least some of their current insurance coverage, a pro

China drafting auto industry consolidation plan
(Kalamazoo Gazette © 02/25/2009)
Indexed Feb 25 2009 2:23AM (Article ID 255837819)
SHANGHAI (AP) — China plans to build up a "Big 10" group of globally competitive automakers, led by General Motors Corp. partner Shanghai Automotive Industrial Corp., an industry association said

Delphi can cut benefits for salaried retirees, a judge rules
(Flint Journal © 02/25/2009)
Indexed Feb 25 2009 2:23AM (Article ID 255821198)
by Jean Spenner | The Saginaw News and The Associated Press Tuesday February 24, 2009, 7:01 PM Jim Conger is concerned about how some Delphi Corp. salaried retirees will take the news. "Hoo, boy,

Ford execs take pay cuts; UAW leaders recommend approving concessions
(Detroit News © 02/25/2009)
Indexed Feb 25 2009 2:23AM (Article ID 255821464)
Ford Motor Co. Executive Chairman Bill Ford Jr. and CEO Alan Mulally will take a voluntary 30 percent pay cut to demonstrate that hourly workers are not the only ones being asked to make sacrifices, a

GAS STATION OFFERS FREE GAS FOR AMERICAN CAR BUYERS
(Michigan Chronicle © 02/25/2009) (Registration Required)
Indexed Feb 25 2009 2:23AM (Article ID 255817334)
The Tel-West Fill Up CITGO gas station, located in Brownstown on 22800 Telegraph Road, has been offering free fuel to those who have recently purchased a new GM, Chrysler or Ford car from a Michigan

GM allowed to forego some loan terms set by Bush administration
(Detroit Free Press © 02/25/2009)
Indexed Feb 25 2009 2:23AM (Article ID 255821265)
WASHINGTON ? The Obama administration relaxed the rules for General Motors Corp.?s $13.4-billion rescue loan last week when it submitted a required turnaround plan, allowing the automaker to forego si

GM Announces More Cuts
(Lansing WLNS CH 6 © 02/25/2009)
Indexed Feb 25 2009 2:23AM (Article ID 255838540)
GM is announcing more cuts. The automaker plans to temporarily shut down production at three Mexican plants because of lower demand in that country and in the US. Plants in Silao and Toluca will freez

GM To Build New Small Engine In Existing Factory
(Saginaw WNEM (CBS) CH 5 © 02/25/2009)
Indexed Feb 25 2009 2:23AM (Article ID 255838527)
DETROIT -- General Motors Corp. said it is scrapping plans to build a factory in Flint that would make engines for the Chevrolet Volt. But it will produce the engines at an existing plant in the sam

More Ford buyouts; execs take pay cuts
(Grand Rapids WOOD (NBC) CH 8 © 02/25/2009)
Indexed Feb 25 2009 2:23AM (Article ID 255838772)
Michigan and away from his family in Seattle, Washington," according to the company's proxy, filed with the Securities and Exchange Commission. The company since has stated its intent to sell its co

B.B. BATTERY CO., LTD.

MATERIAL SAFETY DATA SHEET

SECTION 1: PRODUCT AND MANUFACTACTURER

Product name: Valve regulated lead-acid batteries

Manufacturer: B.B. Battery Co., Ltd.
Address: Chengdong Trial Area, Huanggang, Raoping, Guangdong, P.R.China 515700
Tel: +86-768-7601001 or +86-768-7601002
Fax: +86-768-7601469

US Office: B&B Battery USA, Inc.
Address: 6415 Randolph Street, Commerce, CA 90040
Tel: 323-278-1900
Fax: 323-278-1268

SECTION 2: HAZARDOUS COMPONENTS

COMPONENTS	%WEIGHT	TLV	LD50 ORAL	LC50 INHALATION	LC50 CONTACT
Lead (Pb, PbO2, $PbSO_4$)	About 70%	N/A	(500) mg/Kg	N/A	N/A
Sulfuric Acid	About 20%	1 mg/m3	(2.140) mg/Kg	N/A	N/A
Fiberglass Separator	About 5%	N/A	N/A	N/A	N/A
ABS or PP	About 5%	N/A	N/A	N/A	N/A

SECTION 3: PHYSICAL DATA

COMPONENTS	DENSITY	MELTING POINT	SOLLUBILITY (H_2O)	ODOR	APPEARANCE
Lead	11.34	327.4°C (Boiling)	None	None	Sliver-Gray Metal
Lead Sulfate	6.2	1070°C (Boiling)	40 mg/l (15°C)	None	White Powder
Lead Dioxide	9.4	290°C (Boiling)	None	None	Brown Powder
Sulfuric Acid	About 1.3	About 114°C (Boiling)	100%	Acidic	Clear Colorless Liquid
Fiberglass Sep.	N/A	N/A	SLIGHT	TOXIC	WHITE FIBROUS GLASS
ABS or PP	N/A	N/A	NONE	NO ODOR	SOLID

SECTION 4: PROTECTION

EXPOSURE	PROTECTION	COMMENTS
SKIN	Rubber gloves, Apron, Safety shoes	Protective equipment must be worn if battery is cracked or otherwise damaged.
RESPIRATORY	Respirator (for lead)	A respirator should be worn during reclaim operations if the TLV exceeded.
EYES	Safety goggles, Face Shield	

SECTION 5: FLAMMABILITY DATA

COMPONENTS	FLASHPOINT	EXPLOSIVE LIMITS	COMMENTS
Lead	None	None	
Sulfuric Acid	None	None	
Hydrogen	259℃	4% - 74.2%	Batteries can emit hydrogen only if over charged (float voltage> 2.4 VPC). The gas enters the air through the vent caps. To avoid the chance of a fire or explosion, keep sparks and other sources of ignition away from the battery. Extinguishing Media: Dry chemical, foam, CO_2
Fiberglass Sep.	N/A	N/A	Toxic vapors may be released. In case of fire: wear self-contained breathing apparatus.
478 Polystyrene	None	N/A	Temperatures over 300 °C (572°F) may release combustible gases. In case of fire: wear positive pressure self-contained breathing apparatus.

SECTION 6: REACTIVITY DATA

COMPONENT	Lead/lead compounds
STABILITY	Stable
INCOMPATIBILITY	Potassium, carbides, sulfides, peroxides, phosphorus, sulfurs.
DECOMPOSITION PRODUCTS	Oxides of lead and sulfur.
CONDITIONS TO AVOID	High temperature, Sparks and other sources of ignition.
COMPONENT	Sulfuric Acid
STABILITY	Stable at all temperatures
POLYMERIZATION	Will not polymerize
INCOMPATIBILITY	Reactive metals, strong bases, most organic compounds
DECOMPOSITION PRODUCTS	Sulfuric dioxide, trioxide, hydrogen sulfide, hydrogen
CONDITIONS TO AVOID	Prohibit smoking, sparks, etc. from battery charging area. Avoid mixing acid with other chemicals.

SECTION 7: CONTROL MEASURES

1. Store lead/acid batteries with adequate ventilation. Room ventilation is required for batteries utilized for standby power generation. Never recharge batteries in an unventilated, enclosed space.
2. Do not remove vent caps. Follow shipping and handling instructions that are applicable to the battery type. To avoid damage to terminals and seals, do not double-stack industrial batteries.

STEPS TO TAKE IN CASE OF LEAKS OR SPILLS

If sulfuric acid is spilled from a battery, neutralize the acid with sodium bicarbonate (baking soda), sodium carbon (soda ash), or calcium oxide (lime).

Flush the area with water discard to the sewage systems. Do not allow unneutralized acid into the sewage system.

WASTE DISPOSAL METHOD:

Neutralized acid may be flushed down the sewer. Spent batteries must be treated as hazardous waste and disposed of according to local state, and federal regulations. A copy of this material safety data must be supplied to any scrap dealer or secondary smelter with battery.

ELECTRICAL SAFETY

Due to the battery's low internal resistance and high power density. High levels of short circuit can be developed across the battery terminals. Do not rest tools or cables on the battery. Use insulated tools only.

Follow all installation instruction and diagrams when installing or maintaining battery systems.

SECTION 8: HEALTH HAZARD DATA

LEAD: The toxic effects of lead are accumulative and slow to appear. It affects the kidneys, reproductive, and central nervous system.

The symptoms of lead overexposure are anemia, vomiting, headache, stomach pain (lead colic), dizziness, loss of appetite, and muscle and joint pain. Exposure to lead from a battery most often occurs during lead reclaim operations through the breathing or ingestion of lead dusts and fumes.

THIS DATA MUST BE PASSED TO ANY SCRAP OR SMELTER WHEN A BATTERY IS RESOLD.

SULFURIC ACID: Sulfuric acid is a strong corrosive. Contact with acid can cause severe burns on the skin and in the eyes. Ingestion of sulfuric acid will cause GI tract burns. Acid can be release if the battery case is damaged or if the vents are tampered with.

FIBERGLASS SEPARATOR: Fibrous glass is an irritant of the upper respiratory tract, skin and eyes. For exposure up to 10F/CC use MSA Comfort with type H filter. Above 10F/CC up to 50F/CC use Ultra-Twin with type H filter.

NTP or OSHA does not consider this product carcinogenic.

SECTION 9: SULFURIC ACID PRECAUTIONS

INHALATION: Acid mist form formation process may cause respiratory irritation, remove from exposure and apply oxygen if breathing is difficult.

SKIN CONTACT: Acid may cause irritation, burns or ulceration. Flush with plenty of soap and water, remove contaminated clothing, and see physician if contact area is large or if blisters form.

EYE CONTACT: Acid may cause severe irritation, burns, cornea damage and blindness. Call physician immediately and flush with water until physician arrives.

INGESTION: Acid may cause irritation of mouth, throat, esophagus and stomach. Call physician. If patient is conscious, flush mouth with water, have the patient drink milk or sodium bicarbonate solution.

DO NOT GIVE ANYTHING TO AN UNCONSCIOUS PERSON.

SECTION 10: TRANSPORTATION REGULATIONS

We hereby certify that all B.B. Valve Regulated Lead-acid Rechargeable batteries conform to the UN2800 classification as " Batteries, wet, Non-Spillable, and electric storage" as a result of passing the Vibration and Pressure Differential Test described in D.O.T., 49 CFR 173.159(d), and IMO/IMDG, and ICAO/IATA packing instruction 806 and note A67.

B.B. Batteries having met the related conditions are EXEMPT from hazardous goods regulations for the purpose of transportation by DOT, and IATA/ICAO, and therefore are unrestricted for transportation by any means. For all modes of transportation, each battery outer package is labeled "NON-SPILLABLE". All our Batteries are marked non-spillable.

Updated: Nov. 25, 2006

CSB BATTERY CO., LTD.

MATERIAL SAFETY DATA SHEET – L84

SECTION 1:CHEMICAL PRODUCT AND COMPANY INDENTIFICATION

PRODUCT IDENTITY: "Battery, Electric Storage, Wet, Nonspillable, Not Regulated". NONSPILLABLE Absorbed Electrolyte Battery – Electrical Storage Valve Regulated Lead-Acid (VRLA) Battery – Absorbed Glass Mat (AGM)
Updated: Dec. 7, 2006

Manufacturer Name : CSB BATTERY CO., LTD.	**Telephone numbers:**
Address : 5F.-1, No.36, Nanjing W. Rd.,Datong District, Taipei City 103, Taiwan (R.O.C.).,	Tel : +886-2-2555-5600 Fax : +886-2-2555-3300
CSB BATTERY SHENZHEN	**Tel : +86-755-8831-6488/6396/16356**
CSB BATTERY (U.S.A)	Tel : +1-817-244-7777/1-(800)3-CSB-USA (272872)

SECTION 2: COMPOSITION / INFORMATION ON INGREDIENTS

HAZARDOUS OSHA COMPONENT	CAS#	OSHA PEL	ACGIH TLV	% BY WEIGHT
* Sulfuric Acid / Battery Electrolyte 1.300 sg 40 wt %	7664-93-9	1mg/m3	1mg/m3 STEL	22
*Lead/Grid	7439-92-1	50 ug/m3	150 ug/m3	50
*Lead Oxide/Dioxide	1309-60-0	50 ug/m3	150 ug/m3	21
*Lead Sulfate/ Anglesite	7446-14-2	50 ug/m3	150 ug/m3	<1

Section 313 (40 CFR 372) Listed Toxic Chemicals are Preceded by an*

SECTION 3: HAZARDOUS IDENTIFICATION

Appearance and Odor : Acid is a clear to cloudy liquid. Lead is metallic gray in color. Formed lead dioxide is a dark brown in color with a slight acidic odor. Routes of entry: Sulfuric Acid: Inhalation, skin, ingestion. Lead: Inhalation and Ingestion. Ingestion of lead occurs by hand to mouth contamination. After handling lead or its compounds, hands must be	Health Hazards (Acute & Chronic) Acute : Sulfuric acid exposure may cause irritation of the skin, corneal damage of the eyes, irritation of the mucous membranes and upper respiratory system, including the lungs. Acute lead exposure may cause GI upset, of appetite, diarrhea, constipation, fatigue, joint pain, and difficulty sleeping. Chronic : Exposure to lead may cause anemia, kidney damage and damage to the central nervous and reproductive systems.

washed prior to eating or drinking. Metallic lead cannot be absorbed through the skin.	Lead exposure may also affect developing fetuses in pregnant women. Chronic exposure to sulfuric acid may cause scarring of skin and mucous membranes, bronchitis, contact dermatitis, and erosion of tooth enamel. Rating Codes: 0= Insignificant, 1= Slight, 2= Moderate, 3= High, 4= Extreme
HMIS label rating for sulfuric acid: 3 0 2 X X = acid Hazardous Material Information System NFPA label rating for sulfuric acid: 2 0 1 X X = acid National Fire Protection Agency	
HMIS and NFPA Hazard labels are used to identify the battery(s) dilute 1.300sg sulfuric acid. The first number represents the Health hazard, second number represents Fire hazard, and the third number represents the Reactivity hazard. The fourth space identifies the hazardous material, which is acid and/or typical recommended personal protective equipment, i.e., safety glasses, rubber or neoprene gloves etc.	
California Proposition 65 Warning – Battery posts, lead and lead compounds, chemicals known to the reproductive harm. Batteries also contain other chemicals cause cancer. Wash hands after handling.	

SECTION 4 : FIRST AID PROCEDURES – Sulfuric Acid

Skin/Eyes	Ingestion/Inhalation
- Flush the affected area with water for 15 minutes - Remove contaminated clothing - If irritation continues, seek medical attention	- Do not induce vomiting - Drink 8 oz. of water or milk - If difficulty in breathing occurs, remove to fresh air, give CPR if necessary - Seek medical attention immediately

SECTION 5 : FIREFIGHTING MEASURES

FIRE AND EXPLOSIVE PROPERTIES:
Hydrogen Flash point: -259°C Hydrogen Autoignition point: 580°C
Hydrogen Flammable Limits in Air (% by Volume): LEL: 4.1 UEL: 74.2
Lower Explosion Limit (LEL), Upper Explosion Limit (UEL)
Unusual Fire and Explosion Hazards: Hydrogen and Oxygen gases are produced in

cells during normal battery operation. Ventilate Area.
Extinguishing Media: Dry Chemical, Foam or CO2
Special Firefighter Procedures: Use Positive Pressure, self-contained breathing apparatus.

SECTION 6 : ACCIDENTAL RELEASE MEASURES

STEPS TO BE TAKEN IF BATTERY IS BROKEN:
Neutralize exposed battery parts with soda ash or sodium bicarbonate until fizzing stops, pH should be at neutral 6-8. Provide adequate ventilation. Heat, carbon dioxide and hydrogen gas may be given off during neutralization. Collect residue in a suitable container. Place the broken battery in a heavy-duty plastic bag or other non-metallic container. Properly recycle all battery residue and parts.

SECTION 7 : HANDLING AND STORAGE

Store in a cool; dry area away from combustibles. Do not store in sealed, unventilated areas. Avoid overheating and overcharging. Do not use organic solvents or other than manufactures recommended cleaners on the batteries.

SECTION 8: EXPOSURE CONTROLS/PERSONAL PROTECTION

Engineering Controls: General room ventilation is sufficient during normal use and handling. Do not install these batteries in a sealed, unventilated area.
PERSONAL PROTECTIVE EQUIPMENT (DURING INSTALLATION OR IN THE EVENT OF BATTERY BREAKAGE)
Eye Protection = Chemical goggles, safety glasses with sideshields and or a full-face shield.
Protective gloves = Rubber or neoprene
Respiratory Protection = NIOSH approved acid mist/organic vapor respirator, if OSHA PEL is exceeded.
Other Protective Equipment = Acid resistant apron or clothes.
WORK PRACTICES: Use standard lead-acid battery practices. Do not wear metallic jewelry when working with batteries. Use non-conductive tools only. Discharge static electricity prior to working on a battery. Maintain eyewash, fire extinguisher and emergency communication device in the work area.

SECTION 9 : PHYSICAL AND CHEMICAL PROPERTIES

ACID : Boiling Point: 110°C to 112°C Vapor Vapor Density: (Air=1) 3.4 Melting point: N/A
Pressure: 13.8 mm Hg @ 25°C Solubility in water: N/A
Specific Gravity 1.300 +/- 0.030
Appearance/Odor: clear to cloudy with slightly acidic odor

SECTION 10 : STABILITY AND REACTIVITY

STABILITY: This battery and contents are stable.
Conditions to avoid: Overheating, overcharging which results in acid mist/Hydrogen generation.
Incompatibility (materials to avoid): Strong alkaline materials, conductive metals, organic solvents, sparks or open flame.
Hazardous Byproducts: Hydrogen gas may be generated in an overcharged condition, in fire or at very high temperatures. In fire, may emit CO, CO2 and Sulfur Oxides.
Hazardous polymerization will not occur

SECTION 11 : TOXICOLOGICAL INFORMATION – SULFURIC ACID

The CSB VRLA batteries are a sealed, recombinant design that require no water replacement throughout their service life, thus no contact is made with the battery's internal components or chemical hazards. Under normal use and handling, these batteries do not emit regulated or hazardous substances.

	Administration Route	Dose	Test Animal
LD 50	Oral	2140 mg/kg	Rat
LDLo	Unreported	135 mg/kg	Man
LC50	Inhalation	510 mg/m3	Rat

Carcinogenicity : The International Agency on Cancer (IARCC) has classified "strong inorganic acid mists containing sulfuric acid" as a category 1 carcinogen (inhalation), a substance that is carcinogenic to humans. This classification does not apply to the liquid forms of sulfuric acid contained within the battery. Misuse of the product, such as overcharging, may result in the generation of sulfuric acid mist at high levels.

SECTION 12: DISPOSAL CONSIDERATIONS

Waste Disposal Method : Send to lead smelter for reclamation following applicable Federal, State and Local regulations. Product can be recycled along with automotive (SLI) lead-acid batteries.

SECTION 13: TRANSPORTATION AND INTERNATIONAL REGULATIONS

All CSB batteries, when transported by air, surface or by vessel are identified as "Battery, Electric Storage, Wet, Nonspillable, Not Regulated".
The battery(s) must be identified as above on the Bill of Lading and properly packaged with their terminals protected from short circuit. NA or UN numbers do not apply.
CSB battery(s) warning label identifies each battery as NONSPILLABLE.
CSB battery(s) preprinted cartons identifies each battery as NONSPILLABLE.

CSB battery(s) shipped without CSB cartons (bulk packed) need to be
Identified as NONSPILLABLE or NONSPILLABLE BATTERY on the outer packaging.
Air: CSB batteries meet the conditions in IATA/ICAO Special Provision A67.
Surface: CSB batteries meet the conditions for DOT Haz Mat Regulations
CFR-Tittle 49 parts 171-189.
Vessel: CSB Batteries meet the conditions of IMDG exception 238.

SECTION 14: REGULATORY INFORMATION

See 29 CFR 1910.268(b)(2)

SECTION 15: OTHER INFORMATION

The information herein is given is good faith, but no warranty, expressed or implied, is made.

MATERIAL SAFETY DATA SHEET

LC SEALED LEAD ACID BATTERY SERIES

Section I: Chemical Product and Company Identification

Product Identity: Sealed Lead Acid Battery

Trade Name: Panasonic LC Valve Regulated Lead Acid Battery Series

Distributor:
Panasonic Industrial Company - Battery Sales Group
Two Panasonic Way/7A-1, Secaucus, New Jersey 07094

Manufacturer:
Matsushita Battery Industrial
Osaka, 570, Japan

For Chemical Emergency
Spill, Leak, Fire, Exposure or Accident
Call CHEMTREC – Day or Night - 24 hours
1-800-424-9300
Outside the USA: 1-703-527-3887 (collect)

Telephone Number for General Information
Toll Free 1-800-793-3772
Internet: www.panasonic.com/batteries

Section II: Hazardous Ingredients / Identity Information

Component	Common Name	Chemical Name	Approximate % by wt. or vol.	OSHA PEL	ACGIH TLV	CAS#
Lead	(Negative Electrode and Grid)	Pb	48~53 wt%	0.05 mg/m^3	0.15 mg/m^3	7439-92-1
Lead Oxide	(Positive Electrode)	PbO_2	23~26%	0.05 mg/m^3	0.15 mg/m^3	1309-60-0
Lead Sulfate	(Positive and Negative Electrode)	$PbSO_4$	< 1. wt%	0.05 mg/m^3	0.15 mg/m^3	7446-14-2
Sulfuric Acid	(Electrolyte)	H_2SO_4	7~10 wt%	1.0 mg/m^3	1.0 mg/m^3	7664-93-9

Percentages of components are dependant both on the model of the battery and state of charge/discharge of the battery. Sulfuric Acid is reportable under Sections 302, 311, 312 and 313 of the Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA). Reportable Quantity: 500 lbs for sulfuric acid and 10,000 lbs for lead. See Section XII, Page 3 for more information.

Overall Chemical Reaction: $PbO2 + Pb + 2H_2SO_4 \rightleftharpoons 2PbSO_4 + 2H_2O$

Note: Panasonic Sealed Lead Acid batteries are a sealed, non-spillable design. Under normal use and handling the customer has no contact with the internal components of the battery or the chemical hazards. Under normal use and handling these batteries do not emit regulated or hazardous substances. Warning: Battery terminals/posts and related accessories contain lead and lead compounds, chemicals known to the State of California to cause cancer and reproductive harm. Wash hands thoroughly after working with batteries and before eating, drinking or smoking.

Section III: Physical / Chemical Characteristics

Boiling Point:	Electrolyte 110°C - 112°C
Vapor Pressure:	Electrolyte 11.7 mm Hg. at 20°C
Vapor Density (AIR = 1):	Electrolyte 3.4
Solubility in Water:	Lead, Lead Oxide and Lead Sulfate are insoluble in water. Sulfuric Acid is 100% soluble in water.
Appearance and Odor:	The entire battery is a solid article consisting of an opaque plastic case with two protruding lead terminals. The battery is odorless. Sulfuric Acid is a liquid.
Specific Gravity (H2O = 1)	Electrolyte 1.300

Health Hazard Information (Acute and Chronic) - Sulfuric Acid only.

The International Agency for Research on Cancer (IARC) has classified "strong inorganic acid mist containing sulfuric acid" as a Category I carcinogen, a substance that is carcinogenic to humans. This classification does not apply to liquid forms of sulfuric acid or sulfuric acid solutions contained within the battery. Inorganic acid mist (sulfuric acid mist) is not generated under normal use of this product. Misuse of the product, such as overcharging, may however result in the generation of sulfuric acid mist.

Routes of Entry:	By inhalation (mist), skin and eyes, ingestion.
Acute:	Tissue destruction on contact. May cause 2nd and 3rd degree burns or blindness. Ingestion will cause corrosive burns on contact. May be fatal if swallowed.
Chronic:	Inhalation of mists may cause upper respiratory irritation.
Signs and Symptoms:	Irritation and burning of exposed tissues.
Medical Conditions:	Respiratory disorders may be aggravated by prolonged inhalation of mists.

Section IV: Emergency and First Aid Procedures

Battery Electrolyte

Inhalation: Remove to fresh air. Give oxygen or artificial respiration if needed. **Get immediate medical attention.**

Eye Contact: Flush with plenty of water for at least 15 minutes. **Get immediate medical attention.**

Skin Contact: Remove contaminated clothing and flush affected areas with plenty of water for at least 15 minutes.

Ingestion: Do not induce vomiting. Dilute by giving large quantities of water. If available give several glasses of milk. Do not give anything by mouth to an unconscious person. **Give CPR if breathing has stopped. Get immediate medical attention.**

Section V: Fire and Explosion Hazard Data

Flash Point: Not Applicable

Flammable Limits: Lower 4.10% (Hydrogen gas) Upper 74.20%

Extinguishing Media: Dry chemical, foam, halon or CO_2.

Special Fire Fighting Procedures:
If batteries are on charge, turn off power. Use positive pressure, self-contained breathing apparatus in fighting fire. Water applied to electrolyte generates heat and causes it to splatter. Wear acid resistant clothing. Ventilate area well.

Unusual Fire and Explosion Hazards:
Hydrogen and oxygen gases are generated in cells during normal battery operation or when on charge. (Hydrogen is flammable and oxygen supports combustion). These gases enter the air through the vent caps during battery overcharging. To avoid risk of fire or explosion, keep sparks and other sources of ignition away from the battery. Do not allow metal objects to simultaneously contact both positive and negative terminal of batteries. Ventilate area well.

Section VI: Reactivity Data

Stability: Stable under normal conditions.

Conditions to Avoid: Sparks and other sources of ignition. Prolonged overcharge. Fire or explosion hazard due to possible hydrogen gas generation.

Incompatibility:
Combination of sulfuric acid with combustibles and organic materials may cause fire and explosion. Avoid strong reducing agents, most metals, carbides, chlorates, nitrates, picrate.

Hazardous Decomposition Products: Hydrogen gas may be generated in an overcharged condition, in fire or at very high temperatures. CO, CO_2 and sulfur oxides may emit in fire.
Hazardous polymerization will not occur.

Section VII: Precautions for Safe Handling and Use

Steps to be Taken in Case of Broken Battery Case or Electrolyte Leakage:
Neutralize any electrolyte or exposed internal battery parts with soda ash (sodium bicarbonate) until fizzing stops. Keep untrained personnel away from electrolyte and broken battery. Place broken battery and clean-up materials in a plastic bag or non-metallic container. Dispose of clean-up materials as a hazardous waste. Ventilate area as hydrogen gas may be given off during neutralization.

Waste Disposal Method:
Federal and State laws prohibit the improper disposal of all lead acid batteries. The battery end users (owners) are responsible for their batteries from the date of purchase through their ultimate disposal. The only legally acceptable method of disposal of lead acid batteries is to recycle them at a Resource Conservation and Recovery Act (RCRA) approved secondary lead smelter. The Panasonic SAV-LEAD Recycling Program allows for the recycling of lead-acid batteries in an environmentally sound manner. For more information on the SAV-LEAD Recycling Program call toll-free, 1-800-SAV-LEAD (1800-728-5323). These batteries are chemically identical to common automotive starter batteries and can be recycled with automotive lead-acid batteries.
HAZARDOUS WASTE CODES: D002, D008.

Precautions to be Taken in Handling, Storing and Transportation:
Store in cool, dry area away from combustible materials. Do not store in sealed, unventilated areas. Avoid overheating and overcharging.

Other Precautions:
Do not charge in unventilated areas. Do not use organic solvents or other than recommended chemical cleaners on battery.

Section VIII: Control Measures / Personal Protection

General:
Normal room ventilation is sufficient during normal use and handling. Recommend 2 to 3 room air changes per hour to prevent buildup of hydrogen gas.
Personal Protective Equipment (In the Event of Battery Case Breakage):
Always wear safety glasses with side shields or full face shield.
Use rubber or neoprene gloves.
Wear acid resistant boots, apron or clothing.
Work/Hygienic Practices:
Remove jewelry, rings, watches and any other metallic objects while working on batteries. All tools should be adequately insulated to avoid the possibility of shorting connections. DO NOT lay tools on top of battery. Be sure to discharge static electricity from tools and individual person by touching a grounded surface in the vicinity of the batteries, but away from cells. Batteries are heavy. Serious injury can result from improper lifting or installation. DO NOT lift, carry, install or remove cells by lifting or pulling the terminal posts for safety reasons and because terminal posts and post seals may be damaged. DO NOT wear nylon clothes or overalls as they can create static electricity. DO KEEP a fire extinguisher and emergency communications device in the work area.
IMPORTANT:
Wash hands thoroughly after working with batteries and before eating, drinking or smoking.

Section IX: Regulatory Information

NFPA Hazard Rating for Sulfuric Acid:
Flammability (Red) = 0 Health (Blue) = 3 Reactivity (Yellow) = 2

Section X: Transportation Information

Identification and Proper Shipping Name:
Batteries – Wet, Non-Spillable, Electric Storage, UN 2800.
DOT - Unregulated, meets the requirements of 49 CFR 173, 159 (d).
IATA/ICAO - Unregulated, meets the requirements of Special Provision A67.
IMO - Unregulated.
***For all modes of transportation, each battery and outer package must be labeled: "Non-Spillable" or "Non-Spillable Battery." This label must be visible during transportation. * Batteries must be securely packed to prevent short-circuiting.**

Section XI: California Proposition 65 Information

The State of California has determined that certain battery terminals contain lead and lead compounds, *and handling this product may also expose you to sulfuric acid mist*, chemicals known to the State of California to cause cancer and reproductive harm. IMPORTANT: WASH HANDS THOROUGHLY AFTER WORKING WITH BATTERIES AND BEFORE EATING, DRINKING OR SMOKING.

Section XII: Other Information - Notice to Readers

General Product Description – LC VRLA Batteries
Panasonic LC Batteries are **sealed** (valve regulated) non-spillable lead-acid batteries with pasted lead-calcium plates. The electrolyte is held captive in an Absorbed Glass Mat (AGM) separator between plates that immobilize the electrolyte in the cell. AGM separator material is a highly porous, absorbent micro fiberglass mat mixed with polymer fibers. There is no "free" electrolyte to leak out if the cell is tipped over (cell case and cover are sealed together) or if the cell is punctured. The AGM separator material immobilizes the electrolyte and creates a situation where the spill of electrolyte is highly unlikely. Typical accidents where a battery case is punctured results in a slight drip or a slow ooze of material out of the cell that cannot be characterized as a spill.

Panasonic LC VRLA batteries are also different from conventional **unsealed** (wet/flooded) cells because they contain only a minimum amount of electrolyte. VRLA battery electrolyte is a dilute mixture of sulfuric acid in water, which typically has a specific gravity between 1.270 and 1.3. Specific Gravity is a measure of the density of a liquid as compared to that of water, which has a specific gravity of 1.000. Pure sulfuric acid has a specific gravity of 1.835.

NOTE: Panasonic LC batteries do not contain a gel electrolyte.

General Product Description - LC VRLA Batteries (continued)

During normal battery installation, operation and maintenance, the user has NO contact with the internal components of the battery or its internal hazardous chemicals.

Panasonic LC batteries are UL recognized under the file number: Matsushita Electric Industrial Co. Ltd., Matsushita Electric Corp. of America, File #MH13723, 1 Panasonic Way, Secaucus, NJ 07094.

NOTICE TO READERS: DISCLAIMER
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Supplemental Information on Panasonic Valve-Regulated Lead Acid Batteries

Transportation

All Panasonic valve-regulated lead acid batteries are considered "non-spillable" for purposes of transportation by the U.S. Department of Transportation (DOT), International Civil Aviation Administration (ICAO), the International Air Transport Association (IATA) and the International Maritime Dangerous Goods regulations (IMDG). They are considered "non-spillable" by DOT by passing the Vibration Test and Pressure Differential Test as required in 49 CFR 173.159(d). They are also considered to be "non-spillable" by both ICAO and IATA by exceeding the requirements of Special Provisions "A67" as defined in their 1998 Handbooks.

Our batteries are authorized for transportation on deck or under deck storage on either a passenger or cargo vessel by passing the Vibration and Pressure Differential Tests as described in the International Maritime Dangerous Goods Regulations (IMDG).

To transport these batteries as "non-spillable" they must be shipped in a condition that would protect them from short-circuits and be securely packaged so as to withstand conditions normal to transportation. For transportation by a consumer, in or out of a device, they are unregulated thus requiring no additional special handling or packaging.

All of our lead acid batteries and their outside packaging, manufactured after September 30, 1995 are labeled "NON-SPILLABLE" per 49 CFR 173.159(d). If you repackage our batteries either as batteries or as a component of another product you must label the outer package "NON-SPILLABLE" per 49 CFR 173.159(d).

Assure Proper Recycling!

Valve-Regulated Lead Acid batteries destined for recycling can be managed under the federal *Universal Waste Rule* codified at 40 CFR Part 273.

In the event of disposal, dispose only in accordance with federal, state and local regulation. Batteries generated as a waste are subject to the Resource Conservation and Recovery Act (RCRA) as a D008 (lead) hazardous waste.

Panasonic VRLA Recycling Program

The Panasonic 1-800-SAV-LEAD Recycling Program for the collection and recycling of valve-regulated lead acid batteries (VRLA) covers all Panasonic Valve-Regulated Lead Acid Batteries. The proper disposal of spent VRLA batteries is becoming more of a critical issue, both from the viewpoint of environmental stewardship and from compliance with federal and state environmental regulations. Panasonic recognizes the burdens and responsibilities that have been placed on our customers to properly dispose of spent VRLA batteries and is proud to offer this voluntary nationwide battery recycling program.

Federal and State Requirements for Proper Disposal

Federal and State laws prohibit the improper disposal of all lead acid batteries. The battery end users (owners) are responsible for their batteries from the date of purchase through their ultimate disposal. The only legally acceptable method of disposal of lead acid batteries is to recycle them at Resource Conservation and Recovery Act (RCRA) approved secondary lead smelter. This Panasonic 1-800-SAV-LEAD Recycling Program will allow for you to arrange for the recycling of your VRLA batteries from anywhere in the United States. The Program will accept Panasonic and other VRLA batteries regardless of manufacturer. Panasonic will handle all VRLA batteries returned in an environmentally sound manner designed to comply with all applicable Federal and State laws and regulations. Panasonic will send batteries only to fully-permitted secondary lead smelters that we believe meet the highest environmental standards. Once the VRLA batteries are received by Panasonic, the cost to transport the batteries to the secondary lead smelter and the actual recycling costs will be borne by Panasonic.

See the next page for How the 1-800-SAV-LEAD Recycling Program Works

Supplemental Information on Panasonic Valve-Regulated Lead Acid Batteries (Cont.)

How the 1-800-SAV-LEAD Recycling Program Works

1) We encourage all of our customers to serve as VRLA collection centers for your customers, thereby establishing a reverse distribution network between the end user and the secondary lead recycling facility.
2) All shipments to our national consolidation facility must be prepaid. No freight collect shipments will be accepted. All freight collect and non-VRLA batteries will be returned to the shipper.
3) Panasonic will maintain on file all necessary documentation for EPA reference. A copy will be provided upon request.
4) All batteries must be shipped, prepaid to Ebco Battery Company that serves as our national consolidation facility. (See *exception* below).

SHIPPING ADDRESS:
Ebco Battery Company
4017 Warm Springs Road
Columbus, Georgia 31909

5) Only VRLA batteries that meet the U.S. Department of Transportation (DOT) "NON-SPILLABLE" (49 CFR 173.159d) requirements will be accepted by this program.
6) Panasonic reserves the right to alter or discontinue this program at any time.

Packaging Requirements

1) All VRLA batteries must be fully discharged and packaged in a manner as to insure safe handling and conform to all applicable DOT regulations. (49 CFR 173.159d). A dab of silicon caulking or non-conductive tape on each terminal will ensure that no direct shorts occur during shipment.
2) VRLA battery shipments should be made in pallet quantities whenever possible.
3) Palletized shipments should be secured with metal bands or poly-wrapped with stack height limited to four (4) feet.
4) VRLA batteries shipped on pallets should be of uniform size or be stacked with the larger batteries on the bottom.
5) VRLA batteries should be stacked upright in a head-to-base arrangement. Each layer should be separated by cardboard to prevent accidental shorting.
6) Smaller quantities of VRLA batteries may be shipped via standard UPS. Be sure that each box does not exceed the UPS weight limit of 70 lbs. A dab of silicon caulking or non-conductive tape on each terminal will ensure that no shorts occur during shipment.
7) The outside of every pallet and individual box must be labeled "NON-SPILLABLE" as required by DOT regulations. This label must be visible during transportation.

Exception:

Full-Truck-Loads – All full-truck-load shipments of VRLA batteries must be scheduled 48 hours in advance. To schedule shipments to our consolidation site, please be sure to fax a scheduling request (including contact name and phone number) to Ebco Battery Company at fax: (706) 569-6774.

Consumer Users of Panasonic VRLA Batteries

All Panasonic VRLA batteries are chemically identical to common automotive starter batteries and can be returned to any site that accepts automotive lead acid batteries for recycling. Examples include retailers of automotive batteries, automotive service centers, scrap metal dealers, etc...

For additional information on this program or information on how to recycle other Panasonic batteries please call your local Panasonic Battery Sales Group sales office.

Panasonic Batteries
Panasonic Industrial Company
A Division of Panasonic Corporation of North America
Two Panasonic Way
Secaucus, NJ 07094
Toll Free: 877-726-2228
Fax: 847-468-5750
e-mail: oembatteries@us.panasonic.com
Internet: www.panasonic.com/batteries

SECTION 1--- PRODUCT AND MANUFACTURER

Product Name: Valve Regulated Lead Acid (VRLA) Batteries Manufacturer:

SHENZHEN CENTER POWER TECH. CO., LTD.

Center Power Industrial Park, Tongfu Industrial District, Dapeng Town,

PC518120, Shenzhen, P.R. China

Tel: (+86-755) 8431 8088

Fax:(+86-755) 8431 8700

Email: sales@vision-batt.com

Website: http://www.vision-batt.com

NORTH AMERICA SALES OFFICE

Suite#880-999 W. Broadway, Vancouver, B. C, Canada V5ZIK5

Tel: (604)-7302877

Fax: (604)-7302898

E-mail: vision_sales@intergate.ca

Website: www.vision-batt.com

ITALY OFFICE

Piazza Don E.Mapelli 75 20099 Sesto San Giovanni-Milano Italy

Tel: 39-02-262 7021

Fax: 39-02-262 26255

Email: konelco@konelco.it

INDIA OFFICE

C-107, Synthofine Estate, Behind Virwani Industrial Estate,

off Aarey Road, Goregaon (East), Mumbai-400 063 India

Tel: 91 22 873 9134 / 872 3569 / 690 3275

Fax: 91 22 876 2236

Email: primep@vsnl.net

SECTION 2--- HAZARDOUS COMPONENTS

Components	%Wt.	TLV	LD50 Oral	LC50 Inhalation	LC50 Contact
Lead (Pb, PbO_2, $PbSO_4$)	About 70%	0.050mg/m^3	Š,(500) mg/Kg	N/A	N/A
Sulfuric Acid	About 20%	1 mg/m^3	(2.14) mg/Kg	N/A	N/A
Fiberglass Separator	About 5%	N/A	N/A	N/A	N/A
Container (ABS or PP)	About 5%	N/A	N/A	N/A	N/A

SECTION 3--- PHYSICAL DATA

Components	Density	Melting Point	Solubility (in H_2O)	Odor	Appearance
Lead	11.34	327.4°C	None	None	Silver-Gray Metal
Lead Sulfate	6.2	1170°C	40 mg/l (15°C)	None	White Powder
Lead Dioxide	9.4	290°C	None	None	Brown Powder
Sulfuric Acid	About 1.3(25˚C)	About 114°C (Boiling)	100%	Acidic	Clear Colorless Liquid
Fiberglass Separator	N/A	N/A	Slight	Toxic	White Fibrous Glass Membrane
Container (ABS or PP)	N/A	N/A	NONE	No Odor	Solid Plastics

SECTION 4---PROTECTION

Exposure	Protection	Comments
Skin	Rubber gloves, Apron, Safety shoes	Protective equipment must be worn if battery is cracked or otherwise damaged.
Respiratory	Respirator (for lead)	A respirator should be worn during reclaim operations if the TLV exceeded.
Eyes	Safety goggles, Face Shield	In the UK use of this material must be assessed under the COSHH regulations.

SECTION 5--- FIRST AID MEASURES

Emergency and First Aid Procedures	Contact with internal components if battery is opened/broken.
1. Inhalation	Remove to fresh air and provide medical oxygen/CPR if needed. Obtain medical attention.
2. Eyes	Immediately flush with water for at least 15 minutes, hold eyelids open. Obtain medical attention.
3. Skin	Flush contacted area with large amounts of water for at least 15 minutes. Remove contaminated clothing and obtain medical attention if necessary.
4. Ingestion	Do not induce vomiting. If conscious drink large amounts of water/milk. Obtain medical attention. Never give anything by mouth to an unconscious person.

SECTION6--- FLAMMABILITY DATA

Components	Flash Point	Explosive Limits	Comments
Lead	None	None	
Sulfuric Acid	None	None	
Hydrogen	259˚C	4%-74.2%	Emit hydrogen only if over charged (Voltage>2.4 VPC). To avoid the chance of a fire or explosion, keep sparks and other sources of ignition away from the battery. Extinguishing Media: Dry chemical, Foam, CO2
Fiberglass Separator	N/A	N/A	Toxic vapors may be released. In case of fire: wear self-contained breathing apparatus.
ABS	None	N/A	Danger: Vapors may cause Flash Fire. Harmful or Fatal if Swallowed. Vapor Harmful.
PP	None	N/A	Temperatures over 300 °C (572°F) may release combustible gases. In case of fire: wear positive pressure self-contained breathing apparatus.

SECTION 7--- REACTIVITY DATA

Components	Lead/lead compounds
Stability	Stable
Incompatibility	Potassium, carbides, sulfides, peroxides, phosphorus, sulfurs.
Decomposition Products	Oxides of lead and sulfur.
Condition To Avoid	High temperature, Sparks and other sources of ignition.

Components	Sulfuric Acid
Stability	Stable at all temperatures
Polymerization	Will not polymerize
Incompatibility	Reactive metals, strong bases, most organic compounds
Decomposition Products	Sulfuric dioxide, trioxide, hydrogen sulfide, hydrogen
CONDITIONS TO AVOID	Prohibit smoking, sparks, etc. from battery charging area. Avoid mixing acid with other chemicals.

SECTION 8---CONTROL MEASURES

1. Store lead/acid batteries with adequate ventilation. Room ventilation is required for batteries utilized for standby power generation. Never recharge batteries in an unventilated, enclosed space.

2. Do not remove vent caps. Follow shipping and handling instructions that are applicable to the battery type. To avoid damage to terminals and seals, do not double-stack industrial batteries.

STEPS TO TAKE IN CASE OF LEAKS OR SPILLS

If sulfuric acid is spilled from a battery, neutralize the acid with sodium bicarbonate (baking soda), sodium carbon (soda ash), or calcium oxide (lime).

Flush the area with water and discard to the sewage systems. Do not allow unneutralized acid into the sewage system.

WASTE DISPOSAL METHOD:

Neutralized acid may be flushed down the sewer. Spent batteries must be treated as hazardous waste and disposed of according to local state, and federal regulations. A copy of this material safety data must be supplied to any scrap dealer or secondary smelter with battery.

ELECTRICAL SAFETY

Due to the battery's low internal resistance and high power density. High levels of short circuit can be developed across the battery terminals. Do not rest tools or cables on the battery. Use insulated tools only.

Follow all installation instruction and diagrams when installing or maintaining battery systems.

SECTION9---HEALTH HAZARD DATA

LEAD: The toxic effects of lead are accumulative and slow to appear. It affects the kidneys, reproductive, and central nervous system.

The symptoms of lead overexposure are anemia, vomiting, headache, stomach pain (lead colic), dizziness, loss of appetite, and muscle and joint pain. Exposure to lead from a battery most often occurs during lead reclaim operations through the breathing or ingestion of lead dusts and fumes.

THIS DATA MUST BE PASSED TO ANY SCRAP OR SMELTER WHEN A BATTERY IS RESOLD.

SULFURIC ACID: Sulfuric acid is a strong corrosive. Contact with acid can cause severe burns on the skin and in the eyes. Ingestion of sulfuric acid will cause GI tract burns. Acid can be release if the battery case is damaged or if the vents are tampered with.

FIBERGLASS SEPARATOR: Fibrous glass is an irritant of the upper respiratory tract, skin and eyes. For exposure up to 10F/CC use MSA Comfort with type H filter. Above 10F/CC up to 50F/CC use Ultra-Twin with type H filter. NTP or OSHA does not consider this product carcinogenic.

SECTION10--- SULFURIC ACID PRECAUTIONS

Stability: Stable Substances to be avoided include water, most common metals, organic materials, strong reducing agents, combustible materials, and bases, oxidizing agents. Reacts violently with water - when diluting concentrated acid, carefully and slowly add acid to water, not the reverse. Reaction with many metals is rapid or violent, and generates hydrogen (flammable, explosion hazard).

INHALATION: Acid mist form formation process may cause respiratory irritation, remove from exposure and apply oxygen if breathing is difficult.

SKIN CONTACT: Acid may cause irritation, burns or ulceration. Flush with plenty of soap and water, remove contaminated clothing, and see physician if contact area is large or if blisters form.

EYE CONTACT: Acid may cause severe irritation, burns, cornea damage and blindness. Call physician immediately and flush with water until physician arrives.

INGESTION: Acid may cause irritation of mouth, throat, esophagus and stomach. Call physician. If patient is conscious, flush mouth with water, have the patient drink milk or sodium bicarbonate solution.

DO NOT GIVE ANYTHING TO AN UNCONSCIOUS PERSON.

SECTION11---TRANSPORTATION REGULATIONS

We hereby certify that all VISION Rechargeable Sealed Lead Acid batteries conform to the UN2800 classification as "Batteries, wet, Non- Spillable, and electric storage" as a result of passing the Vibration and Pressure Differential Test described in DOT [49 CFR 173.159(d) and IATA/ICAO [Special Provision A48 and A67].

VISION Batteries having met the related conditions are EXEMPT from hazardous goods regulations for the purpose of transportation by DOT, and IATA/ICAO, and therefore are unrestricted for transportation by any means. For all modes of transportation, each battery outer package is labeled "NON-SPILLABLE".

U.S.DOT PROPER SHIPPING NAME: Batteries, wet, non-spillable
U.S.DOT HAZARD CLASS:8
U.S.DOT ID NUMBER:UN2800
U.S.DOT PACKING GROUP: III
U.S.DOT LABEL:CORROSIVE
OR Excepted from the requirements because batteries have passed the Vibration and Pressure Differential performance tests, and ruptured case test for Nonspillable designation

IMO PROPER SHIPPING NAME: Batteries, wet, non-spillable
IMO HAZARD CLASS:8
IMO ID NUMBER:UN2800
IMO LABEL:CORROSIVE
IMO VESSEL STOWAGE: A

IATA PROPER SHIPPING NAME: Batteries, wet, non-spillable
IATA HAZARD CLASS:8
when
IATA ID NUMBER:UN2800
U.S.DOT LABEL:CORROSIVE
ERG Code-8L
OR
Excepted from the requirements because batteries have passed the Vibration and Pressure Differential performance tests, and ruptured case test for Nonspillable designation. And
Packaged for transport, the terminals are protected from short circuit.

PROPER SHIPPING NAME	Batteries, wet, non-spillable, Electric Storage
U.S.DOT(U.S. Department of Transportation	Unregulated, meets the requirement of 49 CFR 173.159(d)
IATA(International Air Transportation	Unregulated, meets the requirements of
Association)/ ICAO(International Civil Aviation Administration)	Special Provisions A67
IMO(International Maritime Dangerous Goods)	Unregulated

SECTION12---TOXICOLOGICAL INFORMATION

GENERAL: The primary routes of exposure to lead are ingestion of dust and fumes

ACUTE:

INHALATION/INGESTION: Exposure to lead and its compounds may cause headache, nausea, vomiting, abdominal spasms, fatigue, sleep disturbances, weight loss, anemia, and pain in the legs, arms and joints. Kidney damage, as well as anemia, can occur from acute exposure.

CHRONIC

INHALATION/INGESTION: Prolonged exposure to lead and its compounds may produce many of the symptoms of short-term exposure and may also cause central nervous hallucination, convulsions and delirium. Kidney dysfunction and possible injury has also been associated with chronic lead poisoning. Chronic over-exposure to lead has been implicated as a causative agent for the impairment of male and female reproductive capacity, but there is at present, no substantiation of the implication. Pregnant women should be protected from excessive exposure. Lead can cross the placental barrier and unborn children may suffer neurological damage or developmental problems due to excessive lead exposure in pregnant women.

SECTION13---ECOLOGICAL INFORMATION

In most surface water and groundwater, lead forms compounds with anions such as hydroxides, carbonates, sulfates, and phosphates, and precipitates out of the water column. Lead may occur as sorbed ions or surface coating on sediment mineral particles or may be carried in colloidal particles in surface water. Most lead is strongly retained in soil, resulting in little mobility. Lead may be immobilized by ion exchange with hydrous oxides with hydrous oxides or clays or by chelation with humic or fulvic acid in the soil. Lead (dissolved phase) is bioaccumulated by plants and animals, both aquatic and terrestrial.

SECTION14---DISPOSAL INFORMATION

Lead-acid batteries are completely recyclable.Return whole scrap batteries to distributor, manufacturer or lead smelter for recycling. For neutralized spills, place residue in acid-resistant containers with sorbent material, sand or earth and dispose of in accordance with local, state and federal regulations for acid and lead compounds. Contact local and/or state environmental officials regarding disposal information.

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From: DELEG NEWS
Sent: Thursday, March 05, 2009 9:42 AM
Subject: DELEG Daily News Clips

School to get workers ready for Hollywood
(Detroit News © 03/05/2009)
Indexed Mar 5 2009 3:44AM (Article ID 258119900)

HUNTINGTON WOODS -- Almost 150 students have signed up for premier classes offered by the Center for Film Studies at locations in Ferndale, Farmington Hills, Warren and Troy starting next week. The kl

Recession to influence tax returns
(Detroit Free Press © 03/05/2009)
Indexed Mar 5 2009 5:49AM (Article ID 258218128)
The recession of 2008 is rolling over onto 2008 income tax returns, too. So if you suffered some sort of financial setback -- like many people did -- here's help: * What if you received jobless b

Recession brings ethics to the forefront- Eastern Michigan University addresses ethical issues during 'Ethos Week'
(Flint Journal © 03/05/2009)
Indexed Mar 5 2009 8:06AM (Article ID 258280095)
doing your day-to-day job." Utilities are among the most regulated companies in industry. Among those Michigan's utility companies submit to: the Federal Energy Regulatory Commission, Occupational **Safety** and Health Administration, Michigan Occupational **Safety** and Health Administration, the Environmental Protection Agency and the Michigan Department of Environmental Quality. Despite heavy reg

Changing Alcohol Classifications
(Lansing WLAJ (ABC) CH 53 © 03/05/2009)
Indexed Mar 5 2009 4:20AM (Article ID 258121189)
A third of underage drinkers choose fruity flavored adult drinks over beer and a few small changes may detour teens from alcohol all together. That's the goal of a new campaign from Mothers Agai

Loans May Soon be Easier to Get
(Lansing WLNS CH 6 © 03/05/2009)
Indexed Mar 5 2009 2:25AM (Article ID 258025970)
There's some help on the way to make getting a loan easier. It's a new federal reserve program called "term asset-backed securities loan facility." That's a long, fancy term that means an

Consumers need to be aware of financial scams
(Oakland Press © 03/05/2009)
Indexed Mar 5 2009 7:18AM (Article ID 258240926)
Thursday, March 5, 2009 6:13 AM EST GUEST OPINION – TIM BURNSOakland County

Governor Escalates Auto Insurance War
(Dome Magazine © 03/04/2009)
Indexed Mar 4 2009 11:23PM (Article ID 258062794)
by Gongwer News Service February 9, 2009 A decades long battle between the insurance industry and state regulators picked up steam last week with Governor Jennifer Granholm's order to freeze auto

Urban winemaker taps into thirst for local flavor
Medill Reports - Chicago,IL,USA

... California and **Michigan**, Fischer said mead accounts for 75 percent of his **...** licensing administrator at the **Liquor Control Commission**, Fischer must **...**

Movie industry training funds
ConnectMidMichigan.com - Clio,Michigan,USA
Career Alliance Inc. is partnering with Mott Community College and asking the state for $90000 to train people for the movie industry

SUSAN TOMPOR Recession to influence tax returns
Detroit Free Press - United States
... communications specialist for the **Michigan Department of Energy**, **Labor & Economic Growth**, said the state's 1099-G forms were sent out in late January

School to get workers ready for Hollywood
DetNews.com - Detroit,MI,USA
Michigan Works!, and its "**No Worker Left Behind**" program offers financial assistance to certified schools such as Center for Film Studies

Glitches Continue For **Michigan Unemployment** Seekers
WSGW - Saginaw,MI,USA
(AP) - Jobless workers trying to file for **unemployment** insurance are still having trouble getting help. The problem is persisting despite the state's

Michigan's most recent jobless rate highest in US
Forbes - NY,USA
By AP , 03.04.09, 04:20 PM EST **Michigan's unemployment** rate was 10.2 percent in December, according to recently revised data from the US Bureau of Labor

Mill workers qualify for extended jobless benefits
Muskegon Chronicle - MLive.com - Muskegon,MI,USA
... County and 10.6 statewide -- emergency **unemployment** and extended payments currently add an additional 33 weeks to **unemployment** benefits in **Michigan**

Help for Homeowners Facing Foreclosure
WLNS - Lansing,MI,USA
It's the "homeowner **unemployment** assist program." Under the plan, a person's house payment would be reduced to an average of $500 for three months.

Auto insurance companies pledging to freeze rate increases
Dowagiac Daily News - Dowagiac,MI,USA
LANSING - The Office of Financial and Insurance Regulation **(OFIR)** announced that 12 Michigan automobile insurance companies have pledged to freeze auto

What you need to know to buy coverage
Detroit Free Press - Detroit,MI,USA
You can find listings on the Web site of Michigan's Office of Financial and Insurance Regulation. Go to www.michigan.gov/**ofir**.v Click on Consumer Services,

http://www.theoaklandpress.com/articles/2009/03/05/business/doc49afa5ec20ac6727711008.txt
Auto insurers won't budge
Gov. Jennifer Granholm asked the state's auto insurers to freeze their rates for a year while the Legislature works on insurance reform.

Energy Related Articles

Energy Agreement Close at Hand
(Dome Magazine © 03/04/2009)
Indexed Mar 4 2009 11:23PM (Article ID 258062811)

by Gongwer News Service September 15, 2008 Even though it seems that there have been more cancelled meetings recently than actual negotiations over the energy package, observers still hope for a c

A sound way to limit coal plants
(Detroit Free Press © 03/05/2009)
Indexed Mar 5 2009 5:49AM (Article ID 258218431)
There is an old legal and public relations tactic that can be roughly paraphrased as follows: "If you don't have the facts on your side, argue about the process." This is the tactic that political opp

Ann Arbor-based alternative energy firm WindSight expects to add 60 jobs
(Flint Journal © 03/04/2009)
Indexed Mar 4 2009 11:25AM (Article ID 257980999)
by Nathan Bomey | Michigan Business Review Wednesday March 04, 2009, 8:45 AM WindSight, a startup wind energy technology company based in Ann Arbor, expects to add about 60 jobs over the next two to

Auto Crisis Cuts Trade Trip
(Dome Magazine © 03/04/2009)
Indexed Mar 4 2009 11:23PM (Article ID 258062802)
by Gongwer News Service November 24, 2008 From reading a blog about her travels, one could surmise that Governor Jennifer Granholm got some much needed spiritual renewal last week, being warmed by

Bethany Renfer: Cox needs to update his thinking on coal
(Lansing State Journal © 03/05/2009)
Indexed Mar 5 2009 5:49AM (Article ID 258217061)
In a world where virtually everyone seems to be accepting the demise of outdated, dirty coal, Michigan's own attorney general is refusing to see the light. Instead, he's insisting on remaining stuck i

Chu take energy savings seriously at home
(Lansing WLNS CH 6 © 03/05/2009)
Indexed Mar 5 2009 2:25AM (Article ID 258025986)
Associated Press - March 4, 2009 1:43 PM ET WASHINGTON (AP) - Energy Secretary Steven Chu doesn't leave his fervor for energy conservation at the office. Chu lamented Wednesday selling his house ne

Grand Traverse Civic Center considers solar
(Traverse City Record-Eagle © 03/04/2009)
Indexed Mar 4 2009 2:14PM (Article ID 258009854)
Officials: Panels can heat pool, save money By BRIAN McGILLIVARY bmcgillivary@record-eagle.com TRAVERSE CITY -- A little bit of sunshine on the Grand Tra

Granholm focuses on green jobs
(Crains Detroit Business © 03/04/2009)
Indexed Mar 4 2009 2:14PM (Article ID 258010308)
LANSING (AP) -- Gov. Jennifer Granholm is pushing hard this week to plug Michigan's flagging economy into alternative energy. The Democratic governor was in Washington, D.C., Tuesday for a climate c

Granholm pushes green jobs at D.C. climate symposium
(Detroit News © 03/05/2009)
Indexed Mar 5 2009 3:44AM (Article ID 258119956)
LANSING -- Gov. Jennifer Granholm is pushing hard this week to plug Michigan's flagging economy into alternative energy. The Democratic governor was in Washington, D.C., on Tuesday for a climate cha

Local teachers receive DTE grants
(Huron Daily Tribune © 03/05/2009)
Indexed Mar 5 2009 3:44AM (Article ID 258119188)
HURON COUNTY — Eight local teachers and one educational committee received $3,750 in mini grants from the DTE Energy Foundation at a recent ceremony.The Energy & Our World Mini Grants

Michigan's pursuit of wind energy industry generates excitement despite economic crisis
(MLive.com © 03/05/2009)
Indexed Mar 5 2009 2:25AM (Article ID 258043389)
It was almost stunning to see some 1,000 people show up for the first day of the Great Lakes Renewable Energy Association's Michigan Wind Energy Conference on Tuesday. The state's overwhelming interes

Muskegon Lake restoration could benefit from stimulus
(Muskegon Chronicle © 03/05/2009)
Indexed Mar 5 2009 7:18AM (Article ID 258241957)
READ AND POSTED What: Local officials are inviting developers and property owners along Muskegon Lake to a meeting to discuss the shoreline restoration project. When: 1:30 p.m. March 19. Wher

Officials back solar initiative to the tune of $25k
(Bay City Times © 03/04/2009)
Indexed Mar 4 2009 2:14PM (Article ID 258008650)
Bay County commissioners voted 9-0 on Tuesday to throw $25,000 in county funds behind a new regional marketing initiative to attract solar energy business. The vote came during the County Board's

Preventing the return of $4 gas
(Dowagiac Daily News © 03/04/2009)
Indexed Mar 4 2009 2:14PM (Article ID 258010279)
You may have forgotten what you did on vacation last summer - but you probably remember how much it cost to fill your gas tank for the trip.

Relying on coal plants plays Russian roulette
(Detroit News © 03/05/2009)
Indexed Mar 5 2009 3:44AM (Article ID 258119893)
In "End doubts about state's energy future" (Feb. 24), The News' argument denouncing Gov. Jennifer Granholm's stand to limit new coal-fired power plants in the state is misplaced given the economic an

US urged to lead in cutting greenhouse emissions
(Oakland Press © 03/05/2009)
Indexed Mar 5 2009 3:44AM (Article ID 258119590)
Wednesday, March 4, 2009 12:15 PM EST By DINA CAPPIELLO Associated Press Writer WAS

Wind Energy Event Talks Up Offshore Power In Great Lakes
(WWJ AM 950 Detroit © 03/05/2009)
Indexed Mar 5 2009 4:20AM (Article ID 258175155)
By Matt Roush The Michigan Wind Energy Conference wrapped up at Cobo Center Wednesday with a look at offshore wind projects in the United Kingdom and their potential in Michiga

Start-up announces extreme **solar** cells
Mother Nature Network - Atlanta,GA,USA
... of **solar** cells, meaning that the systems require much less of the expensive semiconductor materials that go into making ordinary **solar panels**.

Minneapolis boat manufacturer to enter **wind** turbine blade business?
Finance and Commerce - Minneapolis,MN,USA
Jacobs' announcement came five months after his September announcement of a **wind energy**-related business venture including Texas billionaire T. Boone

Recession slows **wind energy** industry in South Dakota
EnergyCurrent - Houston,TX,USA
4--T1he recession is sucking some breath out of the **wind energy** business in South Dakota. But the temporary slowdown offers a great opportunity for

ND Retains UK Company To Attract **Wind** Turbine Manufacturers
North American Windpower - USA
"North Dakota offers **wind energy** businesses a great base on which to build a US operation, and our renewable **energy** team is ready and willing to do all we **...**

Dow Corning to Present Overview of Silicone Encapsulation for ...
Azom.com - USA
Manabu Sutoh, application engineering and technology leader of **Dow Corning** Solar Solutions in Japan, will present an overview of silicone encapsulation for

Acme invests $30 Mn in US-based **solar** power firm
Reuters India - Mumbai,India
By Madhav A Chanchani (VCCircle.com) Acme Group will have exclusive rights to eSolar's design to set up thermal **solar** power plants in India. **...**

Mitsubishi may buy **solar** power firm stake: report
Reuters - USA
NEW YORK (Reuters) - Mitsubishi Corp is planning to buy a stake of 34 percent in the **solar** power unit of Spanish contractor Acciona SA, the financial daily

Meeting Specifics

Meeting Name:	FS Manager Meeting
Location:	OPS Center, Conference Room A, Lansing
Meeting Date & Time:	Tuesday, February 18, 2009 9:00 a.m. – 3:00 p.m.

Meeting Attendees

Present	Absent
Conlin, Dan	
Matson, Jim	
Vicki Meyer	
Sazehn, Cyndie	
Agar, Cathy	
Beeler, Jack	
Harbin, Mike	
Hengesbach, Dave	
Hurst, Sharita	
Jordan, Gerald	
Keys, Theasess	
Kosloski, Joni	
Pittman, Toby	
Potter, Richard	
Dean Turriff	
Webster, Tony	
Collett, Joli	

Field Services Managers Meeting	2/18/2009, 9:00 a.m. – 3:00 p.m. OPS Center, Conference Room A, Lansing Moderator – Cyndie Sazehn

Item	Speaker	
Welcome	Cyndie	
Announcements • FS Priorities	Dan	
Training, visitors & speakers	None	
Old Business • Minutes accepted • Open Issues • FSCT Report Out • ITIA • ICC – Hotline • Resource Reporting	 Cyndie Cyndie Tony / Sharita / Dave Jim Cyndie Cyndie	 Training, Training Workgroup Selections (Mike), Deployments, FS Nav, New Technology, Central Resourcing, M/1 Support Services, FS Hotline, FS CSC Services, DIT-FS Mailbox, M/1 Project, Best Practices II, MI Workstation Database
New Business • Laptop Accessories • Schedule and Event Tasks • Virus Outbreak • Open Remedy Work • Service Level Agreements	 Sharita Mike Dan Vicki Vicki	
Round the Room	Everyone	
Adjournment		Next Meeting March 10, 2009, Detroit

Open Issues from 1/13/2009

AWS CLOSED

- 14 MANAGERS – Review pros and cons noting what we can do better on AWS. Send comments to JIM by 5:00 p.m., January 28, 2009.

2/17 – Only one response from managers. AWS will continue as is, next review April, 2009 at 6 months.

Performance Reviews CLOSED

- DAN, CYNDIE, JIM and VICKI will check on how performance reviews are affected when there is a change in manager and what can and cannot be viewed, accessed.

2/17 Jo Ann has processed all requests to have staff moved under the appropriate manager in HRMN and DCDS. However, the managers that are currently in the "acting" positions will not see the appropriate staff in HRMN until the position is filled permanently

ITAM MEETINGS CLOSED

- Dan reviewing mandatory meetings to determine eliminating if possible.
- JIM and VICKI will let 14s know today if they need to attend tomorrow's mandatory meeting from 1-4.

2/17 All ITAM meetings are mandatory via conference call/webinar or on site in Detroit/Lansing and Flint Meetings still scheduled are Lansing and Flint.

Minutes Accepted

- JACK to follow up with Jason regarding procedure of all of FS and environments, how to install scanning capabilities on the IKON devices.
- Mike – Equipment deployment process update has been redrafted, after Mike and Vicki review, final version will get sent out.
- JIM – follow up with Deb Stanaway regarding Great Workplace to find out what people are working on and request they communicate with managers. We can then get it out on FS Communications.

FS Navigator

- Vicki and Joli to get manager spreadsheet out this week.

2/17 – Staff and managers contact sheets have been updated and are posted as well as can be found on the share drive/common/Contacts.

- DAN, CYNDIE AND VICKI are still working on it including the determination of what types of things are defined as "significant".

Central Resourcing

- Cathy, Dean and Joni need to get together to learn central resourcing process.

FS/CSC Services

- 14s - Deadline by 16th for managers to provide information, locations for the March, June, September, December meetings to Theasess.

2/17 – March- Detroit; June-Frankenmuth; September - and December -

FSCT CLOSED

- TONY – cover as FSCT item. Final OT policy needs to be out there, in employee responsibilities.

2/17 fs Communications has sent out communication regarding overtime for M1 and deployments. Communication has also been given to Sherri Booker regarding this item.

FSCT Deployments

- Vicki and Mike need to go over with what is happening as result of steering committee.

Central Resourcing

- FS Communications can put something out there about overtime, hours worked, if you are not approved for overtime you should not put it in the resource report.
- VICKI - FS Communication re Resource Report needs to get to Sherri Booker.
- DAN, VICKI, JIM –Will meet and review how to handle the upcoming workload increase, make change to prepare staff for upcoming work load.
- 14s get input on how to handle upcoming workload increase in to 15 by next Wednesday, 1/21/09.
- 15s need to get scheduling information to staff by Friday, 1/23/09.

M/1 Project

- VICKI will send out a DIT FS Communication update re DHS image.

M/1 Workstation Deployment

- SHARITA to follow up with Judy Odette next month if we don't hear anything.

FSCT

- TONY to reissue email with start date of 1/26/2009, two week completion deadline and policies to be done for that two weeks.

Section Manager / CRM Assignments **CLOSED**

- CYNDIE - CRM and meeting schedule will be posted next week on Navigator. 2/17 completed

FS Inventory **CLOSED**

- 14s to do inventory of items – deadline January 31, 2008.
  2/17 Update: Joli will be checking to make sure she has received the inventory spreadsheet from all managers. If not, she will be contacting the individual manager.

Round the room

- GERALD – forward DOC/printer information to Vicki, she will take to DOC meeting.
- JIM – Determine if ITIAs had team lead training or not. **COMPLETED**
- JIM –Will let Dan know DDS has both Federal and State equipment. **COMPLETED**
- VICKI will determine and get back to Sharita.
- GERALD to send email with staff names to Cathy for migration scheduling.
- VICKI– MDOC prisons are on list to discuss with Sherri Booker. **Completed: Sherri has reported back to Field Service managers that all staff can and will be expected to enter and support the MDOC Prisons.**
- DAN – Need to talk about moves tasks with Teresa Spaulding.
- JIM – Will determine from Kay Baker meal allowances and policies, items included, not included and distribute.
- 14s – At least two volunteers report to JIM by end of week to work on ITIA positions, or can be appointed.
- SHARITA – Create policy to reimage machines for M/1 in between users.

General notice

Minutes

Agenda Item	
Welcome	Reminder to turn off cell phones.
Announcements ♦ Heather Taylor-Livas *Dan* ♦ FS Priorities *Dan*	Welcome and introduction to Heather Taylor-Livas. Congratulations to her work with the virus, 1300 machines were located in Heather's team area. Prioritization is crucial for the next year. Some prior challenges, priorities may fall off to concentrate on those that stay. 15s chose projects to work on: - Jim leading ITIA classification. - Cyndie is on front end, Client Services. - Vicki will lead SLAs. SLAs have been signed by every agency. Dan recently received the SLAs and reviewed with Vicki. Client service is key, include how we process, close, return client to service. PC to tech ratio taken in to consideration. We are judged by the SLAs. **- Vicki will get SLA copies out to all managers.** - M/1 remains.
Training, visitors & speakers	None.
Old business	
♦ **Minutes accepted** *Cyndie*	January 13, 2009 minutes accepted.
♦ **Open Issues** *Cyndie* Minutes Accepted	IKON DEVICES Jack to follow up with Jason regarding procedure of all of FS and environments, how to install scanning capabilities on the IKON devices. **JACK – To be completed by 2/27/09.** EQUIPMENT DEPLOYMENT PROCESS UPDATE MIKE – **Completed** GREAT WORKPLACE Follow up with Deb Stanaway regarding Great Workplace to find out what people are working on and request they communicate with managers. We can then get it out on FS Communications. **JIM – To be completed by 3/1/09.**

Agenda Item	
◆ **Open Issues** *Continued* *Cyndie*	
FS Navigator	FS Navigator review including the determination of what types of things are defined as "significant". **Dan Cyndie Vicki still working on it. To be completed by 2/27.**
Central Resourcing	Conference call including Cathy, Dean and Joni need to get together to learn central resourcing process **by 2/27/2009**.
FS/CSC Services	14s - Deadline by 16th for managers to provide information, locations for the March, June, September, December meetings to Theasess. **March - Detroit; June – Frankenmuth; October – Marquette; December - Jackson.**
FSCT Deployments	Vicki and Mike need to go over with what is happening as result of steering committee. **To be completed by 2/27/09.**
Central Resourcing	FS communications sent out communication. **Complete.**
Resource Report	· Vicki sent information to Sherri Booker, how we are doing M/1, corrections. · Received confirmation corrections prisons are no different from any other work site. · Do not want to force people to go in. · They have to go in unless they have a good reason i.e., doctor's excuse. · If they say they get sick, they need something from the doctor to be fair across the board on it. · Everyone will get scheduled to support prisons. · Brian Jennings has advised most of the M/1 work will be on weekends. · If they want the OT they will be scheduled to work in the prisons. · Through week, if in their region they will be on the schedule for it, if uncomfortable they can work it out with their manager and reschedule. · If there are people we can identify ahead of time we can work around prior to scheduling. **Dan and 15s need to sit down and work something up regarding M/1 corrections work schedule, caregivers, working within region, not outside of region to be consistent, more concrete.**
FSCT	· Information sent out by Tony prior to vacation. · Initial goal was to send to FSCT to review. · Dave sent information regarding process, received suggested comments of general administrative changes. **Dave will send out 2/18/09 for group review and get back with FSCT with any changes. If FSCT doesn't hear anything move ahead with it by 2/23/09.**

Agenda Item	
◆ **Open Issues** *Continued* *Cyndie* Round the Room	· GERALD – forward DOC/printer information to Vicki, she will take to DOC meeting. **Completed.** · VICKI determined ITIA Jim Pruess is in OA, does FS work on machines supported by Sharita. He doe not work for Sharita and is not included in her team's ITIA percentage. **Completed.** · GERALD to send email with staff names to Cathy for migration scheduling. **Completed.** · DAN – Need to talk about moves tasks with Teresa Spaulding. **Completed.** **· JIM – Will determine from Kay Baker meal allowances and policies, items included, not included and distribute.** **· JIM – Policy needs to be developed by FS to image M/1 machines between users.**
◆ **FSCT Report Out** *Tony* Training & Training Workgroup Selections *Mike*	Training Team · Has received names of volunteers. · Does not know if ITT, ITIA makes a difference on the training team. Out of volunteers, vast majority is ITTs. · Plan at this point needs to see where staff is located. Several volunteers from Detroit, some Lansing. QVF File Training · QVF file training ready to go (have some political issues). · Documentation is also in password protected area, out staff does not have rights to documentation. · Access issues need to be resolved prior to training. Should be able to put on DIT STAR for our use. **· Jim, Mike and Toby will take off line and get access going for QVF training.** Safeboot · Completion of the first round of Safeboot training, admin part did not go as well as expected. · Judy Potter meeting with Tim Yorty to work with second training and target team leads to work with staff, Webinars will be set up by next week. · Only team leads will have access information. · Only M/1 would have permission to active directory.
Deployments *Mike*	Nothing.
FS Nav *Vicki*	Nothing.
New Technology *Toby*	Nothing.

Agenda Item	
◆ **FSCT Report Out** ***Continued*** *Tony*	
Central Resourcing *Cathy*	Nothing.
M/1 Support Services *Sharita*	Nothing.
FS Hotline *Joni*	Nothing.
FS CSC Services *Dave, Vicki*	Nothing, they have disassembled. CSC SLA · One new SLA relates to CSC, they need to do their job from the beginning. · Teresa Spaulding key in that process. · SLAs make make a change on some of the updates, Remedy case handling procedures.
DIT-FS Mailbox *Cathy*	· Mailbox has to be monitored every day. · Occasionally receive emails which should be for DIT service. · Vicki will be back up mailbox monitor in Cathy's absence.
M/1 Project *Theasess*	· Cathy doing Sfeboot through Central Resources. · If something on schedule changes, Jim Shacklemeier would send something to Cathy and Jack for staff involved. · For Safeboot or NGL (they are considered M/1 project, but not a migration), Jim should contact Jack and Cathy, Jack and Cathy call off with staff. · Jim Shacklemeier sends emails to team leads after the Friday conference call to set up a meeting to discuss with staff. · **JIM, VICKI, CYNDIE to address Jim Shacklemeier canceling the scheduling of conference calls with team leads in PM meeting. Completed.**
Best Practices II *Dave*	FS Navigator Manager Tab · Manager tab on FS navigator should include access to accident reporting, forms, processes needed when staff calls reporting accident, military leave, donating leave hours, etc. · **Dave will be sending email to FS Navigator to get access to accident reporting, forms, processes needed for staff issues, military leave, donating leave hours, etc. entered in.** FS Manager Contact List · FS managers phone list, ER contact info list for common drive would be helpful together with procedure procedure to call work cells first, then home.

Agenda Item	
◆ **FSCT Report Out** ***Continued*** *Tony*	
M/1 WorkStation Database *Jack*	· M/1, lot of upcoming weekends/OT. · **Jack – to forward spreadsheet of projected schedule for next 90 days to all managers, Vicki to put on FS communications.** · Can discontinue using Google calendar and use the Outlook calendar. · Master schedule now being used. · Project managers are relying on the spreadsheet master schedule. · Managers have access to Outlook team calendar.
◆ **ITIA** *Jim*	<u>ITIA Process Status</u> · Sub group has met once on ITIA. Meeting will be scheduled by early next week. · Jim and Dan meeting with HR tomorrow on where we are going, what we can do. <u>ITIA Screening</u> · HR looks at it as we have 59 ITIAs, maybe have 25 actually do job. · Either they do the job, get trained or demote. · Have developed a score card to outline tasks and duties, using a factor of 50% doing these duties to establish an ITIA. · ITIA duties outside of break/fix. · Initial look at effort is not good. ½ of staff has not done what needs to be done to qualify as ITIA. · ITTs should not be doing work, ITIAs should be doing the work. i.e., two ITIAs were chosen as team leads in Lansing on virus. · Dean, Joni, Dave, took resource report, filled out score card (first full pay period), only 50% of ITIAs are doing actual ITIA work (out of 59 ITIAs). · When we come out with definitive screening criteria, staff will have to rank qualifying them for ITIA. · Need to build data and look further to see where it goes. **14s need to rank staff numerically beginning with one as the staff you would like to move first form ITT to ITIA based on how they fit criteria, skill sets, what they can do for ITIAs and ITTs. Due Friday 2/20/09.**
◆ **ICC Hotline** *Cyndie*	· Dan has meeting scheduled with Teresa Spaulding and Jonay. · Statistics showed 70% ICC work was doing could have been resolved by CSC. · Working with CSC to get those back on their plate then frees up our staff.
◆ **Resource Reporting** *Cyndie*	· In process for two months. · Reporting needs to be monitored, including how they are filled out, comments, to establish consistency regarding ITIAs. <u>Ranking ITTs and ITIAs</u> · Ranking is done in the various categories such as project lead/organizer, other half are the technical go to staff. · PD acknowledges the team lead experience as a strong point. · When it comes to ITIA job it comes down to the interview, not what they would do or how they do it. · Professional classification and non-professional classification differences is the loophole.

Agenda Item	
New Business	
◆ **Laptop Accessories** *Sharita*	Printer and laptop accessories · Sharita distributed information for printers and laptop accessories including pricing. · Teams need to submit counts as to how many of each staff requests including what is really needed versus what they want. · **14s to send in list of what team needs for 15s to review by Friday, 2/27/09 for more expensive items.** · Managers can use P cards for the monthly $50 purchases for small purchases. · Supply requests from 14s – send email to Joli every Wednesday, up to 1-3 days shipping time if item in stock.
◆ **Schedule and Event Tasks** *Mike*	*Handout* - Deployment and Redeployment Task Handling Procedure. · Webinar will walk through schedule task, the procedure was written in a process format. You schedule before you deploy. · Webinar will follow procedure, procedure will follow methodology. *Handout* - Attachment Task Handling Procedure. · If there is feedback after Webinar, the Attachment Task Handling Procedure will change. · Scheduled event tasks that come in, if past 48 hour business days, it should be an exception because of client - let change supervisor know and we put it in pending for the client. · Leaving Google calendar reference as it is then over time may change to team calendar. · Monitor scheduled events are done within 48 hours. · 14s – it is your responsibility to make sure teams are getting those closed within 48 hours. · 45 days is for purchased new equipment. · Redeployments fall to the bottom of the list.
◆ **Virus Outbreak** *Dan*	· FS needed the problem to be defined before action. · We had spread sheets with IP addresses, locations. ITM sent lists of IP addresses, there were only 10 that the DHCP table said were different. · FS reputation is well received. · Acknowledgement of kudos received from different clients for their work and time on the virus including Civil Rights and DCH.

Agenda Item	
◆ **Open Remedy Work** *Vicki*	· Open Remedy work reports pulled Nicole updates spread sheet. · Reports reviewed before pulling staff to work i.e., virus. · If we had a virus today would direct not to pull from Central D – they have a lot of computers to install plus they have a lot of tickets at this time. · Tickets are how many help desk cases tickets, how many break/fix – not total amount in box which include new tasks and schedule tasks. · Tasks are what you currently have scheduled at this time, not new tasks – what you have to work on at this time. · Pull from teams with low numbers in both. · Look to see which team has had the most work per tech over the last time frame - Sept through Dec done. · For closed remedy work use units completed. · Unit completed and RTS to be added on spreadsheet.
◆ **Service Level Agreements** *Vicki*	<u>SLA</u> · SLA presented to CBS IAO CRM groups. · ESB core meeting in December. CSDs were worried because of the numbers they needed to present the bill to their clients in February. · 95% cases need to be resolved less than 3 days. · SLA Effective date 1/1/2009 <u>45 days - ITRAC</u> · 45 days is whole processing including agency approval which can be 30 days in some cases. · We get notification when depot receives it. · We will still do schedule tasks. · We have 48 hours/2 days for scheduled event. · Agency Services has to give us 10 days at end for actual install, 12 days total. · Large shipments are an exception – i.e. 100 computers – we don't have to conform to SLA. · Client has to give us info up front. i.e., who is getting machines, what is on them, etc. so we can start prepping up at that point. · If we don't have this information up front then the SLA is negated. · 45 day is in the change request, have not had a chance to work out some new front end work coming to FS. · 1st day email to FS i.e., 20 PCs installed 10 PCs to Central A, deadline 45 days from today. · If anything that stops installation, everyone will be notified that we cannot install because of i.e., no drops. · ISPMO group will be in charge of correcting what is holding up installation i.e. site readiness. · **Vicki to determine if 45 days is calendar days or business days.**

Agenda Item	
◆ **Service Level Agreements** ***Continues*** *Vicki*	SLA CSC · We have to have 75% of our problems have to have return to service "RTS" less than 1 day. · 90% of tickets that come in to FS are problems. · First work on what is an actually problem and we classify it correctly. · MDIT has to have 75% of problems return to service in one day. · When FS gets it, half the time it is ½ day old. · CSC has to resolve this in first time resolution. · Cyndie has to work with CSC in resolving as many problems as they can. · CSC notes can indicate if problem listed that user cannot do something that they could previously do. · Should re evaluate the survey question. If came in as a problem and not a problem, change it. · There are other areas that assign or create tickets that we need to correct. · If we get a ticket that was bounced around to different areas before we got it on i.e., day two, we need to try and resolve it before day 3 and find out why the other areas could not resolve it. · Do RTS first, then do the resolution to close the ticket. · Will require us monitoring to ensure staff is putting information in the work log. · CSC (Cyndie) they put email in and make no phone call. · ICC group found that 60% were resolved before ICC called them. · Cyndie will work with CSC to have them make phone calls before they send an email. · Average resolution time was 8 days, FS was 16 days. · Because CSC does the quick ones and FS gets them after they have been to other areas and FS is the last one to touch them. · Depot is the same as FS. Example · If CSC can get them printing to another printer then they are RTS. · We still need to fix issue of printing to the original printer, but they are actually RTS. · FS is going to have to use RTS and something in the work log why they are returned to service.
Round the room Heather Taylor-Livas	SLA · Can SLA reports be broken down to individual? · Per Vicki - Will show how long open, when opened, certain CTIs.

Agenda Item	
Round the room ***Continued***	
Theasess Keys	QVS QVS training ready to go. Per Mike - will be Webinar. Detroit phone problems Phone lines for Gerald and Theasess are busy due to UIA resulting in calls dropping in to voice mail. New Hire Gerald Ball began working this week from Theasess' team. ITT 7,8,9 positions posted.
Rick Potter	Will be retiring. Next Friday will be last day.
Toby Pittman	Nothing.
Tony Webster	Nothing.
Jack Beeler	Nothing.
Gerald Jordan	Nothing.
Dean Turriff	Safeboot Has received comments from staff trying to get information regarding Safeboot, they were to contact Tim Yorty, when they do he yells at them. Per Sharita – There is a work group meeting tomorrow to come up with answers for staff re Safeboot, NGL, etc. Recommend to staff to get a hold of Toby Pitman rather than Tim Yorty. Todd Stevens is another resource.
Jim Matson	Nothing.
Cathy Agar	Nothing.
Cyndie Sazehn	Nothing.
Mike Harbin	Virus communication · As we went in to Friday going in to the virus weekend, he received communications from at least three different people as to where to report, who was reporting, what was needed. · Couple of staff were available to work and were never contacted, he finally told them to just go and then contact when they arrived in Lansing. Vicki – will come up with a better communication plan. UPS · One a staff was changing a battery, we requested depot replace the battery and depot shipped it. A leaky battery was delivered. Battery leaked on to employee's skin. · The other situation is there is a replacement UPS for the DCH sites, new plugs are straight with a flag versus the old style.

Agenda Item	
Round the room ***Continued***	
Mike Harbin *continued*	Shipped but not scanned · Shipped but not scanned issue has resurfaced. · A total of 800 machines they have a list of shipped but not scanned. Out of 800 they cross referenced, pulled out 150 they thought should be easy finds. Have an IP, tag number, location, site contact name, tickler information for each machine, groups of i.e. 20 machines indicated being located at Grand Tower lock up B – do not know if they are actually there, need to verify. · Need to prove that FS did not install them without PDI scans. · Or did they PDI scan and the program is so bad they don't know they were PDI scanned. · Vicki, Mike working to track down these machines with Linda English. · Eva from north west UP team will be working on this project. · Mike spoke with Linda English and she agreed locating these machines will be harder than anticipated.
Sharita Hurst	UPS If Telecom UPS it goes back to them replaced for free. Staff phones Request for staff phones to be on i.e., during virus. While working on virus she text messaged staff, some staff said they did not know how to read the text messages. Some did not have phones on. Purchases for FS · P card purchases cannot be made at Walmart, Meijer, grocery stores. · We have a DIT card now to buy something in an emergency situation. VPNs Are we getting any new requests for VPNs for new team leads. As long as team lead they can get a VPN. If they are asking get them a VPN. Team Lead Training Per Mike there was training done. If we find out ITIAs have to be team leads then all the ITIAs need to attend the team lead training, it will be scheduled at that time. Mileages logs Have to be in to admin before the 1st.
Dave Hengesbach	Lien Clearances Per Vicki - some came back with DWIs. 20 staff still need to be cleared. List of 10 that need to be fixed. There is no one so far that can not go in to a correctional facility. · **VICKI will follow up with lien clearances – 10 need to be fixed, 20 still need to be completed.**

Agenda Item	
Round the room ***Continued*** Joni Kosloski	<u>M1 Meetings</u> M/1 meetings are continuing, until they get details on how they are disbanding. <u>Cell phone texting</u> Some teams have texting in the plan. Check with Jo to see if its available on plan to use. <u>Mandatory meetings</u> Mandatory ITAM meetings on Mondays, can we do mandatory meetings on other days. Dan was working with Linda English on them. Staff can swap their AWS day for mandatory meetings.
Adjournment	
Additional Information	

Next Meeting Date: Tuesday, March 10, 2009, 9:00 a.m. – 3:00 p.m., Detroit

From: DELEG NEWS
Sent: Tuesday, March 10, 2009 12:06 PM
Subject: DELEG Daily News Clips

An Emotional Time In The American Workplace
NPR - USA
With unemployment in Michigan near 12 percent, according to recent data from the Michigan Department of Labor, Energy and Economic Growth, Galer has plenty

More GM layoffs in Mid-Michigan
ConnectMidMichigan.com - Clio,Michigan,USA
By Jenny Suniga GRAND BLANC TOWNSHIP -- The job cuts continue for General Motors in Mid-Michigan. GM says they will lay off 185 employees at their Grand

Trial opens Monday in Dow-Rohm merger dispute
Philadelphia Inquirer - Philadelphia,PA,USA
To complete the merger now, Dow could have to sell a highly profitable agricultural-products division or a 50 percent stake in Dow Corning Corp.,

Energy-saving efforts should generate jobs
Crain's Detroit Business - Detroit,MI,USA
The funds will flow through the state's No Worker Left Behind program, which trains displaced workers for in-demand jobs. Levin said the state is working to

Stimulus to aid crime-fighting efforts
Crain's Detroit Business - Detroit,MI,USA
... a full 1.4 percentage-point increase from a revised December rate of 10.2 percent, the Michigan Department of Energy, Labor & Economic Growth reported

Business people
Lansing State Journal - Lansing,MI,USA
... Michigan Economic Development Corp., president; and Bob Pawlowski, of the Department of Energy, Labor and Economic Growth, vice president

Town Hall Meeting On Jobs
WWJ - Detroit,MI,USA
Local and state agencies expected to be on hand include The Michigan Department of Energy, Labor and Economic Growth, the Michigan Economic Development

Mich. Jobless Rate 11.6% In January
(Detroit WDIV (NBC) CH 4 © 03/09/2009)
Indexed Mar 9 2009 2:22AM (Article ID 259125475)
LANSING, Mich. -- Michigan's January unemployment rate rose to 11.6 percent, the highest monthly mark recorded in the state since early 1984. It's likely Michigan's latest jobless figure released

Mott Community College in Flint offers classes to put unemployed to work in film business
(Flint Journal © 03/10/2009)
Indexed Mar 10 2009 2:30AM (Article ID 259373171)
by Sally York | The Flint Journal Monday March 09, 2009, 5:37 PM FLINT, Michigan -- Looking for a job? How about behind the scenes in Michigan's suddenly booming film industry. Mott Community Colleg

None left behindBy Ashley Box
(Cadillac News © 03/10/2009)
Indexed Mar 10 2009 2:30AM (Article ID 259206138)
Learn about a state program that helps retrain Michigan residents for the workforce. In-demand careers in numerous fields are eligible for No Worker Left Behind funds. For a more detailed list

Michigan unemployment grows, now 11.4 percent
(Petoskey News Review © 03/10/2009)
Indexed Mar 10 2009 2:30AM (Article ID 259372990)
Michigan continues its three-year lead on unemployment as both the state and nation hit a 25-year high.Signs continue to show that unemployment is still growing as Michigan hit an 11.6 percent jobless

Schuitmaker's office offers filing help for unemployed
(Paw Paw Courier Leader © 03/10/2009)
Indexed Mar 10 2009 2:30AM (Article ID 259372961)
State Rep. Tonya Schuitmaker urges residents who have difficulty filing unemployment claims to contact her office for help. Mic

Your Money,Your Questions: Unemployment
(Grand Rapids WOOD (NBC) CH 8 © 03/10/2009)
Indexed Mar 10 2009 2:30AM (Article ID 259380395)
GRAND RAPIDS, Mich. (WOOD) - The 24 Hour News 8 series Your Money, Your Questions continues Tuesday with insight into the unemployment system. Sharon Moffett-Massey, a top official with Michigan'

Ann Arbor city officials look for ways to crack down on problem downtown bars
(Flint Journal © 03/10/2009)
Indexed Mar 10 2009 2:30AM (Article ID 259373179)
by Tom Gantert | The Ann Arbor News Monday March 09, 2009, 9:30 AM The Ann Arbor NewsA passerby walks in front of the Studio 4 nightclub on Fourth Avenue in downtown Ann Arbor. City police have respon

Problem bars scrutinized
(Ann Arbor News © 03/10/2009)
Indexed Mar 10 2009 2:30AM (Article ID 259377368)
Members want provisions in place to revoke liquor licenses Monday, March 09, 2009 BY TOM GANTERT The Ann Arbor News The Ann Arbor City Council is investigating ways it can yank liquor licenses fro

Blue Cross request for rate increase is incomplete, state says
(Crains Detroit Business © 03/10/2009)
Indexed Mar 10 2009 2:30AM (Article ID 259377407)
If Blue Cross Blue Shield of Michigan wants to increase rates an average of 55 percent on individual policies, 42 percent for group conversion plans and 32 percent for Medicare supplemental plans, the

Gladstone continues budget talks
(Escanaba Daily Press © 03/10/2009)
Indexed Mar 10 2009 2:30AM (Article ID 259373153)
By Audrey LaFave - alafave@dailypress.net POSTED: March 9, 2009 Save | Print | Email Fact Box At a glance:

Energy Related

Consumers Completes Turbine Upgrade at Hardy Dam
(WWJ AM 950 Detroit © 03/10/2009)
Indexed Mar 10 2009 2:30AM (Article ID 259380231)
Consumers Energy today announced it has completed installation of a new water turbine on Unit 3 of its Hardy Dam on the Muskegon River in Newaygo County, resulting in a 600-kilowatt upgrade of renewab

Consumers Energy Completes Turbine Upgrade at Hardy Dam, Making More Renewable Power to Serve Customers
(Crains Detroit Business © 03/10/2009)
Indexed Mar 10 2009 2:30AM (Article ID 259377428)
OXBOW, Mich., March 9 /PRNewswire/ -- Consumers Energy today announced it has completed installation of a new water turbine on Unit 3 of its Hardy Dam on the Muskegon River, resulting in a 600

From old tires to new energy
(Cheboygan Daily Tribune © 03/10/2009)
Indexed Mar 10 2009 2:30AM (Article ID 259377374)
ROCKFORD, Ill. - One man's trash could be someone else's energy. A company has developed a process to turn old tires into heating oil, natural gas and other commodities without harm

Mixed Reaction For Wind Energy Proposal
(WWJ AM 950 Detroit © 03/10/2009)
Indexed Mar 10 2009 2:30AM (Article ID 259380251)
A proposal for a high-voltage power line that would transmit wind energy from the gusty Midwest to other parts of the country is getting some mixed reaction in Minnesota. ITC Holdings of Novi, Mich.,

North Central Michigan College requests stimulus money
(Petoskey News Review © 03/10/2009)
Indexed Mar 10 2009 2:30AM (Article ID 259372989)
North Central Michigan College is seeking stimulus money not only to benefit students and faculty, but also to provide employment for job seekers in the region.The college is requesting $10,428,4

Novi company seeks to build power line for wind energy
(Detroit News © 03/10/2009)
Indexed Mar 10 2009 2:30AM (Article ID 259367274)
MINNEAPOLIS -- A proposal for a high-voltage power line that would transmit wind energy from the gusty Midwest to other parts of the country is getting some mixed reaction in Minnesota. ITC Holdings

Obama to overturn Bush policy on stem cells
(Petoskey News Review © 03/10/2009)
Indexed Mar 10 2009 2:30AM (Article ID 259372997)
WASHINGTON — President Barack Obama is ending former President George W. Bush's limits on using federal dollars for embryonic stem cell research, with advisers calling the move a cle

Planning commission looks into the future
(Alpena News © 03/10/2009)
Indexed Mar 10 2009 2:30AM (Article ID 259377350)
Although it's impossible to plan for the unknown, the Alpena County Planning Commission is trying. On Monday the commission agreed to language in the city's zoning ordinance rewrite that would allow

Regional wind-energy proposal gets mixed reaction
(Oakland Press © 03/10/2009)
Indexed Mar 10 2009 2:30AM (Article ID 259372879)
Monday, March 9, 2009 10:41 AM EDT MINNEAPOLIS (AP) — A proposal for a high-

Supplier looks beyond auto parts
(Detroit Free Press © 03/10/2009)
Indexed Mar 10 2009 5:51AM (Article ID 259481967)
BURTON -- In 2001, Laurie Schmald Moncrieff gave her 35 workers some homework. Moncrieff, a third-generation family owner of auto supplier Schmald Tool & Die near Flint, asked her workers to read "Wh

Using lake winds to generate electricity deserves support
(Macomb Daily © 03/10/2009)
Indexed Mar 10 2009 7:32AM (Article ID 259502507)
Will Macomb County — and Harrison Township in particular — become an example of "going green" for others in southeastern Michigan to follow?Harrison Township Supervisor Tony Forl

Huge wind-energy transmission line proposal gets mixed reaction ...
Pioneer Press - St. Paul,MN,USA
By Leslie Brooks Suzukamo The Great Plains have been called "the Saudi Arabia of wind energy." But because the windiest areas tend to be sparsely populated,

Wind farms seek state aid to keep moving
guardian.co.uk - UK
The British Wind Energy Association is to submit a list of demands ahead of next month's budget calling for government loan guarantees and other measures

Green Power Forecast: Partly Cloudy -- For the Short Term
GreenBiz - Oakland,CA,USA
In the next redesign of its hybrid Prius automobile, automotive manufacturer Toyota plans to install solar panels on the vehicle's roof

Green thumbs-up for energy
NJBIZ - New Brunswick,NJ,USA
About $90 million of federal stimulus money will go toward the State Energy Program for energy saving projects in renewable energy, energy efficiency and

Lime Energy's AEM Subsidiary Awarded Contract for Geothermal Heat ...
MSNBC - USA
"Energy efficiency retrofit projects like this create jobs, reduce operating expenses and provide attractive returns on taxpayer dollars, so we are really

Energy efficiency center expands horizons
Crain's Detroit Business - Detroit,MI,USA
Launched last summer, the collaborative is working with local municipalities to make aging government-owned buildings more energy efficient and spread the

Op-Ed: Mich. looks offshore for energy
(Traverse City Record-Eagle © 03/08/2009)
Indexed Mar 8 2009 11:53AM (Article ID 259078286)
By GEORGE WEEKS Syndicated Columnist Michigan was the Arsenal of Democracy in the mid-20th century. Gov. Jennifer Granholm strives to make it an arsenal of alterna

Consumers Energy rate hike
(WEYI NBC 25 © 03/09/2009)
Indexed Mar 9 2009 2:22AM (Article ID 259125408)
Sunday, March 08, 2009 at 8:06 p.m. Consumers Energy is taking steps toward renewable energy but it will cost you more money. It is part of a plan Consumers Energy has filed with the Michigan Publi

Utilities: Restoring power priority
(Macomb Daily © 03/09/2009)
Indexed Mar 9 2009 7:13AM (Article ID 259214844)
When summer storms knock out power to southeast Michigan again this year, customers have reason to hope their energy companies' response will be improved.The Michigan Public Service Commission has

Consumers Energy rate hike
(WEYI NBC 25 © 03/09/2009)
Indexed Mar 9 2009 2:22AM (Article ID 259125408)
Sunday, March 08, 2009 at 8:06 p.m. Consumers Energy is taking steps toward renewable energy but it will cost you more money. It is part of a plan Consumers Energy has filed with the Michigan Publi

Op-Ed: Coal plant decree creates 'mess'
(Traverse City Record-Eagle © 03/08/2009)
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By JACK LESSENBERRY Syndicated Columnist When Gov. Jennifer Granholm gave her annual state of the state address a month ago, most of the focus was on the grim econ

Op-Ed: Mich. looks offshore for energy
(Traverse City Record-Eagle © 03/08/2009)
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By GEORGE WEEKS Syndicated Columnist Michigan was the Arsenal of Democracy in the mid-20th century. Gov. Jennifer Granholm strives to make it an arsenal of alterna

Paul E. Titus: Be warned: Batteries are hardly eco-friendly
(Lansing State Journal © 03/09/2009)
Indexed Mar 9 2009 6:04AM (Article ID 259189464)
The local and national media have taken an alarmingly shallow approach to the mania over electric automobiles, especially the battery-powered version. Global warming enthusiasts and "green" lobbyists

From: DELEG NEWS
Sent: Monday, March 16, 2009 10:29 AM
Subject: DELEG Daily News Clips

Rays of hope
Mirror - Royal Oak,MI,USA
“I did get assistance with the MSHDA program, but the bank doesn't want to ... For four months (the MSHDA program) is going to cut my mortgage payments in

Churches offer job help and a prayer
DetNews.com - Detroit,MI,USA
Michigan has the highest rate of unemployment in the nation, at 11.6 percent, according to the Michigan Department of Energy, Labor and Economic Growth.

Flint Truck Assembly deal calls for four 10-hour day work weeks ...
The Flint Journal - MLive.com - Flint,MI,USA
Hawkins said he was especially pleased because there were not any layoffs. He said GM asked to outsource some of the skilled work positions because it felt ...

If GM declares bankruptcy, what would it mean for the local economy?
Lansing State Journal - Lansing,MI,USA
Even at plants operating at a reduced capacity, layoffs would mean less local income tax paid by workers. And utilities, such as the Lansing Board of Water

Bars, eateries count on St. Patrick's Day boost
DetNews.com - Detroit,MI,USA
"Every place, whether they're Irish or not, wants to be the place to party," said Andy Deloney, director of public affairs for the Michigan Restauran

Billionaire developer Stephen Ross: Michigan real estate market dismal
(Flint Journal © 03/14/2009)
Indexed Mar 14 2009 2:59AM (Article ID 260670711)
by Nathan Bomey | Michigan Business Review Friday March 13, 2009, 1:48 PM Nathan Bomey | Michigan Business ReviewUniversity of Michigan grad and billionaire real estate developer Stephen Ross (right)

Booked up
(Westland Eagle © 03/13/2009)
Indexed Mar 13 2009 2:06PM (Article ID 260595755)
Trying to use one of the only five Internet capable computers at the Leanna Hicks Public Library in Inkster is far more difficult today than it was a year or so ago. “The computers are busy all th

Economy brings more users, fewer funds to area libraries
(Canton Eagle © 03/14/2009)
Indexed Mar 14 2009 2:59AM (Article ID 260670589)
Trying to use one of the only five Internet capable computers at the Leanna Hicks Public Library in Inkster is far more difficult today than it was a year or so ago. “The computers are busy all th

Employers face tax to repay jobless-benefits loans
(Kalamazoo Gazette © 03/14/2009)
Indexed Mar 14 2009 2:59AM (Article ID 260670780)
BY RICK HAGLUND Gazette Detroit Bureau DETROIT -- Employers are getting a reprieve in paying interest on $1.5 billion in federal loans that the state has received to pay jobless benefits. But

Governor signs solvency tax legislation
(Niles Daily Star © 03/13/2009)
Indexed Mar 13 2009 2:06PM (Article ID 260595709)
LANSING - Governor Jennifer M. Granholm Thursday day signed legislation that will protect some 34,000 Michigan businesses from having to pay as much as $43 million this year in the form of a "sol

More Workers Upset Over Unpaid Wages
(Lansing WLNS CH 6 © 03/13/2009)
Indexed Mar 13 2009 5:45PM (Article ID 260602313)
In another devastating blow to the state's already fragile economy. The number of complaints from workers who claim they're not getting paid for the work they've done is rising. The Michig

City Council to consider push to nix Cadillac Club's liquor license
(Lansing State Journal © 03/14/2009)
Indexed Mar 14 2009 7:12AM (Article ID 260790200)
The Cadillac Club may have its liquor license challenged. Lansing City Attorney Brig Smith has convinced Lansing City Council to hold a March 30 hearing so the city can decide whether it wants to pus

Democrats work on foreclosure plan
(Northville Journal © 03/14/2009)
Indexed Mar 14 2009 2:59AM (Article ID 260671039)
Home foreclosures are stressful for homeowners, communities, and neighborhoods. Foreclosures are everyone's problem because they affect property values and can lead to population losses which affect

Stimulus cash to bring construction jobs
Detroit Free Press - United States
... industry lost 69500 jobs, about a third of its workforce, according to data from the Michigan Department of Energy, Labor & Economic Growth.

Manufacturing employment could take `major hit' this year in ...
Kalamazoo Gazette - MLive.com - Kalamazoo,MI,USA
BY ALEX NIXON KALAMAZOO -- Employment levels across West Michigan are expected to be down for 2009, according to a new report from the WE Upjohn Institute

Energy Related

Great Lakes Bay Region seeks 'SmartZone' designation to lure energy companies
(Flint Journal © 03/16/2009)
Indexed Mar 16 2009 8:33AM (Article ID 261202255)
by Barrie Barber | The Saginaw News Monday March 16, 2009, 7:27 AM The Great Lakes Bay Region wants to lay claim to a SmartZone to bring in more solar energy companies, Saginaw Future Inc. President

Spanish, Michigan Companies Team Up For Wind Power
(WWJ AM 950 Detroit © 03/16/2009)
Indexed Mar 16 2009 2:26AM (Article ID 261075201)
Madrid, Spain-based Bergé Logística Energética and Grand Rapids-based Rockford Construction last week announced the formation of Rockford Bergé, an organization combining w

Sundog partners with Good Energy to promote solar panels
New Energy Focus - London,England,UK
Sundog has been designing, supplying and installing solar panels and small wind turbines since 1995, and says it has so far installed more than 1MW of

Solar panels hang outside of your window
Slippery Brick - Portland,OR,USA

Portable and compact solar panels like these make it pretty easy, since large panels are expensive and not suited for the home. These are especially great

Gov't eyes equipping public offices with solar panels
istockAnalyst.com (press release) - Salem,OR,USA
To support the diffusion, the government also plans to oblige electric power companies to purchase electricity generated by solar energy at schools, houses

Clean Energy Trends 2009
Read It Here - Prescott,AZ,USA
For the first time, one sector alone, wind, had revenues exceeding $50 billion. New global investments in energy technologies-including venture capital,

Spanish, Michigan Companies Team Up For Wind Power
WWJ - Detroit,MI,USA
“Data analysis indicates that Michigan offers some of the best opportunities in the nation to capture wind energy,” said Jorge Gonzalez, Bergé project

Wind is at the back of West Michigan's fledgling renewable ...
MLive.com - MI,USA
Wind turbines are terrific. But will renewable energy power up jobs as fast as Michigan's auto industry is switching them off?

Norton Shores to have its own wind turbine
Muskegon Chronicle - MLive.com - Muskegon,MI,USA
"The main purpose is to explore wind energy and be a proponent of wind power," said Dick Maher, the city's community development director.

Battle brewing over clean-energy delivery grids
San Francisco Chronicle - CA, USA
Some lines will crisscross states - delivering wind energy from North Dakota to Minneapolis and Chicago - which will require cost-sharing and planning that

World's first solar-powered film premiere
AFP
Oscar-nominated British actor Pete Postlethwaite stars in "The Age of Stupid", which was shown in a solar cinema tent in Leicester Square and beamed to more

Maldives vows to be first carbon-neutral nation
Reuters - USA
President Mohamed Nasheed said the Indian Ocean islands would swap fossil fuels for wind and solar power, and buy and destroy EU carbon credits to offset

The Saginaw Club kicks off speaker series with talk on solar power
MLive.com - MI,USA
The Saginaw Club will kick off its "Inside Business" speaker series with a panel discussion on solar and other alternative energy industries at 7:30 am

Bill includes millions for Mich. projects
(Traverse City Record-Eagle © 03/14/2009)
Indexed Mar 14 2009 11:25PM (Article ID 260915974)
H.R. 1105, the Omnibus Appropriations Act -- 2009, contains millions of dollars for projects across Michigan. The Michigan projects listed below are organized by the individual funding bill under

Macomb County news briefs: Warren school to get wind turbine
(Detroit Free Press © 03/15/2009)
Indexed Mar 15 2009 7:22AM (Article ID 260990528)
Warren Consolidated Schools is to hold a groundbreaking ceremony at 11 a.m. Monday for the first Windspire wind turbine to be installed at a K-12 public school in the state, according to the district

Solar and Wind Power - What About Biomass?
HealthNewsDigest.com - New York,NY,USA
“In this way, biomass functions as a sort of natural battery for storing solar energy,” reports UCS. As long as biomass is produced sustainably—with only

$325.4 million in weatherization and energy efficient announced
(Dowagiac Daily News © 03/13/2009)
Indexed Mar 13 2009 2:06PM (Article ID 260592456)
WASHINGTON- Vice President Joe Biden and Energy Secretary Chu Thursday announced Michigan will receive $325,433,975 in weatherization and energy efficiency funding - including $243,398,975 f

MSU, MTU win $1.4-million forestry biofuels grant
(Detroit Free Press © 03/14/2009)
Indexed Mar 14 2009 2:59AM (Article ID 260670415)
Two Michigan universities have received a $1.4-million nod from the U.S. government to continue research in generating renewable energy from Michigan's forests. The new Forestry Biofuel Statewide Col

Woody biomass touted as key segment of energy solution
(Marquette Mining Journal © 03/13/2009)
Indexed Mar 13 2009 2:06PM (Article ID 260595664)
By MIRIAM MOELLER Journal Staff Writer MARQUETTE - "Woody biomass" was the most popular phrase at a workshop Tuesday focusing

Dow Corning Names Beaucarne Solar Cell Science And Technology Manager
Solar Industry - Oxford,CT,USA
by SI Staff on Friday 13 March 2009 Dow Corning has named Dr. Guy Beaucarne solar cell science and technology manager for its solar market business unit,

Entech Solar agrees silicon solar cell research deal with Fraunhofer
EE Times Deutschland - Germany
Winchester, UK - Entech Solar (Fort Worth, Texas) has entered into a research contract with Fraunhofer USA's Center for Sustainable Energy Systems to ...

Mission Green efforts include electronic newsletter
Journal Newspapers - Wayne,MI,USA
Westland is taking part of a program through the Department of Labor and Economic Growth where state inspectors first take a look at the energy bills from

From: DELEG NEWS
Sent: Thursday, April 23, 2009 10:50 AM
Subject: DELEG Daily News Clips

Kerr seen as a 'very marketable' project
Coldwater Daily Reporter - Coldwater,MI,USA
Historic, Michigan State Housing Development Authority (MSHDA) and Michigan Economic Development Corporation (MEDC) grant funding is all at various stages

Michigan unemployment agency reviewing computer change
Lansing State Journal - Lansing,MI,USA
The Michigan Unemployment Insurance Agency is reviewing whether to spend millions of dollars to replace an outdated computer system that officials partly

Agency says new computers would speed jobless claims
(Lansing State Journal © 04/23/2009)
Indexed Apr 23 2009 5:09AM (Article ID 271703717)
The Michigan Unemployment Insurance Agency is reviewing whether to spend millions of dollars to replace an outdated computer system that officials partly blame for delays in processing claims and inqu

Mich jobless may get extra $75 next wk
(Grand Rapids WOOD (NBC) CH 8 © 04/23/2009)
Indexed Apr 23 2009 2:45AM (Article ID 271606294)
LANSING, Mich. (AP) - Michigan's jobless workers could get an extra $75 next week in retroactive payments. The state was supposed to give an extra $25 a week to eligible jobless workers starting Feb

Mich. behind in sending $75 unemployment checks
(Greenville Daily News © 04/23/2009)
Indexed Apr 23 2009 8:47AM (Article ID 271794026)
The Associated Press LANSING, Mich. - Michigan's jobless workers could get an extra $75 next week in retroactive payments. The state was supposed to give an extra $25 a week to eligible jobless work

Michigan unemployment agency reviewing computer change
(Lansing State Journal © 04/23/2009)
Indexed Apr 23 2009 2:45AM (Article ID 271593867)
The Michigan Unemployment Insurance Agency is reviewing whether to spend millions of dollars to replace an outdated computer system that officials partly blame for delays in processing claims and inqu

State Fixes Unemployment Glitch
(Lansing WILX (NBC) CH 10 © 04/23/2009)
Indexed Apr 23 2009 2:45AM (Article ID 271607018)
Michigan's jobless workers could get an extra $75 next week in retroactive payments. The state was supposed to give an extra $25 a week to eligible jobless workers starting Feb. 23, thanks to the f

Unemployed in line for bonus benefits
(Daily Mining Gazette © 04/23/2009)
Indexed Apr 23 2009 2:45AM (Article ID 271592311)
LANSING (AP) — Michigan's jobless workers could get an extra $75 next week in retroactive payments. The state was supposed to give an extra $25 a week to eligible jobless workers starting Feb. 23

Michigan needs additional jobless aid
Lansing State Journal - Lansing,MI,USA
The Michigan Legislature passed and Gov. Jennifer Granholm signed bills that will add seven weeks to unemployment benefits in the state.

Smaller Firms May Come To Michigan's Rescue
NPR - USA
INSKEEP: But now that the auto firms are struggling and unemployment in Michigan is 12.6 percent we're asking how Michigan diversifies

Political insider: Mo. promo pitches Granholm as rising star
The Detroit News - Detroit,MI,USA
The announcement lists Michigan's No Worker Left Behind job-training program, the MIChild health care program for children and, of course

Students Learn About Construction Careers
(Lansing WLNS CH 6 © 04/23/2009)
Indexed Apr 23 2009 2:45AM (Article ID 271606618)
Local students and community members are getting an inside look at the construction industry. At the Michigan construction career days, it's all about construction. LCC and area engineers hosted

Belding hoping to demolish parts of Gibson building
(Greenville Daily News © 04/23/2009)
Indexed Apr 23 2009 8:47AM (Article ID 271794016)
Diana Henderson Staff Writer BELDING - A historic silk mill built in 1901 that's been expanded numerous times may soon be returned to its original structure. During its meeting Tuesday night, the Be

Calumet Village applies for grants
(Daily Mining Gazette © 04/23/2009)
Indexed Apr 23 2009 2:45AM (Article ID 271589831)
CALUMET - Close to $800,000 may be coming to Calumet to help the efforts to improve the livability of the village after action taken by the village council Tuesday. During a public hearing regarding

Energy News in MI

Grow green or else
Detroit Metro Times - Detroit,MI,USA
... the Michigan Department of Labor, Energy & Economic Growth will be hosting a conference titled "Green Today, Jobs Tomorrow" in Lansing on Monday,

http://www.freep.com/article/20090421/OPINION05/90421032
Green ideas valuable in life and death
A growing number of death care providers across the country, and more than 35 locations in Michigan are now prepared to offer families the option of a “green burial.” At a green cemetery, you won’t see headstone

Chrysler shows off electric vehicles
(Royal Oak Daily Tribune © 04/23/2009)
Indexed Apr 23 2009 7:02AM (Article ID 271763080)
By Joseph Szczesny, Journal Register News Service Click to enlarge Carol Hopkins/Jou

Chrysler unveils electric cars
(Macomb Daily © 04/23/2009)
Indexed Apr 23 2009 7:02AM (Article ID 271764234)
Automaker, supporters wage campaign for long-term survivalDETROIT — As the arguments over Chrysler's debts increased in intensity, the automaker showed off some of the electric vehicles it h

Hydroelectricity provides Michigan with 35-40 percent of its renewable energy
(Petoskey News Review © 04/23/2009)
Indexed Apr 23 2009 5:09AM (Article ID 271703586)
Hydro power is one of the oldest and most reliable sources of renewable energy.According to the U.S. Geological Survey, 7 percent of the nation's total power is produced by hydroelectric plants.

Utility rate hikes are out of control
(Oakland Press © 04/23/2009)
Indexed Apr 23 2009 8:14AM (Article ID 271781709)
By The Oakland Press Double-digit rate increases are pending for Michigan&r

A vision of the next Michigan
(Detroit Free Press © 04/23/2009)
Indexed Apr 23 2009 2:45AM (Article ID 271590312)
Job losses in Michigan during 2009 will reach 239,000 or, if you need some perspective, about twice the entire population of Flint. That's according to a revised forecast from University of Michigan e

Company creates more efficient ethanol
(Grand Rapids WOOD (NBC) CH 8 © 04/23/2009)
Indexed Apr 23 2009 2:45AM (Article ID 271606322)
WEST LAFAYETTE, Ind. (WLFI) - We normally associate yeast with bread. At Green Tech America, Inc., researchers use it to make the fuel of the future, ethanol. Senior Scientist Abhijit Mukhopadhyay sai

Councilman to seek BLP board bid over re-election
(Grand Haven Tribune © 04/23/2009)
Indexed Apr 23 2009 7:02AM (Article ID 271763621)
Wed, Apr 22, 2009 to del.icio.us BY PETER DAINING pdaining@grandhaventribune.com Grand Haven City Councilman John Naser took out a nomination petition — but for a differe

Embracing Our Earth has new venue, activities
(Huron Daily Tribune © 04/23/2009)
Indexed Apr 23 2009 7:02AM (Article ID 271763393)
BAD AXE — Even though Kermit the Frog crooned about the difficulty of being green, the annual Embracing Our Earth event shows how fun and entertaining it can be. The event, hosted in honor

Forum: Alternative energy key to survival
(Traverse City Record-Eagle © 04/23/2009)
Indexed Apr 23 2009 8:14AM (Article ID 271782226)
BY DAN SCRIPPS As we celebrate Earth Day, we're confronted by two very serious challenges here in Michigan -- an economic crisis that has devastated our state, and

Going green pays off all year long
(Cheboygan Daily Tribune © 04/23/2009)
Indexed Apr 23 2009 2:45AM (Article ID 271593411)
Wednesday was Earth Day, but as businesses, schools, governmental entities and homeowners increasingly look for ways to save money and natural resources through practices that

Governor to discuss economy, state's future at breakfastBy Matt Whetstone
(Cadillac News © 04/23/2009)
Indexed Apr 23 2009 8:14AM (Article ID 271781703)
CADILLAC - In her second-to-last visit to the annual Governor's Breakfast, Gov. Jennifer Granholm plans to hit on some familiar topics. Granholm is scheduled to visit Cadillac Thursday to take

Grant pays for seedlings
(Milan News Leader © 04/23/2009)
Indexed Apr 23 2009 2:45AM (Article ID 271594154)

Michigan Citizens Against Toxic Substances, which is based in Milan and has supported and helped numerous environmental groups get organized, is in its third year of helping to replace trees lost to d

Green jobs don't pay, they cost
(Detroit Free Press © 04/23/2009)
Indexed Apr 23 2009 2:45AM (Article ID 271590182)
Last November, the Mackinac Center?s http://www.mackinac.org/article.aspx?ID=9949">Russ Harding wrote that ?mandating more expensive forms of alternative energy takes money out of the pocket

ITC Holdings Cuts Emissions Of SF6 Greenhouse Gas
(WWJ AM 950 Detroit © 04/23/2009)
Indexed Apr 23 2009 2:45AM (Article ID 271606404)
In recognition of Earth Day, Novi-based ITC Holdings Corp. (NYSE: ITC) announced that a program initiated three years ago to reduce emissions from old transmission equipment has resulted in a signific

Local 'Green Schools' honored
(Escanaba Daily Press © 04/23/2009)
Indexed Apr 23 2009 5:09AM (Article ID 271703366)
By Dionna Harris - dharris@dailypress.net GLADSTONE - Students and teachers of three local

Energy News around the World

PacifiCorp scores high for wind farms
Forbes - NY,USA
The American Wind Energy Association says Des Moines, Iowa-based MidAmerican and its western subsidiary own wind farms with a total of nearly 2000 megawatts

Interesting Wind Facts
Post-Bulletin - Rochester,MN,USA
One megawatt of wind capacity is enough to supply 240-300 average American homes. -- American Wind Energy Association • The United States is No.

Newton wind-energy firm raises $376m
Boston Globe - United States
By Chris Reidy First Wind, a Newton wind-energy company, has obtained $376 million in financing for a project in Milford, Utah. Royal Bank of Scotland PLC,

A (Relatively) Steady Breeze Lifts Wind Power Worldwide
Newsdesk - San Francisco,CA,USA
From the American heartland to China and Latin America, wind energy is becoming an increasing popular alternative energy source -- though questions remain

Enmax tests solar panels for mass-market rental
CBC.ca - Toronto,Ontario,Canada
Solar panels on Tina Wilson's roof heat a second water tank in her home. (CBC) About 200 Enmax employees are testing renewable energy technologies at home

Sempra Wants 300 Megawatts Plus of Solar in Arizona
Greentech Media - Cambridge,MA,USA
Sempra is fond of First Solar, which has been making solar panels for years and jumped into the power plant building business in earnest over the past year.

Governor Schwarzenegger Wants Solar Panels on Every Commercial Rooftop
Greentech Media - Cambridge,MA,USA
Today Wal-Mart announced they're going to double their use of solar panel on its own facilities. And that could be the way to do it for more commercial

Taiwan pledges $1.3 billion green investment

(Kalamazoo Gazette © 04/23/2009)

Indexed Apr 23 2009 8:14AM (Article ID 271781837)

TAIPEI, Taiwan (AP) — TAIPEI, Taiwan (AP) ? Taiwan will invest 45 billion New Taiwan dollars ($1.3 billion) to expand and upgrade the island's solar and wind energy industries and help reduce the

From: DELEG NEWS
Sent: Wednesday, May 13, 2009 10:26 AM
Subject: DELEG Daily News Clips

Royal Oak to weigh offering cheaper **liquor** license
Detroit Free Press - Detroit,MI,USA
... 2009 Royal Oak might allow low-cost **liquor** licenses, called bistro licenses, ... executive services manager of the **Michigan Liquor Control Commission**

Eight interviewed for Detroit US attorney
The Detroit News - Detroit,MI,USA
Samona has chaired the **Michigan Liquor Control Commission** since 2003. The successful candidate will succeed former US Attorney Stephen Murphy

Economist: Mich. jobless rate may rise to 20 percent
Livingston Daily - Livingston,MI,USA
The **Department of Energy**, **Labor & Economic Growth** reported a statewide unemployment rate of 12.6 percent in March. The state's record unemployment rate was

Mich. to receive $4.1M federal grant to aid laid-off auto workers
The Detroit News - Detroit,MI,USA
Solis added that **Michigan** also is likely to get a chunk of the $500 million in grants available for **green jobs**. The emergency grant from the Department of

Economist Predicts Further Increase In **Michigan Unemployment**
WSJM - St. Joseph,Michigan,USA
The chief economist for the Mackinac Center is predicting that **unemployment** in **Michigan** could climb as high as 20 percent by the end of the year

Michigan Green Economic Job Base Growing
http://www.mitechnews.com/articles.asp?id=10370
LANSING - Michigan has 109,067 jobs tied to the green economy, and that number is growing, state and federal officials said on the release of a study by the Department of Energy, Labor and Economic Growth.

Michigan"s Top Court to Rule on Credit-Based Insurance Scoring
Insurance News Net (press release) - Harrisburg,PA,USA
"This is good news for Michigan consumers," **OFIR** Commissioner Ken Ross said in a statement. "After four years of waiting, we are hopeful that the court

Lawyers lose legal challenges against Blue Cross Blue Shield
Crain's Detroit Business - Detroit,MI,USA
Ingham County Circuit Court Judge William Collette upheld **OFIR's** decision that Blue Cross' reserves are not excessive and should not be used to subsidize

Michigan Supreme Court to hear insurance credit scoring case
Michigan Messenger - Lansing,Michigan,USA
In 2005, the **OFIR** banned the use of credit scoring by insurance companies; that ban was challenged in court and has been working its way up ever since.

EUP Job Training Program Receives $1.3 Million Boost
St. Ignace News (subscription) - St. Ignace,MI,USA

There has been a tremendous influx of people interested in programs at the St. Ignace office, Mr. Clapperton said, and statewide, the **No Worker Left Behind**

Riverview man, 60, dies in Zug Island accident
The Detroit News - Detroit,MI,USA
"We haven't even been able to begin our investigation on it because **MIOSHA** is investigating," Singer said. A cause of death is pending, according to Wayne

American Axle layoffs are coming
WLKM Radio - Three Rivers,MI,USA
Word of the impending layoffs came to **DELEG** via a "WARN letter" under the Worker **... DELEG** said both the company and union will be contacted regarding Rapid

DTE worker died after heavy door fell on him
(Detroit News © 05/13/2009)
Indexed May 13 2009 4:26AM (Article ID 278830426)
River Rouge -- A 60-year-old mechanic known for his union and **Safety** advocacy died last week after a large, heavy door fell on him at DTE Energy's complex on Zug Island, company officials said Tuesday. DTE spokesman Len Singer said no official cause of death h

MELVINDALE: Marathon to train city firefighters on confined space rescue
(Southgate News Herald © 05/13/2009)
Indexed May 13 2009 4:26AM (Article ID 278830977)
offer to allow the department to participate in Marathon's training, provide the equipment and possibly even throw in a new vehicle for the department's help in advancing Marathon's **Safety**.The City Council recently approved the training program for 14 firefighters, including Wilhelm.The Michigan Occupational **Safety** and Health Administration requires trained onsite attendants near

Officials bracing for state budget cuts
(Muskegon Chronicle © 05/13/2009)
Indexed May 13 2009 7:25AM (Article ID 278960207)
amilies to help them pay for child care. Emergency services allocations to local DHS offices will be cut $2.3 million and employment and training support services provided to participants in the Jobs **Education** and Training program will be cut $10.4 million. Licensing of day care, adult foster care and children's welfare will be cut $3.5 million. There will be $10 million slashed statewide fo

Royal Oak to weigh offering cheaper liquor license
(Detroit Free Press © 05/13/2009)
Indexed May 13 2009 5:55AM (Article ID 278925652)
Royal Oak might allow low-cost liquor licenses, called bistro licenses, to help small businesses. City officials plan to host a public hearing tonight to propose the licenses, likely for facilities

Energy in MI

$25 Credit For Certain Power Outages
(Lansing WILX (NBC) CH 10 © 05/12/2009)
Indexed May 12 2009 6:50PM (Article ID 278665304)
If you ever lost power during a storm--- and didn't get it back in a normal amount of time--- you may be due some money back on your bill. Under rules developed by the Michigan Public Service Commi

Consumers Energy gets OK for 3.5% rate hike
(Lansing State Journal © 05/13/2009)
Indexed May 13 2009 5:55AM (Article ID 278924879)
State regulators are letting Michigan's second-largest utility raise residential electric bills later this week, but not as much as Consumers Energy wanted. The Michigan Public Service Commission est

Grand Rapids Receives 'Customer of the Year Award' from Consumers Energy's Green Generation Program; City Reaches Its Goal of 20 Percent Renewable Energy Supply

(Crains Detroit Business © 05/13/2009)
Indexed May 13 2009 4:26AM (Article ID 278831015)
GRAND RAPIDS, Mich., May 12 /PRNewswire/ -- As a result of its outstanding support for renewable energy in Michigan, the City of Grand Rapids has been named "Green Generation Customer of the Year"

Midland coal plant rejection smart move for Michigan
(Detroit Free Press © 05/13/2009)
Indexed May 13 2009 4:26AM (Article ID 278830596)
The decision to abandon a coal plant project in Midland ? a plant that would put jobs, the economy and public health at risk ? deserves to be celebrated by all of us because it helps move Michigan i

Seeing biofuels future through the trees
(Grand Traverse Herald © 05/13/2009)
Indexed May 13 2009 8:54AM (Article ID 278992360)
By BILL COOK Special to the Grand Traverse Herald Can our forests serve as a source of raw material in the production of biofuels? The immediate answer is "yes

Solar technology jobs popping up across area
(WJRT ABC 12 Flint © 05/13/2009)
Indexed May 13 2009 5:55AM (Article ID 278924959)
MIDLAND COUNTY (WJRT) -- (05/12/09)--While auto jobs are disappearing from the state, solar technology jobs are starting to pop up. That's the case in Midland, where a Massachusetts company

Energy around the World

Duke Energy Gets the Green Light for 'Mini **Solar** Plants' in North ...
GreenerBuildings - USA
The utility will own and maintain the **solar panels** for the projected 25-year lifespan of the equipment. Duke also has rights to the electricity generated

Boulder County considers making it easier to harness wind and **solar**
Daily Camera - CO,USA
Solar regulations: Now, **solar panels** can only be added to the lot where the house or business benefiting from the electricity is built.

Proven **Energy** recognized as small **wind** industry leader
Building Design & Construction - New York,NY,USA
Proven **Energy** is now recognized as one of the world's largest manufacturers in the small **wind** turbine industry by the American **Wind Energy** Association

$3B pledge jump-starts massive offshore **wind** project
New York Times - United States
"The decision to build the London Array offshore **wind** farm is a cornerstone in DONG **Energy's** strategy to increase the proportion of electricity generated

CPS **Energy** leads the nation in **wind energy**
Bizjournals.com - Charlotte,NC,USA
CPS **Energy** is No. 1 in the nation for **wind-energy** capacity among municipal utilities, according to the latest ranking by the American **Wind Energy**

DOE Will Award Funds To **Wind Energy** Projects
North American Windpower - USA
by NAW Staff on Tuesday 12 May 2009 The US Department of **Energy** (DOE) will award up to $8.5 million to 53 new **wind energy** projects. These projects will help

Turbines nearly 300 feet long will be tested in center set to ...
Boston Globe - United States

"This would really do a lot in terms of pushing us further down the road in terms of **wind** and harnessing the power of **wind energy**," said a federal official

Unique **solar** power factory dedicated in NM
msnbc.com - USA
Susan Montoya Bryan / AP ALBUQUERQUE, NM - Schott **Solar** has formally dedicated its flagship US manufacturing plant — the first in the world capable of

220MPH **Solar**-Powered Bullet Train on AZ horizon
Slashdot - USA
Mike writes "An ambitious Arizona company has recently revealed plans for a **solar** powered bullet train that will streak across the desert at 220mph,

From: DELEG NEWS
Sent: Thursday, May 21, 2009 9:28 AM
Subject: DELEG Daily News Clips

Royal Oak may help lead trend in outdoor dining
Detroit Free Press - Detroit,MI,USA
Nor have any passed in Wayne County, according to the Michigan Liquor Control Commission. But several communities in Oakland County have been receptive to

Grants discussed in Constantine
WLKM Radio - Three Rivers,MI,USA
The first hearing - relative to closing out a $90000 grant through the Michigan State Housing Development Authority (MSHDA) for a total of four buildings

Latest state unemployment numbers dismal
KGO-TV - San Francisco,CA,USA
In March, Michigan's unemployment rate was the nation's highest at 12.6 percent. The jobless rate went up slightly in April to 12.9 percent.

Mich. April unemployment rate likely to be higher
WTOL - Toledo,OH,USA
(AP) - It's likely the state unemployment numbers for April will mean more bad news for Michigan. The state had the nation's highest jobless rate in March

Michigan Teen Summer Job Outlook Bleak
WKZO News - Kalamazoo,Michigan,USA
LANSING -- It could be a tough summer for Michigan teens looking for a summer job. According to the Michigan Department of Energy Labor and Economic Growth,

Hard For Teens To Find Jobs
WILX-TV - Lansing,MI,USA
The Michigan Dept. of Energy, Labor and Economic Growth expects 28% of teenagers who enter the workforce during the summer to be unemployed

http://www.crainsdetroit.com/article/20090520/FREE/905209948/-1
Michigan launches fund to aid loans to automotive suppliers
$12 million fund was launched by the state today to purchase participations in bank loans sought by auto suppliers working to diversify into growth industries

Detroit man identified as victim in drowning at MCTI in Barry County
Kalamazoo Gazette - MLive.com - Kalamazoo,MI,USA
Mario Morrow, director of communications for the Michigan Department of Energy, Labor and Economic Growth, said MCTI staff has begun an internal review of

http://www.mlive.com/news/kalamazoo/index.ssf/2009/05/student_dies_in_apparent_drown.html
Student dies in apparent drowning at Michigan Career and Technical Institute in Barry County
A student at the Michigan Career and Technical Institute in Barry County died Tuesday in an apparent drowning at the facility, police said.

Michigan's jobless rate reaches 12.9%
Detroit Free Press - United States

The Michigan Department of Energy, Labor & Economic Growth said the state's hard-hit manufacturing sector shed another 22000 jobs in April, while the state ..

Don't get burned by debt settlement offers
(Detroit Free Press © 05/21/2009)
Indexed May 21 2009 6:06AM (Article ID 282021580)
Aimee and Mark SooSoo owed so much money on their credit cards that the minimum payments alone added up to $2,000 a month. Or put another way, the Sterling Heights couple paid about $700 more a

Guest Opinion: Costs of expanding unemployment insurance outweighs the benefits
(Flint Journal © 05/21/2009)
Indexed May 21 2009 4:23AM (Article ID 281952273)
Michigan has a high jobless rate. However, a plan being pushed by Governor Granholm and passed by the Democratic-controlled State House last week to increase unemployment payroll taxes on employers is

Michigan goes into debt to aid jobless
(Detroit News © 05/21/2009)
Indexed May 21 2009 4:23AM (Article ID 281952814)
The state posted a 12.9 percent April unemployment rate, a jump of three-tenths of a percentage point that's likely to keep Michigan at the top of states with the worst jobless levels in the nation

Royal Oak may help lead trend in outdoor dining
(Detroit Free Press © 05/21/2009)
Indexed May 21 2009 4:23AM (Article ID 281901453)
Three restaurants in downtown Royal Oak likely will have outdoor seating added or expanded this summer after the city and state give approvals expected in June. Adding outdoor dining is a trend that

Energy in MI

Dow to Divest Calcium Chloride Business and Interests in TRN Refinery
(Crains Detroit Business © 05/20/2009)
Indexed May 20 2009 12:18PM (Article ID 281743700)
Company's plans to pay down debt and enhance cash flow progressing ahead of schedule MIDLAND, Mich., May 20 /PRNewswire-FirstCall/ -- The Dow Chemical Company (NYSE: DOW) announced today

Energy park named for Danny Young
(Niles Daily Star © 05/21/2009)
Indexed May 21 2009 4:23AM (Article ID 281745745)
CASSOPOLIS - Midwest Energy Cooperative has opened a renewable energy park to provide information and education on renewable energy technologies, specifically as they relate to residential application

Event Notices From May 20
(WWJ AM 950 Detroit © 05/21/2009)
Indexed May 21 2009 4:23AM (Article ID 281843515)
Offshore wind power legalities focus of event: Harnessing off-shore wind energy in the Great Lakes region is emerging as an important alternative energy source but the key legal, economic and pol

KVCC Offers High School Wind Power Camp
(WWJ AM 950 Detroit © 05/21/2009)
Indexed May 21 2009 4:23AM (Article ID 281913871)
Building a scale-model wind turbine will be the capstone project at two summer camps for youths ranging in age from 12 to 16. Slated to be held at KVCC's Texas Township Campus, the first session

State tax breaks include wind turbine plant
(Grand Haven Tribune © 05/21/2009)
Indexed May 21 2009 4:23AM (Article ID 281910882)

Wed, May 20, 2009 to del.icio.us LANSING (AP) — The state is offering tax credits to auto suppliers that want to diversify into the alternative energy and medical secto

Sunshine proving more reliable than wind here
(Dowagiac Daily News © 05/20/2009)
Indexed May 20 2009 12:18PM (Article ID 281741742)
CASSOPOLIS - Midwest Energy Cooperative has opened a renewable energy park to provide information and education on renewable energy technologies, specifically as they relate to residential application

Sweden helps SKorea convert food waste into biogas
(Kalamazoo Gazette © 05/21/2009)
Indexed May 21 2009 7:19AM (Article ID 282068087)
(AP) — SEOUL, South Korea - The South Korean city of Ulsan lets water generated from processing food waste run off into the ocean, which can generate methane gas harmful to the environment. Now

Wind energy focus of summer camp
(Dowagiac Daily News © 05/20/2009)
Indexed May 20 2009 12:18PM (Article ID 281741746)
KALAMAZOO - Slated to be held at KVCC's Texas Township Campus, the first session will run from July 13-16 and the second is Aug. 3-6.

Energy around the World

Xcel envisions solar panels along Central Corridor light-rail line
Pioneer Press - St. Paul,MN,USA
By Leslie Brooks Suzukamo Xcel Energy, the nation's top wind-energy provider, wants to install solar panels along the Twin Cities' proposed Central Corridor

Russia Plans 120MW Solar Manufacturing Complex
Greentech Media - Cambridge,MA,USA
Oerlikon's solar subsidiary, Oerlikon Solar, develops factory equipment for making thin-film solar panels that uses amorphous silicon as a key ingredient

SolarBridge Seeks Up to $15M, Launches Micro-Inverters in 4Q
Greentech Media - Cambridge,MA,USA
The Austin company wants to work with solar panel makers to integrate its micro-inverters into panels, an approach that is gaining a wider acceptance in the

Oerlikon in talks over Solar technology supply deal
Reuters - USA
S), are planning on investing in a new solar cell production company due to reach full capacity in the last quarter of 2011. "We are currently negotiating

Evergreen Solar to issue $60 million in shares
Reuters - USA
NEW YORK (Reuters) - Evergreen Solar Inc said on Wednesday it would issue $60 million in new common stock to build a new solar wafer plant in China and

Semiconductor credited with energy efficiency gains
Washington Energy Services - Seattle,WA,USA
A group that promotes energy efficiency nationwide is highlighting the contributions that semiconductors make in conservation. According to a new report by

Johnson Controls, USEA Start Energy Hall of Fame
Contracting Business - USA

Johnson Controls, Inc. and the United States Energy Association (USEA) will honor 22 people who have dedicated their careers to energy efficiency by ...

From: DELEG NEWS
Sent: Wednesday, May 27, 2009 9:17 AM
Subject: DELEG Daily News Clips

Flint's former two top cops want back pay for unused vacation ...
The Flint Journal - MLive.com - Flint,MI,USA
Last week, the Dicks' were charged in a 13-count federal indictment tied to corruption at **Career Alliance**, a Flint job-training agency.

LCC to put medics on track for health jobs
Lansing State Journal - Lansing,MI,USA
"Our economy is challenging to everyone," said Janet Howard, deputy director for the state **Bureau of Workforce Transformation**.

AVEVA Partners With Engineering Resource Company & Community ...
SYS-CON Media - Montvale,NJ,USA
The program works with Michigan's "**No Worker Left Behind**" Program for funding eligible students. "We've been working collaboratively to implement this **...**

Midland to have 211 call center
(Midland Daily News © 05/26/2009)
Indexed May 26 2009 11:39PM (Article ID 283975203)
People in Midland County and four other counties who need referrals to human service agencies soon will be able to call 211 to receive such assistance. Midlan

PSC approves modified Consumers Energy plan to assess customers for renewable energy
(Crains Detroit Business © 05/27/2009)
Indexed May 27 2009 3:44AM (Article ID 284108982)
State regulators Tuesday said they approved a modified version of Consumers Energy Co.?s proposals to assess customer charges to pay for its initiatives involving renewable energy and energy savings a

Regulators OK surcharges on Michigan energy bills
(Greenville Daily News © 05/27/2009)
Indexed May 27 2009 8:46AM (Article ID 284206054)
The Associated Press LANSING, Mich. - Michigan regulators on Tuesday OK'd adding fees to energy bills so utilities can meet new renewable power and energy-efficiency requirements. Starting Sept. 1,

Stimulus Money Will Transform Housing Complexes
(Lansing WLNS CH 6 © 05/26/2009)
Indexed May 26 2009 11:39PM (Article ID 283975693)
Some mid-Michigan housing complexes could soon get a makeover. Three hundred million stimulus dollars will be used to refurbish older buildings. One apartment complex that says the money would benefit

Energy in MI

Beware of H.R. 2454 — Clean energy will clean us out
(Escanaba Daily Press © 05/26/2009)
Indexed May 26 2009 12:53PM (Article ID 283843238)
POSTED: May 26, 2009 Save | Print | Email EDITOR: On May 21 the House Committee on Energy and Commerce passed to the full Congress H.R. 2454 - by

Bill omits forest waste for cellulosic ethanol
(Kalamazoo Gazette © 05/26/2009)
Indexed May 26 2009 12:53PM (Article ID 283843116)
(AP) — SIOUX FALLS, S.D. - As of now, legislation in the U.S. House on energy and greenhouse gas emissions does not include using wood from mature federal forests as renewable biomass for clean p

Contract signed for seven wind turbinesBy Jeff Broddle
(Cadillac News © 05/26/2009)
Indexed May 26 2009 11:27AM (Article ID 283801668)
McBAIN - Wheels and turbines are turning for the company that constructed two wind turbines near McBain after it recently signed a 20-year agreement with Detroit Edison. Under the agreement, Heritage

Exide Technologies Appoints Gary Reinert to Lead New Company Division
(Daily Business News - Detroit © 05/27/2009)
Indexed May 27 2009 8:19AM (Article ID 284131318)
Atlanta - MILTON, Ga -- Exide Technologies (Nasdaq:XIDE) (www.exide.com), a global leader in stored electrical energy solutions, announced today the expanded role of Gary Reinert, Vice President, S

Gas climbs 13 cents in Lansing area
(Lansing State Journal © 05/26/2009)
Indexed May 26 2009 12:53PM (Article ID 283843127)
Gas prices continue to climb in the Lansing area and across Michigan, jumping 13 cents per gallon last week locally and 20 cents per gallon statewide. Dearborn-based AAA Michigan said today the avera

Gas prices jump 20 cents
(Detroit News © 05/27/2009)
Indexed May 27 2009 2:54AM (Article ID 284066494)
Dearborn -- Gas prices are 20 cents a gallon higher than they were last week, but are still $1.57 a gallon cheaper than they were this time last year, according to a report from AAA of Michigan. The

Global CEOs Back Greenhouse Gas Cuts, Carbon Caps
(Detroit WDIV (NBC) CH 4 © 05/26/2009)
Indexed May 26 2009 6:07PM (Article ID 283910432)
COPENHAGEN -- Global business leaders added momentum to prospects for a new U.N. climate treaty by agreeing Tuesday that the world must cut greenhouse gas emissions in half by mid-century by setting s

MI Lawmakers Allowing Utility Companies to Charge More
(Lansing WLNS CH 6 © 05/27/2009)
Indexed May 27 2009 2:54AM (Article ID 284048737)
Ou may see some new charges to you utility bills in the near future according to new legislation. Michigan regulators are allowing the state's utility companies to add new fees to meet new renewab

Renewable energy park opens
(Kalamazoo WWMT (CBS) CH 3 © 05/26/2009)
Indexed May 26 2009 12:53PM (Article ID 283843992)
CASSOPOLIS, Mich. (NEWSCHANNEL 3) - A renewable energy park is opening Tuesday in Cassopolis. The Midwest Energy Cooperative built the park right behind its corporate offices on State Street.

Utility Bills Going Up Again
(Lansing WLNS CH 6 © 05/26/2009)
Indexed May 26 2009 11:39PM (Article ID 283975692)
Michigan regulators are letting utilities add fees to energy bills to meet new renewable power and energy-efficiency requirements. Starting September 1, Consumers Energy's residential electric

Energy around the World

SunPower Announces the **Solar** Industry's Most Powerful Rooftop System
PR Newswire (press release) - New York,NY,USA
Combined with SunPower's high-performance, 96-cell **solar panels**, the T5 Roof Tile produces the industry's maximum **solar** energy per roof and greatest energy

Sunrise **Solar** wins Alabama contract
Bizjournals.com - Charlotte,NC,USA
Sunrise **Solar** Corp. signed a consulting agreement with Macon County, Ala., to examine and implement alternative energy projects. Macon County tapped Sunrise

Duke Energy to Build 'Mini' **Solar** Power Plants
Digital Silence - PA,USA
Duke Energy will build between 100 and 400 electricity-generating mini **solar** power plants throughout North Carolina over the next two years in one of the

First **Solar**, Johnson & Johnson: Money Flow Leaders (FSLR, JNJ)
Wall Street Journal - USA
First **Solar** Inc. topped the list in late trading on Tuesday for Buying on Weakness , which tracks stocks that fell in price but had the largest inflow of

From: DELEG NEWS
Sent: Friday, May 29, 2009 9:18 AM
Subject: DELEG Daily News Clips

Federal dollars to help young people find summer jobs
ABC12.com - Flint,MI,USA
Genesee and Shiawassee Michigan Works! programs and **Career Alliance** have been awarded nearly $4 million in federal stimulus money to put young people in

Flint's two former top cops arraigned in federal court
The Flint Journal - MLive.com - Flint,MI,USA
City Security, which is owned by Richard Dicks, provided private security for many years to **Career Alliance** Inc., a job training agency funded by the **...**

GM Nears Bankruptcy, But What Does It Mean and Where is the Money ...
Women on the Web - New York,NY,USA
One **Michigan** congressman says it's worth $50 billion to keep GM afloat; Monday is deadline for any deal to avoid the big 'B' word.

MI April **unemployment**
WOOD-TV - Grand Rapids,MI,USA
The unadjusted rate in the state, which includes seasonal hiring, dropped from 13.4 percent in March to 12.7 percent last month. However, it is still nearly

April jobless rates decline in **Michigan** regions
Forbes - NY,USA
Regional **unemployment** rates are not seasonally adjusted. National and state **unemployment** rates are adjusted to remove seasonal influences such as climate

Southeast **Michigan** jobless rate dips slightly in April
Crain's Detroit Business - Detroit,MI,USA
By Amy Lane Southeast **Michigan** unemployment rates decreased slightly in April, **...** by the **Michigan Department of Energy**, **Labor & Economic Growth**, or DELEG.

America's Motor City falls apart at seams
Telegraph.co.uk - United Kingdom
Statistics from the **Michigan** Department of Energy, Labour and Economic Growth show that of the 22000 manufacturing **jobs** lost last month, only 8400 were

Michigan border counties' unemployment rises
Toledo Blade - Toledo,OH,USA
Unemployment shot up last month in the three **Michigan** counties bordering northwest Ohio, the **Michigan Department of Energy**, **Labor & Economic Growth** said

Lansing-area jobless rate drops
(Lansing State Journal © 05/29/2009)
Indexed May 29 2009 4:53AM (Article ID 284966118)
Mid-Michigan's jobless rate fell last month, partly because of a shrinking labor force. The unemployment rate for Ingham, Eaton and Clinton counties dropped to 9.6 percent in April from 10.7 percent

Store settles liquor license dispute
(Hillsdale Daily News © 05/28/2009)
Indexed May 29 2009 4:53AM (Article ID 284864642)
After a long-fought battle, the Broad Street Downtown Market is now able to sell packaged liquor. Penny Wingate, the market's co-owner, and former business owner John Savarino went to the Mi

Fees to pay for energy efficiency
(Marquette Mining Journal © 05/28/2009)
Indexed May 28 2009 1:41PM (Article ID 284760524)
By KIM HOYUM Journal Staff Writer and the Associated Press POSTED: May 28, 2009 Save | Print | Email MARQUETTE -This week, Michigan utility r

Tangled up in cable
(Metro Times © 05/29/2009)
Indexed May 29 2009 4:53AM (Article ID 284966479)
The 2006 lame-duck session in Lansing followed an election season in which candidates had collected an unprecedented amount of campaign cash from Comcast, the dominant cable provider in southeast

Energy in MI

Alt **energy** champion Pickens asks: Where are Michigan investment ...
MLive.com - MI,USA
... turned his efforts more recently to promoting compressed natural gas-powered vehicles, **wind energy** and other ways to wean the nation off foreign oil.

Pickens pushes alternative **energy** in Michigan
Chicago Tribune - United States
He has invested heavily in **wind energy** in Texas and is lobbying US politicians to reduce America's dependence on foreign oil. Without new policies, he said **...**

Hemlock Semiconductor `running flat out' in Saginaw County
The Saginaw News - MLive.com - Saginaw,MI,USA
About 1300 people are working as employees or contract employees at Hemlock, a majority owned subsidiary of Bay County based **Dow Corning** Corp.

Granholm, Pickens talk **green** energy initiatives
The Detroit News - Detroit,MI,USA
But Pickens, who spent millions pushing his "Pickens Plan" during last year's presidential election season, said he thinks **Michigan's** push for renewables is

Study: Michigan's life-science sector growing, key universities ...
MediCity News - Cleveland,OH,USA
The report — Life Sciences Industry in **Michigan** and the University Research **...** numbers from the **Michigan Department of Energy**, **Labor** and **Economic Growth**.

Green designation: win-win for industry, buyer
Mirror - Royal Oak,MI,USA
Tax credits are available for those going "**green**" in **Michigan**, he added, a particularly strong consideration if you're planning to stay in a home.

Governor: **MI** will lead way to energy independence
ConnectMidMichigan.com - Clio,Michigan,USA
... we are poised to create an alternative energy economy and tens of thousands of new **green jobs**." Granholm said there are three key areas in **Michigan'**

'Business Case For Going Green' Coming Monday
(WWJ AM 950 Detroit © 05/28/2009)
Indexed May 29 2009 4:53AM (Article ID 284865568)
All things green are the the hottest topics in business today. This week's Detroit Regional Chamber Mackinac Policy Conference has been focusing heavily on the topic of renewable energy research

Danotek Brings Green Wind Power Jobs To Michigan
(WWJ AM 950 Detroit © 05/28/2009)
Indexed May 29 2009 4:53AM (Article ID 284865565)
On the outskirts of the automotive capital of the world, high-efficiency wind turbine generator manufacturer Danotek Motion Technologies on Friday will open a world-class manufacturing center dedicate

Fees to pay for energy efficiency
(Marquette Mining Journal © 05/28/2009)
Indexed May 28 2009 1:41PM (Article ID 284760524)
By KIM HOYUM Journal Staff Writer and the Associated Press POSTED: May 28, 2009 Save | Print | Email MARQUETTE -This week, Michigan utility r

Following Scandinavia's Example: Bio-heat inventors benefit local economies
(Flint Journal © 05/29/2009)
Indexed May 29 2009 4:53AM (Article ID 284939729)
by Chris Schilling | for Mid-Michigan Business Review Thursday May 28, 2009, 4:52 PM As an engineering professor, I'm in the business of motivating young inventors. Chris Schilling I'm always lookin

Granholm: With Renewables, Michigan Will Be 'Magnificent'
(WWJ AM 950 Detroit © 05/28/2009)
Indexed May 28 2009 1:41PM (Article ID 284761055)
By Matt Roush Gov. Jennifer Granholm outlined her renewable energy plan during Thursday morning's opening session of the Detroit Regional Chamber Mackinac Policy Conferenc

It's time to get serious on alternative energy
(Detroit Free Press © 05/29/2009)
Indexed May 29 2009 6:20AM (Article ID 285030003)
MACKINAC ISLAND -- Gasoline prices may have moderated from last year's $4-a-gallon heights, but the United States still faces a dangerous reckoning unless it ends its reliance on importing foreign oil

Liveblogging Mackinac Policy Conference discussion with Jennifer Granholm and T. Boone Pickens
(Flint Journal © 05/29/2009)
Indexed May 29 2009 4:53AM (Article ID 284939733)
Posted by Nathan Bomey | Michigan Business Review May 28, 2009 08:35AM This morning I'm liveblogging a panel discussion at the Mackinac Policy Conference. Gov. Jennifer Granholm and

Panelists see positive signs for renewable energy
(Petoskey News Review © 05/29/2009)
Indexed May 29 2009 4:53AM (Article ID 284939516)
Legislation to promote renewable energy development has seen some early success in Congress, but a panel speaking today at North Central Michigan College sees more work ahead for the movement

Pickens says U.S. faces reckoning on energy
(Detroit Free Press © 05/28/2009)
Indexed May 28 2009 1:41PM (Article ID 284760272)
MACKINAC ISLAND ? Gasoline prices may have moderated from last year?s $4-a-gallon heights, but the United States still faces a dangerous reckoning unless we get end reliance on importing foreign oil f

State gives schools 'green' status
(Traverse City Record-Eagle © 05/28/2009)
Indexed May 28 2009 9:11AM (Article ID 284677596)
Students learning about composting, recycling BY LINDSAY VANHULLE lvanhulle@record-eagle.com TRAVERSE CITY -- The white buckets seemed to be about half h

Energy around the World

Applied Materials Announces IEC Certification of World's Largest ...
WELT ONLINE - Berlin,Germany
Certification of these SunFab ™ modules, which are the world's largest available **solar** PV **panels**, unleashes an opportunity for the widespread incorporation **...**

The USA's Largest **Solar Panel** Based **Solar** Farm
Energy Matters - Melbourne,Australia
by Energy Matters Earlier this week, Barack Obama drew attention to the largest **solar panel** based **solar** farm in the USA, and in the Western hemisphere for **...**

New turbine blades may
WLFI.com - West Lafayette,IN,USA
WEST LAFAYETTE, Ind. (WLFI) - Purdue's cutting edge research in turbines could create more **wind energy**. Purdue engineers and Sandia National Laboratory are **...**

Small **Wind** Turbine Sales Grow 78% In 2008
The Business Insider - New York,NY,USA
Wind turbines that provide 100 KW or less of **energy** grew 78% in 2008 in the US, outpacing the general turbine market which grew 50% last year, according to

Calif Utilities Lead US **Solar** Power Generation - Study
Wall Street Journal - USA
(PCG), Edison International (EIX) and Sempra Energy (SRE) led the nation in **solar** power generation last year, a **solar** industry group reported Thursday. **...**

The Top Ten Utilities for **Solar** Power
Wired News - USA
By Alexis Madrigal **Solar** power installations at utilities across the country increased 25 percent in 2008 over the year before.

From: DELEG NEWS
Sent: Thursday, June 04, 2009 9:45 AM
Subject: DELEG Daily News Clips

Michigan leaders give Obama deputy an earful over GM plans
Christian Science Monitor - USA
Andy Levin, deputy director for the Michigan Department of Labor and Economic Growth, made this point in the meetings with Solis.

2000 hear about jobs at Allen Park film studio, new training school
Detroit Free Press - Detroit,MI,USA
But unemployed workers can get tuition assistance from the state's **No Worker Left Behind** program. "We're going to train as many people as we can,

Climate change law will boost state economy
(Detroit Free Press © 06/03/2009)
Indexed Jun 3 2009 6:19PM (Article ID 287036051)
Climate change legislation working its way through Congress provides real opportunities for Michigan?s economy. Opponents are quick to overstate the costs, using scare tactics and bogus science, while

Michigan firms are creating **jobs**, and state stands ready to ...
Detroit Free Press - United States
But how many **green jobs** actually exist? How can we create more? We've started to answer these questions with the release of the **Michigan Green Jobs** Report

State Gearing Up For Jump in Jobless Claims
Michigan Radio - Ann Arbor,MI,USA
The state **unemployment** agency plans to open a temporary office later this month in Pontiac. Its intended to help manage the expected increase in demand

Community colleges help adults find new careers
ABC12.com - Flint,MI,USA
After they develop those skills, so-called **green jobs** await. "In the state of **Michigan**, primarily we're looking at transportation, we're looking at biofuels

Washington Twp. OKs fire department requests
Romeo Observer - Romeo,MI,USA
Clark noted the electrical problems the station is facing constitutes potential **MIOSHA** violations. In addition, Poterek and Clark requested permission to

Teen job outlook for the summer
(Iron Mountain Daily News © 06/03/2009)
Indexed Jun 3 2009 6:19PM (Article ID 287043701)
The teen summer labor market can be described as competitive in any given year. The number of teens entering the labor force has begun to rise sharply and will reach a peak in July. Many teens are e

U.S. offers money for retraining of workers
(Ann Arbor News © 06/03/2009)
Indexed Jun 3 2009 12:17PM (Article ID 286964838)
Labor leaders criticize NAFTA, outsourcing of auto industry Wednesday, June 03, 2009 BY DAVE GERSHMAN The Ann Arbor News The day after General Motors Corp. announced the Willow Run

Granholm wants Michigan to make railcars (Detroit Free Press, 6/4/2009)

Granholm upbeat about funds for Detroit-Chicago rail line (Detroit News, 6/4/2009

Granholm stumps for rail car manufacturing jobs (Lansing State Journal, 6/4/2009)

Energy in MI

Report Outlines Best Areas For **Wind Energy** in Michigan
WSJM - St. Joseph,Michigan,USA
A study released by the **Wind Energy** Resource Zone Board identifies four areas in the state that hold the most potential for **wind energy** projects

Danotek Opens **Wind** Turbine Production Facility
RenewableEnergyWorld.com - Peterborough,NH,USA
"Michigan has the chance to become a leader in **wind energy**." The 40000 square foot facility has the capacity to produce up to 4000 of Danotek's

Parts of Saginaw, Bay counties eyed for wind energy
(Midland Daily News © 06/03/2009)
Indexed Jun 3 2009 6:19PM (Article ID 287044149)
A state board has identified parts of Bay and Saginaw counties as being among the best places in Michigan to harvest wind energy. The Wind Energy Resourc

Michigan firms are creating jobs, and state stands ready to attract more
(Detroit Free Press © 06/04/2009)
Indexed Jun 4 2009 6:00AM (Article ID 287246095)
These days, the news is full of talk about green jobs. Here in Michigan, where we have lost thousands of good-paying jobs, the potential to leverage our water, wind, solar and advanced-manufacturing

PGW Automotive Glass Improves Fuel Efficiency Up to 6 MPG, Reduces CO2 Emissions for PHEV
(Crains Detroit Business © 06/03/2009)
Indexed Jun 3 2009 12:17PM (Article ID 286964769)
NREL testing confirms the fuel economy benefits of Sungate EP(R) automotive glass DETROIT, June 3 /PRNewswire/ -- The U.S. Department of Energy's National Renewable Energy Laboratory (NREL

Stimulus weatherization plan comes with pros, cons
(Kalamazoo Gazette © 06/03/2009)
Indexed Jun 3 2009 6:19PM (Article ID 287043739)
(AP) — MONTCALM TOWNSHIP, Mich. - Ron Hall has spent 22 years in the home building and remodeling business, none of them as bad as 2008. The deterioration of the economy and sagging consumer co

Thumb Area is hotspot for wind technology
(WJRT ABC 12 Flint © 06/04/2009)
Indexed Jun 4 2009 6:00AM (Article ID 287247318)
HURON COUNTY (WJRT) -- (06/03/09)--The Thumb-Area of Michigan continues to be a hotspot for wind energy developers. A Colorado company plans on building hundreds of wind turbines in Huron Cou

Thumb blows past rest of state
(Huron Daily Tribune © 06/04/2009)
Indexed Jun 4 2009 3:12AM (Article ID 287171624)
UPPER THUMB — The Thumb region has the highest estimated wind generating capacity and annual wind energy production potential, according to a new report released Thursday. "I'm

Wind turbine project delayed
(Marquette Mining Journal © 06/04/2009)
Indexed Jun 4 2009 3:12AM (Article ID 287157347)
By JOHANNA BOYLE Journal Ishpeming Bureau ISHPEMING - Completion of the wind turbine near the Pioneer Bluffs Apartments in Ishp

WMU could be integral part of Michigan's "green movement"
(Kalamazoo Western Herald © 06/04/2009)
Indexed Jun 4 2009 3:12AM (Article ID 287157019)
Last week Gov. Granholm reiterated her desire for Michigan to grow a green economy, in part to offset some of the recent job losses in the automotive industry. Her plan includes an increased focus

Energy around the World

Dow Corning Doubles Li-Ion Battery Current Capacity
Greentech Media - Cambridge,MA,USA
Dow Corning Toray's new silicon-containing carbon material for the negative electrodes on lithium-ion secondary batteries can double the batteries capacity,

Clean **energy** takes majority of funding from fossil fuels in 2008 ...
Xinhua - China
At almost 52 billion US dollars, **wind energy** companies and projects attracted the highest amount of new investment, and solar power made the largest gains

Wind Energy Development Guide Available to Wyoming Landowners
University of Wyoming News - Laramie,WY,USA
"Commercial **Wind Energy** Development in Wyoming: A Guide for Landowners," will assist landowners in developing **wind** farms on their properties.

Startup Green **Energy** Tech Installs First Small-**Wind** Concentrators
Reuters - USA
The American **Wind Energy** Association last week forecast that the US small-**wind** industry, which grew 78 percent to 17.3 megawatts of new capacity installed

Clean Energy Funding Trumps Fossil Fuels
New York Times - United States
Large hydropower projects, wind, **solar** and geothermal were among renewable sources covered by the report. Fossil fuels included projects like building new

Progress Energy expanding **solar** incentives
Reuters - USA
LOS ANGELES (Reuters) - US power company Progress Energy Inc announced a plan on Wednesday to expand the use of **solar** energy in the Carolinas and Florida by

SunPower Expects **Solar** Revival
Forbes - NY,USA
The market for commercial-scale **solar** energy projects could begin to rebound in the second half of the year due to a combination of government stimulus

Premier Power buys Italian **solar** developer
Bizjournals.com - Charlotte,NC,USA
Premier Power Renewable Energy Inc. has acquired Campobasso, Italy-based Arco Energy, a private **solar** project developer and distributor with more than 20

Yes! **Solar** sells Colorado, Montana franchises
Bizjournals.com - Charlotte,NC,USA

Solar Inc., a wholly owned subsidiary of Roseville-based **solar**-panel manufacturer and marketer **Solar** Power Inc., has executed franchise agreements for two

San Francisco Unveils First **Solar**-Powered Bus Shelter
EcoGeek - Missoula,MT,USA
The first of 1100 planned **solar**-powered bus shelters has been unveiled in San Francisco. The other 1099 will be installed across the city over the next four

Change is coming for US **energy**
NewsOK.com - Oklahoma City,OK,USA
Within the next few years, Pickens said he expects a **wind energy** corridor to develop from Oklahoma to the Canadian border, and a solar **energy** corridor to

Pursuing a dream of **solar** power
Baltimore Sun - United States
Mylar shields him from the heat of the **solar panels**. He uses motorcycle controls to steer and brake. The lower structural part of the body is made from

Award-winning **solar panel** project saves NISD on gas
San Antonio Express - San Antonio,TX,USA
Northside ISD has received the first Bill Sinkin **Solar** Energy Award from the city of San Antonio for the massive **solar panel** project at the Northside

SolarCity expands **solar panel** leasing
CNET News - San Francisco,CA,USA
First **Solar panels** installed by SolarCity in Berkeley Hills, California. SolarCity is one of a handful of companies that offer financing options for

CSA International Opens **Solar Panel** Lab
RenewableEnergyWorld.com - Peterborough,NH,USA
CSA International, a leading testing and certification organization has opened a laboratory for the testing and certification of **solar panels** and equipment.

From: DELEG NEWS
Sent: Sunday, June 07, 2009 12:14 PM
Subject: DELEG Daily News Clips

No Worker Left Behind: How Michigan Is Trying to Help Laid-Off Workers
Huffington Post - New York,NY,USA
Michigan's No Worker Left Behind program provides up to two years of free tuition toward school or training for careers in certain high-demand fields

Political Notebook: I don't mind driving to a press conference
The Jackson Citizen Patriot - MLive.com - Jackson,MI,USA
Brewer said that in March 2008, Nofs voted against a bill containing funding for the No Worker Left Behind program. That is true, but it's not the whole

Practice Management Institute Expands Training and Certification ...
SBWire (press release) - Green Bay,WI,USA
Agency, a division of the Michigan Department of Energy, Labor & Economic Growth. Tuition assistance for these medical office certification programs may be

ALLEN PARK: Thousands flock to forum for information on studio jobs
(Southgate News Herald © 06/07/2009)
Indexed Jun 7 2009 2:55AM (Article ID 288171765)
ALLEN PARK — Thousands of people formed a line that wrapped around City Hall on Wednesday, eager to learn more about job opportunities at Unity Studios.Invitations to the forum about training at

Teens in area, state face very tough summer job market
The Jackson Citizen Patriot - MLive.com - Jackson,MI,USA
Jeff Aula, an economic analyst for the state Department of Energy, Labor and Economic Growth, said Michigan's teen employment trends are reflective of those

AP Interview: Mich. Dem. chairman builds on wins
Chicago Tribune - Chicago,IL,USA
From 2003-05 he served as the party's executive chairman in a power-sharing arrangement with Melvin "Butch" Hollowell, now the state's insurance advocate.

Guardian Fiberglass Inc. Under Investigation for Possible ...
injuryBoard.com - Tampa,FL,USA
MIOSHA is now undertaking an investigation into the death of a former Guardian ... The cause of the man's death is still unknown, and MIOSHA will not

State investigation into worker's death formally begins
The Jackson Citizen Patriot - MLive.com - Jackson,MI,USA
MIOSHA doesn't determine the nature of the death — that comes from the medical examiner — but its investigation will determine any possible citations to the

Area jobless rates decline
The Morning Sun - Mt. Pleasant,MI,USA
... one of only nine of Michigan's 83 counties showing single-digit unemployment, according to the Michigan Department of Energy, Labor & Economic Growth.

Escape Reality to remain closed through summer
WSBT-TV - South Bend,IN,USA
At a hearing late this week in Lansing the Michigan Liquor Control Commission agreed to extend the suspension of Escape Reality's liquor and adult

Hudsonville winery opens in the Salad Bowl City of Hudsonville
The Grand Rapids Press - MLive.com - Grand Rapids,MI,USA
City officials last year recommended the Michigan Liquor Control Commission approve a small winemaker license for the trio. The winery, the only one in ...

More funding coming for Michigan's unemployed
WZZM - Grand Rapids,MI,USA
Experts say Michigan's unemployment rate could approach 20 percent once General Motors begins its bankruptcy reorganization.

Michigan hasn't hit rock bottom - yet
Toledo Blade - Toledo,OH,USA
Unemployment will continue to rise. And after that, we have to hope this all works. The governor put this spin on GM's bankruptcy filing: "The doctor

Michigan Governor's Race 2010: Redux
Daily Kos - Berkeley,CA,USA
Let's cover some of the more obvious points: Michigan has had an atrocious economy for damn near a decade, leads the country in unemployment (with something

Sensitivity awareness day at Riverside School
Battle Creek Enquirer - Battle Creek,MI,USA
Parent- 2- Parent and Commission for the Blind of SW Michigan located in Kalamazoo County. Sue Rush, Michael Evans, Karen Turanski, Don Krueger, Tim Schulz, ...

Hearing officer appointed to review Blue Cross rate hike request
Crain's Detroit Business - Detroit,MI,USA
OFIR staff will examine whether Blue Cross' proposed rates meet the requirements of Michigan law. This examination includes whether the rates are excessive

Michigan Moves to Protect Consumers Against Insurance Companies
injuryBoard.com - Tampa,FL,USA
Kudos to Ken Ross, Michigan's Commissioner for the Office of Financial and Insurance Regulation (OFIR) for doing something to protect homeowners

Web exclusive: Reception to survey saying recession may end this ...
MSU State News - East Lansing,MI,USA
... 2009 was at 12.9 percent, increasing 5 percent from the same time in 2008, according to the Michigan Department of Energy, Labor and Economic Growth.

Agency to join Cox in look at Blue Cross rate request
(Detroit Free Press © 06/06/2009)
Indexed Jun 6 2009 6:36AM (Article ID 288030115)
Michigan's insurance regulation agency will join Attorney General Mike Cox in a public hearing that will examine the reasonableness of a rate hike sought by Blue Cross Blue Shield of Michigan affectin

Hearing officer appointed to review Blue Cross rate hike request
(Crains Detroit Business © 06/05/2009)
Indexed Jun 5 2009 6:15PM (Article ID 287840674)
Musette Michael has been appointed the state of Michigan?s independent hearing officer to review Blue Cross Blue Shield of Michigan?s individual health insurance rate hike proposals. Michael, a form

Lighthouse Title launches new payment-protection program
(Flint Journal © 06/06/2009)
Indexed Jun 6 2009 2:48AM (Article ID 287946726)
by Olivia Pulsinelli | Business Review Western Michigan Friday June 05, 2009, 2:54 PM Car companies have been running commercials for payment-protection programs for a few months, and homebuilder Al

Michigan agency urges hearing for Blue Cross rate hike plan
(Detroit Free Press © 06/06/2009)
Indexed Jun 6 2009 2:48AM (Article ID 287945985)
Updated at 3:17 p.m. Michigan?s insurance regulation agency will join Attorney General Mike Cox in a public hearing that will examine the reasonableness of a rate hike sought by Blue Cross Blue Shiel

State regulators join challenge of Blues' rate hikes
(Detroit News © 06/06/2009)
Indexed Jun 6 2009 2:48AM (Article ID 287962954)
Michigan insurance regulators have joined Attorney General Mike Cox in challenging Blue Cross Blue Shield of Michigan on proposed rate hikes affecting policies of more than 400,000 people who buy thei

Energy in MI

Editorial: The green jobs revolution
MLive.com - MI,USA
by The Muskegon Chronicle editorial board That's what will lead the way for Muskegon into the green jobs industry. But it's going to take a conscious effort

Michigan to continue ongoing efforts to shape new future
Niles Daily Star - MI, USA
We created venture capital for green start-up companies, and we restructured job training programs to give workers the skills for green jobs.

University of Michigan students ready latest solar car for its day ...
The Ann Arbor News - MLive.com - Ann Arbor,MI,USA
University of Michigan students have high hopes for the latest solar car. "To win the World Solar Challenge in October," said John Federspiel, ..

Michigan Utility Wants New Coal Plant
(WWJ AM 950 Detroit © 06/06/2009)
Indexed Jun 6 2009 1:27PM (Article ID 288058693)
Consumers Energy said Friday it needs to build a new coal-fired power plant even though alternative sources and conservation can provide most of the new electricity it will need to produce in coming y

Week in Review: 06/07/2009
(Traverse City Record-Eagle © 06/07/2009)
Indexed Jun 7 2009 2:55AM (Article ID 288171699)
BENZIE Area transit systems to get stimulus funds HONOR -- Some area public transit systems are expected to catch a lift from the federal government. The Benzie Transportation Authority and the

Blowing hot and cold on wind turbines
(Detroit Free Press © 06/07/2009)
Indexed Jun 7 2009 5:41AM (Article ID 288226404)
The message she left practically melted the phone. "You think wind turbines are ugly?" she said. "Well, you're ugly!" Ouch. This green energy thing isn't creating a kinder, gentler society after al

Consumers Energy report says coal-burning plant still needed
(Jackson Citizen Patriot © 06/06/2009)
Indexed Jun 6 2009 1:27PM (Article ID 288058641)

Four months ago, the state asked Consumers Energy to study whether its plan to build a coal plant -- announced more than a year ago -- was still the most environment-friendly option. The final an

Consumers: New coal plant needed
(Ionia Sentinel Standard © 06/06/2009)
Indexed Jun 6 2009 1:27PM (Article ID 288058681)
Consumers Energy said Friday it needs to build a new coal-fired power plant even though alternative sources and conservation can provide most of the new electricity it will need to produce in coming y

Detroit River island goes from wasteland to sanctuary
(Detroit Free Press © 06/07/2009)
Indexed Jun 7 2009 5:41AM (Article ID 288226534)
For roughly six decades until 1980, Fighting Island in the Detroit River was a white, desolate moonscape, 80% of it covered with 20 million cubic yards of highly acidic brine waste dumped there from

Energy Master Plan now available for future developers
(Escanaba Daily Press © 06/06/2009)
Indexed Jun 6 2009 2:48AM (Article ID 287946942)
By Laura Mead ESCANABA - The Delta-wide Energy Master Plan - a one-stop shop for information on energy-related studies, project

Gobles couple to tap into wind energy
(Kalamazoo Gazette © 06/05/2009)
Indexed Jun 5 2009 12:55PM (Article ID 287768652)
BY AARON AUPPERLEE aaupperlee@kalamazoogazette.com (269) 388-8553 GOBLES -- David Rumery hopes to save a bit of money using the winds that blow through Gobles. Rumery and his wife, Joan, e

Great Lakes Bay Region has competition when it comes to attracting solar industry
(Flint Journal © 06/06/2009)
Indexed Jun 6 2009 2:48AM (Article ID 287946728)
by Jeff Kart | The Bay City Times Friday June 05, 2009, 7:30 AM In February, more than 100 business and community leaders gathered to celebrate the launch of Michigan Solar Advantage - a tri-county

Owen-Gage to install wind turbine
(Huron Daily Tribune © 06/05/2009)
Indexed Jun 5 2009 12:55PM (Article ID 287768572)
OWENDALE — Winds blowing through this village will be put to some good use later this summer, as the Owendale-Gagetown Area Schools will be installing a 35-foot wind turbine as an education

St. Louis to raise utility rates
(Mt. Pleasant Morning Sun © 06/05/2009)
Indexed Jun 5 2009 9:18AM (Article ID 287710329)
By LINDA GITTLEMAN Gratiot Managing Editor

Wind potential encouraging
(Huron Daily Tribune © 06/05/2009)
Indexed Jun 5 2009 12:55PM (Article ID 287768560)
A recently released report found The Thumb region has the highest estimated wind generating capacity and annual wind energy production potential. That's fantastic news. Bu

Wind turbine decision tabled
(Petoskey News Review © 06/05/2009)
Indexed Jun 5 2009 12:55PM (Article ID 287768532)
The Emmet County Planning Commission on Thursday tabled its decision on a request from a Bear Creek Township resident to construct a wind turbine on his property.Commission chairman John Eby said

Making solar panels requires old-fashioned coal-fired power
The Saginaw News - MLive.com - Saginaw,MI,USA
But solar panels pay back the energy used to produce them in just a few years, says Vasilis M. Fthenakis in New York, head of the National

Allegan's potential high for wind energy
Kalamazoo Gazette - MLive.com - Kalamazoo,MI,USA
The study comes as Michigan works toward increasing use of green energy. In September, Gov. Jennifer Granholm signed a package of bills that in part ...

Great Lakes Bay Region businesses bet on solar
The Bay City Times - MLive.com - Bay City,MI,USA
Yet no matter how much solar manufacturing the Great Lakes Bay Region can attract, those "green jobs" are unlikely to replace the thousands of automotive

GM could have a future in the greening of Detroit
Telegraph.co.uk - United Kingdom
The project will keep 3200 workers at the Wayne plant employed, with the possibility of an extra 1500 jobs over five years. Estimates by the Michigan ...

Muskegon not among highest potential wind zones
(Muskegon Chronicle © 06/05/2009)
Indexed Jun 5 2009 9:18AM (Article ID 287710279)
WEST MICHIGAN -- Muskegon-area communities are not part of Michigan's four newly designated "wind energy resource zones" proposed by a new state board. The four zones -- identifying the areas and

Energy around the World

Water efficiency will be next big thing for green building
Environmental Data Interactive - UK
While the green building agenda has been dominated so far by carbon footprints and energy efficiency, water is set to become a much greater issue over the

Wyo. wind power boom could drive sage grouse to endangered list
New York Times - United States
By SCOTT STREATER, SPECIAL TO E&E, Greenwire Development of wind energy and sage grouse protection are on a collision course in Wyoming

Wind turbine maker plants firm foot in state
Pittsburgh Tribune-Review - Pittsburgh,PA,USA
The move gave the company a leg up on competitors in a wind-energy market that experts predicted a decade ago would take off. President Obama's backing for

Smart grid' buzz of the electric power industry
The Associated Press
President Barack Obama says it's essential to boost development wind and solar power, get people to use less energy and tackle climate change

Spain sets high hopes on energy from wind and sun (Feature)
Monsters and Critics.com - USA
Spain is the world's third leader in wind energy after the United States and Germany, with hundreds of wind parks contributing about 12 per cent of

Solar Thermal Power Report
RenewableEnergyWorld.com - Peterborough,NH,USA

The key topics covered within the Solar Thermal Power Report are the main solar thermal power technologies, the different components of the technologies,

Flexible Solar Power Shingles Transform Roofs From Wasted Space To ...
Science Daily (press release) - USA
ScienceDaily (June 5, 2009) — A transparent thin film barrier used to protect flat panel TVs from moisture could become the basis for flexible solar panels

PRESS RELEASE: Xcel Energy Expands Wind Agreement
Wall Street Journal - USA
DENVER - Xcel Energy will expand its wind power purchase from NextEra Energy, formerly FPL Energy, at the Northeastern Colorado Wind Energy Center near ...

Moog buys German wind turbine parts maker
American Machinist - Cleveland,OH,USA
Precision control components manufacturer Moog Inc. has acquired a 60-percent stake in LTi REEnergy GmbH, further establishing itself in the global wind

PNNL work on flexible solar panels for roofs
Mid Columbia Tri City Herald - Kennewick,WA,USA
By the Herald staff RICHLAND -- Flexible solar panels that could be installed on roofs like shingles are being developed by researchers at Pacific Northwest

Water to Rival Energy Efficiency as Key Concern in Greening ...
Reuters - USA
It added that the gap is closing among energy efficiency, water management and the reduction of construction waste as contenders for top priority in

Despite Changes,US Renewable-Pwr Mandate Still Faces Hurdles
CNNMoney.com - USA
In addition, states can allow up to a quarter of the requirement can be met through energy- efficiency gains. Some Democrats want to strengthen the bill,

USDA Rural Development Accepts Applications For Renewable Energy ...
Energy Business Review - USA
These grants are to install renewable energy systems, make energy efficiency developments and conduct feasibility studies. The funds are directed through ...

CORRECT: NextLight, Not EIX Unit Owns Land For Solar Farm
Wall Street Journal - USA
("PG&E Asks Regulators To OK 230-MW Solar Contract," published June 4 at 20:04 EDT misstated the owner of the land where the solar farm will be built.

Could India Become a Solar Leader?
New York Times - United States
By James Kanter India may be gearing to turn itself into the global leader in solar power generation, a sign that major developing nations could become ...

Energy Leaders Launch Efficiency Partnership
WorldChanging - USA
Energy ministers from the world's largest economies have formally launched the first high-level body focused exclusively on advancing energy efficiency

Real Goods Solar gets $30 million contract
Reuters - USA

(Reuters) - Solar energy integrator Real Goods Solar (RSOL.O) said it received a contract worth more than $30 million to design and install solar electric ...

Consumers Energy Files Electric Generation Needs and Alternatives ...
PR Newswire (press release) - New York,NY,USA
These resources include comprehensive energy efficiency programs, demand side management (reducing customer usage during peak periods), more than 900

PG&E signs third solar deal this year
San Jose Mercury News - CA, USA
By Tracy Seipel Pacific Gas and Electric Company today announced that it has signed a deal with AV Solar Ranch 1, a subsidiary of NextLight Renewable Power,

From: DELEG NEWS
Sent: Monday, June 08, 2009 9:32 AM
Subject: DELEG Daily News Clips

Safety First When Enjoying **Michigan's** Amusement Parks
InjuryBoard.com - Tampa,FL,USA
The **Michigan Department of Energy**, **Labor & Economic Growth** (DELEG) encourages riders to follow safety rules. Riders can also follow these tips for riding

Struggling to Close
Affordable Housing Finance - San Francisco,CA,USA
Last year, **MSHDA** reserved 9 percent LIHTCs to 60 developments. **... MSHDA** recently held what they called a "listening session" with housing developers and

Michigan's businesses, families struggle in uncertain times
Lansing State Journal - Lansing,MI,USA
... and the latest figures from the state **Department of Energy**, **Labor & Economic Growth** show numerous businesses across the state have simply disappeared

GM bankruptcy: The next boom won't happen unless Michigandersmake ...
The Flint Journal - MLive.com - Flint,MI,USA
For too many years, too many Michiganders have staggered along on reduced pay, **layoffs** and unemployment checks, waiting for the next big employer, **...**

Detroit Suburbs Beckon Fiat Executives With $1595 Sandals
Bloomberg - USA
Since its peak employment in June 2000, **Michigan** has lost 520000 **jobs**, 65 percent of them in manufacturing. Oakland County has suffered, too.

Energy in MI

Hydrogen Hope & **Green** Collar **Jobs**
The Environment Report - Ann Arbor,MI,USA
And... **green** collar **jobs** are supposed to save the economy, but does anyone know what will look like? Julie Grant went on a search to find out what a **green ...**

Toolmakers' new tack: Firms' goal -- Advance wind-turbine technology
Crain's Detroit Business - Detroit,MI,USA
... to wind turbine and solar panel manufacturing, said **Stanley** "**Skip**" **Pruss**, director of the Michigan Department of Energy, Labor and Economic Growth.

Consumers Energy Files Electric Generation, Alternatives Analysis
(WWJ AM 950 Detroit © 06/08/2009)
Indexed Jun 8 2009 2:44AM (Article ID 288380330)
An analysis of electric generation needs by Jackson-based Consumers Energy concludes that a portfolio of diverse energy resources will be needed to meet the future power demands of the utility's 1.8 m

Multimillion-dollar energy-saving plan being scrutinized by county
(Muskegon Chronicle © 06/07/2009)
Indexed Jun 7 2009 9:12AM (Article ID 288271462)

MUSKEGON COUNTY -- Honeywell International Inc. has suggested a $7.7 million energy makeover for Muskegon County government that could save taxpayers millions of dollars in the long run. It also wo

Stimulus goal is to weatherize housing, create jobs
(Lansing State Journal © 06/08/2009)
Indexed Jun 8 2009 5:52AM (Article ID 288442082)
MONTCALM TWP. - Ron Hall has spent 22 years in the home building and remodeling business, none as bad as 2008. The deterioration of the economy and sagging consumer confidence left the central Michig

Winds of opportunity roll in
(Lansing State Journal © 06/08/2009)
Indexed Jun 8 2009 5:52AM (Article ID 288442042)
The loss of thousands of automotive manufacturing jobs in Michigan could just be a spot of turbulence on the way to a new and better economy, if what Jeff Metts says is correct. Metts, president

Energy around the World

Solar water heating in spotlight at energy center expo
San Diego Union Tribune - San Diego,CA,USA
SAN DIEGO — Experts and sellers of **solar** water heating systems will be at the California Center for Sustainable Energy on June 20 to discuss the benefits of

Utility rate hikes another reason to go **solar**
Las Vegas Sun - Las Vegas,NV,USA
We have **solar** panels in the valley that supply energy, and we need more. I was so glad when President Barack Obama came to Las Vegas with Sen

Solar Society Calls for Supporters to Showcase Projects
EP Magazine - Dallas,TX,USA
The nonprofit American **Solar** Energy Society (ASES) has launched an online registration tool help communities across the United States participate in the

More **wind energy** firms open
ReporterNews.com - Abilene,TX,USA
By Jared Fields (Contact) Though they live in the **wind energy** capital of the world, some people may grow so accustomed to the booming **wind energy** industry

Solar factory deal on table
Corpus Christi Caller Times - Corpus Christi,TX,USA
The company has worked for a year to select a site and hopes to produce its first **solar panels** about six months after choosing a city

Glass contractors open **solar** powered business in San Bernardino
San Bernardino Sun - San Bernardino,CA,USA
Giroux Glass isn't the only place in San Bernardino where **solar panels** are used to generate power. The International Brotherhood of Electrical Workers'

UK **Wind Energy** Firm quietrevolution Deploys Dassault Systèmes PLM ...
WELT ONLINE - Berlin,Germany
PA), a world leader in 3D and Product Lifecycle Management (PLM) solutions, today announced that UK-based **wind energy** company quietrevolution has deployed

ND **wind** industry holds its own
Grand Forks Herald - Grand Forks,ND,USA
That's enough **energy** to power more than 205000 homes. The PSC estimates that by the end of the year, the state's **wind energy** output will be close to 1000

ENERGY: Clean power advocates urge conservation first
North County Times - Californian - Escondido,CA,USA
Steve Mark tests the dual panel low E doors in a Del Mar home remodeled for **energy efficiency** and green materials. (Photo by John Koster - For the North

State's **wind**-power opportunities blowing away
Milwaukee Journal Sentinel - Milwaukee,WI,USA
Nowak spent three days in Chicago at the American **Wind Energy** Association's conference trying to convince **wind**-turbine makers that the state was "open for

CRI to host talk on advances in **wind energy**
Bemidji Pioneer - Bemidji,MN,USA
Dave Bahr will discuss advances in **wind energy** during a 3 pm program Monday, June 15, at the Bemidji State University Center for Research and Innovation.

Multinationals look to grow in the **wind**
China Daily - China
"With this new facility in Shanghai, Siemens is gaining a foothold in the fast-growing **wind energy** market in China," said Wolfgang Dehen, CEO of the Siemens **...**

What do we talk about when we talk about **green** careers?
Examiner.com - USA
What is a **green** career? A **green job**? The terms are relatively new concepts that have evolved in the past 3 years. "**Green jobs** are **jobs** that provide products **...**

Are **Solar Panels** Worth It?
WFMY News 2 - Greensboro,NC,USA
Powering your home the green way takes a lot of green out of your wallet, especially when you are talking about installing **solar panels**

Wind Turbine Syndrome: Are **wind** farms hazardous to human health?
Red, Green, and Blue - San Francisco,CA,USA
Over the last few years, the **wind energy** sector has been experiencing tremendous growth as governments and utilities around the world seek sources of **energy**

Schneider Talks **Energy Efficiency** with EcoStruXure
eWeek - New York, NY
The idea is to offer **energy**-**efficiency** solutions for all sorts of buildings, from data centers and homes to office buildings and factories.

Nearby **wind** farm may double in size
Bloomington Pantagraph - IL, USA
By Mary Ann Ford BLOOMINGTON -- Horizon **Wind Energy** wants to more than double its Twin Groves **Wind** Farm by adding more than 300 turbines in Merna

Nebraska studying adding **wind energy** to state's power grid
KTIV - Sioux City,IA,USA
The policy study will look at adding 7800 megawatts of **wind energy** to the state's power grid by 2030. Of that, 5000 megawatts would be exported to big

Printable, Rollable **Solar Panels** Could Go Anywhere
Slashdot - USA
Al writes "A startup based in Toledo, Ohio, has developed a way to make large, flexible **solar panels** using a roll-to-roll manufacturing technique

New entry in eco-friendly car field
San Francisco Chronicle - CA, USA

It has four **solar panels**, which provide a total of 800 watts of energy. The **solar panels**, donated by SunPower Corp. of San Jose, can recharge the car during

Wind farm discussion on the table - Future windfarms in La Salle ...
MyWebTimes.com - Ottawa,IL,USA
However, he warned that **wind energy**"s future could be limited by the electrical transmission grid in the Midwest. "We are going to run out of places to plug

Solar firm turns to local farms to grow business
RichmondBizSense - Richmond,Virginia,USA
A federal incentive program could forever change the face of Virginia's agriculture industry by encouraging more farms to install **solar** energy systems.

SunPower To Outsource North American Production To Jabil
CNNMoney.com - USA
(SPWRA, SPWRB) has enlisted Jabil Circuit Inc. (JBL) to handle North American manufacturing as the California **solar**-**panel** maker plans to make a bigger push

From: DELEG NEWS
Sent: Friday, June 12, 2009 10:09 AM
Subject: DELEG Daily News Clips

Greening Jobs
Acton Institute - Grand Rapids,MI,USA
Here in Michigan, the long-suffering canary in the country's economic mineshaft, the state government has particularly focused on these "green" jobs as an

ALLEN PARK: Mayor appointed to statewide labor and economic growth ...
Southgate News Herald - Southgate,MI,USA
... part of the state Department of Energy, Labor & Economic Growth. ... implement programs that allow Michigan workers to compete in a global marketplace.

2009 Michigan Downtown Conference Announces Opening Keynote ...
SYS-CON Media - Montvale,NJ,USA
... the Michigan State Housing Development Authority's Michigan Main Street Center (MMSC@MSHDA), the Michigan Economic Development Corporation (MEDC),

NASCAR tries to outrun low ticket sales, dwindling sponsorships
The Detroit News - Detroit,MI,USA
USA Today reported General Motors and Chrysler have cut back by as much as 30 percent. Hundreds of jobs have been eliminated since last season

Milford man whose unemployment saga grabbed national spotlight ...
Mirror - Royal Oak,MI,USA
However, Michigan's workforce — though resilient — still has a tough road to hoe as the manufacturing base continues to fade away, he said.

WMU ramps up No Worker Left Behind efforts
WMU News - Kalamazoo,MI,USA
KALAMAZOO--Western Michigan University has intensified its efforts to publicize availability of its programs under Michigan's No Worker Left Behind program,

Energy in MI

Dow Corning Announces Shift In Focus
WSGW - Saginaw,MI,USA
Dow Corning is shifting its focus to the future, moving its corporate emphasis to research and new products. Dow Corning Vice President Marie Eckstein says

Pew Report Counts Clean Energy Jobs
It's Getting Hot In Here - Washington,DC,USA
Skip Pruss, director of Michigan State's Department of Labor, Energy and Economic Growth said, Every state wants to be a leader in the area for clean energy

Role of 'microgrids' may grow; integrating current, future technologies will be challenging
(Flint Journal © 06/11/2009)
Indexed Jun 11 2009 11:21AM (Article ID 289899496)
by Nathan Bomey | Michigan Business Review Thursday June 11, 2009, 5:50 AM File PhotoConsumers who invest in rooftop solar panels can sell unused power back to the grid under new guidelines from the

Beef Producers and Consumers Share "Everyday Environmentalist" Practices
(Huron Daily Tribune © 06/11/2009)
Indexed Jun 11 2009 11:21AM (Article ID 289899941)
(ARA) - Mom is in charge of water conservation. Dad handles composting. The kids help make sure lights are off when they aren't needed. Is this life in many typical American homes these days? You bet,

Birmingham researching wind ordinance
(Oakland Press © 06/11/2009)
Indexed Jun 12 2009 3:21AM (Article ID 289803004)
By MIKE SCOTT Special to The Oakland Press Birmingham city officials are lo

East Lansing school goes green
(Lansing State Journal © 06/11/2009)
Indexed Jun 11 2009 11:21AM (Article ID 289899691)
EAST LANSING - Red Cedar Elementary School has earned an official Michigan Green School designation, district officials said. To officially go green, a school must complete at least 10 activities tha

Lower crop supplies could mean higher food prices
(Petoskey News Review © 06/11/2009)
Indexed Jun 11 2009 11:21AM (Article ID 289900037)
Crop prices could rise this year because of dwindling supplies of U.S. corn and soybeans, raising fears of grain shortages and higher food costs for consumers.Reserve grain supplies from last year

Obama tends to forget about nuclear power as an option
(Escanaba Daily Press © 06/12/2009)
Indexed Jun 12 2009 3:21AM (Article ID 290103749)
POSTED: June 11, 2009 Save | Print | Email EDITOR: In a recent address to Congress, with his teleprompter help, Mr. Obama stated that we should l

On the edge of an electric revolution: GM opens global battery lab testing facility ahead of schedule
(Flint Journal © 06/11/2009)
Indexed Jun 11 2009 11:21AM (Article ID 289899497)
by Nathan Bomey | Michigan Business Review Thursday June 11, 2009, 7:00 AM Nathan Bomey GM CEO Fritz Henderson speaking at a press conference. Auto executives are beginning to acknowledge

SEGMA sets up support for manufacturers
(Niles Daily Star © 06/11/2009)
Indexed Jun 11 2009 6:06PM (Article ID 290018184)
Niles area business owners are fully aware of the challenges that lay at their desks in the wake of a struggling economy.

Tax gains from turbines discussed
(Huron Daily Tribune © 06/11/2009)
Indexed Jun 11 2009 6:06PM (Article ID 290006841)
BAD AXE — The area will see more than $11.3 million in property taxes from the area's two wind parks over the next 15 years, according to a study of the economic impact of wind turbines Hu

Teach our students turbine technology
(Huron Daily Tribune © 06/11/2009)
Indexed Jun 11 2009 6:06PM (Article ID 290006830)
Elkton-Pigeon-Bay Port Lakers was the first school to take advantage of wind turbines. Now, Owendale-Gagetown later this summer will install a 35-foot wind turbine, and we hope other schools are plann

Energy around the World

NV Energy Teams Up With Solar Facility
KXNT - Las Vegas,NV,USA
A deal has been reached that will have NV Energy purchase power from a large solar facility to be built in the town of Searchlight, on US 95 south of Las

NRG Energy's solar plant plans could stretch into Texas
Dallas Morning News - Dallas,TX,USA
By ELIZABETH SOUDER / The Dallas Morning News NRG Energy will build a solar power plant in southern New Mexico that could be the beginning of a string of

Nation's largest solar plant to be built in NM
The Associated Press
ALBUQUERQUE, NM (AP) — Utility officials announced plans Thursday to build a giant solar energy plant in the New Mexico desert in what is believed to be the

Green Jobs Sector "Poised for Explosive Growth," Study Says
WorldChanging - USA
The green jobs sector, buoyed by private investment and an infusion of federal stimulus dollars, is among the fastest-growing sectors in the US economy and ...

Green jobs exploding in surprising places
San Francisco Chronicle - CA, USA
A new Pew study takes green jobs from a slogan, an idea, and makes it a data set. The study counts green jobs, and compares them to jobs in other sectors,

Green Jobs Expands with Geothermal, LEED Offerings
EP Magazine - Dallas,TX,USA
The Green Jobs network of alternative energy job boards has added two new sites: Jobs in Geothermal and Jobs in LEED. The network now consists of six green

DOE To Invest $300 Million In Vehicle Efficiency, Solar, CO2 Capture
NASDAQ - New York,New York,USA
NEW YORK -(Dow Jones)- The Department of Energy announced more than $300 million in investments for renewable-energy technologies Thursday, including solar ...

Solid-State Lighting is a Bright Idea for Energy Efficiency, Study ...
GreenerBuildings - USA
Some LED technology is cheaper than traditional lighting and white LEDs can be a cost-effective, energy efficient way to reduce emissions, in addition to

New wind turbine program among choices for MTI students this fall
Daily Republic - Mitchell,SD,USA
... Eddy worked locally as an electrician for TK Electric and Muth Electric for years before signing on with Chicagobased Suzlon Wind Energy

Suntech to supply panels for Solar Energy Initiatives
EnergyCurrent - Houston,TX,USA
"We are extremely pleased to have chosen Suntech America to be the provider of solar panels for our first municipal contract," stated David Fann

Suntech Power Forms Alliance for Pole-Mounted Solar
Reuters - USA
Petra Solar's SunWave(TM) utility grade solar AC systems are designed to mount quickly and safely to utility distribution and streetlight poles and deliver ...

Solar Energy Investments Soar
Cabot Wealth Advisory - Salem,MA,USA
Crude oil hit a 2009 high of $71 a barrel on Wednesday, pushing solar energy etfs to an eight-month peak, according to Investor's Business Daily.

Solar power system energizing Hyatt Regency
NJBIZ - New Brunswick,NJ,USA
By João-Pierre Ruth A $2.5 million solar power system was activated at the Hyatt Regency New Brunswick Wednesday, supplying the hotel with 30 percent to 50

NRG, El Paso Electric Sign 92-MW Solar Power Deal
Wall Street Journal - USA
NRG will build and own the plant using eSolar's solar-thermal technology and engineering know-how, company executives said. The solar plant will be built on

Monday Marks World Commitment to Wind Energy
RenewableEnergyWorld.com - Peterborough,NH,USA
On Monday, June 15, the first-ever Global Wind Day will be celebrated in 30 countries. Organized by the Global Wind Energy Council (GWEC), the awareness

From: DELEG NEWS
Sent: Monday, June 15, 2009 9:56 AM
Subject: DELEG Daily News Clips

Keep clothes on at work or pay a tax
The Flint Journal - MLive.com - Flint,MI,USA
Statewide, the **Michigan Liquor Control Commission** says there are 83 establishments licensed to sell alcohol and feature topless dancing

Clean Downtown and 2-1-1 On the Go! Supported for Continued ...
Earthtimes (press release) - London,UK
"The **MSHDA** grant is vital to the work of our partner organizations, **...** DDP expects to match the **MSHDA** grant with private sector funds to sustain both **...**

Lack of instructors hampers growth in nursing careers
The Detroit News - Detroit,MI,USA
Michigan is projected to be 18000 nurses short by 2015, according to one industry study. Yet nursing programs throughout the state turned away more than

EDITORIAL: Releases necessary for prison reform
Crain's Detroit Business - Detroit,MI,USA
More information can be found on the **Michigan Department of Energy**, **Labor & Economic Growth** Web site. And, the **Michigan** Prison Re-Entry Program,

Ingham County to review project labor pacts
(Lansing State Journal © 06/15/2009)
Indexed Jun 15 2009 6:29AM (Article ID 291109658)
A dispute over Ingham County's proposed construction contract policy has been put before some county residents - via their mailboxes. The controversy centers on project labor agreements, or PLAs, whi

Energy in MI

2000 miles of stimulus roles through Kalamazoo
CivSource - New York,NY,USA
"This one construction project will create 1200 **jobs**," Mr. Cherry said. "**Michigan** is receiving more than $1 billion in Recovery Act transportation funding,

Recommendations of the Cherry Commission
The Detroit News - Detroit,MI,USA
Status: The **Michigan Department of Energy**, **Labor** and **Economic Growth** developed a strategic plan to identify and grow emerging industries.

Solar product manufactured in West Michigan isn't waiting for a ...
Kalamazoo Gazette - MLive.com - Kalamazoo,MI,USA
GRANDVILLE -- Typical **solar** receptors collect 40 to 60 percent of available sunlight. An energy-efficient European-designed **solar** water heater being built

Seeing the Detroit River Air Races On A Biodiesel Boat
(WWJ AM 950 Detroit © 06/15/2009)
Indexed Jun 15 2009 4:22AM (Article ID 291079983)

I almost hate to bring this up in these days when so many people's jobs stink, and there are millions of others whose life stinks because they have no job at all. But some days, I simply have the wor

Macomb loses out on Energy Efficiency funds
(Macomb Daily © 06/14/2009)
Indexed Jun 14 2009 9:15AM (Article ID 290926788)
Democratic Macomb County lawmakers are blasting a provision in President Obama's economic stimulus plan that would dramatically shortchange Macomb on funds for energy efficiency programs.The Energy Ef

Energy around the World

Texas growing in clean-**energy** jobs
Fort Worth Business Press - Fort Worth,TX,USA
Wind energy is a big factor in the state's rankings. According to the report, if Texas were a nation, it would rank sixth in the world for annual

Fort Worth company erects first **wind** turbine for testing
Fort Worth Business Press - Fort Worth,TX,USA
The machine is the first vertical-axis **wind** turbine, or VAWT, from the Fort Worth-based renewable **energy** solutions company. The device has been erected at

Mainstream Renewable Power to build 787MW of **wind energy** in ...
Your Project News (press release) - Aberdeen,UK
Mainstream Renewable Power, the global renewable **energy** company, has announced the acquisition of a portfolio of **wind** farm projects in the State of Illinois

World's First Hybrid **Solar** Power Plant Opens in Israel
Inhabitat - USA
by Bridgette Meinhold Concentrating **Solar** Power (CSP) plants are an amazing, wonderful, renewable energy technology, as long as the sun is shining

Europe's **wind** potential almost 20 times **energy** demand in 2020 – report
Renewable Energy Focus - Oxford,UK
The European Environmental Agency (EEA) says European onshore and offshore **wind energy** potential is equivalent to almost 20 times **energy** demand in 2020

Louisiana running in middle of pack for **green jobs**
New Orleans CityBusiness - New Orleans,LA,USA
Louisiana had the 24th most clean-energy businesses and the 22nd most **green jobs** among US states, according to a study released last week

Donoma **Energy** promises green off-the-grid 'economic sovereignty'
Indian Country Today - Canastota,NY,USA
The company also offers turnkey solar and **wind energy** products and complete packages, a kind of one-stop shopping for solar modules, inverters

Beijing plans subsidized pricing for **solar** power
Reuters - USA
HONG KONG (Reuters) - Beijing is expected to unveil subsidized prices for **solar** power production as soon as the second half of the year, the South China

USDA accepting applications for renewable **energy** and **energy** ...
EmpireStateNews.net - Newburgh,New York,USA
SYRACUSE – The USDA Rural Development State Office is accepting grant and loan guarantee applications for renewable **energy** and **energy efficiency** projects.

Explosive growth for **green jobs** sector
Times of India - India
A new study has determined that **green**-collar workers, who include everyone from energy-efficiency consultants to wastewater plant operators, are poised for

Vt. **green jobs** grow
Fox44 News - Colchester,Vermont,USA
A study by the Pew Charitable Trusts finds that Maine has nearly three times Vermont's 2161 **green jobs**; New Hampshire has about twice as many.

How To Build Homemade **Solar Panels** To Make Electricity
PRLog.Org (press release) - TX,USA
For instance, it has become more and more economical to build homemade **solar panels**. Building the homemade **solar panels** that utilize deep cell storage **...**

Goodbye GM — an opportunity for **green jobs**
Green Left Weekly - Chippendale,NSW,Australia
As I sit here in GM's birthplace, Flint, **Michigan**, I am surrounded by friends and family who are filled with anxiety about what will happen to them and to

El Paso Electric to buy new **solar** plant's power
El Paso Times - El Paso,TX,USA
By Vic Kolenc / El Paso Times EL PASO -- El Paso Electric will buy power from a **solar** power plant that is to be built in the Santa Teresa area,

Solar Plane Aims for 36-Hour Flight
New York Times - United States
By James Kanter Solarimpulse.com An artist's rendering of the **Solar** Impulse, an aircraft powered entirely by the sun. A test flight is planned for later

SunPower Reaches Manufacturing Deal with Jabil Circuit
RenewableEnergyWorld.com - Peterborough,NH,USA
SunPower Corp. has signed a multi-year **solar panel** manufacturing agreement with Jabil Circuit Inc., to build **panels** for SunPower's North American **solar**

Mainstream Renewable Power Acquires US **Wind** Development Projects ...
PR Newswire (press release) - New York,NY,USA
Its core business is to develop, build and operate **wind energy**, solar thermal and ocean current plants by partnering with governments, utility companies,

Mainstream buys US renewable **energy** projects
Power Engineering Magazine - Tulsa,OK,USA
... million ($743) joint venture with Canadian **wind** farm developer Alberta **Wind Energy** Corp. to build over 400 MW of **wind energy** plants in Alberta by 2013.

Is Nuclear The **Green** Solution?
National Journal - Washington,DC,USA
There has been much talk about "**green jobs**" recently and the benefits of transitioning to a **green** economy. Yet, policymakers have paid little attention to

From: DELEG NEWS
Sent: Monday, July 20, 2009 9:19 AM
Subject: DELEG Daily News Clips

Students graduate from tech center
Livingston Daily - Livingston,MI,USA
Several local students have graduated from the **Michigan** Career and Technical Institute in Barry County. Operated by **Michigan Rehabilitation Services** within

Analysis: Obama's inherited economy now an owned economy
Salt Lake Tribune - United States
Obama made that pivot last Tuesday in **Michigan**, the state suffering the worst **unemployment** in the nation. "I love these folks who helped get us in this mess

Reports: GM to open battery plant near Detroit
Crain's Detroit Business - Detroit,MI,USA
The **Michigan Department** of Transportation said it awarded an emergency $84000 **...** filed with the state **Department of Energy**, **Labor** and **Economic Growth**.

Mich. Unemployment Hits 15.2%
(Detroit WDIV (NBC) CH 4 © 07/18/2009)
Indexed Jul 18 2009 12:43PM (Article ID 303435463)
LANSING, Mich. -- Michigan's already high unemployment rate jumped 1.1 percent in June, hitting 15.2 percent. State officials said the latest jobless rate was 7.1 percentage points above the state's

Business Notables
Battle Creek Enquirer - Battle Creek,MI,USA
Operated by **Michigan** Rehabilitation Services within the **Michigan Department of Energy**, **Labor & Economic Growth**, MCTI provides vocational training in twelve **...**

Michigan Unemployment Rate Passes 15%; Highest in Country
Associated Content - Denver,CO,USA
The **Michigan** state **unemployment** rate passed 15% according to a report. This makes the **Michigan unemployment** rate the highest for any state since March of

Unions Seem Determined to Kill Michigan Film Industry
Big Hollywood - Venice Beach,CA,USA
Case in point: **Michigan**. You would think that after the UAW destroyed the **.....** of like a salesperson buying their own products just to get the **commission**.

Federal minimum wage increase prods Michigan
(Dowagiac Daily News © 07/17/2009)
Indexed Jul 17 2009 12:11PM (Article ID 303096009)
When the federal minimum wage climbs to $7.25 an hour on July 24, it will also boost Michigan's sub-minimum wage, which is currently $6.55 an hour.

Written by Taylor Parker
Michigan Policy Network - East Lansing,MI,USA
The Michigan State Housing Development Authority (**MSHDA**) was established in 1966 **... MSHDA** is financed by taxable bond which are tax-exempt, allowing it to

Michigan Remains National Jobless Leader
Michigan Radio - Ann Arbor,MI,USA
But **Michigan's** fast-growing jobless rate was well above every other state's. Jim Rhein is with the state **Department of Energy**, **Labor** and **Economic Growth**

http://www.mlive.com/news/kalamazoo/index.ssf/2009/07/teens_may_see_wage_increase_by.html
Teens to see wage increase by end of this week
Michigan's subminimum wage, a wage paid to employees younger than 18, will jump from $6.55 to $7.25 when the federal minimum wage increases on Friday

Michigan Teens May Get Pay Raise
(Detroit WDIV (NBC) CH 4 © 07/20/2009)
Indexed Jul 20 2009 6:31AM (Article ID 303789832)
KALAMAZOO, Mich. -- Michigan teenagers who have jobs might see a pay raise this week. Michigan's subminimum wage, a wage paid to employees younger than 18, will jump from $6.55 to $7.25 when the

Subminimum Wage To Increase This Week
(WWJ AM 950 Detroit © 07/20/2009)
Indexed Jul 20 2009 6:31AM (Article ID 303789514)
Lansing (WWJ) -- Some Michigan teenagers could see a pay raise at that summertime job this week. Michigan's subminimum wage, a wage paid to employees younger than 18, will jump from $6.55

Teenage Workers Getting Pay Raise
(Lansing WILX (NBC) CH 10 © 07/20/2009)
Indexed Jul 20 2009 6:31AM (Article ID 303789775)
Michigan teenagers who have jobs might see a pay raise this week. Michigan's subminimum wage, a wage paid to employees younger than 18, will jump from $6.55 to $7.25 when the federal minimum

Energy in MI

Midland leaders accept Green Challenge to improve energy use
The Saginaw News - MLive.com - Saginaw,MI,USA
The **Michigan Department of Energy**, **Labor & Economic Growth** and the **Michigan** Municipal League announced the program in June. "It essentially provides a **...**

Keep an eye on your rising electric bill
(Flint Journal © 07/19/2009)
Indexed Jul 19 2009 7:10AM (Article ID 303608875)
by Nancy Crawley | The Grand Rapids Press Sunday July 19, 2009, 6:10 AM Grand Rapids Press File PhotoThe late Gov. G. Mennen "Soapy" Williams campaigned to require more regulation of utility rate

Dow Corning receives federal wind energy grant
(Midland Daily News © 07/19/2009)
Indexed Jul 19 2009 2:30AM (Article ID 303531210)
Dow Corning Corp. is set to receive more than $745,000 from the federal government to help develop a product that is vital to the wind turbines used to create electricity.The $745,189 grant is part of

Firm builds first wind turbines
(Midland Daily News © 07/19/2009)
Indexed Jul 19 2009 2:30AM (Article ID 303531213)
Normally the manufacturing of graphite is a dirty business.But that business just got a whole lot cleaner, and greener, as The Dow Chemical Co. supplier Bay Carbon Inc. is switching to the wind to

Letter: Senators should back biomass fuel bill like Stupak
(Escanaba Daily Press © 07/18/2009)
Indexed Jul 18 2009 2:56AM (Article ID 303270599)

POSTED: July 18, 2009 Save | Print | Email EDITOR: The U.S. House of Representatives recently passed energy and climate legislation requiring

Letters, 7-18-09
(Macomb Daily © 07/18/2009)
Indexed Jul 18 2009 8:54AM (Article ID 303377622)
Buying sprinklers too expensiveHabitat for Humanity of Michigan is deeply concerned about a proposed new code requirement before the Michigan Department of Labor and Economic Growth that would force h

Michigan gets stimulus cash for wind energy projects
(Crains Detroit Business © 07/17/2009)
Indexed Jul 17 2009 12:11PM (Article ID 303096603)
LANSING (AP) — Michigan is getting nearly $2 million from the federal stimulus package to support wind energy projects. Three projects across the state were awarded grants this week from the U

NewPage nixes biofuels project
(Escanaba Daily Press © 07/18/2009)
Indexed Jul 18 2009 2:56AM (Article ID 303270606)
POSTED: July 18, 2009 Save | Print | Email ESCANABA - NewPage officials have announced they will not continue work on a biofuels

Ethanol Boost Called Michigan Job-Creator
(WWJ AM 950 Detroit © 07/20/2009)
Indexed Jul 20 2009 6:31AM (Article ID 303789526)
An ethanol trade group is pressing Congress to boost the amount of ethanol blended into regular unleaded gasoline from 10 percent to 15 percent. And they're getting support from the Poet biorefining

Michigan Gettings $2 Million For Wind Power
(WWJ AM 950 Detroit © 07/20/2009)
Indexed Jul 20 2009 6:31AM (Article ID 303789525)
Michigan is getting nearly $2 million from the federal stimulus package to support wind energy projects. Three projects across the state were awarded grants this week from the U.S. Department of Ener

Michigan's First Clean Energy Store Launched in Ypsilanti's Depot Town
(WWJ AM 950 Detroit © 07/20/2009)
Indexed Jul 20 2009 6:31AM (Article ID 303789510)
The Clean Energy Coalition, an Ypsilanti-based nonprofit promoting clean energy technologies, has launched the Energy Outlet, an innovative new retail and educational space aimed at

Wolfram: If ethanol is great, abolish the tariff on importation
(Lansing State Journal © 07/20/2009)
Indexed Jul 20 2009 6:31AM (Article ID 303790659)
The corn-based ethanol industry exists in the United States because of a political decision to provide higher corn prices and land values for farmers at the expense of everyone else. Yet despite massi

Energy around the World

Terra-Gen Power Closes $140 Million Pre-Construction **Wind** Financing
PR Newswire (press release) - New York,NY,USA
The Alta **Wind** I project represents the first phase in the development of the Alta **Wind Energy** Center, a 3000 megawatt initiative and one of the largest **wind ...**

Development of New **Solar** Energy Heating Up in Arizona
Industrialinfo.com (subscription) - Houston,TX,USA
A sector of the Power Industry that is experiencing a growth trend is **solar** power. Currently, a little more than 500 megawatts (MW) of operational

Deep-water turbine farms could overshadow near-shore projects like ...
Boston Globe - United States
If these and similar projects prove viable, some **wind energy** specialists and developers say, they could leapfrog closer-to-shore projects like Cape **Wind**.

Domestic **wind** turbine makers beat foreign rivals in 2008
Alibaba News Channel - New York,NEW YORK,USA
... outperformed their foreign competitors in 2008, Shi Pengfei, deputy director of Chinese **Wind Energy** Association, told the Global Times yesterday.

Energy crusader Pickens sees natural gas as transition fuel
Washington Times - Washington,DC,USA
Mr. Schork said that he is excited about natural gas but that too quick a move to alternative **energy** "will leave us tilting at windmills." "Whether **wind** or

From: DELEG NEWS
Sent: Thursday, July 30, 2009 1:39 PM
Subject: DELEG Daily News Clips

Tough economy creating few breaks for medical subcontractors
The Saginaw News - MLive.com
... 16300 people working in educational and health services in Saginaw County in May 2009, reported the state **Department of Energy**, **Labor & Economic Growth**.

Chrysler summer shutdown could end up costing Michigan $10M
Detroit Free Press
Norm Isotalo, a spokesman for the **Department of Energy**, **Labor** and **Economic Growth**, which oversees unemployment insurance, said the state "sees no reason not

DELEG offers tips to stay safe while using generators
(Gladwin County Record © 07/29/2009)
Indexed Jul 29 2009 11:19AM (Article ID 307294969)
LANSING ?“ Michigan Department of Energy, Labor & Economic Growth Director Stanley “Skip” Pruss offers tips for consumers from the Public Service Commission and Bureau of Fire Services

Chrysler summer shutdown could end up costing Michigan $10M
(Detroit Free Press © 07/30/2009)
Indexed Jul 30 2009 7:19AM (Article ID 307607174)
Chrysler Group LLC is untangling a bureaucratic knot that is embarrassing at best and at worst, could cost Michigan's strained unemployment trust fund about $10 million. The automaker and the UAW agr

Filing for unemployment should get easier
(Redford Observer © 07/30/2009)
Indexed Jul 30 2009 8:40AM (Article ID 307636191)
Jobless workers who are applying for unemployment benefits can now file their claims 24 hours a day Monday through Saturday by using an automated telephone system at the state's Unemployment Insurance

Michigan struggles to help out its jobless
(Detroit Free Press © 07/30/2009)
Indexed Jul 30 2009 7:19AM (Article ID 307607042)
Michigan's unemployment system is swamped with a backlog of about 100,000 claims involving disputes or problems, as it copes with 450,000 people receiving benefits. "This is not a normal situation,"

Q&A: Applying for unemployment benefits
(Detroit Free Press © 07/30/2009)
Indexed Jul 30 2009 7:19AM (Article ID 307607044)
QUESTION: How and when do I apply for unemployment benefits? ANSWER: If you want your benefits quickly, then file as soon as possible but not before your unemployment begins. The unemployment

Federal minimum wage increase benefits area workers under 18
(Lapeer County Press © 07/29/2009)
Indexed Jul 29 2009 1:37PM (Article ID 307320122)
LAPEER COUNTY -- Few people are getting raises these days at work due to the soft economy, but Josh Harlow did. Advertisement The 17-year-old Attica Townsh

Mich. woman fears $700K investment lost to Ponzi
(Kalamazoo Gazette © 07/30/2009)
Indexed Jul 30 2009 3:03AM (Article ID 307522363)
(AP) — DETROIT - A Detroit-area woman looking for safety amid last year's stock-market collapse was attracted to promises of 8 percent returns, but Patti Philliben-and her $700,000-now could

Energy in MI

West Bloomfield looks to alternative
C&G Newspapers
The **Michigan Green Jobs** Report 2009 reported that the state has about 109000 private-sector **green jobs**, and an analysis of **green** companies from 2005-2008

Bounceweb Becomes Greener With The Implementation Of Solar PowerBusiness
(Michigan PR.net © 07/30/2009)
Indexed Jul 30 2009 6:35AM (Article ID 307581961)
TX, July 29, 2009 (www.MichiganPR.net) - As the saying goes, for about 2000 years, we have been conquering the environment and now we are beating it to death. The environment will have its vengean

Crowd rallies at Capitol for renewable energy
(Lansing State Journal © 07/29/2009)
Indexed Jul 29 2009 11:48PM (Article ID 307432972)
Hundreds of clean energy supporters turned out at the Capitol this afternoon to argue for the development of wind, solar and other renewable energy sources. They also backed canceling coal plant proj

Dow Reports Second Quarter Results
(Crains Detroit Business © 07/30/2009)
Indexed Jul 30 2009 8:40AM (Article ID 307636946)
Accelerated cost reductions, faster synergy achievements and volume gains achieve sequential improvement in sales and business operating results despite weak U.S. and European eco

ECD signs expansion deal
(Oakland Press © 07/30/2009)
Indexed Jul 30 2009 8:40AM (Article ID 307636330)
By JOSEPH SZCZESNY Of The Oakland Press Energy Conversion Devices of Roches

Farm lobby divided over climate bill
(WEYI NBC 25 © 07/29/2009)
Indexed Jul 29 2009 12:54PM (Article ID 307309938)
Wednesday, July 29, 2009 at 9:36 a.m. Cracks are emerging within the powerful farm lobby, as the agriculture community fractures over the sweeping climate and energy bill expected to be taken up by

FEDERAL AID FOR $6.3 MILLION BIOFUEL RESEARCH
(Michigan Chronicle © 07/29/2009) (Registration Required)
Indexed Jul 29 2009 1:37PM (Article ID 307320022)
U.S. Department of Agriculture Secretary Tom Vilsack and U.S. Department of Energy Secretary Steven Chu recently announced the joint selection of awards of up to $6.3 million towards fundamental genom

Guest Opinion: Michigan must enact smart energy policy
(Flint Journal © 07/30/2009)
Indexed Jul 30 2009 7:19AM (Article ID 307609603)
by Hugh McDiarmid Jr. | for Michigan Business Review Thursday July 30, 2009, 1:00 AM Like our Great Lakes, Michigan's economy will rise again if we enact smart energy policy. Great Lakes water lev

Legislators promote bills to 'ReEnergize Michigan'
(Farmington Observer © 07/30/2009)
Indexed Jul 30 2009 8:40AM (Article ID 307636859)
The construction site at the Farmington Hills City Hall, where an energy overhaul is taking place with an extensive remodeling, was the backdrop Monday morning for an announcement about energy

Energy around the World

New tech could coat buildings in efficient **solar**-energy **panels**
Ha'aretz
The **solar panels** can be turned into a cost-effective transparent coating for buildings or windows. This development has important advantages over normal

Australia - 50000 new **Green Jobs** and **Green** Skills Trainning Places **...**
ISRIA
The Rudd Government **today** announced 50000 new **green jobs** and training opportunities to build a stronger and greener Australian economy.

GREEN SPACE: Consumers Energy starts **solar** power buyback...DTE **...**
Metronode Media
... purchase energy generated through **solar** photovoltaic systems for the rate of $0.45/kwh in 2009 and $0.37/kwh for 2010 and beyond, for up to ten years.

Dow Corning Names Global Marketing Manager for Solar Business
Chemie.de (press release)
29 Jul 2009 - **Dow Corning** has named Rainer Spielberg as Global Marketing Manager for its Solar Market Business Unit, which provides silicon-based solutions

Green Technology, The Key to **Dow Corning's** Sustainability and Success
Azom.com
"The ability to design, build and implement green technologies will be the key to sustainability and success for **Dow Corning**" said Peter Cartwright,

US DOE to invest $11.8 million for **solar** power grid integration
International Business Times
The US Department of Energy announced on Wednesday an investment of up to $11.8 million for five projects to develop the integration of **solar** technologies

Australian PM vows to create 50000 '**green**' **jobs**
The Associated Press
SYDNEY — Australia's prime minister promised Thursday to create 50000 **"green" jobs** and apprenticeships to combat climate change and unemployment

American Superconductor Jumps on First-Ever Profit
Bloomberg
By Christopher Martin July 30 (Bloomberg) -- American Superconductor Corp., a maker **wind energy** components and transmission lines, surged in early New York

SunRun Raises $18M for **Solar**-As-A-Service
Reuters
By Sustainable Business - Matter Network Residential **solar** company SunRun closed a Series B round of funding for $18 million led by Accel Partners and

PSE&G plan takes **solar** energy public
Philadelphia Inquirer
By Andrew Maykuth For millions of New Jersey residents, **solar** power is coming soon to their neighborhoods - even to the utility poles in their backyards.

200000 MegaWatt **Solar** Plans for India
Reuters
Initially the plan indicates a rapid deployment may be achieveable through the addition of **solar** technology on approxmately 3 million square meters of **...**

Wind industry calls for renewable **energy** standard
Examiner.com
"Renewable **energy** standard (RES) is a critical policy", said Kathy Belyeu of the American **Wind Energy** Association (AWEA) in a web-cast today.

Fuel Startup Makes Ethanol From the Sun, CO2
Reuters
By ClimateBiz Staff - ClimateBiz Staff A New England startup claims it has found a way to make ethanol using **solar** power and carbon dioxide – without

PM vows to create 50000 **green jobs**
Australian IT
KEVIN Rudd has opened the ALP National Conference with a promise to create 50000 **green jobs** and more training opportunities. In his "message of hope" speech

Quinn signs bill to create **green jobs** in Ill.
ABC7Chicago.com
Quinn was in Chicago on Wednesday signing a bill into law he says will create **green jobs** across Illinois. July 29, 2009 (CHICAGO) (WLS) -- Governor Pat

Intel Makes $10M Bet on Smart Grid, **Energy Efficiency**
GreenBiz
Intel's global investment arm has committed $10 million to five companies specializing in smart grid and **energy efficiency** technologies

Energy developers in New England focusing on **wind** power
The Republican - MassLive.com
Renewable **energy** includes **wind**, solar and water power as well as biomass generation from wood and other plant matter. In Massachusetts, **wind** farms have been

PSE&G gets NJ approval to spend $515 mln on **solar**
Reuters
N) unit PSE&G can spend $515 million of ratepayer money for 80 megawatts of **solar** power projects, New Jersey utility regulators ruled on Wednesday. **...**

US Renewable **Energy** Exceeds Nuclear Power
Environmental Leader
Contributing to the increase is the US **wind energy** industry's installation of 1210 megawatts (MW) of new power capacity in the second quarter of 2009, **...**

From: DELEG NEWS
Sent: Monday, August 03, 2009 11:17 AM
Subject: DELEG Daily News Clips

http://www.usatoday.com/money/economy/employment/2009-07-30-recession-change-jobs_N.htm
Pushed by recession, millions make dramatic job changes
The automotive industry was the only life Ed Wozniak knew. As a teenager, he would take apart vintage cars, soup them up and put them back together in a weekend. His father was a machine repairman, and Wozniak got an apprenticeship doing similar work for Chrysler.

US auto workers seek to retrain for scarce new jobs
Reuters
Andy Levin, deputy director at Michigan's Department of Energy, Labor and Economic Growth, which is in charge of the program, said the state's unemployment **...**

US auto workers seek to retrain for scarce new jobs
Forexyard - Nicosia,Cyprus
The state's **No Worker Left Behind** program was launched in 2007 and 80000 workers have so far been retrained. Andy Levin, deputy director at Michigan's **...**

Shuttered factories, shattered lives in US rust belt
AFP
"I think there's a lot of hope," said **Andy Levin**, deputy director for Michigan's department of energy, labor and economic growth. **...**

WEEK ON THE WEB: 2010 Belle Isle Grand Prix postponed
Crain's Detroit Business
Jamiel Martin is listed as the president of Politically Motivated in an annual statement filed with the **Michigan Department** of **Labor** and **Economic Growth** in

Laid-off car workers to install solar panels
Inquirer.net
... drawing new employers and diversifying its economy, said Andy Levin, deputy director for **Michigan's department of energy**, **labor**, and **economic growth**.

Laid-off workers in green jobs
Straits Times - Singapore
The two year-old **No Worker Left Behind** programme has so far helped retrain around 78000 people. There were more than 740000 actively looking for work in **...**

Michigan unemployment office offers Webcasts to help filers
Michigan Business Review - MLive.com
by The Grand Rapids Press LANSING -- The high number of jobless workers is swamping **Michigan's Unemployment** Insurance Agency, but workers now can watch a **...**

Business Memoranda: 8/2/2009
Traverse City Record Eagle
... of Traverse City-based R. Clark Associates Inc., has been appointed by the **Department of Energy**, **Labor & Economic Growth** to the Landscape Architect Ad **...**

States' woes could haunt President Obama
Politico
He's even skeptical about the focus on "**green**" **jobs**, wishing **Michigan** officals would aim for the research, development and design of new technologies such

County asks feds for unemployment benefits extension
Shelby Township Source Newspapers - Shelby Township,MI,USA
Although Ozlem is enrolled in the state's **No Worker Left Behind** program, he worries what will happen when his unemployment benefits run out soon.

$1M awarded for job training
The Detroit News - Detroit,MI,USA
Jennifer Granholm said Friday the Southeast Michigan Community Alliance will receive a $1 million award through the state's **No Worker Left Behind** initiative

Mich. agency posts how-to Webcasts for unemployed
Chicago Tribune
The high number of jobless workers is swamping **Michigan's Unemployment** Insurance Agency, but workers now can watch a series of how-to Webcasts that could

Chrysler workers could get paid twice during summer shutdown, once ...
MLive.com
But the Detroit Free Press reports **Michigan's Unemployment** Agency sent out letters to Chrysler workers saying they were eligible for **unemployment ...**

Rock & a hard place
Variety
Clear Channel's exec VP and chief legal officer **Andy Levin** confirms they rejected the ads, and says in a statement, "Why would we air ads designed to put us

Pushed by Recession, Millions Make Dramatic Job Changes
WLTX.com - Columbia,SC,USA
Michigan's **No Worker Left Behind** program has trained 81700 workers since August 2007, according to the state Department of Energy, Labor and Economic Growth

Millions Finding Radically New Careers
The Jacksonville Observer
Michigan's No Worker Left Behind program has trained 81700 workers since August 2007, according to the state **Department of Energy**, **Labor** and **Economic Growth**

Film jobs get Michigan rolling
(Detroit News © 08/02/2009)
Indexed Aug 2 2009 3:16PM (Article ID 308250483)
Sarah DeBoer didn't mind the 16-hour workdays, running errands across Metro Detroit for the assistant director or fetching water for the film's leading lady. While her job as a set production assist

Business briefing
(Detroit Free Press © 08/03/2009)
Indexed Aug 3 2009 3:32AM (Article ID 308336275)
The high number of jobless workers is swamping Michigan's Unemployment Insurance Agency, but workers now can watch a series of how-to webcasts that could make filing for benefits easier. The agency p

Blues to alter small-firm rates: Higher claims may mean higher premiums
(Crains Detroit Business © 08/03/2009)
Indexed Aug 3 2009 3:32AM (Article ID 308335841)

Blue Cross Blue Shield of Michigan has received state approval to begin on Oct. 1 charging small-business customers that have 51 to 99 employees group insurance premiums based on factors that include

"Cash for clunkers" may be suspended
(Grand Rapids WOOD (NBC) CH 8 © 08/03/2009)
Indexed Aug 3 2009 3:32AM (Article ID 308336430)
WASHINGTON (AP) - The Obama administration will suspend the "cash for clunkers" program unless the Senate provides $2 billion more for the popular car incentive plan, Transportation Secretary Ray LaHo

Car rebates will stop unless Senate acts
(Mt. Pleasant Morning Sun © 08/03/2009)
Indexed Aug 3 2009 7:12AM (Article ID 308382982)
By KEN THOMAS Associated Press Writer

Ford Reports First Increase In 2 Years
(Lansing WILX (NBC) CH 10 © 08/03/2009)
Indexed Aug 3 2009 3:32AM (Article ID 308335907)
Surging demand from the government's "cash for clunkers" program has helped lift Ford Motor Co. to its first monthly increase in two years, the company's top sales analyst said Sunday. July sales r

Ford says it will post July sales rise
(Grand Rapids WOOD (NBC) CH 8 © 08/03/2009)
Indexed Aug 3 2009 7:46AM (Article ID 308404079)
CHICAGO (AP) - Surging demand from the government's "cash for clunkers" program has helped lift Ford Motor Co. to its first monthly increase in two years, the company's top sales analyst says. July

Agency Posts Webcasts For Unemployed
(Detroit WDIV (NBC) CH 4 © 08/01/2009)
Indexed Aug 1 2009 10:47PM (Article ID 308183151)
LANSING, Mich. -- The high number of jobless workers is swamping Michigan's Unemployment Insurance Agency, but workers now can watch a series of how-to Webcasts that could make filing for benefits s

Mich. agency posts how-to Webcasts for unemployed
(Ionia Sentinel Standard © 08/01/2009)
Indexed Aug 1 2009 11:12AM (Article ID 308140771)
LANSING, Mich. (AP) - The high number of jobless workers is swamping Michigan's Unemployment Insurance Agency, but workers now can watch a series of how-to Webcasts that could make filing for ben

Michigan unemployment office offers Webcasts to help filers
(Flint Journal © 08/01/2009)
Indexed Aug 1 2009 3:58PM (Article ID 308155222)
by The Grand Rapids Press Saturday August 01, 2009, 9:32 AM LANSING -- The high number of jobless workers is swamping Michigan's Unemployment Insurance Agency, but workers now can watch a series of

Shop Giving Away Gowns To Unemployed
(Detroit WDIV (NBC) CH 4 © 08/02/2009)
Indexed Aug 2 2009 7:43AM (Article ID 308263144)
ROCHESTER, Mich. -- A local bridal salon is going out of its way to make sure the economy doesn't keep 20 brides-to-be from a happy wedding day. Maria?s Bridal in Rochester will give away 20 designe

Shop to give dresses to 20 unemployed brides
(Detroit Free Press © 08/02/2009)
Indexed Aug 2 2009 7:43AM (Article ID 308261881)
If you're unemployed and in need of a bridal gown, today could be your lucky day. Maria's Bridal in Rochester is giving away wedding dresses to the first 20 brides-to-be who show up at the shop be

Plant wins safety award
(Oakland Press © 08/02/2009)
Indexed Aug 2 2009 7:43AM (Article ID 308260662)
The Wixom Wastewater Treatment Plant has won the Michigan Voluntary Protection Rising Star Award.The honor is given to businesses for workplace **Safety** and health excellence from the Michigan Occupational **Safety** and Health Administration.The Wixom plant received the award at a ceremony in late July."United Water and the city of Wixom are

Area Ponzi scheme shows need for investor caution
(Kalamazoo Gazette © 08/02/2009)
Indexed Aug 2 2009 3:32AM (Article ID 308207916)
BY ALEX NIXON anixon@kalamazoogazette.com (269) 388-2783 KALAMAZOO -- In April 2008, John Bravata started telling potential investors they could expect an 8 percent annual return on their mon

Tips for investors
(Kalamazoo Gazette © 08/02/2009)
Indexed Aug 2 2009 3:32AM (Article ID 308207923)
So-called ``free lunch investing seminars'' are often presented as educational sessions, but can be easy ways for scammers to target senior citizens and other investors by offering unregistered and in

You can protect yourself from clever con artists
(Detroit Free Press © 08/02/2009)
Indexed Aug 2 2009 7:43AM (Article ID 308261654)
Too often lately, we're hearing about one investment scam after another that ends up destroying a lifetime of retirement savings or a family's modest inheritance. The con artists are good. Very good

$1M awarded for job training
(Detroit News © 08/01/2009)
Indexed Aug 1 2009 2:52AM (Article ID 308047730)
Laid-off automotive workers in southeastern Michigan could soon benefit from $1 million in new state funding for job retraining programs. Gov. Jennifer Granholm said Friday the Southeast Michigan Co

County asks feds for unemployment benefits extension
(Sterling Heights Source © 08/01/2009)
Indexed Aug 1 2009 7:45AM (Article ID 308094415)
At the end of 2007, things were looking pretty good for Jason Ozlem. He had a job, had recently bought a house and became engaged. Then, in February 2008, things changed. Ozlem, a St. Clair Shores

Chrysler Unemployment Benefits
(Lansing WILX (NBC) CH 10 © 07/31/2009)
Indexed Jul 31 2009 12:43PM (Article ID 307944370)
The state unemployment agency has notified thousands of Chrysler Group LLC hourly workers they are eligible for unemployment benefits during the automaker's summer 2-week shut-down, despite a contract

Confusion over Chrysler workers' pay during break
(WEYI NBC 25 © 07/31/2009)
Indexed Jul 31 2009 9:45AM (Article ID 307872591)
Friday, July 31, 2009 at 3:20 a.m. (AP) -- The state unemployment agency has notified thousands of Chrysler Group LLC hourly workers they are eligible for unemployment benefits during the automak

Energy in MI

Cap-and-trade hurts energy security
(Detroit News © 08/02/2009)
Indexed Aug 2 2009 2:51AM (Article ID 308198539)
What's in a name? A bit of deception when it comes to the American Clean Energy and Security Act. A more accurate title might be: the American Clean Energy and Less Security Act. To get to the bot

Central City, Neb ethanol plant resumes production
(Kalamazoo Gazette © 08/01/2009)
Indexed Aug 1 2009 10:47PM (Article ID 308183207)
(AP) — CENTRAL CITY, Neb. - An ethanol plant near Central City that sat idle during its parent company's bankruptcy is getting restarted under new owners. The Central City plant and one in Ord

Companies making news
(Detroit Free Press © 08/02/2009)
Indexed Aug 2 2009 7:43AM (Article ID 308261852)
Ann Arbor-based SchoolPictures.com, a provider of school pictures, donated more than $2 million to Michigan schools that have used its portrait services in the four years since its founding. This

Michigan Tech scientists seek dry-growing poplars
(WEYI NBC 25 © 08/01/2009)
Indexed Aug 1 2009 10:47PM (Article ID 308183699)
Saturday, August 01, 2009 at 5:27 p.m. HOUGHTON, Mich. (AP) - Scientists have decoded the DNA of poplar trees, and researchers at Michigan Technological University are using that information to deve

Poplar trees could be biofuel
(Mt. Pleasant Morning Sun © 08/02/2009)
Indexed Aug 2 2009 7:02AM (Article ID 308251809)
HOUGHTON (AP) — Scientists have decoded the DNA of poplar trees, and researchers at Michigan Technological University are using that information to develop a strain that grows better in dry soil

Quick hits: Scientists decode DNA of poplars
(Detroit Free Press © 08/02/2009)
Indexed Aug 2 2009 7:43AM (Article ID 308261695)
BIOFUEL RESEARCH: Scientists decode DNA of poplars Scientists have decoded the DNA of poplar trees, and researchers at Michigan Technological University are using that information to develop

The Cost of Importing Energy
(MLive.com © 07/31/2009)
Indexed Jul 31 2009 6:15PM (Article ID 307990513)
S. Quentin Quale: There's only one law in the west: the law of blood and bullets. It's either shoot or be shot. What are we gonna do? Joseph Panello: Sue 'em! - Go West, The Marx Brothers If on

Alexander: Nuclear power could be answer to energy needs
(Midland Daily News © 08/01/2009)
Indexed Aug 1 2009 7:45AM (Article ID 308047890)
Editor's note: This article was excerpted from the "Blueprint for 100 new nuclear power plants in 20 years," subtitled "How nuclear power can produce enought cle

Renewable energy focus of academy for teens
(Sterling Heights Source © 08/01/2009)
Indexed Aug 1 2009 7:45AM (Article ID 308094428)
A new career academy program at Macomb Community College will focus on the growing field of renewable energy. The academy, which is open to teens ages 15-19, will run from 8:30 a.m. to 12:30 p.m. fr

Solar poweredBy Jeff Broddle
(Cadillac News © 08/01/2009)
Indexed Aug 1 2009 7:45AM (Article ID 308094312)
With the exception of nuclear energy, all power on the planet comes from the sun. Increasingly, returning to the solar source for power is becoming a more attractive option as fossil fuels become more

Energy around the World

DOE Announces Awards for up to $11 Million for New **Solar** Energy ...
Media Newswire (press release)
The selections announced today are part of DOE's continuing work to help assure the nation's electrical grid reliability is maintained and improved as **solar ...**

China builds **wind energy** observation network
Xinhua
The location of a power station should be based on exploitable capacity of the **wind** there. The CMA started a national survey of **wind energy** resources in

CLP Gets Approval to Develop Hong Kong **Wind** Farm
Bloomberg
The 200-megawatt project would probably be the largest offshore **wind** farm in Asia, said Marc Renault, a spokesman for the World **Wind Energy** Association

Our Top 5 **Green Job** Picks
Earth911.com
However, these tasks cannot be performed without skilled individuals, which is why experts are predicting the market for **green jobs** to skyrocket.

Borrego **Solar** to bankroll **solar** installs
CNET News
by Martin LaMonica In a sign of the difficulty financing **solar**, commercial installer Borrego **Solar** said on Monday it has taken in $30 million from an

Robert Bosch Offers to Buy Aleo **Solar** for EU9 a Share in Cash
Bloomberg
2 (Bloomberg) -- Robert Bosch gmbh offered to buy Aleo **Solar** AG for 9 euros a share in cash by way of a "voluntary public takeover" and has entered

New Metrics Offer Better Ways to Map **Energy** Consumption
Converge Network Digest
They calculate **energy efficiency** based on the delivery of a specific service such as triple play, either in terms of power consumption per subscriber when **...**

Hemlock managers prepare to relocate
Clarksville Leaf Chronicle
With my 35 years at **Dow Corning** and Hemlock Semiconductor, I know and am able to pull from our global organization to bring the best and most capable people **...**

FedEx Building to get Largest Rooftop **Solar Panel** Power Installation
Best Syndication
[Best Syndication News] The Fedex Ground distribution hub in Woodbridge, NJ, is going to have the largest installation of **solar panels** on a rooftop in the

Weak economy makes **solar panels** more affordable to homeowners
Los Angeles Times
The downturn is helping to make **solar panels** more affordable. Manufacturers are cutting prices to move inventory. Uncle Sam is helping too

For Community Colleges, **Wind** Technician Training Is a Growth Business
New York Times
Altogether, Christine Real de Azua, a spokeswoman for the American **Wind Energy** Association, said there are more than 100 such programs for renewable **energy**

How PV Manufacturers Are Driving Down Costs
Reuters
In those years - during a silicon shortage that kept the supply of **solar panels** below demand -- manufacturers were working to grow capacity as fast as

Texas tops all states in new **wind energy**
Bizjournals.com
Texas ranks first in new **wind** power generating capacity, according to the second quarter market report from the American **Wind Energy** Association

From: DELEG NEWS
Sent: Friday, August 28, 2009 12:42 PM
Subject: DELEG Daily News Clips

Michigan Asks For More Federal Job Training Aid
Michigan Radio - Ann Arbor,MI,USA
Governor Granholm says over the past two years, 88 thousand people have enrolled in the No Worker Left Behind program, but thousands more are waiting to

Michigan unemployment
AnnArbor.com - Ann Arbor's top digital news Web site and
... in June to 10.3 percent in July, according to statistics released this afternoon by the Michigan Department of Energy, Labor and Economic Growth

Grand Rapids-area unemployment rate drops slightly to 12.7 percent ...
Kalamazoo Gazette - MLive.com
... the large number of layoffs already seen in the manufacturing sector," a report from the Michigan Department of Energy, Labor and Economic Growth read

Genesee County and Flint unemployment rates edge up slightly in July
The Flint Journal - MLive.com - Flint,MI,USA
She said the whole unemployment process from filing for benefits to seeking help through Michigan's No Worker Left Behind program has been "hectic

Detroit unemployment rises to 17.7 percent, the highest in Michigan
MLive.com
by Aaron Foley | MLive.com According to the Department of Energy, Labor and Economic Growth, the Detroit area has the highest unemployment rate --17.7

Local unemployment inches up
Battle Creek Enquirer
... labor force in July, up from 13.5 percent in June, according to figures released by the Michigan Department of Energy, Labor & Economic Growth today

Unemployment increased in July for St. Clair, Sanilac counties
Port Huron Times Herald
... making it the seventh worst of the state's 83 counties, according to the Michigan Department of Energy, Labor & Economic Growth

Nearly 3 in 10 in Detroit need a job
Detroit Free Press
... to 28.9% during July -- the highest rate since modern record-keeping began in 1970, the state's Department of Energy, Labor & Economic Growth reported

Gov. Yet to Sign Off on Lucky Tab II
MyFox Detroit - Detroit,MI,USA
The governor wants to use the rest of the profits to fund college scholarships and No Worker Left Behind. However, she wants to voters to approve this

Michiganders trapped under pressure of debt collectors
(Detroit Free Press © 08/28/2009)
Indexed Aug 28 2009 4:27AM (Article ID 316874175)
After Jessica Wilson failed to pay $500 to a Flint hospital for treating her broken ankle last year, the bill collectors started calling. ?They would call eight, nine, 10 times a day,? the unemployed

Chemical plant fire in Detroit's Hamtramck enclave
(Kalamazoo Gazette © 08/27/2009)
Indexed Aug 27 2009 5:56PM (Article ID 316711127)
(AP) — HAMTRAMCK, Mich. - A fire has broken out at a chemical plant in the Detroit enclave of Hamtramck, sending flames and black smoke hundreds of feet into the air. WDIV-TV says the fire brok

Chemical plant fire in Detroit's Hamtramck enclave
(Lansing WLNS CH 6 © 08/27/2009)
Indexed Aug 27 2009 4:35PM (Article ID 316700347)
Associated Press - August 27, 2009 12:04 PM ET HAMTRAMCK, Mich. (AP) - A fire has broken out at a chemical plant in the Detroit enclave of Hamtramck, sending flames and black smoke hundreds of feet

Coffee shop plans to add deck
(Lundington Daily News © 08/28/2009)
Indexed Aug 28 2009 7:35AM (Article ID 316930441)
Kevin Braciszeski - Daily News Staff Writer Wednesday, August 26, 2009Owners of a downtown Ludington coffee shop are seeking permission to add a deck to the rear of their business and plan to

Energy in MI

Company received $45M state, federal
WOOD-TV
Granholm's goals toward growing Michigan's green economy fit perfectly with Eaton's sustainability commitment and power management offerings," said Joseph

Ryan Boyer promoted to assistant director of Dow Corning Tennis ...
The Saginaw News - MLive.com - Saginaw,MI,USA
by The Saginaw News Ryan Boyer, a member of the Midland Community Tennis Center Welcome Center, is the new assistant director of the Dow Corning Tennis

Tax credits necessary evil in Michigan today
Examiner.com - USA
When I was preparing for my first day of office in early 2005, I went in the fall of 2004 and visited Dow Corning and Dow Chemical to ask them why their

AROUND THE CAPITOL
Southgate News Herald
The grant will be used by the Michigan Department of Energy, Labor & Economic Growth to support state planning and energy assurance capabilities and partne

Consumers Energy plans contracts for six new Michigan renewable energy projects
(Flint Journal © 08/27/2009)
Indexed Aug 27 2009 4:35PM (Article ID 316698181)
by Jeff Kart | The Bay City Times Thursday August 27, 2009, 2:44 PM Consumers Energy has asked the Michigan Public Service Commission to approve power supply contracts with six new renewable energy

Energy Conversion Devices Reports Revenues of $316 Million and Earnings Per Share of $0.29 for Fiscal Year 2009
(Crains Detroit Business © 08/27/2009)
Indexed Aug 27 2009 10:59AM (Article ID 316600352)
Solar Integrated Merger Opens New Markets, Adds Capabilities to Reduce Total Installed Costs; Company Maintains Strong Financial Position ROCHESTER HILLS, Mich., Aug. 27 /PRNewswire-First

Fire rages at chemical plant near Detroit
(Swartz Creek News © 08/27/2009)
Indexed Aug 27 2009 4:35PM (Article ID 316684852)
(AP) — HAMTRAMCK, Mich. - A fire broke out Thursday at a chemical plant near Detroit, sending flames and black smoke hundreds of feet into the air and forcing a nearby expressway to be closed.

Gov. Granholm: Wixom renewable energy park could be crown jewel in Michigan's new economy
(Flint Journal © 08/27/2009)
Indexed Aug 27 2009 10:59AM (Article ID 316598830)
by Jonathan Oosting | MLive.com Thursday August 27, 2009, 8:25 AM Ford Motor Co.The Ford Wixom assembly plant Gov. Jennifer Granholm says a plan to convert Ford's shuttered Wixom factory into a $725

Wind Turbine Roadblocks in Recession
(Lansing WILX (NBC) CH 10 © 08/27/2009)
Indexed Aug 27 2009 11:35AM (Article ID 316602736)
It's a 35,000 square foot $12 million investment in green technology. "This facility has been open for almost a year and it was built to do green components," said

Wind-energy school to get $350,000 from U.S.
(Kalamazoo Gazette © 08/27/2009)
Indexed Aug 27 2009 5:56PM (Article ID 316711124) BY BLAKE THORNE bthorne@kalamazoogazette.com (269) 388-2740 TEXAS TOWNSHIP -- U.S. Rep. Fred Upton, R-St. Joseph, announced Wednesday that he has secured $350,000 for the new wind-energy

Energy around the World

Chevy Volt Promises Energy Efficiency and Triple-Digit Mileage
Invention & Technology News
While most every major car manufacturer has launched its own version of an energy efficient vehicle, no one can claim to get triple digit gas mileage

Solar panel costs plunge as Chinese production rises
SmartBrief
The price of producing solar panels has plunged thanks primarily to an increase in polysilicon production in China and a slowdown in demand, primarily in

Smart Grid Energy Efficiency and Sustainability: Part 1
TMC Net
... Smart Grid technologies is weighing whether they enable the use of sustainable energy and increase energy efficiency without reducing productivity

Cheaper, Spray-On Solar Panels Could Appear in Three Years
Ethiopian Review
The group, lead by Brian Korgel in the University's chemical engineering department, predicts that the technology, which would allow solar panels to be

Solar Roadways Could Solve The US Energy Crisis
Gadget Review
But if Solar Roadways has their way we'll soon all be driving, yes driving, on solar panels. The benefits to their solar powered roadway go beyond the

Nanoparticle ink could print solar cells like newspaper
Printed Electronics World
Nanoparticle inks could be used to print solar cells like newspaper, or painted onto the side of buildings or rooftops to produce electricity.

European Wind Market Steady for 2009, an Industrial Info News Alert
SYS-CON Media
This year, 8600 megawatts (MW) of new wind energy capacity will be installed in the 27 countries that make up the European Union, the so-called EU-27

What's So Special About Windspire Wind Turbines?
Triple Pundit
Brian Miles, wind energy extension specialist at North Carolina State University, said of the Windspire turbines, ""The big thing going for this one

Declining solar prices hurt panel manufacturers
Mass High Tech
By Jackie Noblett Steep declines in the cost of solar panels is making the overall cost of installing photovoltaic systems on the rooftops of homes and

Talks on offshore energy test sites set
Bangor Daily News
The demonstration site project is part of an overall state effort to position Maine as a key player in the eventual development of offshore wind energy.

Some coastal officials look to create offshore wind farms
News14.com
CEDAR ISLAND, NC – Wind energy was a hot button issue at a Coastal Resources Commission meeting Thursday. Offshore wind farms could eventually become a

From: DELEG NEWS
Sent: Wednesday, September 09, 2009 1:57 PM
Subject: DELEG Daily News Clips

Reid plans bid for Portage city council re-election
MLive.com
Reid, 55, an occupational therapist with Michigan Rehabilitation Services, said experience will be needed on the next council as it continues to tackle

Actress Lonette McKee leads acting workshops in Oak Park
The Detroit News - Detroit,MI,USA
It will also offer job training under the Michigan's No Worker Left Behind program. Until a decision is made on a new location, such courses will be held in

Michigan Department of Human Services, Unemployment Insurance ...
The Michigan News - Boyne City,MI,USA
... may have with claims for unemployment benefits," said Stanley "Skip" Pruss, director of the Michigan Department of Energy, Labor and Economic Growth

MCB Board Meeting September 18 in Marquette Features Upper ...
The Michigan News - Boyne City,MI,USA
The Michigan Commission for the Blind is part of the Department of Energy, Labor & Economic Growth (DELEG), which is investing in Michigan's future by

New unemployment offices opening
(Kalamazoo WWMT (CBS) CH 3 © 09/08/2009)
Indexed Sep 8 2009 1:34PM (Article ID 320808190)
WEST MICHIGAN (NEWSCHANNEL 3) – The Michigan Department of Human Services, Unemployment Insurance Agency has announced that it will be opening three mini-problem resolution offices. The o

Temporary offices for jobless set up at DHS site
(Muskegon Chronicle © 09/09/2009)
Indexed Sep 9 2009 7:54AM (Article ID 321115765)
Tim Lockhart is used to the routine. Lockhart has been employed on and off since November 2008, and during each period between jobs, he has spent time filling out paperwork at the Muskegon County

Energy in MI

Report could delay Jackson-based Consumers Energy's plan for a $2 ...
The Jackson Citizen Patriot - MLive.com - Jackson,MI,USA
Bishop said the project is estimated to have an economic impact to the surrounding ... "This report will be of concern to labor in Michigan," Bishop said.

1 coal plant isn't needed and another can wait 13 years, MPSC staff says
(Detroit Free Press © 09/09/2009)
Indexed Sep 9 2009 5:06AM (Article ID 321065367)
Because of energy-efficiency initiatives and the increased use of renewable energy sources to create power, a new, coal-fired plant in Rogers City is unneeded, and a second proposed coal plant in Esse

Bay City Coal Plant Plan Gets Negative Reviews
(Saginaw WNEM (CBS) CH 5 © 09/08/2009)
Indexed Sep 8 2009 11:48PM (Article ID 320917316)
BAY CITY, Mich. -- The Michigan Public Service Commission is giving negative reviews to proposals for two coal-fired power plants. Commission staffers said Tuesday that Wolverine Power Cooperative ha

Mich. coal plant proposals get negative reviews
(Lansing WLNS CH 6 © 09/08/2009)
Indexed Sep 8 2009 11:48PM (Article ID 320917223)
Associated Press - September 8, 2009 4:44 PM ET The Michigan Public Service Commission is giving negative reviews to proposals for two coal-fired power plants. Commission staffers said Tuesday

PSC says no coal plants needed in Michigan until 2022
(Midland Daily News © 09/08/2009)
Indexed Sep 8 2009 11:48PM (Article ID 320921445)
A report from the Michigan Public Service commission recommends Consumers Energy delay until 2022 its planned coal-fired electricity generating plant at its Karn-Weadock Generating Complex near Bay

Study casts doubt on need for coal-fired generator
(Detroit Free Press © 09/08/2009)
Indexed Sep 8 2009 11:48PM (Article ID 320914294)
Because of energy efficiency initiatives and the increased use of renewable energy sources to create power, Consumers Energy won?t need a new coal plant until at least 2022, the Michigan Public

Groups call on Michigan to adopt low carbon fuel standard
(Crains Detroit Business © 09/08/2009)
Indexed Sep 8 2009 11:48PM (Article ID 320916862)
Environmental groups and other interests on Tuesday called for the state to require oil refineries and fuel blenders to reduce the overall carbon content of vehicle fuels sold in the state. The–

Incentives to Install Photovoltaic Systems in Michigan
(Ann Arbor News © 09/08/2009)
Indexed Sep 8 2009 1:34PM (Article ID 320808508)
On October 6, 2008, Governor Granholm signed an energy package into law that includes mandates for renewable energy production. By no later than 2015, ten percent of Michigan's energy must come from

Lakeshore economic development leader expects 3,000 jobs to be created soon
(Flint Journal © 09/08/2009)
Indexed Sep 8 2009 11:48PM (Article ID 320946197)
by Myron Kukla | The Grand Rapids Press Tuesday September 08, 2009, 6:04 PM Randy Thelen HOLLAND -- While unemployment in the Holland-Zeeland area is stuck around 14 percent, the future looks bright

Lawmaker wants less greenhouse gas from fuels
(Kalamazoo Gazette © 09/08/2009)
Indexed Sep 8 2009 11:48PM (Article ID 320921489)
(AP) — TRAVERSE CITY, Mich. - Suppliers should provide Michigan motorists with fuels that produce less of the gases that cause global warming, advocates and a state legislator said Tuesday. Rep

Energy around the World

Nanosolar Boosts Cells Efficiency, Starts Mass Production
Greentech Media

based First Solar makes cadmium-telluride solar panels and is the largest thin-film maker in the world. Both Nanosolar and First Solar make what are

Solar Energy Systems, LLC (SES) Installs Brooklyn, NY's Largest ...
Reuters
"All of our electricity is now supplied by our solar system. And as a travel-related firm, our souvenirs make tourism to NYC more eco-friendly,

Remke Energy Offering Electrical Products For Wind Power Industry
North American Windpower
Remke Energy can support product needs throughout the renewable energy market. These products include electrical products for wind energy used to support

StatoilHydro unveils floating wind turbine
United Press International
9 (UPI) -- Norwegian energy giant StatoilHydro inaugurated its first full-scale floating wind turbine in a pilot project in the North Sea

First Solar to start largest solar power plant in Ordos, China
Bizjournals.com
Chairman Wu Bangguo of the Standing Committee of the National People's Congress in China signs solar panel during Monday's visit to First Solar

$4.1 Billion in Orders for Thin-Film Solar
New York Times
Since its founding in 2002, Nanosolar has raised a lot of money – half a billion dollars to date – and made a lot of noise about upending the solar industry

Smart Grid Energy Efficiency and Sustainability: Part 2
TMCnet
This same energy efficiency can be applied to virtually any element of the distribution network that is given “intelligence.” Something to note is that

First Solar enters $300 million credit facility
Forbes
First Solar Inc., the nation's largest solar panel maker, said Wednesday that it has entered into a $300 million revolving credit facility with a syndicate

SunPower Foundation Launched Supporting the Next Generation of ...
Reuters
First-of-its-kind Foundation Distributes Educational Tools and Develops Opportunities to Support Community-Based Solar Power Initiatives SAN JOSE, Calif.,

New data show signs of economic recovery
QCK
Tomorrow (10 September), the Bank of England's Monetary Policy Committee is expected to keep interest rates at 0.5 per cent in an effort to cement an

Nevada Geothermal Site Gains Energy Efficiency with ElectraTherm ...
Business Wire (press release)
Florida Canyon Mining is committed to being part of the energy efficiency solution in America and we are developing multiple sources of clean power at the

American Superconductor form unit to serve India
Boston Globe

... company focused on energy technologies, said it has formed a unit called AMSC India to serve India's rapidly growing wind energy and power grid markets.

TVs Will Become More Energy Efficient in 2010
CEPro
New Energy Star standards for energy-efficient TVs will save 40-65% in electricity. By Steven Castle Energy Star, the voluntary energy-efficiency program

Distributed Solar Energy Market to Reach $55 Billion by 2012, Says ...
Reuters
Within the Renewable Distributed Energy Generation (RDEG) market, sub-utility scale solar photovoltaics (PV) systems are by far the largest and most

Nepalese teen's science project: a solar panel made from human hair
DVICE
A schoolboy from Nepal has come up with a recession-busting new solar panel which replaces the silicon component with human hair

Boon Island area may be used to test wind turbine project
Seacoastonline.com
Stationed about three miles offshore, the temporary sites would give scientists the chance to test new wind-energy technology, including floating platforms

World's first floating wind turbine on stream
Norway Post
The Hywind concept combines known technologies in a completely new setting and opens up the possibility for capturing wind energy in deep-water environments

Solyndra plans second solar-panel factory for Fremont, California
SecurityInfoWatch
The new plant is designed to produce enough rooftop photovoltaic solar panels to generate 500 megawatts of power a year. "The economy needs clean-tech

Human Hair in Solar Panels Make Solhair Power
Inventorspot
Using human hair, the young man and his friends, invented a method to power more affordable solar panels for their village and hopefully the rest of the

Group Bets Big on Solar Power, in Space
PC Magazine
JAXA's project is a one gigawatt solar power station with four square kilometers of solar panels. Researchers are banking on this technology's ability to

Chinese solar plant expected to be the biggest
(Lansing WLNS CH 6 © 09/08/2009)
Indexed Sep 8 2009 11:48PM (Article ID 320917199)
By CHRIS KAHN AP Energy Writer NEW YORK (AP) - First Solar Inc. said Tuesday it has received initial approval from the Chinese government to build what may become the largest solar field
Solar panel roads 'could solve energy crisis'
Telegraph.co.uk
Motorways could become major energy sources under a government-funded plan to build roads out of solar panels. Asphalt roads and car parks would be torn up

Teenager invents £23 solar panel that could be solution to ...
Daily Mail

By Daily Mail Reporter A new type of solar panel using human hair could provide the world with cheap, green electricity, believes its teenage inventor. ...

Energy clips submitted by MECA

Consumers Spokesman Jeff HOLYFIELD told the *Bay City Times* that the company would be "exploring its options." The company had hoped to put its 830-megawatts plant near Bay City on line by 2017, which it said would create 1,800 jobs during its five years of construction.
http://www.mirsnews.com/capsule.php

A Consumers Energy spokesman says his company is "evaluating our options" for a new coal-fired power plant near Bay City after a ruling today by the Michigan Public Service Commission.
http://www.mlive.com/news/bay-city/index.ssf/2009/09/update_consumers_energy_says_i.html

While not quite a fatal blow, a new state regulatory report could be a major roadblock to Consumers Energy's plan to construct a $2 billion coal-fired plant near Bay City.
http://www.mlive.com/news/jackson/index.ssf/2009/09/report_could_delay_jacksonbase.html

Environmental groups were the first to announce a "death blow" for the Bay County coal plant
http://www.mlive.com/mudpuppy/index.ssf/2009/09/environmental_groups_were_the.html

The PSC staff also issued a report to the DEQ on a coal-fired plant proposed by Wolverine Power Cooperative near Rogers City. Staff found that Wolverine "failed to demonstrate the need" for the proposed plant as a sole source to meet its projected capacity needs.
http://www.crainsdetroit.com/article/20090908/FREE/909089964

The findings are a major setback for Consumers Energy and Wolverine Power Cooperative, which are seeking approval from state regulators to build new coal-fired plants. Consumers Energy wants to construct a 930-megawatt "clean" coal-fired plant in Bay County; Wolverine Power hopes to build a 600-megawatt coal plant in Rogers City near Lake Huron.
http://www.detroitnews.com/article/20090909/BIZ/909090334/1001/New-coal-fired-power-plants-not-needed--report-says

Michigan regulators dealt a setback Tuesday to proposals for new coal-fired power plants near Rogers City and Bay City, questioning the need for both projects at a time of growing emphasis on cleaner fuels.
http://hosted.ap.org/dynamic/stories/M/MI_COAL_FIRED_PLANTS_MIOL-?SITE=MICAL&SECTION=HOME

Renewables Impact on the Grid? Answers from Telecom History
http://www.renewableenergyworld.com/rea/news/article/2009/09/renewables-impact-on-the-grid-answers-from-telecom-history

A 'Nuclear Renaissance' Stumbles Forward
http://greeninc.blogs.nytimes.com/2009/09/09/a-nuclear-renaissance-stumbles-forward/?hp

Oil Prices Rise on Dollar Weakness
http://online.wsj.com/article/SB125250257903295559.html

World-class assets in sectors of strategic importance for the French state don't often come on the market. So the sale of the transmission-and-distribution unit of indebted, state-owned nuclear-energy group Areva is generating plenty of foreign interest.
http://online.wsj.com/article/SB125248533550895011.html

A dozen companies, about half of them Japanese, are chasing the potentially huge market for lithium-ion batteries, used in hybrid and electric vehicles. When a similar scenario unfolded for flat-panel displays and semiconductors, the technology turned into a commoditized drain on profits.
http://online.wsj.com/article/SB125248650938995053.html

The Chicago Climate Exchange has hired its first Washington, D.C., lobbyists in an apparent effort to influence climate legislation.
http://eenews.net/climatewire/2009/09/09/1/

Plans are brewing to promote a network of offshore wind farms all along the East Coast connected by a transmission "spine" and shared shipping ports where local turbines will embark for deepwater power fields over the horizon.
A unique collaborative will emerge this fall that aims to temper the fierce competition among seaside states racing to build the first -- or second and third -- offshore project into a national effort to construct a whole fleet of them. Officials in coastal states and industry leaders are organizing the group, which aims to provide an influential voice for the nation's infant offshore effort.
The group will focus on cooperation. Shared facilities like manufacturing "headquarters" and maintenance stations could surface to give the offshore industry -- not single farms -- a foothold in North America. Ships and standards are needed. So are new transmission lines and federal cash for the development of cheaper and better turbines.
http://eenews.net/climatewire/2009/09/09/2/

Energy-intensive businesses will push to raise the number of free emissions permits they get under a federal cap-and-trade system, representatives from two of the industries said.
The climate bill passed by the House in June, put forward by Reps. Henry Waxman (D-Calif.) and Edward Markey (D-Mass.), gives 15 percent of all permits, for free, to energy-intensive industries that are especially vulnerable to international trade. The share would decrease by about 2 percent each year, starting in 2014, before being phased out in 2025.
As legislation moves through the Senate, industry representatives say they want to convince Congress to provide more free permits. Not only will they need assistance to pay for carbon, they will argue, but they also need a buffer in case the cap-and-trade bill makes energy prices go haywire.
http://eenews.net/climatewire/2009/09/09/3/

Environmental and climate activists want the Energy Department to bring them into the long-range planning for an expanded Eastern transmission grid that can accommodate a major increase in renewable power and energy conservation strategies.
The American Wind Energy Association hosted a meeting and telephone conference yesterday about future transmission planning in the Eastern interconnection network that can be funded by part of an $80 million allocation in the 2009 stimulus bill. Monday is the deadline for applications for the DOE transmission planning grants.
http://eenews.net/climatewire/2009/09/09/4/

National security experts are angling to be clutch players in this fall's campaign to pass climate legislation in the Senate.
By emphasizing the security threats posed by risks like rising sea levels and the nation's dependence on foreign oil, the bill's supporters hope to increase their chances of convincing still-undecided lawmakers to support global warming legislation.
http://eenews.net/climatewire/2009/09/09/6/

Environmentalists and others supporting climate-change legislation are outspending the measure's opponents in the television advertising skirmish underway in advance of Senate action this month, new data show.
http://www.usatoday.com/news/washington/2009-09-02-climateads_N.htm

Key Senate Democrats insisted that they are making incremental progress on a comprehensive global warming bill as they returned to Capitol Hill yesterday following a monthlong break where health care reform surged to the top of Congress' legislative agenda.
Environment and Public Works Chairwoman Barbara Boxer (D-Calif.) told reporters she has made "many decisions" on the climate legislation in recent weeks but declined to elaborate on specifics ahead of a bill introduction later this month with Foreign Relations Chairman John Kerry (D-Mass.).
http://eenews.net/EEDaily/2009/09/09/1/

State Provides Pills for Those Near Nuclear Plants
The Department of Community Health (DCH) announced today that potassium iodide pills, known as KI, will be made available to people living or working within 10 miles of a nuclear power plant.

Starting on Oct. 1, a one-day supply of these pills will be offered for free at select pharmacies in South Haven, Monroe, Woodhaven, Benton Harbor, and Michigan City, Ind.

According to the DCH, radioactive iodine can be released in a nuclear plant accident, and is a main cause of thyroid cancer. KI is considered a way to reduce the chances of developing thyroid cancer in the event of a nuclear accident. Despite this, KI is only useful for preventing thyroid cancer, and will not protect against other side effects in a nuclear accident.

This program was undertaken in cooperation with the Nuclear Regulatory Commission (NRC). Twenty-two states besides Michigan have also become part of this program with the NRC to provide these pills.
http://www.mirsnews.com/capsule.php

First Solar Inc. said Tuesday it has received initial approval from the Chinese government to build what may become the largest solar field in the world.
http://hosted.ap.org/dynamic/stories/U/US_FIRST_SOLAR_CHINA?SITE=AP&SECTION=HOME&TEMPLATE=DEFAULT
First Solar Inc., a U.S.-based renewable energy company, will build the world's largest solar power plant in China as the country plans to increase non- polluting electricity generation.
The plant would
http://www.bloomberg.com/apps/news?pid=newsarchive&sid=aHkwySMQiis0

Prices of permits to emit carbon dioxide in the U.S. Northeast may fall to the lowest levels on record at an auction today as the economy shrinks and the Senate delays establishing a national pollution-trading market.
http://www.bloomberg.com/apps/news?pid=newsarchive&sid=a68WLwbcHFU8

The Report on Status of Power Quality in Michigan, is submitted on behalf of the Michigan Public Service Commission (Commission) in accordance with Section 10p of 2008 PA 286, MCL 460.10p (Act 286), and represents the results of the research conducted by the Commission and its Staff. The report provides the Commission's findings regarding electric power quality, service reliability and power plant generating cost efficiency and the consequent impact on end-use customers.
http://www.michigan.gov/documents/mpsc/MPSC_Report_on_Status_of_Power_Quality-Sept09_290870_7.pdf

Suppliers should provide Michigan motorists with fuels that produce less of the gases that cause global warming, advocates and a state legislator said Tuesday.
http://www.mlive.com/newsflash/michigan/index.ssf?/base/business-36/1252444005323 60.xml&storylist=newsmichigan

The share of renewable energy will have to rise "dramatically" if the world is to have a chance of limiting global warming to a maximum 2 Celsius (3.6 Fahrenheit) temperature rise, a leading expert said Wednesday.
http://www.reuters.com/article/environmentNews/idUSTRE5882DI20090909

China might be warming to EU proposals aimed at imposing CO2 targets on its industries as part of a new climate change deal, but the two sides remain a long way from agreement, officials said at a meeting in Beijing.
http://www.reuters.com/article/GCA-BusinessofGreen/idUSTRE5822LW20090903

Despite Washington's nearly single-minded focus on healthcare reform, the Obama administration still expects the U.S. Senate to pass climate change legislation, Interior Secretary Ken Salazar said on Tuesday.
http://www.reuters.com/article/GCA-BusinessofGreen/idUSTRE58764P20090909

The U.S. Environmental Protection Agency would step in and regulate carbon dioxide emissions by creating a cap-and-trade system or take other measures if Congress fails, but is likely to wait for 2010 elections, the head of the Sierra Club said on Tuesday.
http://www.reuters.com/article/GCA-BusinessofGreen/idUSTRE5875WW20090909

Some countries that fail to invest in nuclear power for political or financial reasons will be unlikely to meet emissions targets and could miss out on investment as companies build abroad, an IAEA expert said.
http://www.reuters.com/article/GlobalClimateandAlternativeEnergy09/idUSTRE58838Q20090909

From: DELEG NEWS
Sent: Friday, September 18, 2009 1:31 PM
Subject: DELEG Daily News Clips

Township addresses citizen complaint about hall
Fenton Tri County Times
On Friday, resident Lyle Barger said he filed the complaint regarding the township hall with the Michigan **Bureau of Construction Codes**, on July 9.

Bouchard names Land running mate in GOP gov's race
MLive.com - MI,USA
Land had been the Kent County clerk for nearly eight years when she beat Democrat Melvin "**Butch**" **Hollowell** and US Taxpayers Party candidate Charles

OFIR Revokes Grand Blanc Mortgage Company's License
The Michigan News - Boyne City,MI,USA
You can leave a response or trackback to this entry LANSING – The Office of Financial and Insurance Regulation (**OFIR**) has revoked the mortgage license of

OFIR revokes local mortgage co's license
ConnectMidMichigan.com - Clio,Michigan,USA
AP Video The Office of Financial and Insurance Regulation (**OFIR**) has revoked the mortgage license of Grand Blanc-based Freedom Financial Mortgage Lending

Michigan Office of Financial and Insurance Regulation revokes ...
MLive.com - MI,USA
... and Insurance Regulation's license renewal process and failed to cooperate with **OFIR** when its staff tried to investigate, according to a news release

Despite announcement of budget agreement, work remains
WWMT
For the **Department of Energy**, **Labor** and **Economic Growth**, the governor proposed a $74 million budget, legislators proposed $52 million.

OFIR revokes local mortgage co's license
(WEYI NBC 25 © 09/18/2009)
Indexed Sep 18 2009 4:39AM (Article ID 324160086)
Thursday, September 17, 2009 at 10:49 a.m. The following message is from The Office of Financial and Insurance Regulation: The Office of Financial and Insurance Regulation (OFIR) has revoked the

Madonna offers 100-plus No Worker Left Behind programs
(Garden City Observer © 09/18/2009)
Indexed Sep 18 2009 4:39AM (Article ID 324159381)
Displaced workers can increase their job credentials or train for a new career by earning a Madonna University degree or certificate through Michigan's No Worker Left Behind (NWLB) free tuition

Fence company seized by state
(Jackson Citizen Patriot © 09/18/2009)
Indexed Sep 18 2009 4:39AM (Article ID 324160153)
The state treasurer's office seized property at the former Allen Brothers Fence Co. this week and has changed the locks on the door, according to the new owner. On Tuesday, several state vehicles a

Unemployment pay running low
(Battle Creek Enquirer © 09/18/2009)
Indexed Sep 18 2009 4:39AM (Article ID 324160944)
Lisa Merry has been collecting unemployment since June 2008, shortly after her temp job ended. Now a year and a half later, that safety net is unraveling. "It's very hard in Battle Creek

Former Brighton Township official sues over firing
(Detroit News © 09/18/2009)
Indexed Sep 18 2009 4:39AM (Article ID 324298920)
Brighton Township --Former Deputy Treasurer Gail Koeppen of New Hudson filed a lawsuit this week in Livingston Circuit Court seeking damages in excess of $25,000 against the township and Treasurer

Ruling 'a relief' to Cherry Blossom workers
(Traverse City Record-Eagle © 09/17/2009)
Indexed Sep 17 2009 9:55AM (Article ID 324046822)
Sensient Flavors to pay $40K to cover wages owed to employees BY BRIAN McGILLIVARY bmcgillivary@record-eagle.com TRAVERSE CITY -- Workers who weren't

Local Mortgage Company Has License Revoked
(Saginaw WNEM (CBS) CH 5 © 09/18/2009)
Indexed Sep 18 2009 4:39AM (Article ID 324160401)
LANSING -- The Office of Financial and Insurance Regulation revoked the mortgage license of Grand Blanc-based Freedom Financial Mortgage Lending on Thursday. According to a news release issued by

Michigan Office of Financial and Insurance Regulation revokes Grand Blanc Township-based mortgage broker's license
(Bay City Times © 09/18/2009)
Indexed Sep 18 2009 4:39AM (Article ID 324160660)
GRAND BLANC TOWNSHIP, Michigan -- The state has revoked a Grand Blanc Township-based mortgage broker's license for violating Michigan's Mortgage Brokers, Lenders and Servicers Licensing Act. Freedo

Michigan Office of Financial and Insurance Regulation revokes Grand Blanc Township-based mortgage broker's license
(Flint Journal © 09/18/2009)
Indexed Sep 18 2009 4:39AM (Article ID 324159353)
by Melissa Burden | The Flint Journal Thursday September 17, 2009, 10:38 AM GRAND BLANC TOWNSHIP, Michigan -- The state has revoked a Grand Blanc Township-based mortgage broker's

Highland Park, the movie & the city
(Michigan Citizen © 09/18/2009)
Indexed Sep 18 2009 5:42AM (Article ID 324396253)
Taraji P. Henson stars in Tyler Perry?s newest movie, another box office hit, I Can Do Bad All By Myself. A graduate of Howard University, Henson is also the great grand cousin of Black explorer Matth

Energy in MI

Torn From the Front Page:**Dow Corning** projects may make Saginaw ...
MLive.com
by The Saginaw News Editorial Board As promised earlier this summer, **Dow Corning** Corp. is going all-out in the rapidly growing solar energy business with

Pacific Power Management Has Completed the Largest **Solar** Power ...
Reuters
The 483 kW power plant is now generating **solar** power for Placer Unified School District (PUHSD), specifically at Del Oro High School in Loomis, CA.

Dow Corning debuts solar cell encapsulant
ElectroIQ
September 16, 2009 - **Dow Corning** is now selling what it calls a "breakthrough" in solar cell encapsulation, which improves durability and efficiency

STATEWIDE: Heating help will be made available to seniors this winter
(Southgate News Herald © 09/18/2009)
Indexed Sep 18 2009 4:39AM (Article ID 324298799)
With winter just around the corner, a group of electric power providers are planning ahead to assist seniors who can't pay their bills.Under proposed rules sent to Michigan Municipal Electric

College students protest coal use
(Royal Oak Daily Tribune © 09/17/2009)
Indexed Sep 17 2009 9:55AM (Article ID 324045671)
Click to enlarge AP photo Ryan Doyle speaks out against burning coal for power as other University of Missouri students gather Wednesday in Columbia, Mo. COLUMBIA, Mo.

Early jump on new job for Hingston
(Cheboygan Daily Tribune © 09/18/2009)
Indexed Sep 18 2009 7:33AM (Article ID 324430513)
Mackinaw City, Mich. - Jeff Hingston got an early start on his new job Thursday night. Hingston ran Thursday's meeting of the Mackinaw City Village Council as President Pro-Tem in the absenc

Energy secretary says carmakers can surpass 34 mpg standards
(Detroit News © 09/18/2009)
Indexed Sep 18 2009 4:39AM (Article ID 324160682)
Washington -- U.S. Energy Secretary Steven Chu said today automakers can go beyond the 34.1 mpg fleet-wide fuel efficiency standards proposed by the Obama administration for the 2016

Energy around the World

Rooftop Solar Setback in California
New York Times
By Jennifer Kho Akeena **Solar** Even as California raises its goals for use of renewable energy, a bill that has quietly stalled in the Senate could end up

Solar Power, Inc. Named Fastest Growing Company in Sacramento ...
Reuters
The award was accepted by **Solar** Power Inc.`s CEO Steve Kircher at a ceremony hosted Tuesday night by The Sacramento Business Journal

Wind turbine installations expected to double
Wausau Daily Herald
And demand for this clean power is growing as Focus on **Energy** co-funded small **wind** turbine installations are expected to more than double in 2009 compared

Solar energy firm drops plan for project in Mojave Desert
Los Angeles Times
By Louis Sahagun Ending a bitter feud in the rush to develop **solar** farms, BrightSource Energy Inc. on Thursday said it has scrapped a controversial plan to

San Diego's 'smart grid' plan could create up to 3200 new jobs
SDNN
A $213 million investment would result in some 1500 to 3200 **jobs**. "**Green jobs** are growing at a faster pace than the rest of the economy," said Lee Krevat,

Sempra Energy unit invests in BP wind farm
Reuters
Sempra Generation said it has become an equal partner with the project's developer BP **Wind Energy**. The company did not disclose financial terms.

Sempra Invests In 200-MW BP Indiana Wind Farm
Wall Street Journal
Sempra Generation of San Diego said it has become an equal partner with BP **Wind Energy** in the Fowler Ridge 2 **wind** farm in Benton County, Ind. Units of

Controversial plan for solar thermal power facility in Mojave ...
Los Angeles Times
BrightSource Energy Inc. today said it has scrapped a controversial plan to build a major **solar** thermal power facility in eastern Mojave Desert wilderness

Md. needs wind power
Baltimore Sun
Thank you for your story on Maryland's efforts to support offshore **wind** farms ("Md. turning to offshore **wind energy**," Sept. 16).

China Denies Dumping Solar Panels
Bridges Trade BioRes News Digest
China is firing back at dumping allegations from Europe, saying that government subsidies for **solar panel** manufacturers are only intended to boost domestic

Dubie promotes Vermont-made wind turbines on Alaska energy tour
Vermont Business Magazine (press release)
... Vermont-made Northwind 100 **wind** turbines have begun to replace diesel-powered electric generators with clean, renewable and more affordable **wind energy**

China Solar CEO Deli Du to Attend US-China Low-Carbon Economy ...
Reuters
"China **Solar** is honored to have been invited to be part of such a high level delegation and I look forward to sharing our vision of low-carbon solutions,"

GreenSun Develops Colorful Solar Panels that don't need Direct ...
CleanTechnica
Solar power comes in many forms, from rigid to thin film. The **panels** are shiny, gleaming and ready to harness the power of the sun.

Solar Panel Test Chamber Now Provides Up to 66 Percent Energy Savings
PR Web (press release)
csz's new **solar panel** testing chambers can provide up to 66% energy saving using csz's patented Tundra system. These chambers meet the temperature cycling,

Cenergy Power to Deploy 504kW Solar Power System for Pohl & Holmes ...
Reuters
17 /PRNewswire/ -- Pohl & Holmes, a leading California huller and sheller of almonds, today announced the ground-breaking of their 504kW **solar** photovoltaic

Energy clips provided by MECA

Nonprofit rural utilities say proposals to tighten derivative market rules could raise the costs of hedging against natural gas price volatility, even as climate change legislation will lead to increased use of the fuel.

Glenn English, who heads a group of the nonprofit utilities, told the House Agriculture Committee he fears the potential combined effects of a financial market overhaul and climate change legislation.
If plans to expand Commodity Futures Trading Commission regulation of over-the-counter trades create new margin and collateral costs, consumers will feel the pinch, warned English, CEO of the National Rural Electric Cooperative Association and a former Democratic congressman from Oklahoma. "The cost will be reflected as far as electric bills," he said.
http://eenews.net/eenewspm/2009/09/17/4/

BP has been building a wind business in the United States with interests in more than 1,000 megawatts of installed gross generating capacity and more than 1,000 megawatts gross capacity at an advanced stage of development. The company says its U.S. wind energy portfolio contains almost 100 projects, with a total potential generating capacity of up to 20,000 megawatts.
http://www.upi.com/Energy_Resources/2009/09/17/BP-expands-wind-power-footprint-in-the-US-sheds-unit-in-India/UPI-41521253214658/

With Congress moving slowly on a measure to curb industrial greenhouse gas emissions, the United States may find itself with little sway at the coming international conference to construct a new pact aimed at easing global warming.
http://hosted.ap.org/dynamic/stories/U/US_US_CLIMATE_CHANGE?SITE=AP&SECTION=HOME&TEMPLATE=DEFAULT

More than three-quarters of women in a recent poll said they pay the electric bills in their households. Almost all said they feel obligated to reduce electricity use, and more than half said they'd be willing to spend $30 more on electricity bills for clean energy, according to a report at Great Lakes Echo, from Michigan State University.
http://www.mlive.com/mudpuppy/index.ssf/2009/09/women_rising_to_power_in_power.html

Two generators at Bay County's Whitefeather Landfill are turning methane gas into electricity, but are also making too much noise, some residents say.
http://www.mlive.com/news/bay-city/index.ssf/2009/09/bay_county_landfill_gas_genera.html

The solar industry faces a setback in California, the largest solar market in the country, after an important bill failed to win approval before the state legislative session ended last week.
http://greeninc.blogs.nytimes.com/2009/09/18/rooftop-solar-setback-in-california/?scp=2&sq=energy&st=cse

The PSC debate is not strictly about the pros and cons of nuclear power. But beneath the particulars are a growing array of question marks. There are fundamental political and policy differences about how the state should secure its electricity supply, and whether a major new nuclear plant should be part of the answer.
http://www.nytimes.com/cwire/2009/09/18/18climatewire-political-headwinds-hit-a-reactor-project-on-84809.html?scp=8&sq=energy&st=cse

Hate Calculus? Try Counting Cow Carbon
Companies Are Measuring the Environmental Impact of Their Products, but the Math is Fraught With Complexity and Imprecision
http://online.wsj.com/article/SB125322734427521091.html#mod=WSJ_hps_RIGHTTopCarousel

Today CBO released a report that summarizes its analyses of the economic effects of proposed policy changes aimed at reducing emissions of greenhouse gases
http://cboblog.cbo.gov/?p=361

California may pull plug on big TVs that guzzle energy
The state would be the first in the nation to adopt energy-efficiency standards, but some in the electronics industry say the rules would result in higher prices and job cuts.
http://www.latimes.com/business/la-fi-bigtvs18-2009sep18,0,1102526.story

Climate Costs: Plenty of Guesses, Few Answers

http://blogs.wsj.com/environmentalcapital/2009/09/17/climate-costs-plenty-of-guesses-few-answers/

Climate Change: Big Business Now, and Fixing to Get a Whole Lot Bigger
http://blogs.wsj.com/environmentalcapital/2009/09/18/climate-change-big-business-now-and-fixing-to-get-a-whole-lot-bigger/

Enter Gigawatts: Solar Power Comes of Age
http://blogs.wsj.com/environmentalcapital/2009/09/17/enter-gigawatts-solar-power-comes-of-age/

Two federal reports released yesterday examined the economic costs of climate legislation. One concluded that the price tag would be modest; the other argued that all prior investigations of the subject should be viewed with skepticism.
The Congressional Budget Office reported that a mandatory cap on greenhouse gas emissions passed by the House in June would slice gross domestic product by roughly one-fourth of a percent to three-fourths of a percent by 2020.
By 2050, the numbers would be in the 1 to 3 percent range. Inflation will rise more in that time frame, so the blow to the economy would be mild, according to CBO, an agency providing economic data to Congress. The agency noted it did not consider the benefits of averting climate change.
Meanwhile, a separate federal report states that all cost estimates of climate legislation should be "viewed with attentive skepticism."

The Congressional Research Service, an arm of the Library of Congress, concluded that projecting the price tag of Waxman-Markey is problematic because of uncertainty about things such as the success of future carbon-friendly technology.
Furthermore, it noted that economic researchers from different federal agencies and groups have reached different conclusions about the bill because they examined different time frames or investigated only one segment of its legislative text.
http://eenews.net/climatewire/2009/09/18/2/

When politicians and diplomats discuss climate policy, they have to juggle concerns about voters, interest groups, the media and old-fashioned political face-saving.
When economists discuss climate policy, the goal is actually pretty simple: Seek the biggest bang for the buck.
Hoping to inform global climate talks in Copenhagen later this year, economists at the Organisation for Economic Co-operation and Development (OECD)will release a report today outlining how to achieve maximum cuts in emissions of heat-trapping gases at the lowest cost to the economy.
http://eenews.net/climatewire/2009/09/18/5/

Fossil fuels have benefited from nearly $72 billion in U.S. government subsidies since 2002, dwarfing the $29 billion that has gone to renewable fuels, according to an Environmental Law Institute report today.
According to the research, about $17 billion of the subsidies counted for renewable energy were for corn-based ethanol, "the climate effects of which are hotly disputed."
http://eenews.net/climatewire/2009/09/18/8/

European leader blasts Senate for slow-walking global warming bill
http://eenews.net/EEDaily/2009/09/18/2/

Five key Senate Democrats have asked for White House help as they try to write a piece of the global warming bill that keeps energy-intensive domestic industries from moving to developing countries that do not have their own strict environmental laws.
Sens. Evan Bayh of Indiana, Arlen Specter of Pennsylvania, Debbie Stabenow of Michigan, Claire McCaskill of Missouri and Sherrod Brown of Ohio sent a letter last Friday to President Obama's top climate adviser requesting more information on a key section of the House-passed climate bill that deals with the most trade-sensitive industries.
http://eenews.net/EEDaily/2009/09/18/3/

U.S. EPA is poised to establish a national registry for heat-trapping emissions after the White House yesterday completed its review of the agency's final greenhouse gas reporting rule.
The rule, which would set up an economywide program to monitor greenhouse gas emissions, is widely viewed as a major step toward informing future policy decisions on carbon dioxide regulations.
The White House Office of Management and Budget finalized its review of the final rule yesterday, according to the office's Web site.
EPA's draft proposal released in March would cover about 13,000 facilities from all sectors of the economy that account for 85 to 90 percent of U.S. emissions. The proposal would require reporting from facilities with direct emissions equivalent to 25,000 metric tons of carbon dioxide equivalent emissions per year or more -- a level EPA said would spare the "vast majority" of small businesses.
http://eenews.net/Greenwire/2009/09/17/2/

Embattled geothermal industry forges ahead
http://eenews.net/Greenwire/2009/09/17/4/

Interior Secretary Ken Salazar today said it remains unclear whether offshore leasing plans his agency is crafting will supplant the existing 2007-2012 outer continental shelf program or take effect afterward.
http://eenews.net/Greenwire/2009/09/17/12/

Senate Majority Leader Harry Reid (D-Nev.) insisted today that he hopes to move a comprehensive climate bill "as quickly as we can" but stopped short of endorsing action over the next three months before a major international global warming summit in Copenhagen
http://eenews.net/eenewspm/2009/09/17/1/

The recently published *IEA Wind Energy Annual Report 2008*, distributed in the United States by the U.S. Department of Energy, is now available for free download. This report provides the latest information on wind industries in 20 International Energy Agency (IEA) Wind member countries. The information includes generation capacity, progress toward national objectives, benefits to national economies, issues affecting growth, costs of projects and turbines, national incentive programs, and research and development results. The Executive Summary synthesizes the information presented in separate chapters by the member countries, the European Commission, and the European Wind Energy Association.
http://www.ieawind.org/AnnualReports_PDF/2008.html

From: Deputy Director Andy Levin
Sent: Thursday, October 01, 2009 9:58 AM
Subject: Uncle Sam Sends $38M for NWLB!

NO WORKER LEFT BEHIND

No Worker Left Behind News

October 1, 2009

Greetings!

On Tuesday, September 29, 2009, U.S. Secretary of Labor Hilda Solis called Governor Granholm to share some great news.

She was casting a vote of confidence in No Worker Left Behind and our goal of training many more Michiganders for new careers.

She was sending us badly needed funds, as the Michigan Works! Agencies have been flooded with more residents hoping to train for new, in-demand jobs than they have funds for.

She was giving Michigan the largest discretionary grant ever awarded by a Secretary of Labor – outside of a natural disaster.

She was answering our request for three Regional Economic Impact National Emergency Grants to provide retraining and career services to people in 27 counties across the Lower Peninsula.

And her answer was a resounding YES!

Specifically, she awarded Michigan up to $38,033,600, which will allow us to serve 8,644 more Michiganders slammed by the worst economic contraction since the Great Depression.

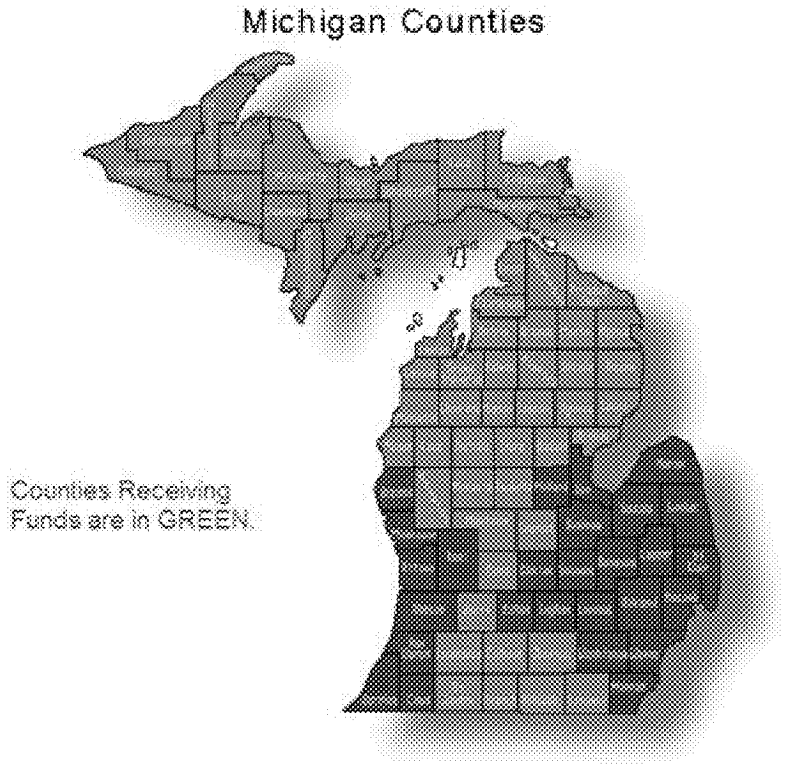
All three grants will be administered by the Michigan Department of Energy, Labor & Economic Growth through No Worker Left Behind.

These Regional Economic Impact grants are part of President Obama's American Recovery and Reinvestment Act. The Recovery Act includes $200M for national emergencies. In this one announcement, the Secretary awarded Michigan 19 percent of this national pot.

Of the $38,033,600 announced, $19,016,800 will be released initially. We can access the remainder when we have demonstrated that we have spent the first half and need more.

Breakdown of Regional Economic Impact (REI) Grants			
Grant	$ Amount Awarded	Counties Covered	People Served
Southeast	Awarded up to	Livingston, Macomb,	4,236 (2,118

Michigan REI grant	$18,638,400 ($9,319,200 initially)	Monroe, Oakland, St. Clair, Washtenaw and Wayne (including the city of Detroit) counties	initially)
Flint / Mid-Michigan REI grant	Awarded up to $8,993,600 ($4,496,800 initially)	Bay, Clinton, Eaton, Genesee (including the city of Flint), Huron, Ingham, Lapeer, Midland, Saginaw, Sanilac, Shiawassee and Tuscola counties	2,044 (1,022 initially)
West Michigan REI grant	Awarded up to $10,401,600 ($5,200,800 initially)	Allegan, Berrien, Cass, Kent (including the city of Grand Rapids), Muskegon, Oceana, Ottawa and Van Buren counties	2,364 (1,182 initially)



What does this news mean for folks who live in counties not covered by these regional grants?

These Regional Economic Impact grants are ***great news for all Michiganders, regardless of where we live.*** This added money for our three most heavily populated regions will allow us to use other federal funds to train workers who live elsewhere. The result will be ***more people trained from Copper Harbor to Coldwater.***

What is more, we continue to seek and compete aggressively for additional state, federal and philanthropic funds to help meet the demand for job training and help thousands more Michiganders create a prosperous future for their families.

Contact NWLB
Ph: 517 335-1319
Email:
nwlb@michigan.gov

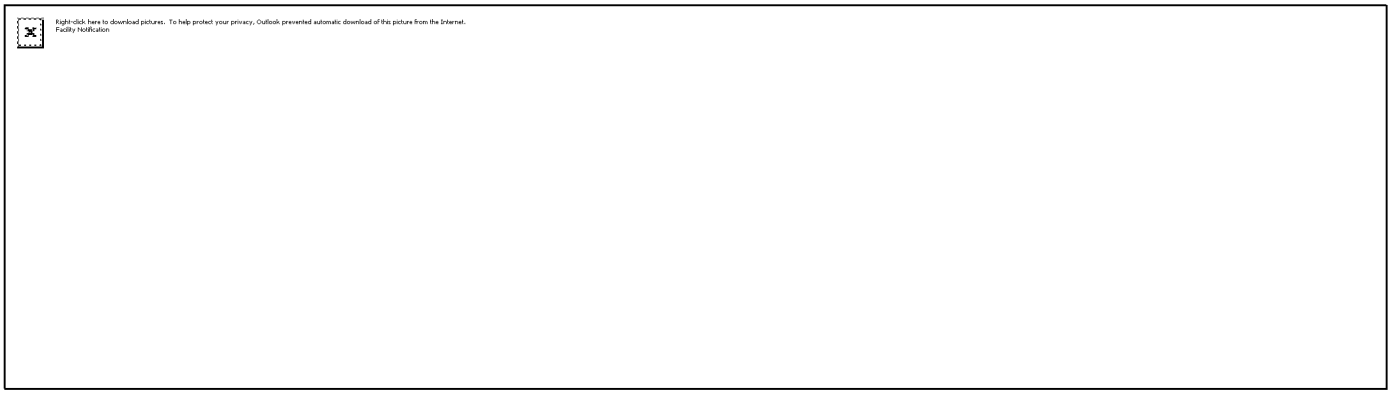
There is no silver bullet to turn Michigan around, but a few things are absolute requirements for a bright economic future. One of them is meeting the demand of our workers to get new skills and degrees, so our already extraordinary workforce is among the best trained and educated in the nation.

Best Regards,

Andy Levin, Deputy Director
Michigan Department of Energy, Labor & Economic Growth

Note: If you no longer wish to receive this newsletter please click here, insert the required information, and check the "Delete me from the list:" box.

From: DTMB Facilities <dtmb@govsubscriptions.michigan.gov>
Sent: Wednesday, January 07, 2015 11:49 AM
To: Jordan, Gerald (DTMB)
Subject: Facility Notification: Flint State Office Building



Flint Water Advisory

Date/Time:

Effective Wednesday, January 7, 2015

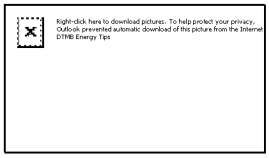
Details:

The City of Flint recently sent out the attached notice regarding violations to the drinking water standards. While the City of Flint states that corrective actions are not necessary, DTMB is in the process of providing a water cooler on each occupied floor, positioned near the water fountain, so you can choose which water to drink. The coolers will arrive today and will be provided as long as the public water does not meet treatment requirements.

- Flint Water.pdf

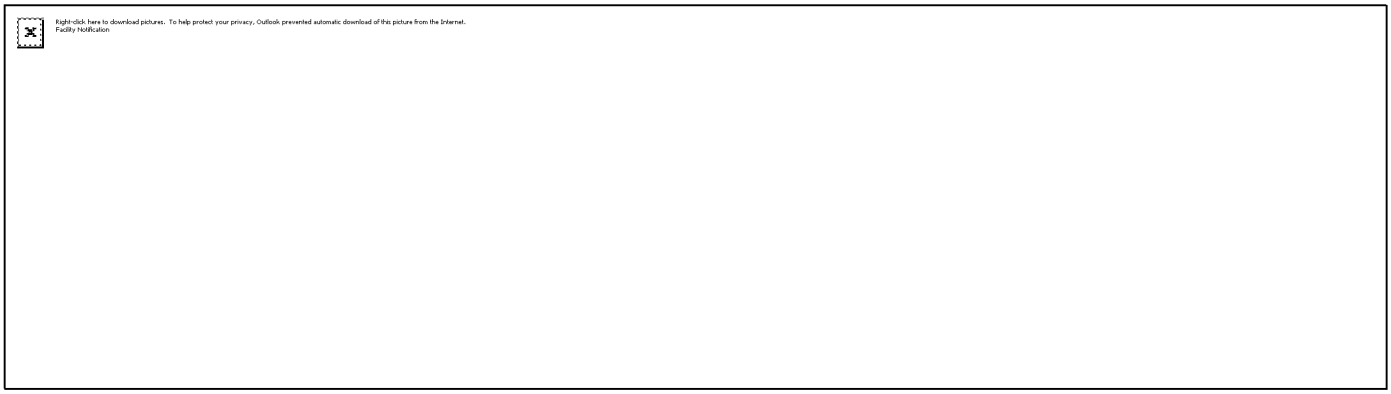
Contact:

DTMB Customer Service Center, DTMB-Customerservice@michigan.gov or (517) 373-6227

	Since we spend about 40 hours a week at our workplaces, isn't the office the best place to try out some new energy-saving tricks? The Energy Information Administration estimates that if commercial and industrial buildings improved their energy efficiency by 10 percent, our economy could see yearly savings of nearly $20 billion.

This email was sent to jordang@michigan.gov using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 · (517) 373-1004

From: DTMB Facilities <dtmb@govsubscriptions.michigan.gov>
Sent: Thursday, October 01, 2015 12:02 PM
To: Jordan, Gerald (DTMB)
Subject: Facility Notification: Flint State Office Building



Flint Alternate Water Resource

Date/Time:

Monday, October 5, 2015 at 6:00 a.m. until further notice

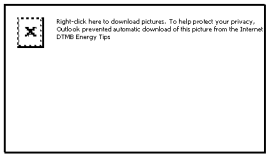
Details:

Beginning Monday, October 5, 2015, water coolers will be available in common areas on floors 1-6 of the Flint State Office Building. Although the drinking water has been tested and falls within all DEQ and EPA regulation standards, alternate water sources will be offered to accommodate all tenants due to recent concerns regarding the water supply. Water testing will continue and the alternate water source will be available until all quality concerns are addressed.

Thank you for you cooperation.

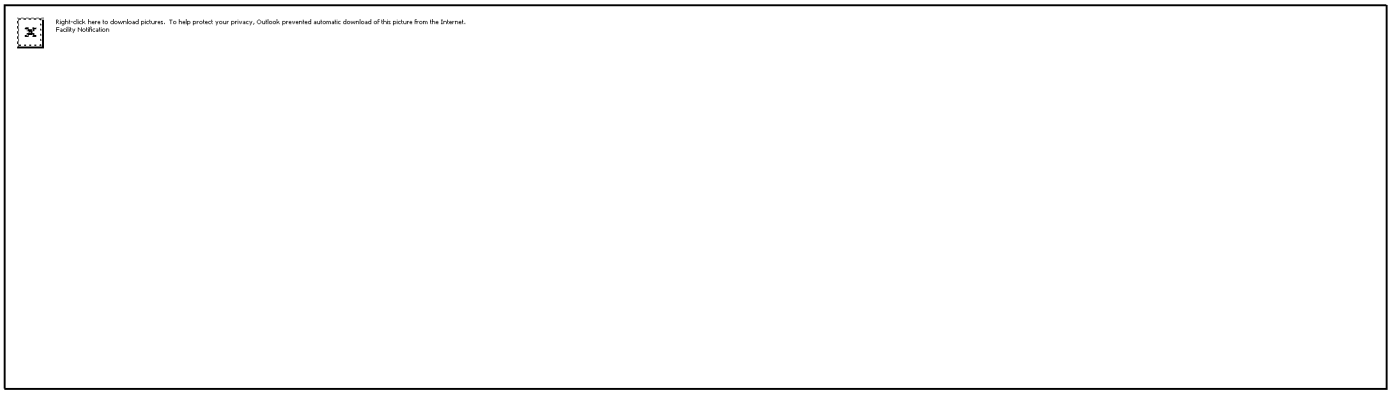
Contact:

DTMB Customer Service Center, DTMB-Customerservice@michigan.gov or 517-373-6227

	According to the Clean Air Council, the average American throws away enough paper each year to build a 12-foot wall from Los Angeles to New York City. Consider going paperless by saving documents and manuals on a common server instead of handing them out in hard-copy form. If you must print a multi-page document, be sure to use the double-sided printing feature.

This email was sent to jordang@michigan.gov using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 · 517-373-1004

From: DTMB Facilities <dtmb@govsubscriptions.michigan.gov>
Sent: Thursday, October 15, 2015 4:37 PM
To: Jordan, Gerald (DTMB)
Subject: Facility Notification: Flint State Office Building



Flint Water Quality

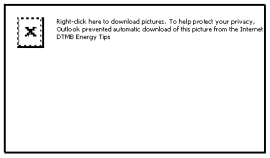
Details:

DTMB commissioned testing of the water in the Flint State Office Building and the results show our water poses no health threats. Although the water is safe to drink, we will continue to provide water coolers in common areas on floors 1-6 of the Flint State Office Building until we are connected to the Detroit water system.

If you have any questions, please contact the Flint Building Trades Supervisor, Brian Walts, at WaltsB@michigan.gov or 810-760-2044.

Contact:

DTMB Customer Service Center, DTMB-Customerservice@michigan.gov or 517-373-6227

	According to the Clean Air Council, the average American throws away enough paper each year to build a 12-foot wall from Los Angeles to New York City. Consider going paperless by saving documents and manuals on a common server instead of handing them out in hard-copy form. If you must print a multi-page document, be sure to use the double-sided printing feature.

This email was sent to jordang@michigan.gov using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 · 517-373-1004

From: Partridge, Ken (DTMB)
Sent: Friday, January 08, 2016 2:22 PM
To: OA-Communications-Managers
Subject: Mail flow issues from O365 to on prem

We are currently experiencing problems sending mail from Office 365 / Exchange online mailboxes to on prem mailboxes (such as GOV and MSP). We are opening a case with Microsoft to help work the situation. This is particular concern due to the activation of the SEOC, which is responding to the Flint State of Emergency.

We have no further details at this time.

Kenneth Partridge
DTMB Design Team
Exchange, Office 365, and Comodo SSL Support
517-636-5126

DTMB
HELP. CONNECT. SOLVE.

Message

From: SOM - DTMBRemedyMail [SOM-DTMBRemedyMail@michigan.gov]
Sent: 1/11/2016 11:23:22 AM
To: Jordan, Gerald (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=068c6804e4754b2ca3e3ad12ce9377b7-Jordan Gerald]
Subject: Incident INC000005857415 has been assigned to your group 'DTMB CSS FS East'. Priority: Medium. Description: Flint Office Printer setup needed at Ops Room

[redacted]

Incident INC000005857415 has been assigned to your Group.

Summary: Flint Office Printer setup needed at Ops Room
Service Type: User Service Restoration
Assigned Group: DTMB CSS FS East
Operational Categorization Tier 1: Install
Operational Categorization Tier 2: Desktop Equipment
Operational Categorization Tier 3: Peripheral
Customer First Name: Ron
Customer Last Name: Leix
Priority: Medium
Notes: Printer delivered to operations room for the Flint Water issue. Need someone onsite to set it up. Flint Office Building 5th Floor. Contact name is Ron Leix from Lansing MSP.
Site: COLLLAN, MSP Collins Centre

Message

From: Reitz, Ryan (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=54BEA76E7C4A47988BB76FFAE7E5CAE4-REITZR]
Sent: 1/11/2016 12:43:37 PM
To: Meyer, Vicki (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=89e37d6e33b9451eb9fe97cad50ca207-Meyer Vicki]; OA-DDS-Managers [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=fd7c73bb8ba6480c9121730805000e51-OA-DDS-Mana]
CC: Jordan, Gerald (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=068c6804e4754b2ca3e3ad12ce9377b7-Jordan Gerald]; Morrison, Elizabeth A. (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=64cbb50f7e404f798e7710e176c3d301-Morrison Elizabeth]
Subject: RE: Printer Update

We will get someone on it asap.

From: Meyer, Vicki (DTMB)
Sent: Monday, January 11, 2016 12:19 PM
To: OA-DDS-Managers <OA-DDS-Managers@michigan.gov>
Cc: Jordan, Gerald (DTMB) <jordang@michigan.gov>; Morrison, Elizabeth A. (DTMB) <morrisone@michigan.gov>
Subject: RE: Printer Update
Importance: High

This is for a network printer for the Flint Water Emergency Operations room that was set up on the 5th floor of State Office Building in Flint. Can you make sure that print queues get setup for this printer as quickly as possible? Is there any more information that you need? Vicki

From: Morrison, Elizabeth A. (DTMB)
Sent: Monday, January 11, 2016 12:11 PM
To: Jordan, Gerald (DTMB) <jordang@michigan.gov>; Meyer, Vicki (DTMB) <meyerv@michigan.gov>
Subject: RE: Printer Update

More information- The printer that is set up Ricoh MP301SPF

[redacted]

[redacted]

Would like it set up on the Network so both MSP and SOM Laptops can connect and printer to it.

Please advise what I need to do

Thanks

Liz

517-242-4419

From: Jordan, Gerald (DTMB)
Sent: Monday, January 11, 2016 11:50 AM
To: Meyer, Vicki (DTMB) <meyerv@michigan.gov>
Cc: Morrison, Elizabeth A. (DTMB) <morrisone@michigan.gov>
Subject: Printer Update

It is 5th floor Flint State Office building. Liz is on site. They are currently meeting so she can't get access right now. We do know they have the printer connected to a switch they brought with them. Once the meeting breaks Liz will investigate and we can then determine how to proceed.

Being MSP we may be talking other than SOM. We'll know more as soon as Liz is able to check it out.

Message

From: Meyer, Vicki (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=89E37D6E33B9451EB9FE97CAD50CA207-MEYER VICKI]
Sent: 1/11/2016 1:09:11 PM
To: Morrison, Elizabeth A. (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=64cbb50f7e404f798e7710e176c3d301-Morrison Elizabeth]; Jordan, Gerald (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=068c6804e4754b2ca3e3ad12ce9377b7-Jordan Gerald]
Subject: FW: Printer Update

FYI.

From: Winans, Michael (DTMB)
Sent: Monday, January 11, 2016 1:05 PM
To: Reitz, Ryan (DTMB) <ReitzR@michigan.gov>; Smith, Bradford (DTMB) <smithb7@michigan.gov>
Cc: Seaton, Chuck (DTMB) <SeatonC@michigan.gov>; Meyer, Vicki (DTMB) <meyerv@michigan.gov>
Subject: RE: Printer Update

Location: DMB\Flint State Office Building\Flint Water Emergency\5th Floor

[redacted]

From: Reitz, Ryan (DTMB)
Sent: Monday, January 11, 2016 12:43 PM
To: Smith, Bradford (DTMB) <smithb7@michigan.gov>; Winans, Michael (DTMB) <winansm@michigan.gov>; Ringle, Denise (DTMB) <RINGLED@michigan.gov>
Subject: FW: Printer Update
Importance: High

Can one of you take care of this please and let us know once it is done.

Thanks,

Ryan

From: Meyer, Vicki (DTMB)
Sent: Monday, January 11, 2016 12:19 PM
To: OA-DDS-Managers <OA-DDS-Managers@michigan.gov>
Cc: Jordan, Gerald (DTMB) <jordang@michigan.gov>; Morrison, Elizabeth A. (DTMB) <morrisone@michigan.gov>
Subject: RE: Printer Update
Importance: High

This is for a network printer for the Flint Water Emergency Operations room that was set up on the 5th floor of State Office Building in Flint. Can you make sure that print queues get setup for this printer as quickly as possible? Is there any more information that you need? Vicki

From: Morrison, Elizabeth A. (DTMB)
Sent: Monday, January 11, 2016 12:11 PM
To: Jordan, Gerald (DTMB) <jordang@michigan.gov>; Meyer, Vicki (DTMB) <meyerv@michigan.gov>
Subject: RE: Printer Update

More information- The printer that is set up Ricoh MP301SPF

Mac Address in 00:26:73:51:9a:a6

Auto Obtained IP Address is 10.157.2.40

Gateway 10.157.2.1

Subnet 255.255.255.0

Would like it set up on the Network so both MSP and SOM Laptops can connect and printer to it.

Please advise what I need to do

Thanks

Liz

517-242-4419

From: Jordan, Gerald (DTMB)
Sent: Monday, January 11, 2016 11:50 AM
To: Meyer, Vicki (DTMB) <meyerv@michigan.gov>
Cc: Morrison, Elizabeth A. (DTMB) <morrisone@michigan.gov>
Subject: Printer Update

It is 5th floor Flint State Office building. Liz is on site. They are currently meeting so she can't get access right now. We do know they have the printer connected to a switch they brought with them. Once the meeting breaks Liz will investigate and we can then determine how to proceed.

Being MSP we may be talking other than SOM. We'll know more as soon as Liz is able to check it out.

From: Meyer, Vicki (DTMB)
Sent: Thursday, January 14, 2016 12:19 PM
To: Jordan, Gerald (DTMB)
Subject: Flint Water Emergency Center

Importance: High

We have a male HDMI cable that needs to get to the Flint Water Emergency Center. Do you have anyone in Lansing that could pick it up from me and deliver/set it up for the user? I'll create an incident if you do. Otherwise, there is someone that could deliver it tomorrow. They have not asked for anyone to install.

I would like us to set up some type of regular check in with the site to make sure that they have everything they need. I'm thinking that if someone is in the building that they could stop by and just make sure that all is well at the site. Think about it and call me on your thoughts. Vicki

Vicki Meyer
DTMB Field Services
State Administrative Manager
517-242-1195
meyerv@michigan.gov
DTMB
HELP. CONNECT. SOLVE.

From: Meyer, Vicki (DTMB)
Sent: Thursday, January 14, 2016 2:26 PM
To: Jordan, Gerald (DTMB)
Subject: Re: Flint Water Emergency Center

We got someone to deliver this so we are set.

Vicki Meyer
DTMB Field Services
State Administrative Manager
meyerv@michigan.gov
517-242-1195

On Jan 14, 2016, at 12:19 PM, Meyer, Vicki (DTMB) <meyerv@michigan.gov> wrote:

> We have a male HDMI cable that needs to get to the Flint Water Emergency Center. Do you have anyone in Lansing that could pick it up from me and deliver/set it up for the user? I'll create an incident if you do. Otherwise, there is someone that could deliver it tomorrow. They have not asked for anyone to install.
>
> I would like us to set up some type of regular check in with the site to make sure that they have everything they need. I'm thinking that if someone is in the building that they could stop by and just make sure that all is well at the site. Think about it and call me on your thoughts. Vicki
>
> Vicki Meyer
> DTMB Field Services
> State Administrative Manager
> 517-242-1195
> meyerv@michigan.gov
> <image001.png>

From: State of Michigan <MISOM@govsubscriptions.michigan.gov>
Sent: Thursday, January 14, 2016 5:26 PM
To: Jordan, Gerald (DTMB)
Subject: Volunteer Opportunity in Flint

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, https://www.surveymonkey.com/r/28NVJBL

To volunteer on Sunday, January 17, https://www.surveymonkey.com/r/26NMJKK

To volunteer on Monday, January 18, https://www.surveymonkey.com/r/26P7P5G

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

For more information on the state's response efforts, visit www.michigan.gov/flintwater.

This e-mail was sent to jordang@michigan.gov using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

From: Briggs, Gailene (DTMB)
Sent: Tuesday, January 19, 2016 11:41 AM
To: Bense, James (DTMB);Jordan, Gerald (DTMB);Hengesbach, Dave (DTMB);Keys, Theasess (DTMB);Sweeney, Dan (DTMB);Turriff, Dean (DTMB);Conlin, Dan (DTMB);Meyer, Vicki (DTMB)
Subject: RE: About Resource Planning Meeting (011916)

Let me know and I will reach out to staff.

From: Bense, James (DTMB)
Sent: Tuesday, January 19, 2016 11:39 AM
To: Jordan, Gerald (DTMB) <jordang@michigan.gov>; Briggs, Gailene (DTMB) <BriggsG1@michigan.gov>; Hengesbach, Dave (DTMB) <hengesbachd3@michigan.gov>; Keys, Theasess (DTMB) <keyst@michigan.gov>; Sweeney, Dan (DTMB) <sweeneyd@michigan.gov>; Turriff, Dean (DTMB) <turriffd@michigan.gov>; Conlin, Dan (DTMB) <conlind@michigan.gov>; Meyer, Vicki (DTMB) <meyerv@michigan.gov>
Subject: RE: About Resource Planning Meeting (011916)

One other thing that is coming up and I am attending a meeting at 12:00 to go over, but due to the Flint Water Issue the SEOC is activated. MSP wants to setup a temporary SEOC and will need 21 machines imaged before their move on the 29th. I am thinking Central can cover, but if they want it sooner, I may need some assistance, so I wanted to get this out to all of you. It might even be a Saturday deploy, so more OT available.

Thanks,

Jim Bense
DTMB Field Services
Central Region Manager
Acting Depot IT Supervisor
benseJ@michigan.gov
Office: 517-241-8407
Cell: 517-898-0424

Michigan Department of Technology, Management & Budget

From: Jordan, Gerald (DTMB)
Sent: Tuesday, January 19, 2016 11:09 AM
To: Bense, James (DTMB) <BenseJ@michigan.gov>; Briggs, Gailene (DTMB) <BriggsG1@michigan.gov>; Hengesbach, Dave (DTMB) <hengesbachd3@michigan.gov>; Keys, Theasess (DTMB) <keyst@michigan.gov>; Sweeney, Dan (DTMB) <sweeneyd@michigan.gov>; Turriff, Dean (DTMB) <turriffd@michigan.gov>; Conlin, Dan (DTMB) <conlind@michigan.gov>; Meyer, Vicki (DTMB) <meyerv@michigan.gov>
Subject: About Resource Planning Meeting (011916)

Items 4 and 5 for Jim Bense. See attached Resource Planning Meeting Agenda for more and other information.

From: Keys, Theasess (DTMB)
Sent: Friday, January 22, 2016 9:19 AM
To: DTMB-CSS-FS-East
Cc: Meyer, Vicki (DTMB)
Subject: Heads Up East Team

Importance: High

I received a call from Agency Services looking for a FS tech to assist with the Flint emergency – once more into is received I will let you who, when, where and what.
I'm going to ask that an incident be created, but…we don't want to be on the News as not providing needed help – beside one of our top priorities is customer service, so you might have to create your own incident.

Thanks,

From: Morrison, Elizabeth A. (DTMB)
Sent: Friday, January 22, 2016 9:26 AM
To: Keys, Theasess (DTMB);DTMB-CSS-FS-East
Cc: Meyer, Vicki (DTMB)
Subject: RE: Heads Up East Team

I have tickets in the building and will be heading there shortly. Once I know what they need I am available to assist them

---

From: Keys, Theasess (DTMB)
Sent: Friday, January 22, 2016 9:19 AM
To: DTMB-CSS-FS-East <DTMB-CSS-FS-East@michigan.gov>
Cc: Meyer, Vicki (DTMB) <meyerv@michigan.gov>
Subject: Heads Up East Team
Importance: High

I received a call from Agency Services looking for a FS tech to assist with the Flint emergency – once more into is received I will let you who, when, where and what.
I'm going to ask that an incident be created, but…we don't want to be on the News as not providing needed help – beside one of our top priorities is customer service, so you might have to create your own incident.

Thanks,

From: Keys, Theasess (DTMB)
Sent: Friday, January 22, 2016 9:34 AM
To: Morrison, Elizabeth A. (DTMB);DTMB-CSS-FS-East
Cc: Meyer, Vicki (DTMB)
Subject: RE: Heads Up East Team

Yeah, Liz!
I'm about to call you.

Thanks,

From: Morrison, Elizabeth A. (DTMB)
Sent: Friday, January 22, 2016 9:26 AM
To: Keys, Theasess (DTMB) <keyst@michigan.gov>; DTMB-CSS-FS-East <DTMB-CSS-FS-East@michigan.gov>
Cc: Meyer, Vicki (DTMB) <meyerv@michigan.gov>
Subject: RE: Heads Up East Team

I have tickets in the building and will be heading there shortly. Once I know what they need I am available to assist them

---

From: Keys, Theasess (DTMB)
Sent: Friday, January 22, 2016 9:19 AM
To: DTMB-CSS-FS-East <DTMB-CSS-FS-East@michigan.gov>
Cc: Meyer, Vicki (DTMB) <meyerv@michigan.gov>
Subject: Heads Up East Team
Importance: High

I received a call from Agency Services looking for a FS tech to assist with the Flint emergency – once more into is received I will let you who, when, where and what.
I'm going to ask that an incident be created, but…we don't want to be on the News as not providing needed help – beside one of our top priorities is customer service, so you might have to create your own incident.

Thanks,

From: Keys, Theasess (DTMB)
Sent: Friday, January 22, 2016 9:54 AM
To: Doll, Jeanette (DTMB)
Cc: Meyer, Vicki (DTMB);Jordan, Gerald (DTMB);Morrison, Elizabeth A. (DTMB)
Subject: Needed Field Service Presence in Flint

Importance: High

Hi, Ms. Doll, my name is Theasess Keys, the FS manager for the Metro region. I'm covering for Flint, FS manager Gerald Jordan today.
I understand you may be in need of FS support today.

Liz Morrison, is a FS analyst from the Flint team and she will be available to provide you with assistance all day. Liz's cell phone is 1.517. 242.4419.
Upon her arrival to the building she will make her way to the Emergency Command Center and identify herself.

If there is any additional assistance you need from FS please reach out.
I can be reached at 1.517.242.5502.

Thanks,
Theasess

From: Morrison, Elizabeth A. (DTMB)
Sent: Friday, January 22, 2016 10:55 AM
To: Keys, Theasess (DTMB);Meyer, Vicki (DTMB)
Cc: Jordan, Gerald (DTMB)
Subject: Flint Water Emergancy Update

Theasess
I was able to find out that the issue was with the Television and getting Direct TV to work at the location. Talked with the Building manager and they had already went out and purchased another HDMI cable. The television is now working. I did add a printer for a new worker from MSP. All of the other staff from the federal government are also working smoothly. I have left my telephone # with the CIJ group (State Team) and also with the Building manager to contact me if there is a need for Field Service assistance today. I have other tickets at this site and will continue to stay here for the rest of the day to be available if needed.

Thanks
Liz Morrison
DTMB Field Services East

.

From: Doll, Jeanette (DTMB)
Sent: Friday, January 22, 2016 11:07 AM
To: Keys, Theasess (DTMB)
Cc: Meyer, Vicki (DTMB);Jordan, Gerald (DTMB);Morrison, Elizabeth A. (DTMB)
Subject: RE: Needed Field Service Presence in Flint

Thank you! I have been told that Liz is onsite and already providing assistance to the federal group. Very quick response!

Jeanette

From: Keys, Theasess (DTMB)
Sent: Friday, January 22, 2016 9:54 AM
To: Doll, Jeanette (DTMB) <dollj@michigan.gov>
Cc: Meyer, Vicki (DTMB) <meyerv@michigan.gov>; Jordan, Gerald (DTMB) <jordang@michigan.gov>; Morrison, Elizabeth A. (DTMB) <morrisone@michigan.gov>
Subject: Needed Field Service Presence in Flint
Importance: High

Hi, Ms. Doll, my name is Theasess Keys, the FS manager for the Metro region. I'm covering for Flint, FS manager Gerald Jordan today.
I understand you may be in need of FS support today.

Liz Morrison, is a FS analyst from the Flint team and she will be available to provide you with assistance all day. Liz's cell phone is 1.517. 242.4419.
Upon her arrival to the building she will make her way to the Emergency Command Center and identify herself.

If there is any additional assistance you need from FS please reach out.
I can be reached at 1.517.242.5502.

Thanks,
Theasess

From: Keys, Theasess (DTMB)
Sent: Friday, January 22, 2016 11:29 AM
To: Morrison, Elizabeth A. (DTMB);Meyer, Vicki (DTMB)
Cc: Jordan, Gerald (DTMB)
Subject: RE: Flint Water Emergancy Update

Awesome!
Great Customer service.
Thanks for being our FS point on this issue.
If you have any issues or concerns that you might need help with please reach out – you are not alone we have your back ;)

Theasess,

From: Morrison, Elizabeth A. (DTMB)
Sent: Friday, January 22, 2016 10:55 AM
To: Keys, Theasess (DTMB) <keyst@michigan.gov>; Meyer, Vicki (DTMB) <meyerv@michigan.gov>
Cc: Jordan, Gerald (DTMB) <jordang@michigan.gov>
Subject: Flint Water Emergancy Update

Theasess
I was able to find out that the issue was with the Television and getting Direct TV to work at the location. Talked with the Building manager and they had already went out and purchased another HDMI cable. The television is now working. I did add a printer for a new worker from MSP. All of the other staff from the federal government are also working smoothly. I have left my telephone # with the CIJ group (State Team) and also with the Building manager to contact me if there is a need for Field Service assistance today. I have other tickets at this site and will continue to stay here for the rest of the day to be available if needed.

Thanks
Liz Morrison
DTMB Field Services East

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From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Friday, January 22, 2016 12:41 PM
To: Jordan, Gerald (DTMB)
Subject: "He's his own best spokesman"

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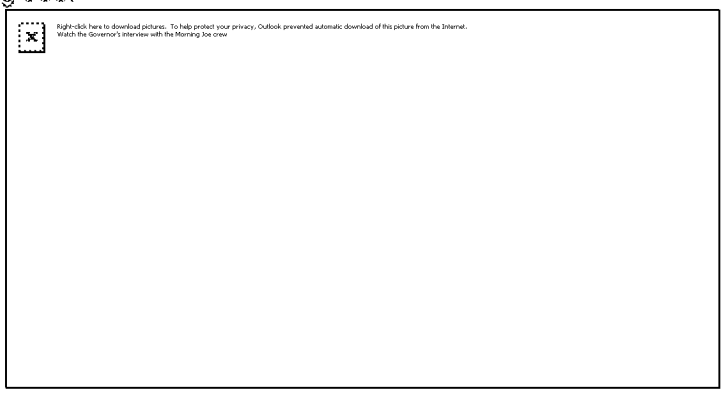
How we are fixing the Flint water crsis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

Governor Snyder on Morning Joe

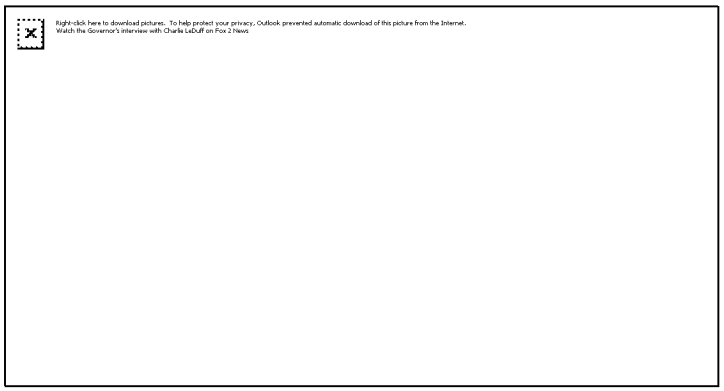
"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.



Governor Snyder with Charlie LeDuff on Fox 2 Detroit

"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm

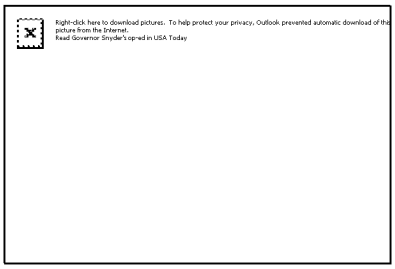
came from people who worked for me, and I feel responsible for that. But I am committed to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.



Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.

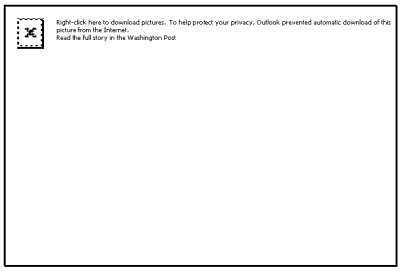
Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." Click here to read the Governor's full op-ed.

Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"

Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. Click here to read the full story in the Washington Post.



Visit HelpForFlint.com to learn how you can help Flint residents.

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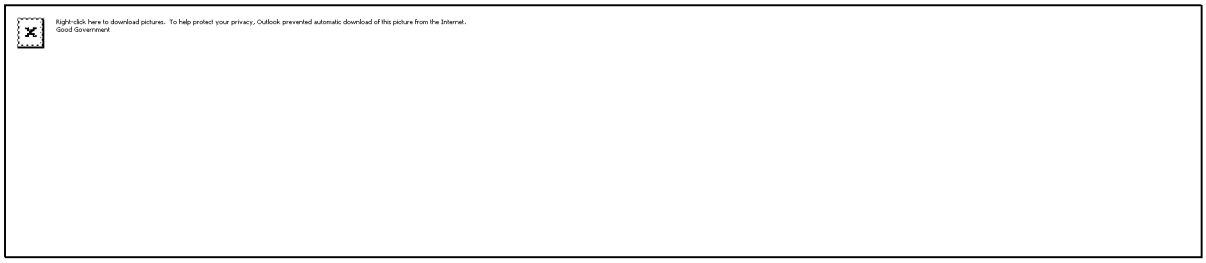
From: State of Michigan <MISOM@govsubscriptions.michigan.gov>
Sent: Friday, January 22, 2016 4:36 PM
To: Jordan, Gerald (DTMB)
Subject: Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit www.helpforflint.com to learn how you can help.

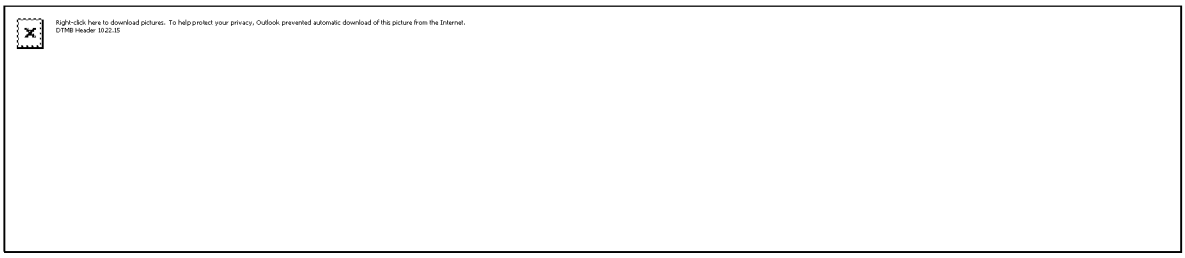
For additional information and updates, visit www.michigan.gov/flintwater.

Again, thank you for all your support.

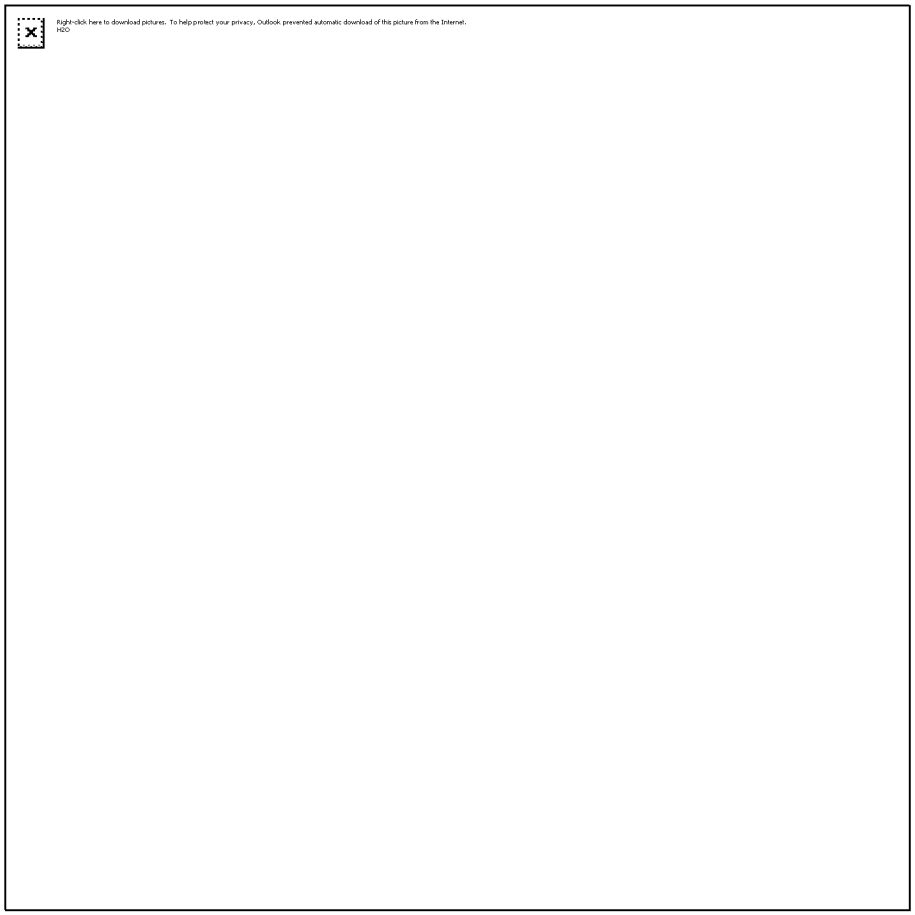
Sincerely, Mike Zimmer
Office of Good Government Director
Dept. of Licensing and Regulatory Affairs Director

This e-mail was sent to jordang@michigan.gov using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

From: Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>
Sent: Tuesday, January 26, 2016 8:39 AM
To: Jordan, Gerald (DTMB)
Subject: Contributing time, muscle and money



During this month's Martin Luther King Jr. holiday weekend, some state employees turned their "day off" into a "day on" in Flint. There, they delivered bottled water, water filters, replacement cartridges and water testing kits to families. The volunteers joined other Michiganders, turning Dr. King's birthday observance into a day of service.



Mike Zimmer, director of the Office of Good Government and the Department of Licensing and Regulatory Affairs, has shared a link – www.helpforflint.com – that offers other opportunities to contribute time, muscle and money to bring clean drinking water to the community.Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.

Autumn Hubbard, Ambrea Mack and Sarah Esquivel, who are in the photo at the left, nearly emptied the shelves at their local grocery store. Thanks for your efforts.

everyone.

Now work.

Last week, I signed a new policy that formalizes the annual employee review process and sets expectations for employees and managers. Administrative Policy 200.37 establishes consistent standards for implementing performance plans and reviews. Some of the standards are practices we have followed for years. Others are new. Some of particular note include:

- The mandatory use of HRMN
- A standard Feb. 1-Jan. 31 rating period for all employees
- An Individual Development Plan that specifies training or development programs for each employee
- Competencies and objectives that align to DTMB goals or scorecard metrics
- Consequences for managers and supervisors who do not complete the review process as required

A fundamental role of each DTMB manager or supervisor is to provide employees with direction and feedback on their performance. Employees also are expected to take an active role in pursuing professional development opportunities and achieving their competencies and objectives. I encourage you to review the new policy and talk with your manager or supervisor if you have questions. Of course, I welcome your questions and input as well. Please send your comments and ideas to me at behend@michigan.gov.

I know these have been busy weeks for many of you as you take on additional responsibilities and work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

Have a great week,

David

The Department of Technology, Management and Budget
You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact DTMB-Communications@michigan.gov.

This email was sent to jordang@michigan.gov using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 · 517-373-1004

Subject: DHHS Flint State Office Bldg. 7th Floor Move - (151116-02)
Location: Con Call: 877-820-7831, Passcode: 730959

Start: Wed 3/2/2016 1:00 PM
End: Wed 3/2/2016 1:45 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Worden, Jesse (DTMB)
Required Attendees: Palmatier, Paula (DTMB); Pung, Dale (DTMB); Bannhard, Gary (DTMB); Cumings, Julie (DTMB); Curtis, Patty (DHHS); Yager, Caleb (DHHS); Fountain, Tracey (DHHS); Brewer, Marlene M. (DHHS); Postma, Marjorie (DHHS); Donelson, Patricia (DHHS); Flader, Jean (DHHS); Phillippo, Jamie (DTMB); Tagg, Wayne (DTMB); Jordan, Gerald (DTMB); Meister, Dennis (DTMB); Beeler, Judi (DTMB)

DHHS Flint State Office Bldg 7th Floor Move - (151116-02)

DHHS Flint State Office buildl...

13208-7 Data Drop Green Update...

7thFloor 10-28-15.xlsx

Rescheduled from 3/1 to 3/2

Update from Jamie Phillippo (1/25):

I talked to Patty Curtis and confirmed that the new target date for the move will be March 18th and 19th. DHHS will be paying for field services on the weekend, that will not come out of the project budget. DHHS would like all staff to be up and running on Monday morning. Disconnects can start on Friday, March 18th at 1 pm. Marlene Brewer will follow up with the order of disconnects.

The question of card readers was raised. Patty understands what the staff onsite want and she discussed this with Jan Miller and the Architect at one of the last construction meetings to make sure everyone was on the same page. A question was also asked about the status of the intercom PO. It is in process but due to the water crisis and rush POs that need to happen, DHHS financial services is a bit backed up. Patty was going to check on it last Friday and I have cc'd her on this email so she can provide an update if she has one.

1/21/16 Meeting Notes:

Western Telecom to be data drop install 2/1
Move date may change to the March 19th weekend due to Solar panel drilling.
Client wants disconnects/reconnects completed during the weekend.

12/16/15 Meeting Notes:

Anticipated move date is now March 4th
Discuss door access card readers at next meeting.

12/1/15 Meeting Notes:

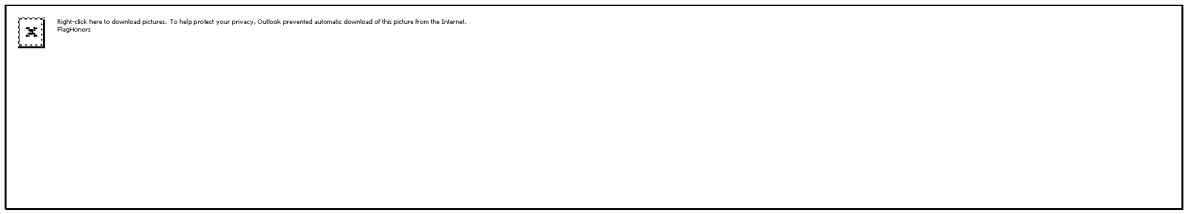
Currently planning to move on Feb 13th (pending construction schedule).
Wayne Tagg has been managing Telecom side of this project. Data drops, Wireless, UTNET (Kiosks), fax lines, Cisco phones have been planned for.
EBT Card Reader to be moved by staff.
Kiosks stored offsite will be brought in by staff.
Field Services to disconnect/reconnect ~35-40 workstations
Device spreadsheet and floor plan attached.

Please delegate/forward as necessary.

Thank you,

Jesse Worden
DTMB Infrastructure Specialist supporting DHHS
Infrastructure & Operations Program Management Office
Chandler Plaza, Garden level
Office: 517-335-6636
wordenj2@michigan.gov

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Friday, January 29, 2016 9:51 AM
To: Jordan, Gerald (DTMB)
Subject: Thank you for your service



THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit www.HelpForFlint.com to learn how you can do so. For additional information and to sign up for daily updates, please visit www.mi.gov/FlintWater. I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

Thanks,

Governor Rick Snyder

Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.
Photos of state employees volunteering

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From: Keys, Theasess (DTMB)
Sent: Friday, January 29, 2016 2:48 PM
To: Hiltz, Gena (DTMB)
Cc: Jordan, Gerald (DTMB)
Subject: FW: SEOC support

Gena, Judy Flynn – needs a dcds modification for today.
If, it's not too late I will submit.

Theasess,

From: Meyer, Vicki (DTMB)
Sent: Friday, January 29, 2016 2:10 PM
To: DTMB-CSS-FS-Managers <DTMB-CSS-FS-Managers@michigan.gov>
Subject: SEOC support

We are being asked to keep track of staff that support SEOC for the Flint Water crisis. These are the names that I currently know. Are there others? I would like to keep track of this in case it is needed in the future.

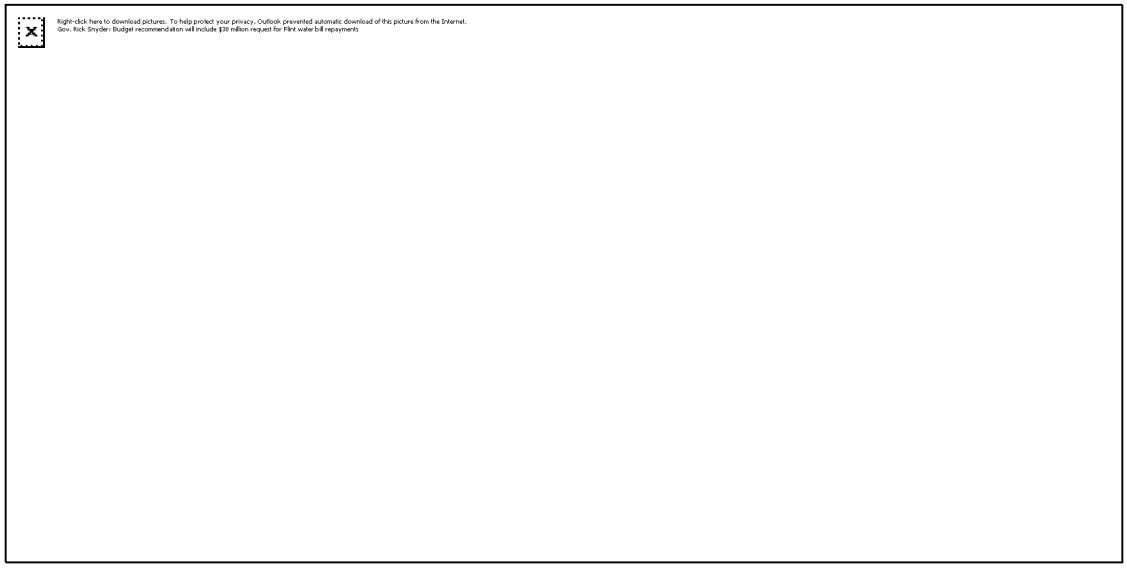
Liz Morrison – printer support for Flint State Office Building, they have her number and call whenever they need something
Hector Diaz – set up 21 machines for the SEOC
Judy Flynn – printer support for Flint State Office Building today & scanner support for Flint Warehouse today
Steve Grandahl – tablet setup for a DEQ machine at Con Hall today

Please provide any additional names and what they did to Gena so she can consolidate.

Vicki Meyer
DTMB Field Services
State Administrative Manager
517-242-1195
meyerv@michigan.gov
DTMB
HELP. CONNECT. SOLVE.

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Wednesday, February 03, 2016 6:17 PM
To: Jordan, Gerald (DTMB)
Subject: "Flint residents should not have to pay for water they cannot drink"

Budget recommendation will include $30 million request for Flint water bill repayments



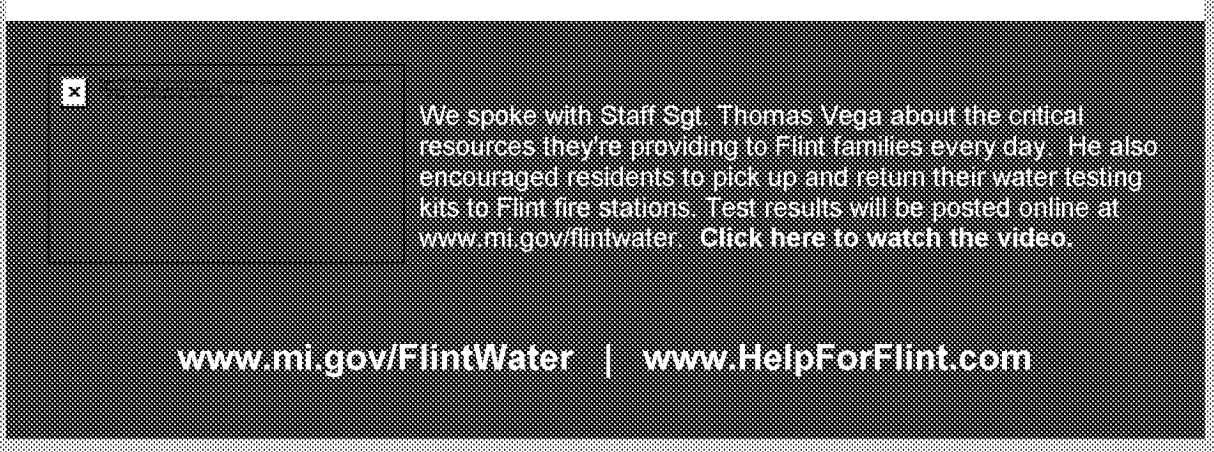
When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a $30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.

Under the governor's ask, the funding would enable the city of Flint to apply credits for customers on future bills. Estimates show water is roughly 47 percent of billing and sewer costs are around 53 percent. The credit would be applied to consumption usage (roughly

65 percent) of a resident's water portion of the bill, such as for bathing, drinking, cooking, and washing your hands. Residents still would be responsible for paying the sewer portion of their water bills.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

Click here to learn more about the budget request.



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From: DTMB Facilities <dtmb@govsubscriptions.michigan.gov>
Sent: Wednesday, February 10, 2016 4:41 PM
To: Jordan, Gerald (DTMB)
Subject: Facility Notification: Flint State Office Building

Flint Drinking Water

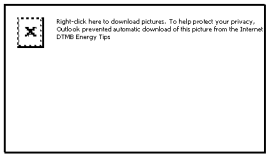
Details:

An advisory has been issued by the City of Flint asking water customers within a defined area (see attached notice and map) to boil water before using it. However, the Flint State Office Building does not fall within the identified area. DTMB continues to offer tap and bottled water in public areas on each floor as options in the Flint State Office Building.

- Precautionary Boil Water Notice 2-9-16.pdf
- Map - Precautionary Boil Water Advisory.pdf

Contact:

DTMB Customer Service Center, DTMB-Customerservice@michigan.gov or 517-373-6227

	Unplug electronics such as cell phones and laptops once they're charged. Adapters plugged into outlets use energy even if they're not charging.

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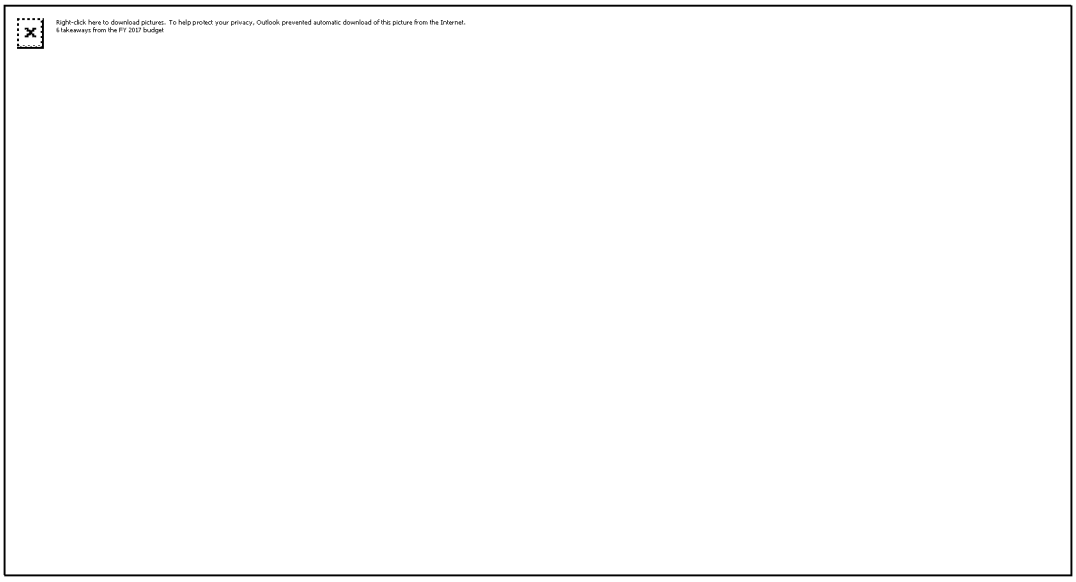
From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Thursday, February 11, 2016 5:55 PM
To: Jordan, Gerald (DTMB)
Subject: What this year's budget means for Michigan...

VIDEO: What Governor Snyder's FY17 budget means for Michigan



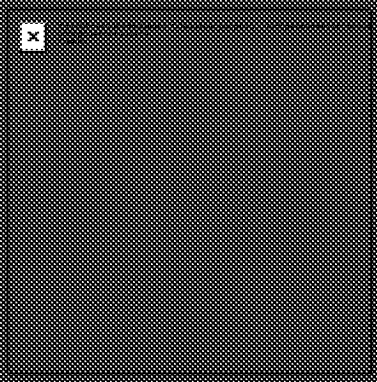
Gov. Rick Snyder's FY 2017 budget calls for critical investments for the Flint water crisis, statewide infrastructure and the Detroit Public Schools. The governor's recommendation also addresses the skyrocketing costs of specialty medications that Michigan residents depend on for better health outcomes.

This budget also stays committed to the Governor's core statewide priorities of education, talent and economic development, health and human services, and public safety.

The proposed FY 2017 budget makes key investments to strengthen the state for all of

Michigan's families. Click here to learn more about the top 6 takeaways from the Governor's FY 2017 state budget.

Click a tweet to tweet it out:



The #MIBudget @OneToughNerd proposed yesterday makes key investments to strengthen Michigan for all families --> www.mi.gov/MIBudget

--> @OneToughNerd's #MIBudget includes $72 million a year for Detroit Public Schools. It is time to act now -- > www.mi.gov/MIBudget

--> @onetoughnerd's significant investment in #Flint families is the right thing to do. #FlintFWD #MIBudget www.mi.gov/MIBudget

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This email was sent to jordang@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: Hiltz, Gena (DTMB)
Sent: Friday, February 12, 2016 1:33 PM
Subject: Flint Support

Hello Staff,

If you are providing support for the Flint water response efforts, in DCDS for future coding there is an activity code called Flint Drinking Water Program (FDWP) or if you were at SEOC use code 8594.

The time spent on this effort is reported out and they can gather the information from DCDS if the correct codes are used.

Gena Hiltz
Departmental Analyst
DTMB Field Services

**Please note temporary ID mail address: Depot – 5513 Enterprise Dr. Lansing
7285 Parsons Dr. 1st Floor SE
Dimondale, Mi. 48827
517-241-5553
Fax: 517-241-4864

DTMB
HELP. CONNECT. SOLVE.

From: Hiltz, Gena (DTMB)
Sent: Friday, February 12, 2016 1:38 PM
To: Morrison, Elizabeth A. (DTMB);Diaz, Hector (DTMB);Babcock, Don (DTMB);Flynn, Judy (DTMB);Grandahl, Stephen (DTMB);DTMB-CSS-FS-Managers
Subject: Flint water crisis

Hello staff and Managers!
We are being asked how much time was spent on the Flint Water response efforts for pay periods ending 1/6, 1/30, and the current pay.

We know that Liz, Hector, Don, Judy and Stephen worked during the pay period ending 1/30, but I don't have the hours spent

Has any other work been done before that or since then?

How many hours did each person spend on this effort? Please let me know and I can keep track.

If you work on this effort again, make sure you code it in your DCDS activity, under FDWP or 8594 if you are at SEOC.

Gena Hiltz
Departmental Analyst
DTMB Field Services

**Please note temporary ID mail address: Depot – 5513 Enterprise Dr. Lansing
7285 Parsons Dr. 1st Floor SE
Dimondale, Mi. 48827
517-241-5553
Fax: 517-241-4864

From: Turbett, Debra (DTMB)
Sent: Saturday, February 13, 2016 2:46 PM
To: Jordan, Gerald (DTMB)
Subject: Automatic reply: Flint water crisis

I am out of the office & will return Wednesday, February 17, 2016. If this is an urgent matter, please call the Client Service Center at 1-800-968-2644.

From: Flynn, Judy (DTMB)
Sent: Tuesday, February 16, 2016 4:09 PM
To: Hiltz, Gena (DTMB)
Cc: Jordan, Gerald (DTMB)
Subject: Re: Flint water crisis

I worked 2 hours on January 29.

Sent from my iPhone

On Feb 12, 2016, at 1:38 PM, Hiltz, Gena (DTMB) <HiltzG@michigan.gov> wrote:

> Hello staff and Managers!
> We are being asked how much time was spent on the Flint Water response efforts for pay periods ending 1/6, 1/30, and the current pay.
>
> We know that Liz, Hector, Don, Judy and Stephen worked during the pay period ending 1/30, but I don't have the hours spent
>
> Has any other work been done before that or since then?
>
> How many hours did each person spend on this effort? Please let me know and I can keep track.
>
> If you work on this effort again, make sure you code it in your DCDS activity, under FDWP or 8594 if you are at SEOC.
>
> *Gena Hiltz*
> Departmental Analyst
> DTMB Field Services
>
> **Please note temporary ID mail address: Depot – 5513 Enterprise Dr. Lansing
> 7285 Parsons Dr. 1st Floor SE
> Dimondale, Mi. 48827
> 517-241-5553
> Fax: 517-241-4864
> <image003.png>

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Tuesday, February 16, 2016 5:26 PM
To: Jordan, Gerald (DTMB)
Subject: VIDEO: Volunteering in Flint

HOME | BLOG | CONTACTS | FACEBOOK | TWITTER | INSTAGRAM

VIDEO: How volunteers are helping Flint

Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.
Click here to watch the video

Volunteers at the Food Bank of Eastern Michigan are working hard to collect donations in order to help the families of Flint. Last Thursday, Governor Snyder visited with the many dedicated volunteers and helped sort cans of food.

Good nutrition is critically important for Flint's children. Foods that are high in calcium, vitamin C, and iron can help limit the effects of lead exposure. To donate or volunteer at the Food Bank of Eastern Michigan, visit www.fbem.org.

Click here to watch the video and learn more about how the Food Bank of Eastern Michigan is helping Flint's families.

Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.
click here to watch the video

LISTEN IN: Governor Snyder's tele-town hall with Flint residents

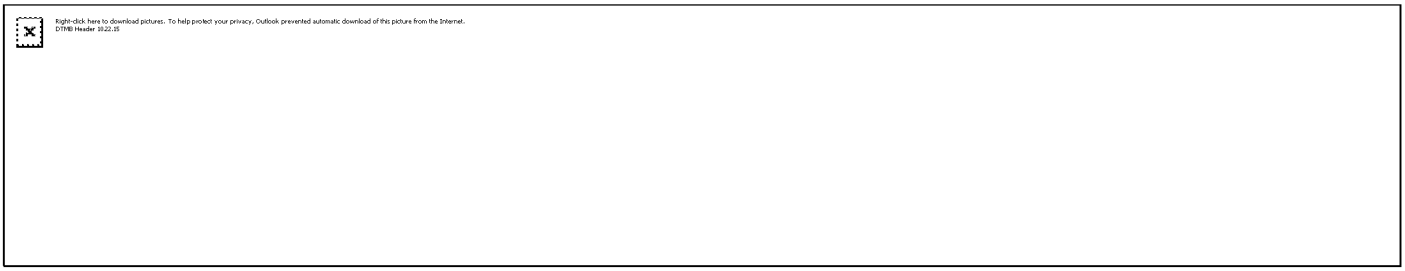
Governor Snyder hosted his third town hall with Flint residents on Thursday, Feb. 11, answering their questions directly. *Click here to listen to the call.*

STAY CONNECTED:

SUBSCRIBER SERVICES:
Manage Preferences | Unsubscribe | Help

This email was sent to jordang@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>
Sent: Wednesday, February 17, 2016 10:10 AM
To: Jordan, Gerald (DTMB)
Subject: The Gov. Snyder's Budget Proposal



Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the $54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
- **Putting People First.** The governor recommends continued expansion of the Healthy Kids Dental Program and funding efforts to ensure residents have access to affordable health care. His proposal boosts funds to help cover new higher cost specialty medications to treat conditions such as hepatitis C and cystic fibrosis, among others.
- **Investing in Infrastructure.** The proposal allocates $1.2 billion to maintain and repair Michigan roads, bridges and other critical infrastructure.

The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of $1.3 billion for department operations and a one-time allocation of $32.4 million.

A few highlights include:

- $502 million for information technology support for all state agencies and $132.8 million for 14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by $7 million, from $65 million to $72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.
- An additional $5 million to support cybersecurity improvements to safeguard citizens' personal information and protect critical infrastructure and government services.
- IT support of $6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full executive budget recommendations, which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at behend@michigan.gov.

Thank you again for all the good work you do. I hope you have a great week ahead.

David

The Department of Technology, Management and Budget
You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact DTMB-Communications@michigan.gov.

This email was sent to jordang@michigan.gov using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 · 517-373-1004

Sent: Sunday, January 31, 2016 12:10 AM
To: Morrison, Elizabeth A. (DTMB)
Subject: About Task 6489670

Task 6489670 is a redeployment at Flint SOB. I'll let you make contact. Also, as you know, be available for the emergency team if needed.

From: Jordan, Gerald (DTMB)
Sent: Saturday, February 13, 2016 2:46 PM
To: Morrison, Elizabeth A. (DTMB);Flynn, Judy (DTMB)
Cc: Hamilton, Kristi (DTMB);Hirzel, Dan (DTMB);Mills, Beth (DTMB);Schneider, Dan (DTMB);Smith, Janet (DTMB);Turbett, Debra (DTMB);Wale, Joseph (DTMB);Zink, Reba (DTMB)
Subject: RE: Flint water crisis

Please see below. Liz, Judy and anyone else reply with your best estimate.

From: Hiltz, Gena (DTMB)
Sent: Friday, February 12, 2016 1:38 PM
To: Morrison, Elizabeth A. (DTMB) <morrisone@michigan.gov>; Diaz, Hector (DTMB) <diazh@michigan.gov>; Babcock, Don (DTMB) <babcockd@michigan.gov>; Flynn, Judy (DTMB) <FlynnJ1@michigan.gov>; Grandahl, Stephen (DTMB) <GrandahlS@michigan.gov>; DTMB-CSS-FS-Managers <DTMB-CSS-FS-Managers@michigan.gov>
Subject: Flint water crisis

Hello staff and Managers!
We are being asked how much time was spent on the Flint Water response efforts for pay periods ending 1/6, 1/30, and the current pay.

We know that Liz, Hector, Don, Judy and Stephen worked during the pay period ending 1/30, but I don't have the hours spent

Has any other work been done before that or since then?

How many hours did each person spend on this effort? Please let me know and I can keep track.

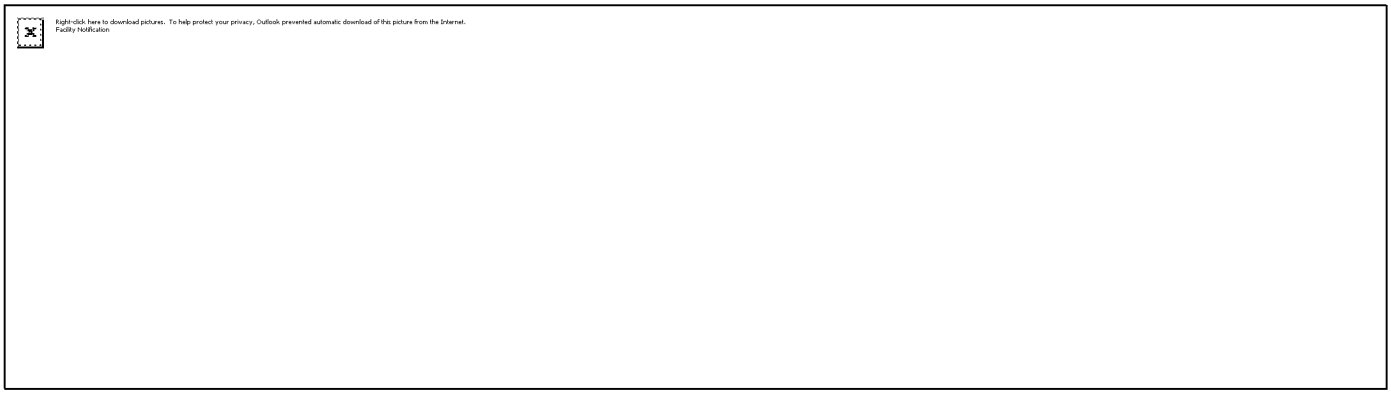
If you work on this effort again, make sure you code it in your DCDS activity, under FDWP or 8594 if you are at SEOC.

Gena Hiltz
Departmental Analyst
DTMB Field Services

**Please note temporary ID mail address: Depot – 5513 Enterprise Dr. Lansing
7285 Parsons Dr. 1st Floor SE
Dimondale, Mi. 48827
517-241-5553
Fax: 517-241-4864

HELP. CONNECT. SOLVE.

From: DTMB Facilities <dtmb@govsubscriptions.michigan.gov>
Sent: Wednesday, January 07, 2015 11:40 AM
To: Keilen, Elizabeth (DTMB);Barker, Shawn (DTMB)
Subject: Facility Notification: Flint State Office Building: TEST



Flint Water Advisory

Date/Time:

Effective Wednesday, January 7, 2015

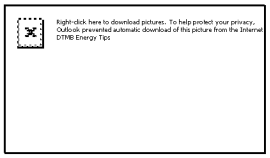
Details:

The City of Flint recently sent out the attached notice regarding violations to the drinking water standards. While the City of Flint states that corrective actions are not necessary, DTMB is in the process of providing a water cooler on each occupied floor, positioned near the water fountain, so you can choose which water to drink. The coolers will arrive today and will be provided as long as the public water does not meet treatment requirements.

- Flint Water.pdf

Contact:

DTMB Customer Service Center, DTMB-Customerservice@michigan.gov or (517) 373-6227

	Since we spend about 40 hours a week at our workplaces, isn't the office the best place to try out some new energy-saving tricks? The Energy Information Administration estimates that if commercial and industrial buildings improved their energy efficiency by 10 percent, our economy could see yearly savings of nearly $20 billion.

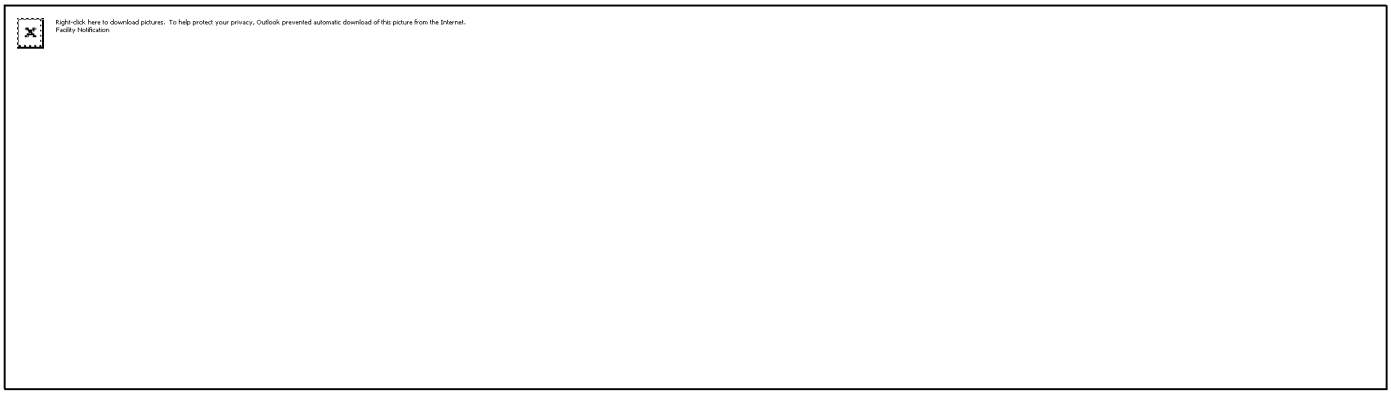
This email was sent to Email Address using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 (517) 373-1004

From: Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>
Sent: Wednesday, January 07, 2015 11:48 AM
To: Norlock, Linda (DTMB);Stoddard, Janine (DTMB);Philip, Brandon (DTMB);Herman, Christyn (DTMB);Barker, Shawn (DTMB);Lawson, Michelle (DTMB);Tefft, Niki (DTMB);Simon, Jennyl (DTMB);Good, Ken (DTMB);Link, Eunice (DTMB);Keilen, Elizabeth (DTMB)
Subject: Courtesy Copy: Facility Notification: Flint State Office Building

This is a courtesy copy of an email bulletin sent by Elizabeth Keilen.

This bulletin was sent to the following groups of people:

Subscribers of Flint State Office Building (657 recipients)



Flint Water Advisory

Date/Time:

Effective Wednesday, January 7, 2015

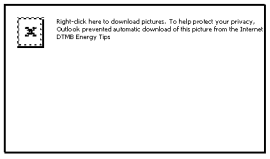
Details:

The City of Flint recently sent out the attached notice regarding violations to the drinking water standards. While the City of Flint states that corrective actions are not necessary, DTMB is in the process of providing a water cooler on each occupied floor, positioned near the water fountain, so you can choose which water to drink. The coolers will arrive today and will be provided as long as the public water does not meet treatment requirements.

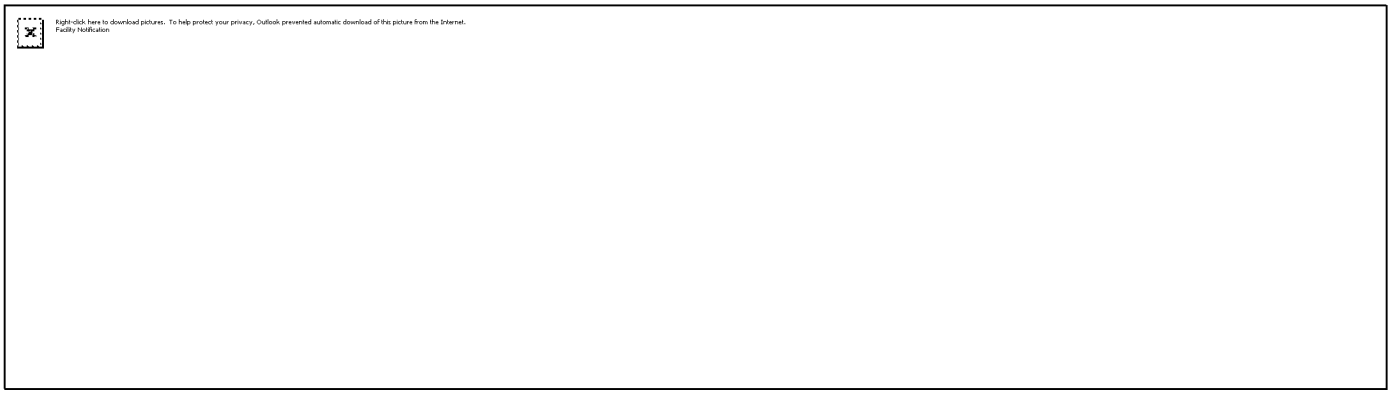
- Flint Water pdf

Contact:

DTMB Customer Service Center, DTMB-Customerservice@michigan.gov or (517) 373-6227

	Since we spend about 40 hours a week at our workplaces, isn't the office the best place to try out some new energy-saving tricks? The Energy Information Administration estimates that if commercial and industrial buildings improved their energy efficiency by 10 percent, our economy could see yearly savings of nearly $20 billion.

From: DTMB Facilities <dtmb@govsubscriptions.michigan.gov>
Sent: Thursday, October 01, 2015 11:29 AM
To: Keilen, Elizabeth (DTMB)
Subject: Facility Notification: Flint State Office Building: TEST



Flint Alternate Water Resource

Date/Time:

Monday, October 5, 2015 at 6:00 a.m. until further notice

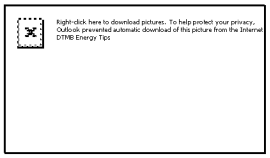
Details:

Beginning Monday, October 5, 2015, water coolers will be available in common areas on floors 1-6 of the Flint State Office Building. Although the drinking water has been tested and falls within all DEQ and EPA regulation standards, alternate water sources will be offered to accommodate all tenants due to recent concerns regarding the water supply. Water testing will continue and the alternate water source will be available until all quality concerns are addressed.

Thank you for you cooperation.

Contact:

DTMB Customer Service Center, DTMB-Customerservice@michigan.gov or 517-373-6227

	According to the Clean Air Council, the average American throws away enough paper each year to build a 12-foot wall from Los Angeles to New York City. Consider going paperless by saving documents and manuals on a common server instead of handing them out in hard-copy form. If you must print a multi-page document, be sure to use the double-sided printing feature.

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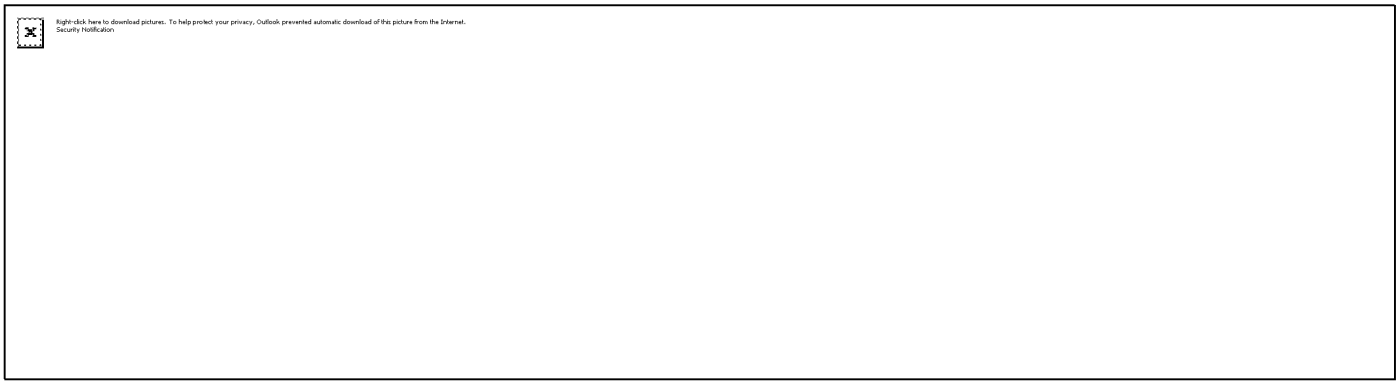
From: DTMB Facilities <dtmb@govsubscriptions.michigan.gov>
Sent: Wednesday, October 28, 2015 7:47 AM
To: Keilen, Elizabeth (DTMB)
Subject: Facility Notification: Constitution Hall: TEST



Protest Activity

Date/Time:

Wednesday, October 28, 2015 from 12:00pm to 4:00pm

Details:

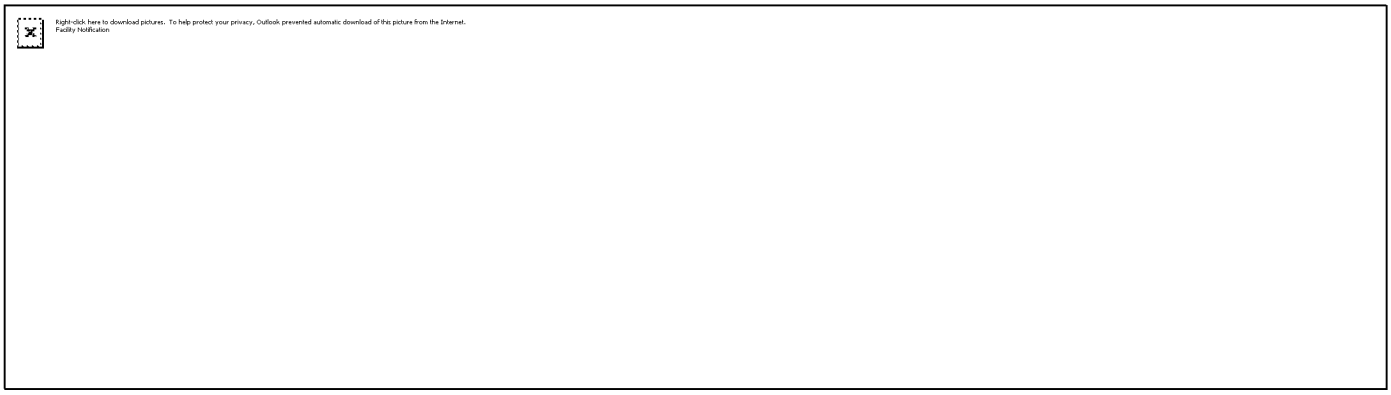
Please be aware that there is a protest event planned for today, October 28, outside the Constitution Hall between noon and 4:00pm. The event is being held in response to the water situation in Flint. Please plan your daily activities with this in mind as a large turnout for this event is anticipated. DTMB and MSP will be working together to monitor the situation.

Contact:

DTMB Customer Service Center, DTMB-Customerservice@michigan.gov or 517-373-6227

This email was sent to Email Address using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 · 517-373-1004

From: DTMB Facilities <dtmb@govsubscriptions.michigan.gov>
Sent: Monday, November 09, 2015 11:20 AM
To: Keilen, Elizabeth (DTMB)
Subject: Facility Notification: Flint State Office Building: TEST



Flint West Stairwell Closure

Date/Time:

Monday, November 9, 2015 5:00 p.m. –

Friday, November 13, 2015 6:00 a.m.

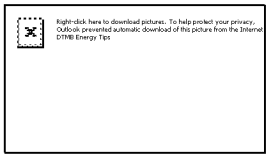
Details:

The west stairwell of the Flint State Office Building will be closed starting at 5:00 p.m. on Monday, November 9, 2015 and continue through the rest of the week, so contractors can start prepping the work area, and begin painting the stairwell. Contractors will move from level to level until they are complete. During this time, please use the east stairwell to travel between floors. In the event of an emergency, the west stairwell will be open and the contractors will ensure a safe passage on all stairs.

We apologize for any inconvenience.

Contact:

DTMB Customer Service Center, DTMB-Customerservice@michigan.gov or 517-373-

	Unplug electronics such as cell phones and laptops once they're charged. Adapters plugged into outlets use energy even if they're not charging.

This email was sent to Email Address using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 · 517-373-1004

From: Philip, Brandon (DTMB)
Sent: Wednesday, December 16, 2015 1:37 PM
To: Keilen, Elizabeth (DTMB)
Subject: RE: Courtesy Copy: Facility Notification: Emergency Notification System Test

No problem.

Thank you!

Brandon Philip
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
(517) 335-4110

DTMB
HELP. CONNECT. SOLVE.

From: Keilen, Elizabeth (DTMB)
Sent: Wednesday, December 16, 2015 12:58 PM
To: Philip, Brandon (DTMB) <philipb@michigan.gov>
Subject: RE: Courtesy Copy: Facility Notification: Emergency Notification System Test

Brandon,

I JUST sent it out with Nik's approval, I am sorry. I figured you may have been in a meeting, hopefully that is okay!

From: Philip, Brandon (DTMB)
Sent: Wednesday, December 16, 2015 12:57 PM
To: Keilen, Elizabeth (DTMB) <KeilenE1@michigan.gov>
Subject: FW: Courtesy Copy: Facility Notification: Emergency Notification System Test

Please remove the energy tip and reduce the space between the contact header and the contact information. Otherwise, it looks good to me. Please have Jeanette review.

Thanks.

Brandon Philip
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
(517) 335-4110

DTMB
HELP. CONNECT. SOLVE.

From: Dept. Technology, Management & Budget [mailto:dtmb@govsubscriptions.michigan.gov]
Sent: Wednesday, December 16, 2015 12:51 PM
To: Parker, Alexandrea (DTMB) <ParkerA8@michigan.gov>; Norlock, Linda (DTMB) <norlockl@michigan.gov>; Link, Eunice (DTMB) <LinkE1@michigan.gov>; Keilen, Elizabeth (DTMB) <KeilenE1@michigan.gov>; Tefft, Niki (DTMB) <tefftn@michigan.gov>; Simon, Jennyl (DTMB) <simonj5@michigan.gov>; Herman, Christyn (DTMB) <HermanC3@michigan.gov>; Vega, Dave (DTMB) <vegad@michigan.gov>; Philip, Brandon (DTMB) <philipb@michigan.gov>; Lawson, Michelle (DTMB) <LawsonM1@michigan.gov>; Rokely, Rick (DTMB) <RokelyR1@michigan.gov>
Subject: Courtesy Copy: Facility Notification: Emergency Notification System Test

This is a courtesy copy of an email bulletin sent by Elizabeth Keilen.

This bulletin was sent to the following groups of people:

Subscribers of Austin Building, Cadillac Place, Cass Building, Constitution Hall, Construction & Technology Building, Energy Center, Escanaba State Office Building, Flint State Office Building, General Office Building, General Services Building, Grand Rapids State Office Building, Grand Tower, Hall of Justice, Hannah Building, Jackson State Office Building, Joint Lab, Joint Operations Center, Lottery Building, MDOT Warehouse, MSP Annex, MSP Forensic Lab, MSP Headquarters, MSP Post, MSP Training Academy, Mason Building, Michigan Library & Historical Center, Operations Center, Ottawa Building, Records Center, Romney Building, SOM Warehouse Complex, Saginaw State Office Building, Secretary of State Building, Traverse City State Office Building, Van Wagoner Building, Vehicle & Travel Services Building, or Williams Building, (22139 recipients)

Emergency Notification System Test

When emergencies interrupt business, communicating accurate and timely information is a priority for the Department of Technology, Management and Budget. Building closure information for multiple areas will be posted on the Michigan.gov website to ensure employees and media outlets are receiving the same information. Employees in DTMB-managed state-owned facilities will also receive building closure notifications via telephone, text or emails.

To assist us in this endeavor, DTMB added a communication software called NotiFind to our emergency notification system. NotiFind uses mobile telephones, text messaging, land lines and E-mail to inform participants of the emergency situation.

The software works with HRMN and imports employee name, work-site location, email address, and work and home telephone numbers bi-weekly into a confidential data base. The information is then disseminated into DTMB-managed state-owned building specific emergency plans.

We are asking for your assistance with this project. Please review your HRMN contact information and make changes as necessary to ensure DTMB has your most up-to-date contact information in the event of an emergency.

To review and update your information:

1. Go to michigan.gov/selfserv
2. Log into your self-service account
3. Choose "Employment" link, then choose "Work Phone & Email" (Update if necessary)
4. Choose "Personal Information" link (Update if necessary)
    - Choose Home Address link, choose "Change my Home Address" to update Home & Supplemental phone
    - Choose "Emergency" link, Click "Add" to update your emergency contacts
    - Choose "Additional Contacts" to add mobile and other contact numbers
5. At each step be sure to click the "Update" button and read response to ensure your new information was updated.

**Please submit all information by the end of the workday, on Friday, December 18, 2015.

The NotiFind system is tested annually and participants will receive a message stating "this is a test of the NotiFind system." If you receive notification for a building you no longer work in, please contact your Human Resources office to have the information corrected.

DTMB will begin testing the email notification system Wednesday, January 13, 2016 with tenants receiving a notification by their designated worksite building.

Thank you for your cooperation and patience as we continue to seek ways in which to improve service to our customers.

Contact:

DTMB Customer Service Center, DTMB-Customerservice@michigan.gov or 517-373-6227

☒	Unplug electronics such as cell phones and laptops once they're charged. Adapters plugged into outlets use energy even if they're not charging.

From: Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>
Sent: Wednesday, December 16, 2015 4:51 PM
To: Keilen, Elizabeth (DTMB)
Subject: Bulletin Detail Report: Facility Notification: Emergency Notification System Test

Having trouble viewing this email? View this report on GovDelivery's website.

Report Generated: 12/16/2015 04:51 PM EST

With GovDelivery Reports, you can easily measure the impact of your digital communications. This report automatically generates after a bulletin is sent. View the Bulletin Detail Report online to see the most recent performance metrics for this bulletin.

Subject: Facility Notification: Emergency Notification System Test

Sent: 12/16/2015 11:51 AM CST

Sent By: Keilene1@michigan.gov

Sent To: Subscribers of Austin Building, Cadillac Place, Cass Building, Constitution Hall, Construction & Technology Building, Energy Center, Escanaba State Office Building, Flint State Office Building, General Office Building, General Services Building, Grand Rapids State Office Building, Grand Tower, Hall of Justice, Hannah Building, Jackson State Office Building, Joint Lab, Joint Operations Center, Lottery Building, MDOT Warehouse, MSP Annex, MSP Forensic Lab, MSP Headquarters, MSP Post, MSP Training Academy, Mason Building, Michigan Library & Historical Center, Operations Center, Ottawa Building, Records Center, Romney Building, SOM Warehouse Complex, Saginaw State Office Building, Secretary of State Building, Traverse City State Office Building, Van Wagoner Building, Vehicle & Travel Services Building, or Williams Building,

22,135 ✓ Email **99.7%** **0%** Pending **0%** Bounced

Recipients

SMS

Facebook

Twitter

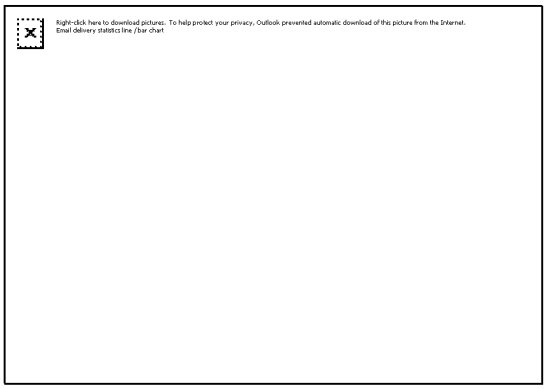
RSS

Delivered

49% Open Rate

7% Click Rate

Email Delivery Stats



Minutes	Cumulative Attempted
3	99%
5	100%
10	100%
30	100%
60	100%
120	100%

Delivery Metrics - Details

22,135	Total Sent
22,068 (100%)	Delivered
6 (0%)	Pending
61 (0%)	Bounced
0 (0%)	Unsubscribed

Bulletin Analytics

22,815	Total Opens
10,749 (49%)	Unique Opens
1,841	Total Clicks
1,450 (7%)	Unique Clicks
1	# of Links

Delivery and Performance

Channel	Progress	Percent Delivered	Number of Recipients	Number Delivered	Opened / Unique	Bounced / Failed	Unsubscribed
Email Bulletin	Sending...	99.7%	22,135	22,068	10749 / 48.7%	61	0
SMS Message	Delivered	0.0%	0	0	n/a	0	n/a

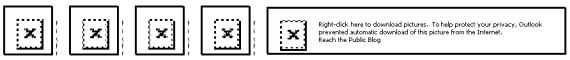
Bulletin Link Overview

Link URL	Unique Clicks	Total Clicks
http://www.michigan.gov/selfserv	1,447	1,835

Need more reports? Additional reporting is available in your account. If you want additional information on reporting, please visit the reporting help menu.

Want to learn more about these metrics and the best practices for improving results? Contact your dedicated Client Success Consultant! Not sure who that is? Send us an email at help@govdelivery.com and we'll help you find out.

STAY CONNECTED:



This email was sent by GovDelivery, Inc. · 408 St. Peter Street, Suite 600 · Saint Paul, MN 55102

From: State of Michigan <MISOM@govsubscriptions.michigan.gov>
Sent: Thursday, January 14, 2016 5:27 PM
To: Keilen, Elizabeth (DTMB)
Subject: Volunteer Opportunity in Flint

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, https://www.surveymonkey.com/r/28NVJBL

To volunteer on Sunday, January 17, https://www.surveymonkey.com/r/26NMJKK

To volunteer on Monday, January 18, https://www.surveymonkey.com/r/26P7P5G

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

For more information on the state's response efforts, visit www.michigan.gov/flintwater.

This e-mail was sent to keilene1@michigan.gov using GovDelivery on behalf of: the State of Michigan, 111 S.

Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Friday, January 22, 2016 1:00 PM
To: Keilen, Elizabeth (DTMB)
Subject: "He's his own best spokesman"

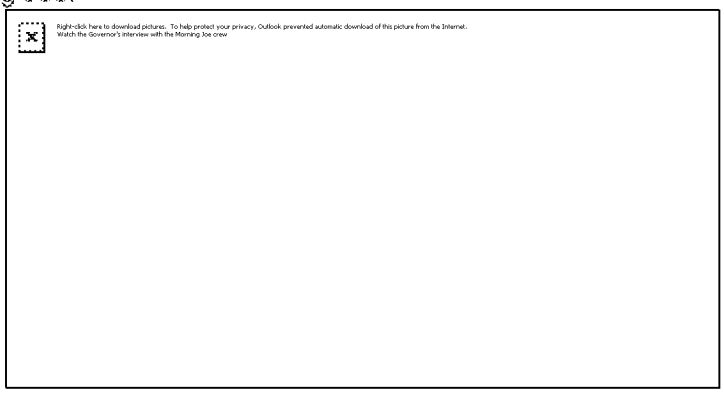
HOME | BLOG | CONTACTS | FACEBOOK | TWITTER | INSTAGRAM

How we are fixing the Flint water crsis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

Governor Snyder on Morning Joe

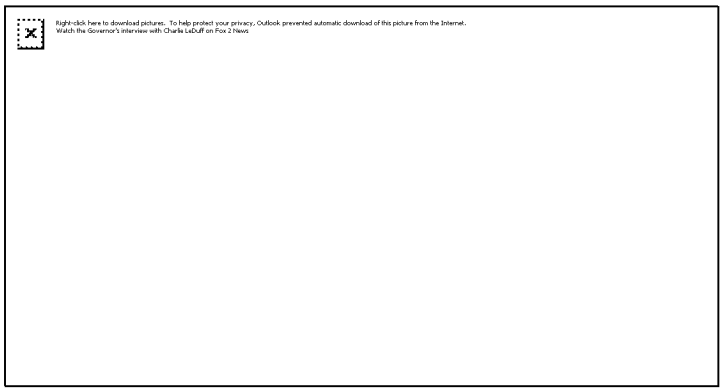
"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.



Governor Snyder with Charlie LeDuff on Fox 2 Detroit

"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm

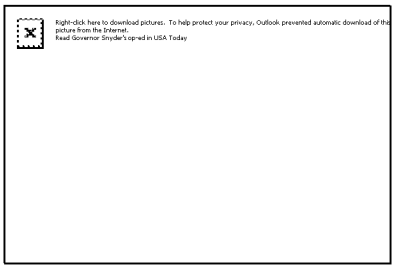
came from people who worked for me, and I feel responsible for that. But I am committed to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.



Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.

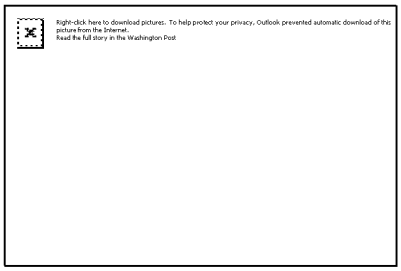
Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." Click here to read the Governor's full op-ed.

Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"

Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. Click here to read the full story in the Washington Post.



Visit HelpForFlint.com to learn how you can help Flint residents.

STAY CONNECTED:

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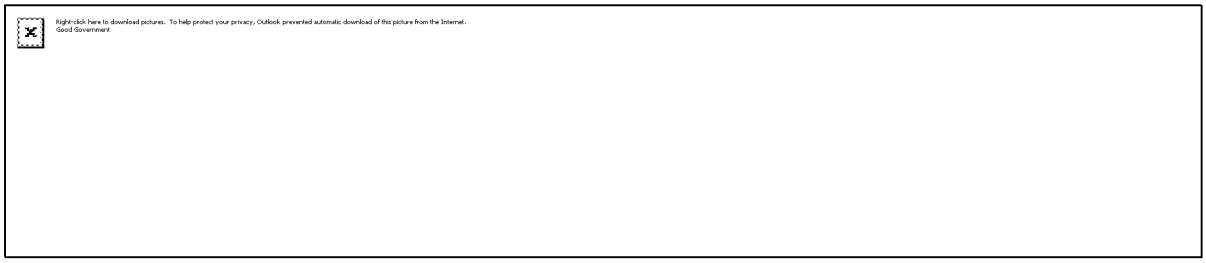
This email was sent to kellene1@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: State of Michigan <MISOM@govsubscriptions.michigan.gov>
Sent: Friday, January 22, 2016 4:36 PM
To: Keilen, Elizabeth (DTMB)
Subject: Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit www.helpforflint.com to learn how you can help.

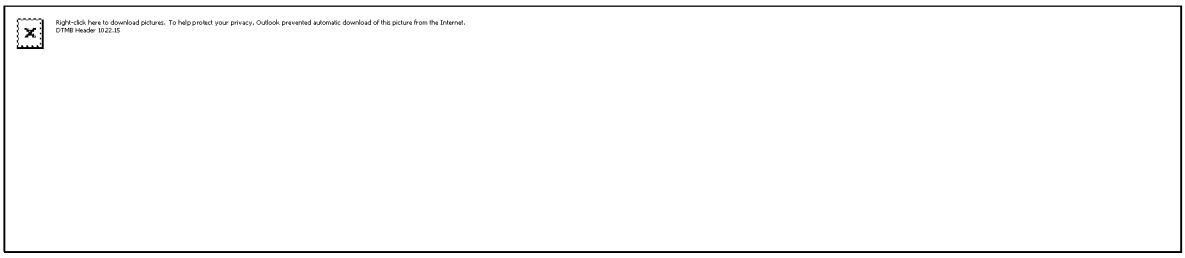
For additional information and updates, visit www.michigan.gov/flintwater.

Again, thank you for all your support.

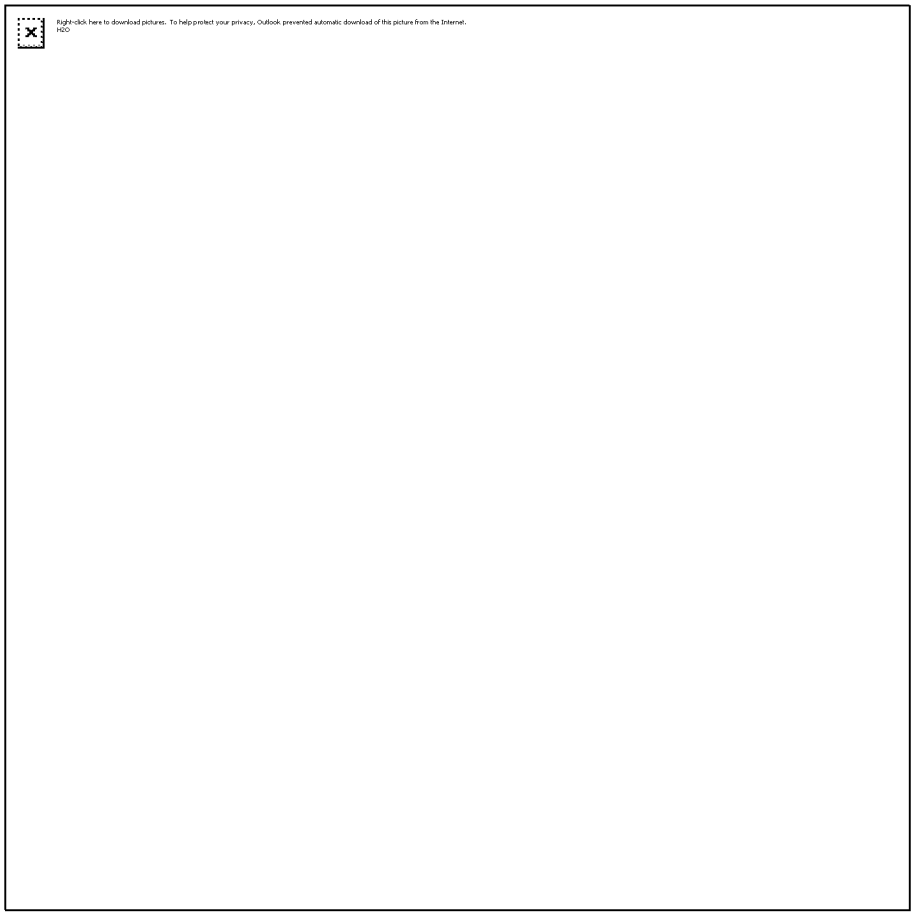
Sincerely, Mike Zimmer
Office of Good Government Director
Dept. of Licensing and Regulatory Affairs Director

This e-mail was sent to keilene1@michigan.gov using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

From: Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>
Sent: Tuesday, January 26, 2016 8:39 AM
To: Keilen, Elizabeth (DTMB)
Subject: Contributing time, muscle and money



During this month's Martin Luther King Jr. holiday weekend, some state employees turned their "day off" into a "day on" in Flint. There, they delivered bottled water, water filters, replacement cartridges and water testing kits to families. The volunteers joined other Michiganders, turning Dr. King's birthday observance into a day of service.



Mike Zimmer, director of the Office of Good Government and the Department of Licensing and Regulatory Affairs, has shared a link – www.helpforflint.com – that offers other opportunities to contribute time, muscle and money to bring clean drinking water to the community.Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.

Autumn Hubbard, Ambrea Mack and Sarah Esquivel, who are in the photo at the left, nearly emptied the shelves at their local grocery store. Thanks for your efforts.

everyone.

Now work.

Last week, I signed a new policy that formalizes the annual employee review process and sets expectations for employees and managers. Administrative Policy 200.37 establishes consistent standards for implementing performance plans and reviews. Some of the standards are practices we have followed for years. Others are new. Some of particular note include:

- The mandatory use of HRMN
- A standard Feb. 1-Jan. 31 rating period for all employees
- An Individual Development Plan that specifies training or development programs for each employee
- Competencies and objectives that align to DTMB goals or scorecard metrics
- Consequences for managers and supervisors who do not complete the review process as required

A fundamental role of each DTMB manager or supervisor is to provide employees with direction and feedback on their performance. Employees also are expected to take an active role in pursuing professional development opportunities and achieving their competencies and objectives. I encourage you to review the new policy and talk with your manager or supervisor if you have questions. Of course, I welcome your questions and input as well. Please send your comments and ideas to me at behend@michigan.gov.

I know these have been busy weeks for many of you as you take on additional responsibilities and work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

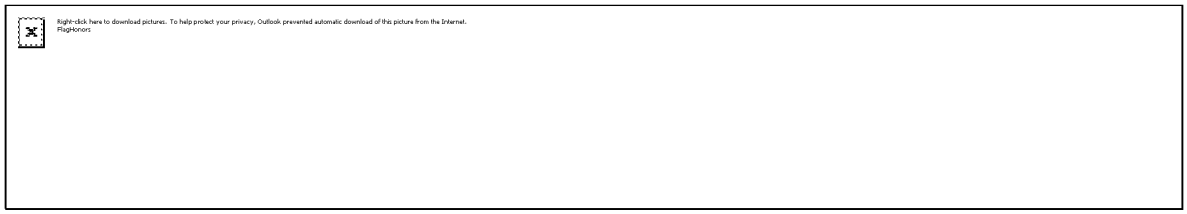
Have a great week,

David

The Department of Technology, Management and Budget
You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact DTMB-Communications@michigan.gov.

This email was sent to keilene1@michigan.gov using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 · 517-373-1004

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Friday, January 29, 2016 9:42 AM
To: Keilen, Elizabeth (DTMB)
Subject: Thank you for your service



THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit www.HelpForFlint.com to learn how you can do so. For additional information and to sign up for daily updates, please visit www.mi.gov/FlintWater. I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

Thanks,

Governor Rick Snyder

Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.
Photos of state employees volunteering

STAY CONNECTED:

This email was sent to keilene1@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: Philip, Brandon (DTMB)
Sent: Friday, January 29, 2016 4:44 PM
To: Keilen, Elizabeth (DTMB)
Subject: Re: Flint Water Issue

Perfect. Thank you!

On Jan 29, 2016, at 4:41 PM, Keilen, Elizabeth (DTMB) <KeilenE1@michigan.gov> wrote:

> Brandon,
>
> Just an FYI to close the day with, I only had one CBS call regarding the Flint water crisis and I transferred them to the DTMB Directors office.
>
> Thanks!
>
> ---
>
> **From:** Philip, Brandon (DTMB)
> **Sent:** Friday, January 29, 2016 8:21 AM
> **To:** DTMB-CustomerService <DTMB-CustomerService@michigan.gov>; Parking <Parking@michigan.gov>; Parker, Alexandrea (DTMB) <ParkerA8@michigan.gov>; Keilen, Elizabeth (DTMB) <KeilenE1@michigan.gov>; Tefft, Niki (DTMB) <tefftn@michigan.gov>; Lawson, Michelle (DTMB) <LawsonM1@michigan.gov>; Brennan, Tammy (DTMB) <BrennanT@michigan.gov>; Fulger, Ron (DTMB) <FulgerR@michigan.gov>; Ruedisale, Mary (DTMB) <RuedisaleM@michigan.gov>; Shuler, Georgia (DTMB) <ShulerG@michigan.gov>; Powell, Kelly (DTMB) <PowellK@michigan.gov>
> **Cc:** Christensen, Chris (DTMB) <christensenc4@michigan.gov>
> **Subject:** Flint Water Issue
> **Importance:** High
>
> Team –
>
> Yesterday, emails were published online regarding water coolers being placed in the Flint State Office Building back in January 2015. The published emails name Jeanette Doll and list our 373-6227 number as the contact for questions. It's very possible that we will receive calls related to these emails over the next few work days. If anyone calls for Jeanette today, please send them to her office line (do not send anyone to her cell phone or give out the number). If anyone calls asking for information about Flint, transfer them to the DTMB Director's office at 373-1004.
>
> If you get more than a couple calls about Flint or asking for Jeanette, let me know and I will talk to Chris about how to handle.
>
> Thanks!

Brandon Philip
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
(517) 335-4110

<image001.gif>

From: Ruff, Robert (DTMB)
Sent: Monday, February 01, 2016 4:17 PM
To: DTMB-CustomerService
Cc: Keilen, Elizabeth (DTMB);Pattison, Brandon (DTMB)
Subject: Fwd: Constitution Hall- Patriot Room 2nd-15th

FYI on the change in this request

Thanks Bob Ruff Sent from my iPhone

Begin forwarded message:

> **From:** "Doll, Jeanette (DTMB)" <dolli@michigan.gov>
> **Date:** February 1, 2016 at 4:15:32 PM EST
> **To:** "Ruff, Robert (DTMB)" <RuffR1@michigan.gov>
> **Cc:** "Pattison, Brandon (DTMB)" <PattisonB@michigan.gov>
> **Subject: FW: Constitution Hall- Patriot Room 2nd-15th**
>
> FYI
>
> Brandon,
>
> The resource request was received in the SEOC. It states the following:
>
> **Please reserve the Patriot Conference for the DEQ IMT thru Feb 29**
>
> Please have the CSC reserve the room until February 29.
>
> Thank you,
>
> **Ryan McKee**
> DTMB Cybersecurity & Infrastructure Protection
> Office of Infrastructure Protection
> p: (517) 241-3356
> e: mckeer1@michigan.gov
>
> ---
>
> **From:** Philip, Brandon (DTMB)
> **Sent:** Monday, February 1, 2016 11:59 AM
> **To:** Doll, Jeanette (DTMB) <dolli@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>
> **Subject:** FW: Constitution Hall- Patriot Room 2nd-15th
>
> FYI – no overtime was used for this.
>
> Brandon Philip
> Michigan Department of Technology, Management & Budget
> Cybersecurity & Infrastructure Protection

Office of Infrastructure Protection
(517) 335-4110

From: Keilen, Elizabeth (DTMB)
Sent: Monday, February 1, 2016 11:55 AM
To: Philip, Brandon (DTMB) <philipb@michigan.gov>; Pattison, Brandon (DTMB) <PattisonB@michigan.gov>; Ruff, Robert (DTMB) <RuffR1@michigan.gov>
Cc: Sadler, Taunia (DNR) <SadlerT@michigan.gov>; Parker, Alexandrea (DTMB) <ParkerA8@michigan.gov>; Tefft, Niki (DTMB) <tefftn@michigan.gov>
Subject: Constitution Hall- Patriot Room 2nd-15th

Team,

All meetings from February 2nd-15th have been canceled and re-booked based on the need of the Flint water crisis team. Please let me know if you have any questions.

Thank you,

Elizabeth Keilen
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Customer Service Center
Office: (517) 335-4106
Fax: (517) 241-4658
Keilene1@michigan.gov

From: Ruff, Robert (DTMB)
Sent: Tuesday, February 02, 2016 7:41 AM
To: Keilen, Elizabeth (DTMB);Philip, Brandon (DTMB)
Cc: Pattison, Brandon (DTMB);Parking
Subject: RE: Constitution Hall- Patriot Room 2nd-15th

Thanks for getting this address so quickly!

Thank You,
Bob Ruff Zone 2 Facility Supervisor
Con Hall, VanWagoner, Williams Bldgs., & Allegan Ramp
RuffR1@michigan.gov
517-335-9337

DTMB
HELP. CONNECT. SOLVE.

From: Keilen, Elizabeth (DTMB)
Sent: Tuesday, February 02, 2016 7:39 AM
To: Ruff, Robert (DTMB) <RuffR1@michigan.gov>; Philip, Brandon (DTMB) <philipb@michigan.gov>
Cc: Pattison, Brandon (DTMB) <PattisonB@michigan.gov>; Parking <Parking@michigan.gov>
Subject: RE: Constitution Hall- Patriot Room 2nd-15th

Team,

All meetings in the Patriot room up until the 29th have been re-coordinated. Please let me if you have any questions.

Thanks!

From: Parker, Alexandrea (DTMB) **On Behalf Of** DTMB-CustomerService
Sent: Monday, February 01, 2016 4:28 PM
To: Ruff, Robert (DTMB) <RuffR1@michigan.gov>; Philip, Brandon (DTMB) <philipb@michigan.gov>
Cc: Keilen, Elizabeth (DTMB) <KeilenE1@michigan.gov>; Pattison, Brandon (DTMB) <PattisonB@michigan.gov>
Subject: RE: Constitution Hall- Patriot Room 2nd-15th

I will start on this now, if I do not finish today Elizabeth can pick up where I left off in the morning.

Thank you for your time.

Alexandrea Parker
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Customer Service Center: (517)-373-6227
Office: (517) 241-3447

Fax: (517) 241-4658

DTMB
HELP. CONNECT. SOLVE.

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> Thank you.
>
> **Ryan McKee**
> DTMB Cybersecurity & Infrastructure Protection
> Office of Infrastructure Protection
> p: (517) 241-3356
> e: mckeer1@michigan.gov

From: Philip, Brandon (DTMB)
Sent: Monday, February 1, 2016 11:59 AM
To: Doll, Jeanette (DTMB) <dolli@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>
Subject: FW: Constitution Hall- Patriot Room 2nd-15th

FYI – no overtime was used for this.

Brandon Philip
Michigan Department of Technology, Management & Budget

Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
(517) 335-4110

DTMB
HELP. CONNECT. SOLVE.

From: Keilen, Elizabeth (DTMB)
Sent: Monday, February 1, 2016 11:55 AM
To: Philip, Brandon (DTMB) <philipb@michigan.gov>; Pattison, Brandon (DTMB) <PattisonB@michigan.gov>; Ruff, Robert (DTMB) <RuffR1@michigan.gov>
Cc: Sadler, Taunia (DNR) <SadlerT@michigan.gov>; Parker, Alexandrea (DTMB) <ParkerA8@michigan.gov>; Tefft, Niki (DTMB) <tefftn@michigan.gov>
Subject: Constitution Hall- Patriot Room 2nd-15th

Team,

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Thank you,

Elizabeth Keilen
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Customer Service Center
Office: (517) 335-4106
Fax: (517) 241-4658
Keilene1@michigan.gov

DTMB
HELP. CONNECT. SOLVE.

Sent: Tuesday, February 02, 2016 10:14 AM
To: Ruff, Robert (DTMB)
Subject: RE: Constitution Hall- Patriot Room 2nd-15th

Guys,

From: Ruff, Robert (DTMB)
Sent: Tuesday, February 02, 2016 7:41 AM
To: Keilen, Elizabeth (DTMB) <KeilenE1@michigan.gov>; Philip, Brandon (DTMB) <philipb@michigan.gov>
Cc: Pattison, Brandon (DTMB) <PattisonB@michigan.gov>; Parking <Parking@michigan.gov>
Subject: RE: Constitution Hall- Patriot Room 2nd-15th

Thanks for getting this address so quickly!

Thank You,
Bob Ruff Zone 2 Facility Supervisor
Con Hall, VanWagoner, Williams Bldgs., & Allegan Ramp RuffR1@michigan.gov
517-335-9337

From: Keilen, Elizabeth (DTMB)
Sent: Tuesday, February 02, 2016 7:39 AM
To: Ruff, Robert (DTMB) <RuffR1@michigan.gov>; Philip, Brandon (DTMB) <philipb@michigan.gov>
Cc: Pattison, Brandon (DTMB) <PattisonB@michigan.gov>; Parking <Parking@michigan.gov>
Subject: RE: Constitution Hall- Patriot Room 2nd-15th

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Thanks!

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Sent: Monday, February 01, 2016 4:28 PM
To: Ruff, Robert (DTMB) <RuffR1@michigan.gov>; Philip, Brandon (DTMB) <philipb@michigan.gov>
Cc: Keilen, Elizabeth (DTMB) <KeilenE1@michigan.gov>; Pattison, Brandon (DTMB) <PattisonB@michigan.gov>
Subject: RE: Constitution Hall- Patriot Room 2nd-15th

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Alexandrea Parker

Michigan Department of Technology, Management & Budget Cybersecurity & Infrastructure Protection Customer Service Center: (517)-373-6227
Office: (517) 241-3447
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Please have the CSC reserve the room until February 29.

Thank you,

Ryan McKee
DTMB Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
p: (517) 241-3356
e: mckeer1@michigan.gov

From: Philip, Brandon (DTMB)
Sent: Monday, February 1, 2016 11:59 AM
To: Doll, Jeanette (DTMB) <dollj@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>
Subject: FW: Constitution Hall- Patriot Room 2nd-15th

FYI – no overtime was used for this.

Brandon Philip
Michigan Department of Technology, Management & Budget

Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
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To: Philip, Brandon (DTMB) <philipb@michigan.gov>; Pattison, Brandon (DTMB) <PattisonB@michigan.gov>; Ruff, Robert (DTMB) <RuffR1@michigan.gov>
Cc: Sadler, Taunia (DNR) <SadlerT@michigan.gov>; Parker, Alexandrea (DTMB) <ParkerA8@michigan.gov>; Tefft, Niki (DTMB) <tefftn@michigan.gov>
Subject: Constitution Hall- Patriot Room 2nd-15th

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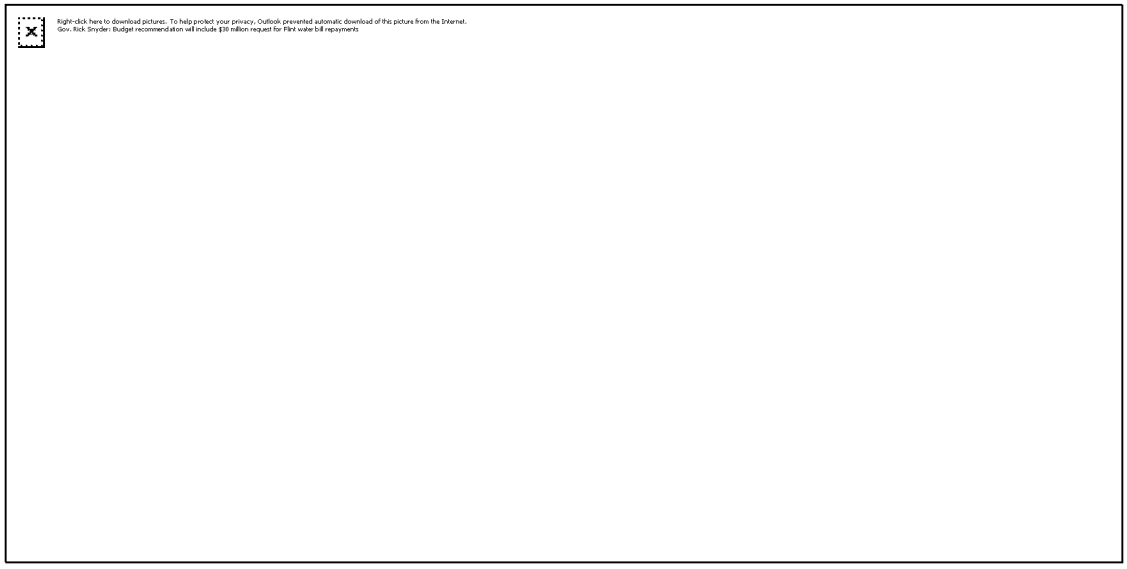
Elizabeth Keilen
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Customer Service Center
Office: (517) 335-4106
Fax: (517) 241-4658
Keilene1@michigan.gov

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Wednesday, February 03, 2016 6:22 PM
To: Keilen, Elizabeth (DTMB)
Subject: "Flint residents should not have to pay for water they cannot drink"

Budget recommendation will include $30 million request for Flint water bill repayments



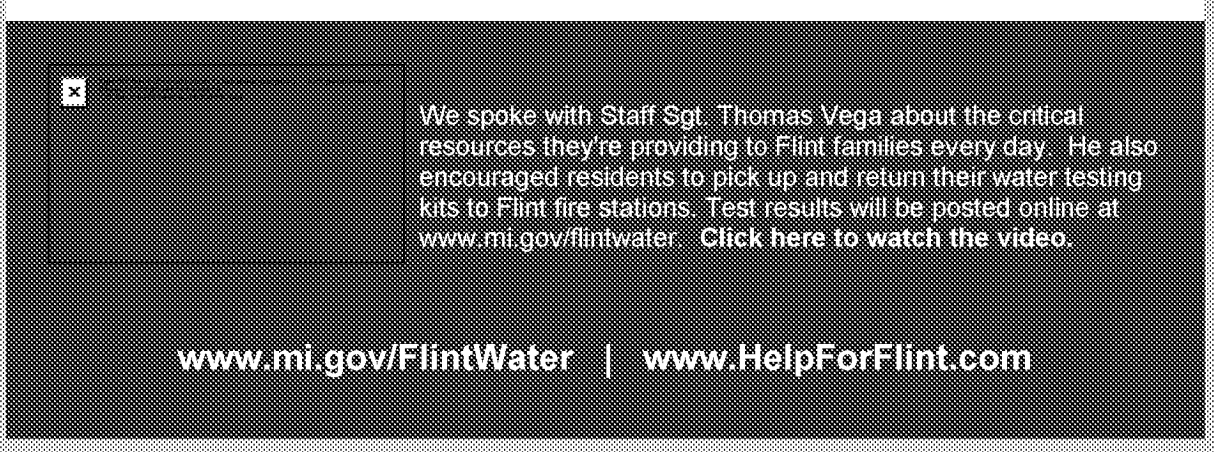
When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a $30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.

Under the governor's ask, the funding would enable the city of Flint to apply credits for customers on future bills. Estimates show water is roughly 47 percent of billing and sewer costs are around 53 percent. The credit would be applied to consumption usage (roughly

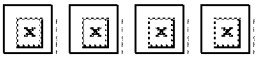
65 percent) of a resident's water portion of the bill, such as for bathing, drinking, cooking, and washing your hands. Residents still would be responsible for paying the sewer portion of their water bills.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

Click here to learn more about the budget request.



STAY CONNECTED:



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This email was sent to keliene1@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: Philip, Brandon (DTMB)
Sent: Monday, February 08, 2016 9:27 AM
To: Keilen, Elizabeth (DTMB)
Subject: RE: SEOC Request Tracking

Perfect. Thanks.

Brandon Philip
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
(517) 335-4110

DTMB
HELP. CONNECT. SOLVE.

From: Keilen, Elizabeth (DTMB)
Sent: Monday, February 8, 2016 8:05 AM
To: Philip, Brandon (DTMB) <philipb@michigan.gov>
Subject: RE: SEOC Request Tracking

Great, I will add the 250 we did Friday, thanks!

From: Philip, Brandon (DTMB)
Sent: Monday, February 08, 2016 7:58 AM
To: Keilen, Elizabeth (DTMB) <KeilenE1@michigan.gov>; Parker, Alexandrea (DTMB) <ParkerA8@michigan.gov>
Cc: Rokely, Rick (DTMB) <RokelyR1@michigan.gov>; Tefft, Niki (DTMB) <tefftn@michigan.gov>
Subject: RE: SEOC Request Tracking

The spreadsheet is for any ID, access card or access programming that the CSC performs that is related to the Flint water issue.

Thanks.

Brandon Philip
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
(517) 335-4110

DTMB
HELP. CONNECT. SOLVE.

From: Keilen, Elizabeth (DTMB)
Sent: Monday, February 8, 2016 7:03 AM
To: Philip, Brandon (DTMB) <philipb@michigan.gov>; Parker, Alexandrea (DTMB) <ParkerA8@michigan.gov>

Cc: Rokely, Rick (DTMB) <RokelyR1@michigan.gov>; Tefft, Niki (DTMB) <tefftn@michigan.gov>
Subject: RE: SEOC Request Tracking

This spreadsheet is only for the SEOC (MSP) badges not the FEMA (DHHS) badges, correct? I just do not want to confuse this. Please let us know!

Thanks

From: Philip, Brandon (DTMB)
Sent: Friday, February 05, 2016 5:51 PM
To: Parker, Alexandrea (DTMB) <ParkerA8@michigan.gov>
Cc: Keilen, Elizabeth (DTMB) <KeilenE1@michigan.gov>; Rokely, Rick (DTMB) <RokelyR1@michigan.gov>; Tefft, Niki (DTMB) <tefftn@michigan.gov>
Subject: Re: SEOC Request Tracking

Please include the 250 IDs in the spread sheet. I already reported on the access cards. Thanks for asking!

BP

On Feb 5, 2016, at 3:28 PM, Parker, Alexandrea (DTMB) <ParkerA8@michigan.gov> wrote:

> So today we made 250 ID cards for LARA water response per Ryan's request and 10 contract badges for DHHS. Do you want all of this added into the spreadsheet or are we starting off fresh from here on out?
>
> *Thank you for your time,*
>
> *Alexandrea Parker*
> Michigan Department of Technology, Management & Budget
> Cybersecurity & Infrastructure Protection
> Customer Service Center: (517)-373-6227
> Office: (517) 241-3447
> Fax: (517) 241-4658
>
> <image001.gif>
>
> ---
>
> **From:** Keilen, Elizabeth (DTMB)
> **Sent:** Friday, February 05, 2016 3:23 PM
> **To:** Rokely, Rick (DTMB); Philip, Brandon (DTMB); Tefft, Niki (DTMB); Parker, Alexandrea (DTMB)
> **Subject:** RE: SEOC Request Tracking
>
> Team,
>
> This is saved in the shared drive/DTMB0624/SpreadsheetsForTRIM/SEOCRequestTracking.
>
> Thanks!
>
> ---
>
> **From:** Rokely, Rick (DTMB)
> **Sent:** Friday, February 05, 2016 3:14 PM
> **To:** Philip, Brandon (DTMB) <philipb@michigan.gov>; Keilen, Elizabeth (DTMB)

<KeilenE1@michigan.gov>; Tefft, Niki (DTMB) <tefftn@michigan.gov>; Parker, Alexandrea (DTMB) <ParkerA8@michigan.gov>
Subject: RE: SEOC Request Tracking

Alrighty,

Attached is the fillable document. All that is need to be filled is the date and the count of each item. All totals are set up to auto update. Let me know if anyone needs anything changed!

Thank you,

Rick Rokely
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
(517) 335-3068

<image001.gif>

From: Philip, Brandon (DTMB)
Sent: Friday, February 5, 2016 2:49 PM
To: Keilen, Elizabeth (DTMB) <KeilenE1@michigan.gov>; Tefft, Niki (DTMB) <tefftn@michigan.gov>; Parker, Alexandrea (DTMB) <ParkerA8@michigan.gov>
Cc: Rokely, Rick (DTMB) <RokelyR1@michigan.gov>
Subject: SEOC Request Tracking

Team –

Will you please begin tracking SEOC assistance requests in a spreadsheet format by the date it was processed and include associated costs? If you need help setting up formulas, please ask Rick. Here are the costs per unit that I've been using:

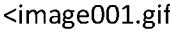
Labor
CSC OT: $56.27/HR
CSC REG: $0 (not being reimbursed)

Materials
1 Access Card: $6.60
1 ID Card: $0.10
1 Lanyard: $0.44
1 Case: $0.40
1 Clip: $0.23
1 Security Holograms: $0.08
1 Color printer ribbon: $338 (one per 500 prints)
1 Printer retransfer film: $72 (one per 500 prints)

Updated spreadsheets should be sent to MSP-EOC-MDTMB@michigan.gov every Friday afternoon. Please use a calendar reminder to alert you.

Thank you!

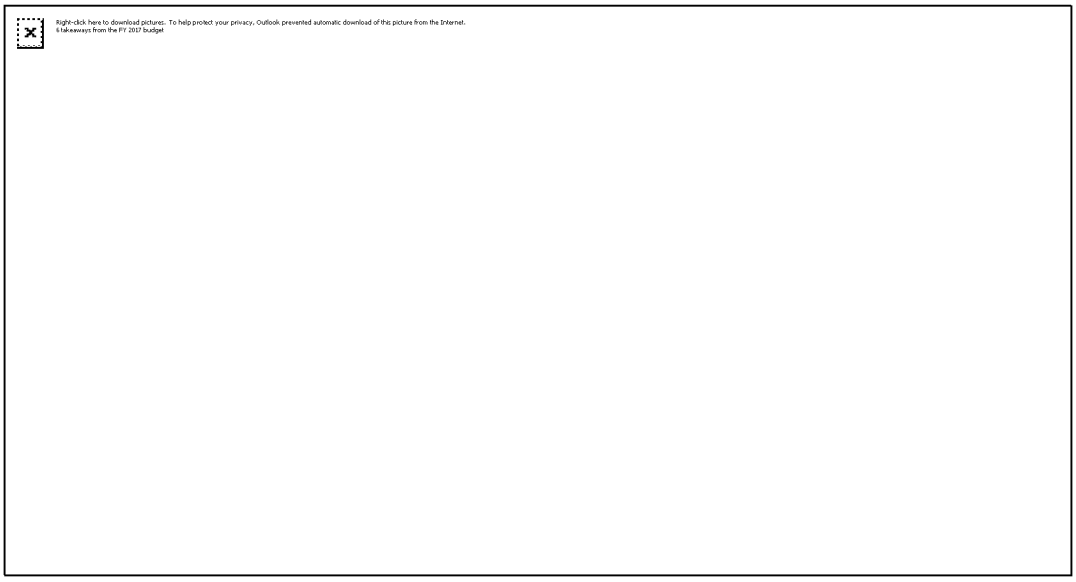
Brandon Philip
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
(517) 335-4110



From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Thursday, February 11, 2016 5:50 PM
To: Keilen, Elizabeth (DTMB)
Subject: What this year's budget means for Michigan...

HOME | BLOG | CONTACTS | FACEBOOK | TWITTER | INSTAGRAM

VIDEO: What Governor Snyder's FY17 budget means for Michigan



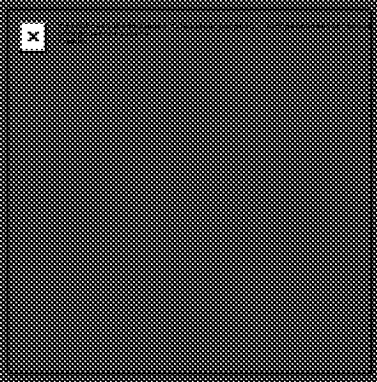
Gov. Rick Snyder's FY 2017 budget calls for critical investments for the Flint water crisis, statewide infrastructure and the Detroit Public Schools. The governor's recommendation also addresses the skyrocketing costs of specialty medications that Michigan residents depend on for better health outcomes.

This budget also stays committed to the Governor's core statewide priorities of education, talent and economic development, health and human services, and public safety.

The proposed FY 2017 budget makes key investments to strengthen the state for all of

Michigan's families. Click here to learn more about the top 6 takeaways from the Governor's FY 2017 state budget.

Click a tweet to tweet it out:



The #MIBudget @OneToughNerd proposed yesterday makes key investments to strengthen Michigan for all families --> www.mi.gov/MIBudget

--> @OneToughNerd's #MIBudget includes $72 million a year for Detroit Public Schools. It is time to act now -- > www.mi.gov/MIBudget

--> @onetoughnerd's significant investment in #Flint families is the right thing to do. #FlintFWD #MIBudget www.mi.gov/MIBudget

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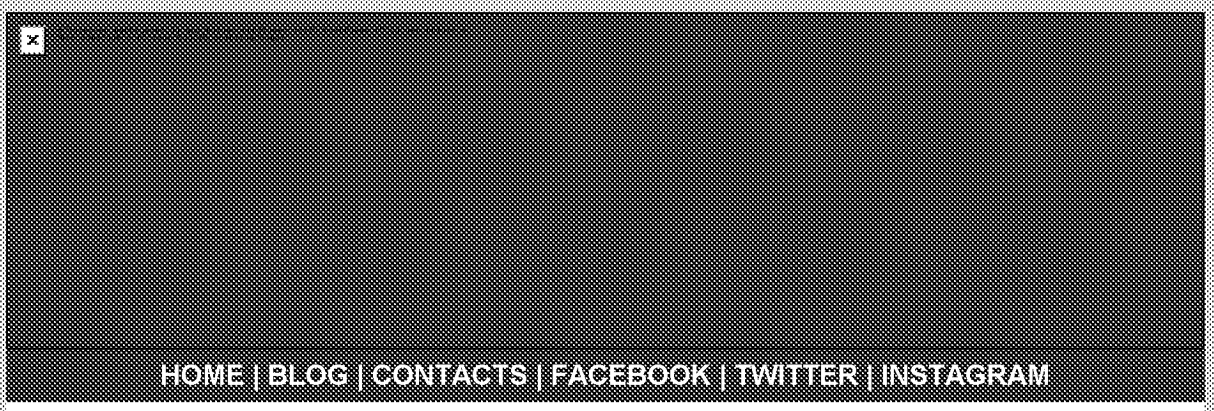
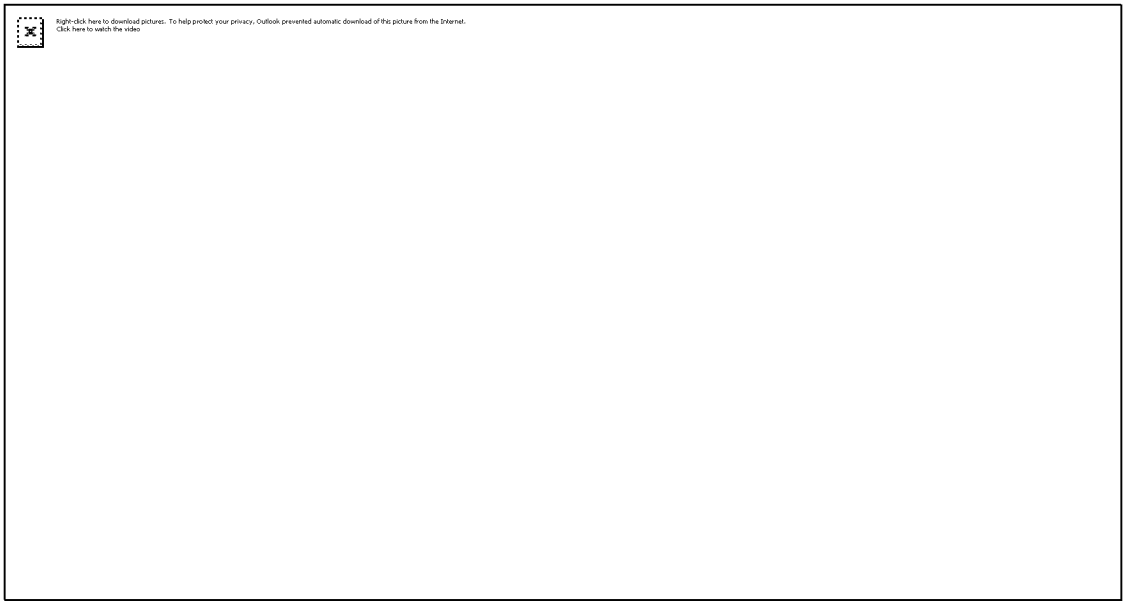
From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Tuesday, February 16, 2016 5:28 PM
To: Keilen, Elizabeth (DTMB)
Subject: VIDEO: Volunteering in Flint



VIDEO: How volunteers are helping Flint



Volunteers at the Food Bank of Eastern Michigan are working hard to collect donations in order to help the families of Flint. Last Thursday, Governor Snyder visited with the many dedicated volunteers and helped sort cans of food.

Good nutrition is critically important for Flint's children. Foods that are high in calcium, vitamin C, and iron can help limit the effects of lead exposure. To donate or volunteer at the Food Bank of Eastern Michigan, visit www.fbem.org.

Click here to watch the video and learn more about how the Food Bank of Eastern Michigan is helping Flint's families.

Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.
click here to watch the video

LISTEN IN: Governor Snyder's tele-town hall with Flint residents

Governor Snyder hosted his third town hall with Flint residents on Thursday, Feb. 11, answering their questions directly. *Click here to listen to the call.*

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This email was sent to keilene1@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: Bierwagen, Bob (DTMB)
Sent: Wednesday, February 17, 2016 7:54 AM
To: Keilen, Elizabeth (DTMB)
Subject: RE: Active Tab Moved to Expired Tab in After Hours Lighting Exemption Request Spreadsheet

Thanks Elizabeth.

Bob Bierwagen
Facility Supervisor Zone 4
Cass, Lottery, Romney Buildings & Governor's Residence
bierwagenb@michigan.gov
(517) 373-2177
DTMB
HELP. CONNECT. SOLVE.

From: Keilen, Elizabeth (DTMB)
Sent: Wednesday, February 17, 2016 7:21 AM
To: Bierwagen, Bob (DTMB) <Bierwagenb@michigan.gov>; Kimball, Arthur (DTMB) <KimballA1@michigan.gov>; Peake, Kyle (DTMB) <PeakeK@michigan.gov>
Subject: Active Tab Moved to Expired Tab in After Hours Lighting Exemption Request Spreadsheet

16	Executive	All	Romney	Floors 1,2,3,4 entire floor	2/19/16-3/14/16	6am-10pm	Missy Ball	517-898-0807	Working on the Flint water crisis	Meliss Ball
15	DTMB	Peckham	Cass	All	2/15/2016	6am-6pm	Debbye Kafara	517-202-2907	Vacuum conference room chairs and wipe baseboards	Kyle Peak
11	DTMB	Peckham	Romney	All	2/15/2016	7am-3:30pm	MOFI	517-749-7232	Scrub Stairwells & Clean Glass	Dave Schuli

Thank you,

Elizabeth Keilen
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Customer Service Center
Office: (517) 335-4106
Fax: (517) 241-4658
Keilene1@michigan.gov

From: Bierwagen, Bob (DTMB)
Sent: Wednesday, February 17, 2016 7:55 AM
To: Keilen, Elizabeth (DTMB)
Subject: RE: Active Tab Moved to Expired Tab in After Hours Lighting Exemption Request Spreadsheet

Thanks again.

Bob Bierwagen
Facility Supervisor Zone 4
Cass, Lottery, Romney Buildings & Governor's Residence
bierwagenb@michigan.gov
(517) 373-2177
DTMB
HELP. CONNECT. SOLVE.

From: Keilen, Elizabeth (DTMB)
Sent: Wednesday, February 17, 2016 7:26 AM
To: Bierwagen, Bob (DTMB) <Bierwagenb@michigan.gov>; Peake, Kyle (DTMB) <PeakeK@michigan.gov>; Kimball, Arthur (DTMB) <KimballA1@michigan.gov>
Subject: Active Tab Moved to Expired Tab in After Hours Lighting Exemption Request Spreadsheet

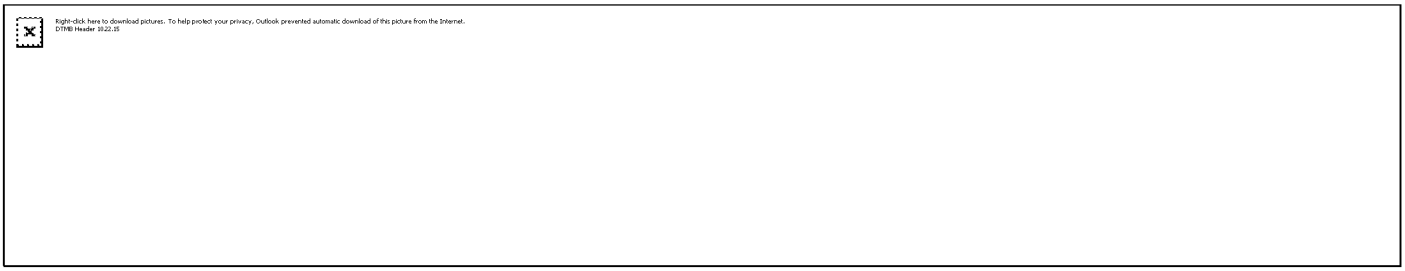
7	Executive	Constituent Relations	Romney	1, 2, 3, 4	1/16/16-2/16/16	6am-10pm	Melissa Ball	517-241-5588	Working on the Flint water crisis	Melissa Ball	2/16/2016	EK

Thank you,

Elizabeth Keilen
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Customer Service Center
Office: (517) 335-4106
Fax: (517) 241-4658
Keilene1@michigan.gov

DTMB
HELP. CONNECT. SOLVE.

From: DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>
Sent: Wednesday, February 17, 2016 10:10 AM
To: Keilen, Elizabeth (DTMB)
Subject: The Gov. Snyder's Budget Proposal



Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the $54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
- **Putting People First.** The governor recommends continued expansion of the Healthy Kids Dental Program and funding efforts to ensure residents have access to affordable health care. His proposal boosts funds to help cover new higher cost specialty medications to treat conditions such as hepatitis C and cystic fibrosis, among others.
- **Investing in Infrastructure.** The proposal allocates $1.2 billion to maintain and repair Michigan roads, bridges and other critical infrastructure.

The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of $1.3 billion for department operations and a one-time allocation of $32.4 million.

A few highlights include:

- $502 million for information technology support for all state agencies and $132.8 million for 14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by $7 million, from $65 million to $72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.
- An additional $5 million to support cybersecurity improvements to safeguard citizens' personal information and protect critical infrastructure and government services.
- IT support of $6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full executive budget recommendations, which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at behend@michigan.gov.

Thank you again for all the good work you do. I hope you have a great week ahead.

David

The Department of Technology, Management and Budget
You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact DTMB-Communications@michigan.gov.

This email was sent to keilene1@michigan.gov using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 · 517-373-1004

Sent: Tuesday, February 02, 2016 7:04 AM
To: Pattison, Brandon (DTMB);Parker, Alexandrea (DTMB)
Cc: Ruff, Robert (DTMB);Philip, Brandon (DTMB)
Subject: RE: Constitution Hall- Patriot Room 2nd-15th

Brandon,

It was finished until the 15th which was the original request. CSC will continue this today and send confirm

From: Pattison, Brandon (DTMB)
Sent: Tuesday, February 02, 2016 7:00 AM
To: Parker, Alexandrea (DTMB) <ParkerA8@michigan.gov>
Cc: Keilen, Elizabeth (DTMB) <KeilenE1@michigan.gov>; DTMB-CustomerService <DTMB-CustomerService@michigan.gov>; Ruff, Robert (DTMB) <RuffR1@michigan.gov>; Philip, Brandon (DTMB) <philipb@michigan.gov>
Subject: RE: Constitution Hall- Patriot Room 2nd-15th

I thought that this was completed already?

Thank you!

Brandon J. Pattison - Building Trades Supervisor DTMB, FBSA, BOD, Zone 2
Desk 517-284-6004 - pattisonb@michigan.gov

From: Parker, Alexandrea (DTMB) On Behalf Of DTMB-CustomerService
Sent: Monday, February 01, 2016 4:28 PM
To: Ruff, Robert (DTMB) <RuffR1@michigan.gov>; Philip, Brandon (DTMB) <philipb@michigan.gov>
Cc: Keilen, Elizabeth (DTMB) <KeilenE1@michigan.gov>; Pattison, Brandon (DTMB) <PattisonB@michigan.gov>
Subject: RE: Constitution Hall- Patriot Room 2nd-15th

I will start on this now, if I do not finish today Elizabeth can pick up where I left off in the morning.

Thank you for your time,

Alexandrea Parker
Michigan Department of Technology, Management & Budget Cybersecurity & Infrastructure Protection Customer Service Center: (517)-373-6227
Office: (517) 241-3447
Fax: (517) 241-4658

From: Ruff, Robert (DTMB)
Sent: Monday, February 01, 2016 4:17 PM
To: DTMB-CustomerService
Cc: Keilen, Elizabeth (DTMB); Pattison, Brandon (DTMB)

Subject: Fwd: Constitution Hall- Patriot Room 2nd-15th

FYI on the change in this request

Thanks Bob Ruff Sent from my iPhone

Begin forwarded message:
From: "Doll, Jeanette (DTMB)" <dollj@michigan.gov>
Date: February 1, 2016 at 4:15:32 PM EST
To: "Ruff, Robert (DTMB)" <RuffR1@michigan.gov>
Cc: "Pattison, Brandon (DTMB)" <PattisonB@michigan.gov>
Subject: FW: Constitution Hall- Patriot Room 2nd-15th
FYI

Brandon,

The resource request was received in the SEOC. It states the following:

Please reserve the Patriot Conference for the DEQ IMT thru Feb 29

Please have the CSC reserve the room until February 29.

Thank you,

Ryan McKee
DTMB Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
p: (517) 241-3356
e: mckeer1@michigan.gov

From: Philip, Brandon (DTMB)
Sent: Monday, February 1, 2016 11:59 AM
To: Doll, Jeanette (DTMB) <dollj@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>
Subject: FW: Constitution Hall- Patriot Room 2nd-15th

FYI – no overtime was used for this.

Brandon Philip
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
(517) 335-4110

From: Keilen, Elizabeth (DTMB)
Sent: Monday, February 1, 2016 11:55 AM
To: Philip, Brandon (DTMB) <philipb@michigan.gov>; Pattison, Brandon (DTMB) <PattisonB@michigan.gov>; Ruff, Robert (DTMB) <RuffR1@michigan.gov>
Cc: Sadler, Taunia (DNR) <SadlerT@michigan.gov>; Parker, Alexandrea (DTMB) <ParkerA8@michigan.gov>; Tefft, Niki

(DTMB) <tefftn@michigan.gov>
Subject: Constitution Hall- Patriot Room 2nd-15th

Team,

All meetings from February 2nd-15th have been canceled and re-booked based on the need of the Flint water crisis team. Please let me know if you have any questions.

Thank you,

Elizabeth Keilen
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Customer Service Center
Office: (517) 335-4106
Fax: (517) 241-4658
Keilene1@michigan.gov

From: Keilen, Elizabeth (DTMB) on behalf of DTMB-Security
Sent: Monday, February 01, 2016 12:41 PM
To: SCP1
Cc: Ruff, Robert (DTMB)
Subject: FW: Meeting Attendance Clearance
Attachments: February 2 training.doc

Approved.

Thank you,

Elizabeth

DTMB
HELP. CONNECT. SOLVE.

From: Bishop, Susan (DEQ)
Sent: Monday, February 01, 2016 11:05 AM
To: DTMB-Security <DTMB-Security@michigan.gov>
Subject: Meeting Attendance Clearance

I had change the meeting room for this training due to someone needing the room for a meeting regarding the City of Flint.

The revised meeting attendance clearance form is attached for **February 2nd**. Training for February 3rd will be in the same room as previously scheduled.

Thanks!

Susan Bishop, Senior Administrative Specialist
Department of Environmental Quality
Water Resources Division - Lansing District Office
☎517.284.6660 ✉bishops@michigan.gov

From: Keilen, Elizabeth (DTMB) on behalf of DTMB-Security
Sent: Monday, February 01, 2016 12:41 PM
To: Bishop, Susan (DEQ)
Subject: RE: Meeting Attendance Clearance

Your request has been approved and forwarded for distribution.

Thank you,

Elizabeth

DTMB
HELP. CONNECT. SOLVE.

From: Bishop, Susan (DEQ)
Sent: Monday, February 01, 2016 11:05 AM
To: DTMB-Security <DTMB-Security@michigan.gov>
Subject: Meeting Attendance Clearance

I had change the meeting room for this training due to someone needing the room for a meeting regarding the City of Flint.

The revised meeting attendance clearance form is attached for **February 2nd**. Training for February 3rd will be in the same room as previously scheduled.

Thanks!

Susan Bishop, Senior Administrative Specialist
Department of Environmental Quality
Water Resources Division - Lansing District Office
☎517.284.6660 ✉bishops@michigan.gov

From: Keilen, Elizabeth (DTMB)
Sent: Wednesday, October 28, 2015 8:02 AM
To: Philip, Brandon (DTMB)
Subject: Security FMN

Brandon,

I tried to call to explain this, this is just my suggestion as a reader. I changed the time section in details to match what it is in Date/Time section. I also thought the word "situation" was used to explain two different things, so I searched a synonym for the word to help the flow. Just suggestions, they do not have to be used. Let me know!

Wednesday, October 28, 2015 from 12:00pm to 4:00pm

Please be aware that there is a protest event planned for today, October 28, outside of the Constitution Hall from 12:00pm. to 4:00pm. The event is being held in response to the water condition in Flint. Please plan your daily activities with this in mind as a large turnout for this event is anticipated. DTMB and MSP will be working together to monitor the situation.

Thank you,

Elizabeth Keilen
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Customer Service Center
Office: (517) 335-4106
Fax: (517) 241-4658
Keilene1@michigan.gov

DTMB
HELP. CONNECT. SOLVE.

From: Keilen, Elizabeth (DTMB)
Sent: Wednesday, October 28, 2015 8:17 AM
To: Philip, Brandon (DTMB)
Subject: RE: Facility Notification: Constitution Hall: TEST

Done ☺

From: Philip, Brandon (DTMB)
Sent: Wednesday, October 28, 2015 8:15 AM
To: Keilen, Elizabeth (DTMB) <KeilenE1@michigan.gov>
Subject: FW: Facility Notification: Constitution Hall: TEST

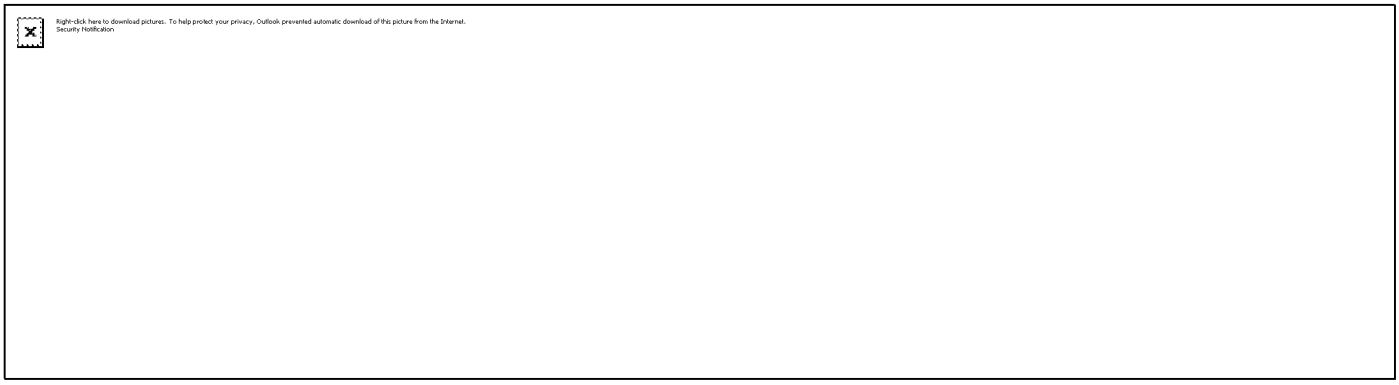
Looks good, please send.

Thanks!

Brandon Philip
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
(517) 335-4110

DTMB
HELP. CONNECT. SOLVE.

From: DTMB Facilities [mailto:dtmb@govsubscriptions.michigan.gov]
Sent: Wednesday, October 28, 2015 8:08 AM
To: Keilen, Elizabeth (DTMB) <KeilenE1@michigan.gov>; Philip, Brandon (DTMB) <philipb@michigan.gov>
Subject: Facility Notification: Constitution Hall: TEST



Protest Activity

Date/Time:

Wednesday, October 28, 2015 from 12:00pm to 4:00pm

Details:

Please be aware that there is a protest event planned for today, October 28, outside of the Constitution Hall from 12:00pm to 4:00pm. The event is being held in response to the water condition in Flint. Please plan your daily activities with this in mind as a large turnout for this event is anticipated. DTMB and MSP will be working together to monitor the situation.

Contact:

DTMB Customer Service Center, DTMB-Customerservice@michigan.gov or 517-373-6227

This email was sent to Email Address using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 · 517-373-1004

	A	B
1		**EXPIRED Long-Term Lighting Exemption Requests**
2	**#**	**Dept**
3		DLEG
4		DIT
5		DIT
6		DIT
7		DIT
8		DIT
9		DIT
10		FIA
11		FIA
12		DIT
13		DIT
14		DMB
15		DMB
16		Lt. Gov's Office
17		Senate
18		Senate
19		State
20		MDOT
21		DHS
22		MDOT
23		Attorney General
24		DCH
25		DCH
26		DCH
27		DCH
28		DHS
29		DHS
30		DHS
31		DIT
32		DIT
33		DIT
34		DIT
35		DOS
36		State
37		Treasury

	C	D
1		
2	**Division**	**Building**
3	Office of Finance, Tax & Field Audit	Cadillac Place
4	Infrastructure Services DPO	Grand Tower
5		Grand Tower
6	IS/DCO/LOA Operations	Grand Tower
7	IS/DCO/LOA Operations	Grand Tower
8	IS/DCO/LOA Operations	Grand Tower
9	IS/Client Service Center	Grand Tower
10	Bureau of Legal Affairs & Financial Integrity	Grand Tower
11	Executive Office	Grand Tower
12	DCS/LAO	Operations Center
13	Infrastructure Services DPO	Operations Center
14	Budget Offices	Romney
15	State Budget Office	Romney
16	Executive Office	Romney
17	Secretary, Majority Policy & Communications and Democratic Staff	Romney
18	Secretary of the Senate Majority Policy Office	Romney
19	Customer Services Administration	SOS
20	Executive	VanWagoner
21	DDS, CSA, ASP	Hannah
22	Office of Operations Administrative Services	VanWagoner
23	All	Escanaba
24	Mental Health & Substance Abuse	Cass
25	Bureau of CMH Services	Cass
26	Mental Health Admin/Bureau of CMH Services	Cass
27	Mental Health & Substance Abuse Administration	Cass
28	OTIM	Grand Tower
29	HR	Grand Tower
30	**Suite 204**	**Grand Tower**
31	DPO Operations	Operations Center
32	Infrastructure Services DPO	Operations Center
33	Enterprise Systems Division	SOS
34	Enterprise Systems Division	Austin
35	Information Center - Field Support	SOS
36	Bureau of Driver & Vehicle Records	SOS
37	Student Financial Services	Austin

	E	F
1		
2	**Location**	**Date**
3	Lightings in work areas (ceilings), printers, copiers and computers	
4	2nd flr Suite 212	
5	7th flr, West side computer room 713	
6	7th flr	
7	2nd flr, zone 4	
8	2nd flr, zone 2	
9	3rd flr	
10	15th flr, suite 1518	
11	15th flr, suite 1512	
12	1st flr - INE & 40, 41	
13	1st flr, INE	
14	6th flr	
15	7th floor ALL	
16	5th flr, Lt. Gov's Office, pillar E12 and the women's restroom in Main	
17	11th and 12th flrs	
18	11th & 12th floors	
19	Entire 2nd flr & 1st flr, pillars A1-G in South Bldg + pillars M1-T in North Bldg	
20	4th flr, pillars A20-D22	
21	Entire 3rd Floor as requested	
22	1st floor, SW wing, pillars C10-E10	
23	All Attorney General work areas	
24	5th flr, zone 3	
25	5th Floor	
26	5th floor, zone 2 pillar A-11	
27	5th flr, Zone 3	
28	13th pillar D-12	
29	7th floor	
30	Community Action & Economc Support	
31	1st flr Central Core, pillar C F10.5	
32	1st flr, pillar B J14	
33	1st flr South East Corner	
34	4th flr DCO Development/DR computer rms	
35	1st Floor	
36	2nd flr Tower & 1st flr of south bldg (all areas), north bldg server rm & south bldg BDVR Resource rm which also houses computer servers	
37	3rd Floor, Pillar U12	

	G	H	I
1			
2	**Time**	**Contact**	**Phone #**
3	All Saturdays 6/7/03-12/27/03, 7a-3:30p	Rodger M. Palm	313-456-6120
4	24/7	Doug Walker	241-8762
5	24/7	David Thomason	335-6035
6	24/7	Gwen Bowersox	335-8751
7	Lights should be on 11p Sunday night to 1a Sunday morning	Gwen Bowersox	335-8751
8	Lights should be on 11p Sunday night to 1a Sunday morning	Gwen Bowersox	335-8751
9	Every Saturday 8:30a-1:30a	Teresa Spalding	335-1223
10	M-F until 9p Sat. & Sun. 8a-5p	Eva Gross	373-2082
11	M-F until 9p Sat. & Sun. 8a-5p	Barb Allen	335-6121
12	Mon-Fri until 1am	Joseph Czubak	241-4388
13	Saturdays noon-6pm	Joseph Czubak	241-4388
14	9a-5p Jan.-March, every weekend all year	Connie Minnix	373-0870
15	5:30a-6:00p on: Nov 3, 10, 12, 17, 23, 24 and Dec 1, 8, 15, 22, 24, 29	Adel Beachnau	241-0811
16	Every Saturday 10:00a-7:00p	Annette Rodgers	241-2990
17	6/04-12/04 to Midnight	Bettie Trice	373-6528
18	June, July and December until 12a(Midnight)	Bettie Trice	373-6528
19	1/12/05-1/12/06	Yvonne Young McConnell	322-5460
20	9/03-9/04, as needed	Ann Edinger-Menerey	373-2114
21	Through 09/26/09	Patrick Garlitz	335-3053
22	through 4/20/10	Kelly Bastian	373-0315
23	24/7	Doug Bramble	373-1114
24	Will call Central Control as needed	Carol A. Danieli / Patrick Barrie	335-0196
25	Various days	Teri Johnson & Irene Kazieczko	5-5100
26	As needed.	Pam Werner	335-4078
27	24/7 - As needed, will call Central Control when needed	Carol A. Danieli or Patrick Barrie	335-0196
28	Every Saturday thru 12/17/11, 8:30-3:00pm	Regina Clopton	241-9748
29	6:00:00 AM 7:00 am	Sally Van Vyve	373-8869
30	**Saturdays & Sundays 9:00 am - 5:00 pm**	**Steve Listman**	**Jan-13**
31	Mon-Fri 5a-6p (excluding holidays)	Sharon Civils	636-0292
32	Mon-Fri 9p-11p	Jan Hartsoe	636-5113
33	24/7	Joe Carter	322-6346
34	when requested	Joe Carter	322-6346
35	All Saturday's 8:00a - 1:00p	Victoria Dittmer	322-1482
36	9p-3:30a & 5:30a-6a Mon-Fri, 5:30a on Saturday to 12:30a on Sunday	Richard Gilchrist	322-6127
37	24/7 As Needed	Bruce Hanses	5-0967

	J
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2	**Reason**
3	Overtime needed to process checks to meet federal mandate
4	Computer operations require staffing on a 24 hour basis
5	Supports critical FIA applications,maintenance performed during off hours on nights and weekends
6	Change room to switch control rather than computer control
7	Area is staffed 24hrs/day, 6 days per week
8	Area is staffed 24hrs/day, 6 days per week
9	Client Service Center staff must be on-site every Saturday to provide technical support for the Dept. of State
10	Deputy Director Musette A. Michael regularly works beyond 8p during the week and is regularly in the office on weekends
11	Kristen McDonald-Stone frequently works irregular hours
12	Lights needed for individuals working 2nd shift
13	Lights needed for individuals working Saturdays for WIC onlines
14	Preparation of state budget requires work on weekends and after hours
15	Year-end closing and state of MI conprehensive annual financial report
16	Lynda Rossi is in the office working each weekend and needs lighting to accomplish her work
17	Permanent exemption to provide appropriate lighting for staff who work after hours due to late-hour sessions of the Legislature
18	To provide appropriate lighting for staff who work after hours due to late-hour sessions of the Legislature
19	CSA has evening staff as well as Saturday staff
20	Executive personnel often work late hours compiling info for Governor's Office and legislators
21	Federally Funded Overtime for the Social Security Administration
22	Additional hours required to effectively manage the assets of the Operations area of MDOT and to comply with the Executive Directives and ARRA funding.
23	Irregular and unscheduled work hours are often required
24	Deputy Director Barrie occasionally arrives at work as early as 4a and stays as late as 10p
25	Occasionally working early and late
26	Periodically the work area requires lighting beyond the normal hours due to the I ndividual's travel schedule, workload and job assignments.
27	Deputy Director Patrick Barrie sometimes comes to work on irregular hours
28	Operates Bridges Help desk on Saturday
29	Office opens at 6:00am daily
30	**Staff Overtime**
31	These are the hours of critical operation, deadlines will not permit work hours to be shifted in the morning - the period btwn 5a and 8a is intense
32	2nd shift Info. Tech. on duty year round to provide support for Treasury data entry systems
33	The systems and their efficient operation are critical to the state's computing infrastructure requirements, employee work and safety
34	Data Center Operations Production site staffed 24/7, 365 days/yr -- Treasury computer rm is Disaster Recovery & Development facility, staffed 7a-6p Mon-Fri
35	Provide in-house assistance to SOS branch offices open on Saturday mornings
36	2nd shift + overtime is necessary on 90% of Saturdays
37	Completion of the year end closing/audit of MHESLA and various bonding transactions for MHESLA

	K	L	M	N	O	P
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2	**Approval**					
3	Dan Plawecki					
4	Denise Rhadigan					
5	Karen Tarrant					
6	Gwen Bowersox					
7	Gwen Bowersox					
8	Gwen Bowersox					
9						
10	Musette A. Michael					
11	Kristen McDonald-Stone					
12						
13						
14	Rose Wilson					
15	Nancy Duncan					
16	Lynda Rossi					
17	Carol Viventi					
18	Carol Vivanti					
19	William Pruzinsky					
20	Gloria J. Jeff					
21	Brian Hengesbach					
22	Myron Frierson					
23	Doug Bramble					
24	Janet Olszewski					
25	Janet Olszewski					
26	Janet Olzewski					
27	Janet Olzewski					
28	Bob Bierwagen					
29	Bob Bierwagen					
30	**Doug Church**					
31	Denise Rhadigan					
32	Denise Rhadigan					
33	Denise Rhadigan					
34	Denise Rhadigan					
35	Bill Pruzinsky					
36	Duane Berger					
37	Bruce Hanses					

	A	B
38		Treasury
39		LT-10
40		LT-21
41		LT-22
42		Auditor General
43		DCH
44		DCH
45		DELEG
46		DELEG
47		DHS
48		DHS
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	C	D
38	Executive Office	Austin
39	DCH	Budget & Contracts
40	HAL	Michigan Historical Center
41	HAL	Michigan Historical Center
42	Audit Operations	Van Wagoner
43	Accounting	Cass
44	Environmental	Cass
45	Board of Review	Ottawa
46	MES Board of Review	Ottawa
47	Out State Operations	Flint
48	Out State Operations	Flint
49	Outstate Operations	Flint
50	North District	Flint
51	North District	Flint
52	North District	Flint
53	Outstate Operatios	Flint
54	North District	Flint
55	Children's District	Flint
56	Outstate Operations	Flint S.O.B.
57	Out State Operations	Flint SOB
58	Out State Operations	Flint SOB
59	Operations	Flint SOB
60	Out State Operations	Flint SOB
61	North District	Flint State Building
62	Out State Operations	Flint State Office
63	Out State Operations	Flint State Office
64	North District	Flint State Office
65	Out State Operations	Flint State Office
66	Outstate Operations	Flint State Office Building
67	Out State Operations	Flint State Office Building
68	Out State Operations	Flint State Office Building
69	Out State Ops	Flint State Office building
70	Bridges	Grand Tower
71	BRIDGES	Grand Tower
72	Chief Administration Office	Grand Tower
73	DHS Systems Development	Grand Tower
74	Systems Development	Grand Tower
75	Systems Development	Grand Tower
76	Chief Administration Office	Grand Tower
77	Bridges	Grand Tower
78	Bridges	Grand Tower
79	Bridges	Grand Tower
80	Bridges	Grand Tower
81	Bridges	Grand Tower

	E	F
38	2nd floor U16-Y16 & U21-Y21 The entire east end needs to be able to call CC after hours to turn on lights.	
39	Cass	
40	MLHC	
41	MLHC	
42	4th Floor, Between Pillars C-15 & C-16	Through 12/27/08
43	4th Floor	10/18/08 - 1/3/09
44	1st Floor, South Central Pillar C-17	Through 05/15/09
45	4th Floor, Pillars B2 - E2	02-13-10, 02-20-10
46	4th floor, Pillars B2 - E2	5-29-10, 6-5-10, 6-12-10, 6-19-10
47	4th & 5th flrs	March 15, 22, 29, 2008
48	2, 3, 4 & 6th flrs	April 12 & 19, 2008
49	Floors 4 & 5	10-17-09 10-24-09
50	4th & 5th Floors	01-16-10, 01-23-10, 01-23-10
51	4th and 5th floors	04-10-10, 04-17-10, 04-24-10
52	4th & 5th	6-5-10, 6-12-10, 6-19-10
53	Floors 2, 3, 4 & 5	6-26-10
54	2,3,4,6 floors	7/31, 8/2, 8/3, 8/4, 8/5, 8/7, 8/9, 8/10, 8/11, 8/12, 8/14
55	2nd, 3rd, 4th, 6th	8/23, 8/24, 8/25, 8/26, 8/30, 8/31
56	Floors 2, 3, 4, 5, 6	05/30/09
57	Floors 2 through 6	
58	2nd & 3rd flrs	5/17/2008
59	Floors 2, 3, 4, 5, 6	6-27-09
60	2nd, 3rd, 4th, 5th and 6th floors	7-11-09
61	4th and 5th floors	2/20/10 & 2/27/10
62	2nd, 3rd, 4th, 5th and 6th floors	8-29-09
63	Floors 2, 3, 4, 5 & 6	08-15-09
64	4th and 5th floors	12/19/09
65	2nd, 3rd, 4th, 5th and 6th floors	6-6-09
66	Floors 2, 3, 4, 5 & 6	12/06/08 & 12/20/08
67	2nd, 3rd, 4th, 5th and 6th floors	1/17, 1/24, 1/31, 2/7, 2/14, 2/21, 2/28
68	4th and 5th floors	5/2/09 and 5/9/09
69	2nd, 3rd, 4th, 5th and 6th floors	7-18-09
70	1st, 2nd & 3rd floors	11/11/2008
71	Floors: 2, 3, 6, 7, 8, 9, 13, 14	1/2/08 to 3/31/08
72	8th Floor, Pillars D-12, E-13 to H-13, K-13	01/07/09 and 01/14/09
73	6th, Suite 611	1-8-09 1-15-09
74	6th Floor	1/14/2009
75	6th Floor	1/15/2009
76	8th Floor, Pillars D-12, E-13 to H-13, K-13	1/15/2009
77	Floors 2, 3, 6, 8, 10, 13, 14	5/15/09 through 05/19/09
78	Floors 2, 3, 6	08/07/09 through 08/12/09
79	Floors 2, 3, 6, 8, 10	07-25-09, 08-01-09, 08-08-09
80	2nd, 3rd , 6th and 13th floors	8-21-09 through 8-24-09
81	Floors 2, 3, 6, 7, 8	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09

	G	H	I
38	24/7	Ann Luepnitz	636-5335
39	4th Floor	24/7 - As needed, will call Central Control when needed	Tim Becker
40	1st, 2nd and 3rd flrs (exhibit areas and store)	Saturday 9a-5p Sunday 12p-5:30p	Janet Laverty
41	1st, 2nd, 3rd and 4th flrs (all areas housing library books & materials available to the public)	Saturday 8a-5:30p Sunday 12p-5:30p	Janet Laverty
42	6a - 5p Inluding Weekends and Holidays	Rod Wlock	1-4722
43	24/7	Mary Lou Lehman	1-5627
44	5:30 p - 6:30 a	Brian Radigan	202-3696
45	7:00a - 3:00p	Elaine Pohl	1-7264
46	8:00a - 4:00p	Elaine Pohl	1-7264
47	8:00a-1:00p	Jeri Sanderling	810-760-2651
48	6am-1pm	Jeri Sanderling	810-760-2651
49	7:00a - 4:00p	Linda Best	810-760-2737
50	8:00a - 2:00p	Cleo Spates	810-760-2737
51	7:00a - 6:30p	Cleo Spates	810 760-2737
52	8:00am - 1:00pm	Cleo Spates	810-760-2737
53	7:30a - 4:00p	Cleo Spates	810 760-2737
54	Saturdays 7:00a - 5:00p Mon - Thur 5:00p- 9:30p	Cleo Spates	810-760-2737
55	5:00p - 8:00p	Cleo Spates	810 760-2737
56	7:00a - 5:00p	Ruth Johnson	810-760-2737
57	8a-1p	Ruth Johnson	(810)760-2737
58	8a-2p	Ruth Johnson	(810)760-2737
59	7:00a - 5:00p	Ruth Johnson	810-760-2737
60	9a - 12p	Ruth Johnson	760-2737
61	7:00a - 6:30p	Cleo Spates	810 760-2737
62	8:00a - 4:00p	Linda Best	810-760-2737
63	8:00a - 4:00p	Ruth Johnson	810 760-2737
64	7:00a - 1:30p	Cleo Spates	810 760-2737
65	7:00a - 5:00p	Ruth Johnson	810 760-2737
66		Linda Best	810-760-2651
67	7:00a - 5:00p	Ruth Johnson	810-760-2737
68	8:00 a - 1:00p	Ruth Johnson	810 760-2737
69	8:00a-4:00p	Ruth Johnson	810 760-2737
70	8a - 6p	Jeff Huskell	1402899
71	weekdays until 9p, weekends 10a-9p	Arthur Kurtze	3-6098
72	5:00p to Midnight	Mark Pullano	1-8976
73	4:30p - 11:30p 4:30p - 11:30p	John Black	5-2819
74	4:30p - 11:30p	John Black	5-2819
75	4:30p - 11:30p	John Black	5-2819
76	5:00p to Midnight	Mark Pullano	1-8976
77	5p - 11p	Kamal Tekinel	1-5779
78	24/7	Kemal Tekinel	1-5779
79	8:00a - 6:00p	Kemal Tekinel	1-5779
80	24/7	Kemal Tekinel	241-5779
81	24/7	Kemal Tekinel	1-5779

	J
38	Staff overtime
39	241-2330
40	373-1550
41	373-1550
42	Statewide Audit for State Financial Records
43	Overtime for year end closing and auditing
44	Construction/Environmental Analysis
45	Overtime
46	Working overtime
47	Approved OT
48	Approved OT
49	Approved Overtime
50	Bridges Overtime
51	Staff working on bridges
52	Staff working bridges overtime
53	Overtime work on Bridges
54	Bridges overtime
55	Children's District CPS staff working overtime for case completions
56	Approved overtime for children's services
57	Approved OT
58	Approved OT
59	Approved OT for Children's Services
60	Approved OT for Children's Services
61	Staff working on bridges
62	Approved overtime
63	Approved overtime
64	Staff working overtime for BRIDGES
65	Approved Over Time for Children's Services and FISES staff.
66	Approved Overtime
67	Children's foster care and PSW workers approved over time.
68	Bridges over time for FIS/ES/Administrative Support
69	Approved overtime for FIS?ES staff.
70	Deloitte, PCO, PMO and the state will all have resources working.
71	BRIDGES requires off-hour facilities support
72	DIT MI/Migration Central Office
73	DIT MI/Migration being completed for Payments Aarea staff spit over both evenings.
74	DIT MI/Migration being completed for Payments Aarea staff spit over both evenings.
75	DIT MI/Migration being completed for Payments Area staff moved to 1-15-09.
76	DIT MI/Migration Central Office
77	Bridges over time for wave 1 conversion
78	Bridges team working off hours for facilities support
79	Bridges team working off hours for facilities support
80	BRIDGES Self Service Implementation
81	Bridges team working during furlough days

	K	L	M	N	O	P
38	**Bob Ruff**					
39	Numerous, unscheduled, last minute deadlines from State Budget Office, Gov's Office, House Fiscal Agency and Senate Fiscal Agency - need to work extra hours to meet					
40	Historical Center is open to general public 7 days/week					
41	Library of Michigan is open to general public 7 days/week					
42	Leon Hank					
43	Tim Becker					
44	Larry Franklin					
45	Bob Bierwagen					
46	Bob Bierwagen					
47	Jeri Sanderling					
48	Jeri Sanderling					
49	Dave Stevens					
50	Dave Stevens					
51	Dave Stevens					
52	Martin Stone					
53	Marty Stone					
54	Marty Stone					
55	Marty Stone					
56	Stacie Bowers					
57	Steve Gleason					
58	Steve Gleason					
59	Ronnie Logan					
60	Larry Franklin					
61	Dave Stevens					
62	Dave Stevens					
63	Ronnie Logan					
64	Dave Stevens					
65	Dave Stevens					
66	Diane David					
67	Ron Logan					
68	Ronnie Logan					
69	Larry Franklin					
70	Brian Hengesback					
71	Brian Hengesbach					
72	John Sorbet					
73	Nancy Freserki					
74	Nancy Freserki					
75	Jess Layman					
76	John Sorbet					
77	Dave Stevens					
78	Brian Hengesbach					
79	Brian Hengesbach					
80	Dave Stevens					
81	Dave Stevens					

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	C	D
82	Child Welfare	Grand Tower
83	Disability Determination	Grand Tower
84	DDS, Central Service Agency	Hannah
85	DDS	Hannah
86	DDS	Hannah
87	DDS, CSA & ASP	Hannah
88	DDS, CSA, ASP	Hannah
89	DDS	Hannah
90	DDS, CSA, ASP	Hannah
91	DDS, CSA, ASP	Hannah
92	DDS, CSA,ASP	Hannah
93	DDS	Hannah
94	DDS, CSA	Hannah
95	DDS	Hannah
96	Saginaw	Jerome T Hart
97	Saginaw County	Jerome T. Hart
98	Saginaw County	Jerome T. Hart
99	North District	Union Street
100	North District	Union Street
101	Executive	Con. Hall
102	Agency Services	GOB
103	Agency Services	GOB
104	Agency Services	Grand Tower
105	Agency Services	Grand Tower
106	Agency Services	Grand Tower
107	Telecom	Hannah
108	DIT Agency Services	Operations Center
109	AS/MDOS	Operations Center
110	Design & Delivery	Operations Center
111	Agency Services	Operations Center
112	Agency Services	Operations Center
113	AS	Operations Center
114	Agency Services	Operations Center
115	Design & Delivery Servcies	Ops Center
116	Agency Services	Romney
117	Agency Services	Romney
118	Executive	Romney
119	Agency Services	Romney
120	MBSii	Romney
121	Agency Services	Romney
122	Michigan Business One Stop	Romney

	E	F
82	1st Floor, Dempsey Room	04-27-10
83	10th & 11th floor	8-7-10
84	3rd flr	03/01/08 & 03/15/08
85	All of 3rd floor	9/27/2008
86	Entire 3rd Floor	11/2/2008
87	3rd Floor	12/20/2008
88	3rd Floor	1/17/2009
89	Entire 3rd Floor	2/28/2009
90	3rd floor	3/14/2009
91	3rd floor	4/4/2009
92	3rd floor	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
93	3rd Floor	02-07-10
94	Upper Level, DDS Server Room C!6	6/13/10
95	3rd floor	8/16/10 thru 8/19/10
96	2nd & 3rd floors	11/16/09 through 11/19/09, 11/23/09 through 11/25/09 and 11/30/09
97	2nd, 3rd & 4th Floors	02-06-10, 02-13-10, 02-20-10, 02-27-10
98	2nd, 3rd & 4th Floors	03-06-10, 03-13-10, 03-20-10, 03-27-10
99	4 & 5 floors	11/14/09
100	4 & 5 floors	11/21/09
101	1st Floor NW Corner 5th floor, Pillars K-14 & J14	9/20/2008
102	3rd flr, B wing	January - March 2008
103	3rd flr, A or B wing	2/1/08-6/30/08
104	11th and 12th floors north and south teledata rooms on each floor	9-2-09
105	Floors 1, 2, 10, 15	08-19-09
106	3rd and 4th floors, north and south teledata rooms	10-7-09
107	1st Floor, east wing	6-27-09
108	2nd floor Room 299 2DL12 & 2DL13	11-14-08 - 11-16-08
109	1st floor, SE corner	1-31-09, 2-7-09, 2-14-09, 2-21-09, 2-28-09, 3-7-09, 3-14-09, 3-21-09, 3-28-09
110	1st floor, CE 11, EE7, DH11, and FH7	6-19-09, 7-6-09, 7-24-09, 8-7-09, 8-21-09, 9-4-09
111	1st Floor, Southeast Corner	10-17-09
112	1st floor SE corner rooms #46 &47	10/30/09 thru 10/31/09
113	1st floor, SE Corner rooms 46 & 47	1-18-10
114	1st Floor, rooms 46 & 47	2-15-10
115	1st floor, middle section	6-19-09
116	9th Floor, pillars F-8, F-9, F-10, F-11. Restrooms & Ground Floor Emergency exit.	7/26/2008 - 7/28/08
117	9th flr, pillars F8-F11, Ground floor emergency exits and restrooms	8/19/2008
118	4th, 8th & 12th Floors	9/18/08 9/20/08
119	9th floor, pillars F8-F11, ground floor emergency exits and restrooms	9/30/2008
120	12th floor/West side	Through 01/31/09
121	9th Floor, West side, Pillars F2, F8, F9, F10, F11 Ground Floor Emergency Exit and restrooms on both floors	4/18/2009
122	12th floor, west side	06-03-09

	G	H	I
82	5:00p - 8:30p	Saragen Gross	1-8082
83	7:30 am-3:30pm		243-5647
84		Patrick Garlitz	5-3053
85	7:00am - 1:00pm	Patrick Garlitz	5-3053
86	800a - 5:00p	Patrick Garlitz	421247
87	7:00a - 1:00p	Patrick Garlitz	5-3053
88	7:00a - 1:00p	Patrick Garlitz	5-3053
89	7:00a - 1:00p	Patrick Garlitz	5-3053
90	7:00a - 1:00p	Patrick Garlitz	5-3053
91	7:00a -1:00p	Patrick Garlitz	5-3053
92	7:00a - 6:00p	Patrick Garlitz	5-3053
93	7:00a - 7:00p	Patrick Garlitz	5-3053
94	8:00a - 7:00p	Patrick Garlitz	5-3053
95	5:00p - 12:30a	Patrick Garlitz	5-3053
96	7:00a - 8:00a and 5:30p - 7:00p	Richard Latinen	989 758-1217
97	8:00a - 5:00p	Richard Latinen	989-758-1217
98	7:00a - 6:30p	Richard Latinen	989-758-1217
99	8:00a -2:30p	Colleen Hayes	810 760-2447
100	8:00a -1:00p	Michele Chockley	810-760-2242
101	8:00a - 11:00p	Linda Baker	202-6219
102		Ginger Czubak	6-5099
103	As needed	Ginger Czubak	636-5099
104	6:00p - 12:00a	Paula Palmatier	335-6382
105	7:00p - 12:00a	Paula Palmatier	5-6382
106	7:00p - midnight	Paula Palmatier	335-6382
107	6:00a - 1:00p	Jack Harris	241-7565
108	until midnight	Ryan Sadler	927-8326
109	6:00a - 4:00p	Mary McClean	6-0201
110	6:00a - 6:00p	R. Surapaneni	636-0329
111	6:00a - 6:00p	Mary McClean	636-0201
112	5:00p - midnight	Mary McClean	636-8201
113	6:00a - midnight	Mary McClean	636-0201
114	6:00a - 6:00p	Mary McClean	636-0201
115	6:00a - 6:00p	R. Surapaneni	636-0329
116	8:00a through 8:00a	Jan Foster	5-5108
117	6p-11p	Jan Foster	5-5108
118	6p - 11p 8a - 11p	Linda Baker	202-6219
119	5:00pm - 7:00am	Jan Foster	
120	Mon-Fri 6:00a - 9:00p Sat & Sun 8:00a - 5:00p	Terry Horton	1-8258
121	8:00a - 4:00p	Jan Foster	335-5108
122	6:00p - 11:00p	Terry Horton	1-8258

	J
82	Child Welfare Advisory Board Meeting
83	Installing new computers
84	Federally funded overtime
85	Overtime for Social Security Administration
86	Dry Run of upgraded software to ensure it works correctly
87	Approved Overtime
88	The SSA has autorized overtime, to develop claims filed by the people of Michigan claiming a disability.
89	Federally funded overtime.
90	The Social Security Administration has authorized the use of overtime, funded 100% by federal funds, to develop claims filed by people of the State of MI claiming disability.
91	The Social Security Administration has authorized the use of overtime, funded 100% by federal funds, to develop claims filed by people of the State of MI claiming disability.
92	Requesting lights and HVAC Ensures that the 100% federally funded SSA program continues to adjudicate cases in a timely and cost effective manner on behalf of the claimants of Mi.
93	Federally funded SSA Overtime
94	Federally funded overtime
95	Ensure that the 100% federally funded SSA program continues to adjudicate cases in a timely and cost effective manner on behalf of the claimants of Michigan.
96	Approximately 100 employees working ot on the second and third shifts to complete BRIDGES activities.
97	Bridges Overtime
98	Bridges Overtime
99	Staff working overtime on BRIDGES
100	Staff working overtime on BRIDGES
101	PC Migration
102	Critical software development
103	Web Self Service Project for ORS
104	MDIT Telecommunications will be upgrading the LAN equipment.
105	Telecom LAN equipment upgrade
106	MDIT Telecommunications will be upgrading the LAN equipment.
107	PBX Consolidation Project
108	DIT application work for MBT eService application development for Siebel Call Center for Treasury
109	Staff Working OT
110	Coverage for messaging - critical application.
111	High Priority Project with short deadline
112	working on a mandated project w/ a tight timeline
113	To complete Legislative mandated project (BAM)
114	High Priority Project with short deadline
115	Coverage for Messaging
116	Annual MAIN Disaster Recovery Test
117	Annual Escheats run
118	PC Migration
119	Year End Testing
120	High profile project for the Governor's office.
121	Multiple EFT Going Live
122	Critical deadlines for Governor's Business One Stop project

	K	L	M	N	O	P
82	Steve Doty					
83	Steve Doty					
84						
85	Byron Haskins					
86	Byron Haskins					
87	Byron Harkins					
88	Bryon Hawkins					
89	Bryon Haskins					
90	Bryon Haskins					
91	Bryon Haskins					
92	Dave Stevens					
93	Dave Stevens					
94	Neal Droste					
95	Bob Bierwagen					
96	Dave Stevens					
97	Dave Stevens					
98	Dave Stevens					
99	Stacie Bowens					
100	Dave Stevens					
101	Troy Spitzley					
102						
103	Tim McCormick					
104	Troy Spitzley					
105	Troy Spitzley					
106	Troy Spitzley					
107	Jack Harris					
108	David Borzewski					
109	Beth Dean					
110	Troy Spitzley					
111	Larry Franklin					
112	Troy Spitzley					
113	Troy Spitzley					
114	Dave Stevens					
115	Larry Franklin					
116	Troy Spitzley					
117	Troy Spitzley					
118	Troy Spitzley					
119	Troy Spitzley					
120	Troy Spitzley					
121	Larry Franklin					
122	Troy Spitzley					

	A	B
123		DIT
124		DIT
125		DIT
126		DIT
127		DIT
128		DIT
129		DIT
130		DIT
131		DIT
132		DIT
133		DIT
134		DIT
135		DLEG
136		DLEG
137		DLEG
138		DLEG
139		DLEG
140		DLEG
141		DLEG
142		DLEG
143		DLEG
144		DLEG
145		DLEG
146		DMB
147		DMB
148		DMB
149		DMB
150		DMB
151		DMB
152		DMB
153		DMB
154		DMB
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158		DMB
159		DMB
160		DMB
161		DMB
162		DMB
163		DMB
164		DMB
165		DMB
166		DMB
167		DMB

	C	D
123	Agency Services	Romney
124	E-Michigan	Romney
125	Agency Services	Romney
126	E-Michigan	Romney
127	Agency Services	Romney
128	Michigan One Stop	Romney
129	Agency Services	Romney
130	MBSii	Romney
131	MBSII	Romney
132	MBSii	Romney
133	MBSii	Romney
134	MBSii/Mi One Stop Project	Romney
135	MIOSHA	GOB
136	MIOSHA	GOB
137	MIOSHA	GOB
138	Office Services	GOB
139	MES	Ottawa
140	MES	Ottawa
141	MES	Ottawa
142	MES	Ottawa
143	Director's Office	Ottawa
144	OFIR	Ottawa
145	Tax Tribunal	Ottawa
146	Director's Office	Cass
147	Operations	Cass
148	Operations	Cass
149	Peckham	Cass
150	Peckham	Cass
151	Operations	Cass
152	Operations	Cass
153	Operations	Cass
154	Operation	Cass
155	Operation	Cass
156	Operations	Cass
157	Operations	Cass
158	FA/BOD	Cass
159	FA/BOD	Cass
160	Facilities	GOB
161	FA	GOB
162	Operations	Grand Tower
163	Buidling Operations	Hannah
164	FA	Hannah
165	Operations	Mason, Austin, Hannah, Ottawa, Van Wagoner, Grand Tower, Con Hall
166	Operations	MLHC
167	Operations	MLHC

	E	F
123	9th floor west side pillars f8, f9, f10, f11 ground flr emergency exit and restrooms on both floors	7-25-09 through 07-27-09
124	9th floor column D1 and D3 and column G11	7-23-09
125	9th floor	8-18-09
126	9th floor	8-6-09, 8-7-09, 8-8-09, 8-9-09
127	Entire 11th & 12th floors	6-19-09, 7-6-09, 7-24-09, 8-7-09, 8-21-09, 9-4-09
128	12th floor, west side	9-1-09 through 9-3-09
129	9th floor west side pillars f8, f9, f10, f11, ground floor emergency exit, and restrooms on both floors	9-30-09 through 10-1-09
130	12th Floor, West Side	12-12-09 & 12-19-09
131	12th Floor, West Side	01-27-10
132	12th floor, west side	4-17-10, 4-24-10, 5-1-10,
133	12th floor, west side	5-19-10
134	12th floor west side	6-23-10
135	2nd Floor B-Wing	8/16/08 & 8/23/08
136	2nd Floor B-Wing	10/11/2008
137	2nd floor, all B Wing	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
138	1st Floor, A Wing, NE Corner	12-12-09
139	4th Flr	3/8/08
140	4th Flr, pillars B2-E2	3/15/2008
141	4th Flr, pillars B2-E2	3/22/2008
142	4th Flr, pillars B2-E2	3/29, 4/5, 4/12, 4/19, 4/26
143	4th floor, Director's suite Pillar H8	11-25-08 11-26-08 - 11-30-08
144	3rd floor, pillars F5 & G5	5-30-09
145	2nd Floor, Pillars E7 and F7	Through 12/31/09
146	1st Floor, North Wing	11/22/2008
147	Garden Level	7-23-09 Thru 9-30-09
148	1st and 2nd floor, North side	09-28-10 Thru 10-09-09
149	5th Floor	10-17-09
150	Basement & 5th Floor	10-31-09
151	1st Floor South	10-01-09 through 11-09-09
152	1at floor	11/11/09
153	all floors	11/11/09
154	Basement	11-10-09 until 12-30-09
155	Basement	11-10-09 until 12-30-09
156	All floors	2/15/10
157	Garden Level	03/01/10
158	4th floor	3/19/10 through 3/21/10
159	4th floor	3/26/10 through 3/28/10
160	3rd Floor, B Wing, North Side	4/27/2009
161	Pillars H, K, M and N10 - N16	39937
162	All floors	2/15/10
163	1st floor, Parking office	3-14-09 & 3-15-09
164	1st Floor, NE side, Pillars A-15, B-14-15, C-13-16	6-3-09, 6-4-09, 6-5-09
165	1st Floor	7-23-09 Thru 9-30-09
166	4th Floor Library- North & South Sides	04/19/09 through 07/23/09
167	5th Floor, Library, North Wing & Lobby	01-13-10, 01-14-10

	G	H	I
123	24/7	Jan Foster	335-5108
124	7:30p - 4:00 a	Roana Smith	373-6999
125	6:00p - 12:00p	Jan Foster	335-5108
126	24/7	Roana Smith	373-6999
127	8:00a - 5:00p	Pratin Travedl	1-9637
128	6:00a - 12:00a	Terry Horton	1-8258
129	5:00p - 7:00a	Jan Foster	335-5108
130	8:00a - 9:00p	Terry Horton	1-8258
131	6:00p - 6:00a	Terry Horton	1-8258
132	8:00a - 6:00p	Terry Horton	1-8258
133	6:00p - 3:00a	Terry Horton	1-8258
134	5:00p - 12:00a	Terry Horton	1-8258
135		Leanne Haeck	2-1833
136	6a-12p	Leanne Haeck	2-1833
137	6:30a - 6:00p	Doug Kalinowski	2-1817
138	7:00a - 1:00p	Dave Thomas	1-1449
139	7:00a-4:00p	Elaine Pohl	1-7264
140	7:00a-4:00p	Elaine Pohl	1-7264
141	7:00a-4:00p	Elaine Pohl	1-7264
142	7:00a-3:00p	Elaine Pohl	1-7264
143	until 10:00 p.m until 7:00 p.m	Carolyn Hutting	241-7124
144	12:00o - 7:00p	Kathy Lafleur	1-1559
145	24/7	Patti Halm	1-2982
146	9:00a - 3:00p	Linda Norlock	241-8619
147	5:00p - 6:00a	Tim Crawford	206-0339
148	5:00 p.m. - 7:00 a.m.	Brian Radigan	202-3696
149	8:00a - 5:00p	Terry Bush	719-2040
150	8:00a - 5:00p	Terry Bush	719-2040
151	5:00p - 7:00a	Brett Eberhard	517-719-5886
152	as needed	Brian radigan	202-3696
153	7:00a - 3:30p	Debbye Kafara	202-2907
154	5:30 a.m.	Brandon Philip	5-4110
155	5:30 a.m.	Brandon Philip	5-4110
156	6:00a - 4:00p	Steve Doty or John Speice	3-2177 or 1-4703
157	5:30p - 11:00p	Mick Sowle	490-3530
158	3/19/10 6:00p - 12:00a 3/21/10 8:00a - 6:30p	John Spiece	1-4703
159	3/26/10 6:00p - 12:00a 3/27/10 & 3/28/10 8:00a - 6:30p	John Spiece	1-4703
160	4:30p - 1:00a	Karin Carver	2-1499
161	5:00p - 10:00p	Kelly Minton	290-1643
162	6:00a - 4:00p	Steve Doty or John Speice	3-2177 or 1-4703
163	8:00a - 5:00p	Dave Dunn	719-0912
164	5:00p - 8:00a	Larry Rosenbrook	3-2163
165	5:00p - 6:00a	Tim Crawford	206-0339
166	3:00p - 12:00a	Anita Stevens Bob Littrell	373-7110 719-0676
167	5:00p - 12:00a	Anita Stevens	3-7110

	J
123	Disaster Recovery Testing
124	To upgrade the intranet, connect.michigan.gov, so state employees will be able to access the intranet
125	Annual eschears run.
126	To upgrade the internet, connect.michigan.gov so state employees will be able to access the internet
127	Requesting lights and HVAC MiCSES application development during furlough days
128	Project release is scheduled to be released on that evening. Everyone has to be up, running and on board for any issues that arise when the release to the website goes out.
129	Year end testing
130	Critical tasks needed to be complete by Jan. 1st deadling
131	Critical Task for Governor's Project
132	Critical tasks need to be finished for Governor's project.
133	Critical tasks need to be finished for Governor's project.
134	Governor's project
135	Inspection file deadline
136	Overtime to complete year end inspection
137	Requesting lights and HVAC. MIOSHA is required to maintain continuous operations Monday thru Friday. 50% will be working on furlough days.
138	Wage & Hour division is moving into the GOB and needs lighting for safety
139	Working OT
140	Working OT
141	Working OT
142	Working OT
143	DLEG Director will be working until 10:00 p.m. tonight and until 7:00 p.m. every other night until 11-30-08
144	Insurance assignments have to be completed prior to opening of business on Monday.
145	Overtime for Tax Tribunal Judges
146	To light area in order to organize, lay out a publication - DMB annual report
147	Capitol Complex Lobby Security Upgrade Project
148	Painting/fire suppression system work
149	Carpet extracting - Willcall only if lights are needed to clean carpet in office areas
150	Carpet Extracting & Hard Floor Maintenance - Will call only if lights are needed
151	Phase 1 Abatement & Demo
152	1st floor north & south renovation project.
153	Refinishing tile floors on 2nd and the garden level, carpet extracting, 5th & 4th floors, cleaning restroom stall walls on all floors. Will call when lights are needed.
154	Parking lot is wired to this circuit. Need lights on in building so customers can access the parking lot
155	Parking lot is wired to this circuit. Need lights on in building so customers can access the parking lot
156	Cleaning of high traffic areas
157	Grinding concrete floor in cafeteria
158	removal of asbestos in west stairwell, safety and health needs to be done afterhours.
159	removal of asbestos in west stairwell, safety and health needs to be done afterhours.
160	Construction Work
161	Set the masking system that was installed last week. Work over head and with sound system.
162	Cleaning of high traffic areas
163	In an effort to minimize down time and disruption of services to its customers, the bulk of the modular renovation to the Parking office/customer service center will be performed afterhours on a weekend.
164	Demolition of Walls for construction project
165	Capitol Complex Lobby Security Upgrade Project
166	Construction - Moore Trosper will contact CC each night to have lights turned off
167	Lansing Tile Staff doing after hours work

	K	L	M	N	O	P
123	Troy Spitzley					
124	Troy Spitzley					
125	Troy Spitzley					
126	Troy Spitzley					
127	Troy Spitzley					
128	Dave Stevens					
129	Troy Spitzley					
130	Troy Spitzley					
131	Troy Spitzley					
132	Steve Doty					
133	Steve Doty					
134	Troy Spitzley					
135	Allan Pohl					
136	Allan Pohl					
137	Dave Stevens					
138	Dave Stevens					
139	Allan Pohl					
140	Allan Pohl					
141	Allan Pohl					
142	Allan Pohl					
143	Allan Pohl					
144	Allan Pohl					
145	Allan Pohl					
146	Patty Ruso					
147	Dave Stevens					
148	Dave Stevens					
149	Dave Stevens					
150	Larry Franklin					
151	Dave Stevens					
152	Dave Stevens					
153	Dave Stevens					
154	Dave Stevens					
155	Dave Stevens					
156	Steven Doty					
157	Steve Doty					
158	Steven Doty					
159	John Spiece					
160	Larry Franklin					
161	Dave Stevens					
162	Steven Doty					
163	Dave Stevens					
164	Dave Stevens					
165	Dave Stevens					
166	Dave Stevens					
167	Dave Stevens					

	A	B
168		DMB
169		DMB
170		DMB
171		DMB
172		DMB
173		DMB
174		DMB
175		DMB
176		DMB
177		DMB
178		DMB
179		DMB
180		DMB
181		DNR
182		DNR
183		DNR
184		DNR
185		DNRE
186		DOS
187		DOS
188		DOS
189		DOS
190		DOS
191		DOS
192		DTMB
193		DTMB
194		DTMB
195		DTMB
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204		DTMB
205		DTMB
206		DTMB
207		DTMB
208		DTMB
209		DTMB
210		DTMB
211		Education

	C	D
168	BOD	MLHC
169	Operations	Ottawa
170	Budget Office	Romney
171	Budget Office	Romney
172	Financial Management	Romney
173	Office of Financial management	Romney
174	Office of Financial management	Romney
175	Office of Financial Mgt, Acct and Financial Reporting	Romney
176	State Budget Office	Romney
177	Accounting and Financial Reporting	Romney
178	Budget Office	Romney
179	Operations	Romney
180	Office of Financial Mgt	Romney
181	Law enforcement	Mason
182	Michigan History Foundation	MLHC
183	Communications	MLHC
184	Communications	MLHC
185	Communications	MLHC
186	Driver Program	Austin
187	Elections	Austin
188	Elections	Austin
189	Elections	Austin
190	Legal and regulatory services	Austin
191	Information Center - Field Support	SOS
192	DCO	Austin
193	Operations	Cass
194	BOD	Cass
195	OOF	Cass
196	ORS	GOB
197	Peckham	Grand Tower
198	Operations	MLHC
199	Data Center Services	Operations Center
200	TS	Operations Center
201	Data Center	Operations Center
202	Fin Mgt	Romney
203	Agency Services	Romney
204	Agency Services	Romney
205	Facilities Admin	Romney
206	Agency Services	Romney
207	Agency Services	Romney
208	MBSii	Romney
209	Facilities Admin	Van Wagoner
210	FA	Van Wagoner
211	Office of School Improvement	Hannah

	E	F
168	2nd floor library pillars H1-H10	8-30-09 through 01-10-10
169	All floors	2/15/10
170	6th flr	1/25-1/31 2/1-2/3 2/4-2/6
171	Entire 6th Floor	Through June 27th
172	All of 7th floor, including restrooms and breakroom	9/30/08 - 10/1/08
173	7th floor everything including rest rooms and break rooms	11/4, 11/8, 11/11, 11/15, 11/22, 11/28 11/29, 12/6, 12/13, 12/20, 12/24, 12/27, 12/31
174	7th floor everything including rest rooms and break rooms	12/28/2008
175	7th floor, all offices including restrooms and breakroom	4/18/2009
176	6th floor	9/29/09 thru 9/30/09
177	7th floor, east side, pillars c1, g3, f2, f4 include restrooms and breakrooms	9-30-09 through 10-1-09
178	6th Floor	01-15-10 through 02-10-10. including Holidays & Weekends
179	All floors	2/15/10
180	7th floor, including restrooms and break rooms	1/9/10, 1/16/10, 1/23/10, 1/30/10, 2/6/10, 2/13/10, 2/20/10, 2/27/10, 3/6/10, 3/13/10, 3/20/10, 3/27/10
181	7th floor, east wing, rap room	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
182	All Floors	12-18-09
183	Museum Side, Floors 1, 2, 2M, 3, 3M & Cafeteria	01-16-10 to 01-17-10
184	Museum Side, Floors 1, 2, 2M, 3, 3M & Cafeteria, and forum	2-5-10 through 2-6-10
185	Museum Side, Floors 1, 2, 2M, 3, 3M & Cafeteria	03/06/10 through 03/07/10
186	West - U-Y16 to U-Y10	23-Feb
187	1st Floor, Pillars W-21, W-22 & W-23	11/1/2008
188	1st Floor, NE Wing Pillars U17-U23, V17-V23, W17-W23	2/24/2009
189	1st Floor, Northeast Wing, Pillars W 21, 22,23	5/2/2009
190	4th floor	9/25/09 through 11/2/09
191	1st Floor	11-11-09, 11-27-09, 12-24-09, 12-31-09, 01-18-10, 02-15-10
192	4th Floor, Traverse Bay Hosting Center	04-24-10
193	All	04-24-10
194	1st & 2nd floors, North and South	5-15-10
195	1st floor South Wing	June 26
196	3rd Floor, B Wing	05-15-10 through 06-30-10
197	All	8/14/10
198	1st Floor North & 3rd floor, library	5-4-10 through 8-15-10
199	1st Floor, Hosting Center	03/27/10
200	1st Floor	8/27-8/28
201	1st floor	8/28/10
202	7th & 9th	5-2-10
203	11th & 12th	5-29-10 through 5-31-10
204	11th floor	6-26-10 & 6-27-10
205	11th floor	July 3 - July 5
206	9th floor	7/24/10 thru 7/26/10
207	11th floor	July 17, 18, 24, 25, 31 & Aug 1
208	12th floor	9/8/10 - 9/9/10
209	1st Floor	6-30 thru 7-2
210	1st Floor	Aug 5 - Aug 7
211	Upper Level, Conference Room 5	7/15/2008

	G	H	I
168	6:00p - 12:00a	Anita Stevens	3-7110
169	6:30a - 4:00p	Jerry Arnold	719-8233
170	7a-9p 7a-11p 7a-9p	Connie Minix	3-0870
171	5:00p-12:00a	Vickie Wesley	3-4978
172	5p - 7am	Adel Beachnau	1-0811
173	5:45a-6:00p	Adel Beachnau	1-0811
174	10:00a - 6:00 p	Adel Beachnau	1-0811
175	8:00a - 4:00p	Adel Beachnau	241-0811
176	6:00a - 12:00p	Connie Minix	3-0870
177	24/7	Adel Beachnau	241-0811
178	7:00a - 11:00p	Connie Minix	3-0870
179	6:00a - 4:00p	Steve Doty or John Speice	3-2177 or 1-4703
180	6:00a - 7:00p	Adel Beachnau	1-0811
181	24/7	David Grimm	372-9028
182	6:30p - 9:30p	Carol Payne	3-2565
183	5:00p - 9:00p	Alexandra Raven	1-0708
184	5:00p - 9:00a	Alexandra Raven	1-0708
185	5:00p - 10:00p	Alexander Raven	1-0708
186	8a-1:30p	Lorraine Finison	3-9067
187	8:30a - 2:30p	Sandra Shenkus-Pasik	1-1379
188	6:30a - 8:30p	Lucinda Sheltrown	5-2659
189	8:30 a - 2:00 p	Lucinda Sheltrown	5-2659
190	as needed	Kelly Cilski	1-3463
191	8:00a - 1:00p	Victoria Dittmer	2-1482
192	8:00a - 5:00p	Bill Bacalis	6-4090
193	7:00a - 5:00p	John Spiece	204-6917
194	7:00a - 5:00p	John Spiece	1-4703
195	7:00am - 3:30pm	Steve Doty	3-2177
196	24/7	Fred Covert Kathy Tober Connie Morse	2-6014
197	6:30a - 5:00p	Terry Bush	719-2040
198	6:00P - 4:30a	Bob Luttrell	719-0676
199	7:00a - 5:00p	Bill Bacalis	6-4090
200	6:00pm-12:00am	David Wade	517-636-4073
201	7:00am - 6:00pm	Bill Bacalis	636-4090
202	7:00a - 7:00p	Adel Beachnau	1-0811
203	24/7	Maary Bresnahan	1-9179
204	6:00a -6:00p	James Piecuch	1-5863
205	24/7	James Piecuch	241-5863
206	24/7	Jan Foster	5-5108
207	7:00a - 6:00p	James Piecuch	1-5863
208	6:00pm - 3:00am	Terry Horton	241-8258
209	5:00pm - 7:00am	Jud Sorensen	335-1477
210	5pm - 7am	Jud Sorensen	335-1477
211	5:00p-9:00p	Cheryl Fortin	1-3147

	J
168	Moore Trosper will begin working a 2nd shift schedule for a sprinkler pipe replacement project.
169	Cleaning of high traffic areas
170	2009 Executive Budget
171	Staff working late with the Legislature
172	Year End Closing
173	OAG working on CAFR audit
174	OAG working on CAFR audit
175	Multiple EFT going into production
176	completion of FY 2010 - or 30 day continuation budget.
177	Year end closing activities.
178	2011 Executive Budget
179	Cleaning of interior glass.
180	Office of Auditor General working on the CAFR.
181	Rap room requires lighting 24/7
182	After Hours Event for the Michigan History Foundation
183	Muesum Overnight Program
184	Muesum Overnight Program
185	Museum Overnight Program
186	Training rm is being used to offer a Saturday session of the Driver Education Curriculum Workshop
187	QVF Help Desk needs to be opwn to assist clerks for Nov. 4 Election
188	Election staff working to cover for an Election
189	QVF Election Help Desk to prepare for May 5 Election
190	The DOS, Legal and Regulatory Services Administration, Office of the Great Seal must enter all bills signed by the Governor to fulfill the legal requirements of enacting a bill into law. 2010 budget bill may be signed after hours and the staff will require lights to finalize the paperwork.
191	Provide in-house assistance to SOS branch offices open on Saturday mornings
192	Repaits for Austin Generator and 4th Floor Computer Room
193	Fire Systems Test
194	Fire system work
195	Maintain State Buildings
196	ORS Customer Education Schedule
197	Carpet extraction
198	sprinkler construction
199	Under Floor Cleaning in Computer Room
200	Application upgrade
201	Data Center Maintenance
202	MAIN FACS testing.
203	per Steve Doty
204	Working overtime
205	MICES work
206	MAIN Disaster Recovery Testing (MAIN DR Test)
207	Work on the MiCSES is needed to provide support to children/families.
208	Integration Release
209	Asbestos Abentment
210	Asbestos abatement
211	MDE Employee's meeting

	K	L	M	N	O	P
168	Dave Stevens					
169	Bob Bierwagen					
170	Nancy Duncan					
171	Robert Emerson					
172	Nancy Duncan					
173	Nancy Duncan					
174	Nancy Duncan					
175	Larry Franklin					
176	Dave Stevens					
177	Nancy Duncan					
178	Nancy Duncan					
179	Steven Doty					
180	Nancy Duncan					
181	Larry Franklin					
182	Rodney Stokes					
183	Rodney Stokes					
184	Jamie Uphaus					
185	Jamie Uphaus					
186	Bill Pruzinsky					
187	Bill Pruzinsky					
188	William Pruzinsky					
189	Bill Pruzinsky					
190	Dave Stevens					
191	Bill Pruzinsky					
192	Mike Noonan					
193	Steve Doty					
194	John Spiece					
195	Steve Doty					
196	Larry Scates					
197	Steve Doty					
198	Jamie Uphaus					
199	Troy Spitzley					
200	Larry Scates					
201	Larry Scates					
202	Steve Doty					
203	Steve Doty					
204	Steve Doty					
205	Steve Doty					
206	Steve Doty					
207	Steve Doty					
208	Steve Doty					
209	Mike Noonan					
210	Bob Ruff					
211	Carol Wolenberg					

	A	B
212		Education
213		Education
214		Education
215		Education
216		Education
217		Education
218		Education
219		Education
220		Education
221		Education
222		Education
223		Education
224		Education
225		Governor's Exe office
226		HAL
227		HAL
228		HAL
229		HAL
230		HAL
231		Human Services
232		Human Services
233		Human Services
234		Human Services
235		MDOT
236		MDOT
237		MDOT
238		MDOT
239		MDOT
240		MDOT
241		MDOT
242		MI Supreme Court
243		MI Supreme Court
244		MLHC
245		MLHC
246		MSP
247		MSP
248		MSP
249		MSP
250		MSP
251		MSP
252		MSP
253		OOF
254		State

	C	D
212	Financial Management	Hannah
213	OSI	Hannah
214	School Improvement	Hannah
215	OEII	Hannah
216	Education Improvement & Innovation	Hannah
217	Education Improvement & Innovation	Hannah
218	Office of the Superintendent	Hannah
219	Education Improvement & Innovation	Hannah
220	Education Improvement & Innovation	Hannah
221	Education Assessment	Hannah
222	OEAA	Hannah
223	Education Improvement & Innovation	Hannah
224	Library of Michigan Foundation	MLHC
225	Economic Recovery	Romney
226	Foundation/ Museum	MLHC
227	Library of Michigan Foundation	MLHC
228	Foundation	MLHC
229	Foundation	MLHC
230	Foundation	MLHC
231	DHS	Grand Tower
232	Chief Administrative Office	Grand Tower
233	CSA	Hannah
234	DDS, CSA & ASP	Hannah
235	Financial Operations	Earle Center
236	HR	MDOT Warehouse
237	PED Transportation	MDOT Warehouse
238	Directors Office	MDOT Warehouse
239	Executive	Van Wagoner
240	Design Division	Van Wagoner
241	Contract Services	Van Wagoner
242	Reporter's Office	HOJ
243	Justices	HOJ
244	Executive	MLHC
245	Museum	MLHC
246	EMHSD	Emergency Management & Homeland Security Training Center
247	EMHSD - EMHSTC	EMHSTC
248		First District Headquarters
249	Firebsuc Science Division	Forensic Lab
250	Forensic Science Division	Lansing Forensic Laboratory
251	Uniform	Lansing Post
252	Training Division	PTA
253	Zone 4	Romney
254	Elections	Austin

	E	F
212	4th Floor, Pillars C-19 & C-20	11-11-09, 11-14-09
213	4th Floor Pillars G-18 & F-19	11-15-09
214	4th Floor, Pillar G-18 & F-18	12-06-09, 12-13-09, 12-20-09, 12-27-09, 01-03-10, 01-10-10
215	4th Floor	11/29/09
216	4th Floor, Pillars D19-20, E19-20, H18-19, G18-19, F18-20	01/22/10, 01/23/10 01/24/10, 01/27/10, 01/28/10, 01/29/10, 01/30/10, 01/31/10, 02/03/10, 02/04/10, 02/05/10
217	4th Floor, Pillar G-18	05-08-10 & 05-09-10
218	2nd & 4th floors	5-7-10
219	4th Floor, Pillar H-19	5-15-10 & 5-16-10
220	4th floor, Pillar H-19, enclosed office of Director OEII (linda Forward)	On 06/13/2010
221	2nd floor	June 26-27
222	2nd, SE Corner	7-10-10 & 7-11-10
223	4th Floor Pillar H-19 enclosed office	6-19-10 through 9-6-10
224	Library 1st & 2nd Floor, Rotunda & Forum	04-17-10
225	3rd floor, pillars F#, H3, H5, H7, K5	10-9-09 and 10-10-09
226	1st, 2nd & 3rd flrs Forum, Rotunda & Museum	12/5/2008
227	2nd floor library, Roundra Forum	4/18/2009
228	1st, 2nd, 3rd floor museum & rotunda	9/30/2009
229	1st, 2nd and 3rd flrs museum, forum and rotunda	11-21-09
230	1st, 2nd, 3rd floors, museum, forum and rotunda	04-09-10
231	Floors 2,3,6,8,10,13	8/15/085 - 8/25/08
232	10th, 11th & 15th floor	
233	Entire 3rd Floor	8/24/2008
234	3rd floor	12/6/2008
235	1st floor, whole building	weekends 1-16-10 through 2-28-10
236	1st Floor	11/23/2008
237	Earle Learning Center	12/6/2008
238	1st Floor, Horatio Earle Center	12-05-09
239	1st Floor East End Pillars D17-D20, E17-E20	2/10/2009
240	2nd floor, pillars A17-A20, A13-15, A^	6-19-09
241	1st Floor, Pillars A-16 and B-16	08-08-09 through 08-30-09
242	4th floor, North and 3rd Floor cnter library	7-13-10 through 7-31-10
243	4th & 6th floors	7-31-10
244	1st floor, Lake Superior and Lake Erie	3/18/2009
245	Museum Side, floors 1, 2, 2M, 3, 3M	3-14-09 & 3-15-09
246	Classroom, restrooms & garage	05/09/09 & 05/10/09
247	Classrooms, restrooms and the garage	10/24/08 10/25 - 10/26
248	1st, rooms 114, 115, 116, 117, 124, 126, 127, hallways, conference room	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
249	1st floor, entire building	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
250	1st floor, entire building	6-19-09
251	Entire Post	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
252	1st floor, dorms, café, auditorium & TA staff offices	6-19-09
253	Basement	7/31/10
254	1st flr, all Bureau of Elections areas	1/12/08

	G	H	I
212	7:00a - 5:00p	Rose Zukar	335-2429
213	8:00a - 6:00p	Mary Brinks	1-0247
214	10:00a - 6:00p	Mary Brinks	3-8480
215	10:00a - 6:00p	Mary Brinks	3-8480
216	6:00a - 10:00p	Mark Brinks or Bill Witt	3-8480
217	9:00a - 6:00p	Linda Forward	1-4553
218	6:00p - 12:00a	Karen Zarka	5-0011
219	9:00a - 5:00p	Linda Forward	1-3232
220	9am - 5pm	Catherine McClain	1-3147
221	8:00-5:00-- & 10:00-5:-00	Kim Mull	1-2734
222	8:00a - 5:00p 7/10 & 10:00a - 5:00p 7/11	Kim Mull	1-2734
223	9am - 5pm	Catherine McClain	241-3147
224	5:00p - 12:00a	Joyce Ruttan	3-2977
225	24/7	Leslee Fritz	896-9096
226	6:00a-11:00p	Carol Payne	3-2565
227	5:00p - 11:00p	Judith Moore or Joyce Ruttan	373-4470 or 373-2977
228	6:00p -11:00p	Carol Payne	373-2565
229	7p-11p (event additional hrs needed for tear down)	Carol Payne	373-2565
230	6:00p - 10:00p	Carol Payne	3-2565
231		Jeff Haskell	1-5741
232		Janet Reed	3-7787
233	8:00a-5-00p	Patrick Garlitz	5-3053
234	7:00a - 1:00p	Patrick Garlitz	5-3053
235	6:00a - 6:00p	Bill Ragla	5-2377
236	1:30p - 8:00p	Staci Grover	3-1533
237	9:00am-1:00pm	Delia McGregor	591694
238	6:00a - 6:00p	Jan Pohl	3-9571
239	12:30a - 2:30a	Dennis Armstead	1-4919
240	6:00a - 6:00p	Roberta Tisdale	1-2731
241	24/7	Sylvia Alexander	373-1885
242	M-F until 12a weekends 8a - 5p	Dave Palazzolo	3-5541
243	8:00a - 7:00p	Dave Palazzolo	3-5541
244	6:00p - 9:00p	Anne Bischoff	3-2486
245	5:30p - 9:00a	Alexandra Raven	241-0708
246	8:00 a - 5:00 p	Renee Osborn	2-5519
247	5:00 - 10:00 p 8:00a - 5:00 p	T. Renee Osborn	2-5519
248	6:00a - 5:00p	Sgt. Dwayne Gill	322-5573
249	6:00a - 6:00p	Michelle Dunkerley	322-6700
250	6:00a - 6:00p	Michelle Dunkerley	322-6700
251	24/7	Edward Hay	694-5312
252	7:00a-6:00p	Daniel Atkinson	322-1501
253	7:30a - 4:30p	Beulah Burks	749-7085
254	7a-4p	Ruth Lee	3-2540

	J
212	Year End Closing
213	Alternative Work Schedule
214	Office Consolidation
215	Clean-up of year ending files
216	Project after hours to meet deadline
217	Office Move for MDE
218	MDE is applying for Race to the Top Phase 2 grant funding. Due to accelerated deadlines to submit the application, deparment staff will be working overtime.
219	Office Move for MDE, school improvement grant work
220	Program file reviews and tranfers
221	Creat Meap Books
222	MEAP test booklet composition
223	Overtime for transition
224	Night for Notables after hours event
225	To complete federal reporting deadline due midnight October 10th.
226	After-hours event
227	Night for Notables clebrating Michigan Notable Books and Authors of these books.
228	This is a revenue producing event that helps fund the programs of the MHC w non general fund money generated from the private sector. (MSU Radiology)
229	This event is part of the Foundations fundraising program to raise funds for the MHCL w Non-General fund money generated from the private sector.
230	This is a revenue producing event that helps fund the programs of the MHC w non general fund money generated from the private sector. (MSU/LCC East Central Writing Center Assn)
231	Bridges Wave 1 conversion
232	MI Migration
233	Software upgrade for federal DDS system
234	To develop claims filed by the people of the State of Michigan claiming disability.
235	Work needs to be completed on the final stages of testing one of MDOT's critical IT applications Project Accounting & Billing (PAB).
236	Recruitment initiatives
237	Transpo Club Christmas Party for Employees Children
238	TRAC Training for Lansing Area Teachers
239	Investigatory conference
240	To complete work for ARRA (American Recovery and Reinvestment Act)
241	IT system implementation
242	Justices end of term opinions need to be done by end of the month. Reporter's office will be working late hours preparing them for publication.
243	Last day for the Supreme Court to put out opinions for this calendar year.
244	Legislators gathering for a Lincoln Leadership Roundtable discussion with Dr. Bill Anderson, Chair of the Lincoln Leadership Series
245	This is a revenue producing program for the Museum and has been approved through the event application process.
246	HAZMAT Response Training
247	Emergency Response to Hazardous Material Incidents course
248	MSPTA contract does not require furlough days.
249	Troopers and Sergeants will be working on furlough days.
250	Troopers and Sergeants will be working on furlough days.
251	Furlough days do not apply to MSPTA members. Maintain public safety
252	Involved with the Advanced Trooper School for approx 119 troopers.
253	Area floors need to be stripped and waxed.
254	Presidential primary

	K	L	M	N	O	P
212	James Shilling					
213	James Shilling					
214	James Shilling					
215	James Shilling					
216	James Shilling					
217	Bob Bierwagen					
218	Neil Droste					
219	Bob Bierwagen					
220	Neal Droste					
221	Bob Bierwagen					
222	Bob Bierwagen					
223	Bob Bierwagen					
224	Janet Laverty					
225	Dave Stevens					
226	Janet Laverty					
227	Dave Stevens					
228	Dave Stevens					
229	Dave Stevens					
230	Dave Stevens					
231	Mary Kay Hawes					
232	John Sorbet					
233	Byron Haskins					
234	Byron Harkins					
235	Bill Ragla					
236	Kirt Steudle					
237	Roberta Tisdale					
238	Leon Hank					
239	Thomas Briggs					
240	Larry Franklin					
241	Myron Frierson					
242	Jamie Uphaus					
243	Jamie Uphaus					
244	Mark Hoffman					
245	Phillip Kwiatkowski					
246	Michael Johnson					
247	Dan Sibo					
248	Larry Franklin					
249	Jerri McClure					
250	Larry Franklin					
251	Dave Stevens					
252	Dave Stevens					
253	Steve Doty					
254	William Pruzinsky					

	A	B
255		State
256		State
257		State
258		State
259		State
260		State
261		State
262		State
263		State
264		State Budget Office
265		Transportation
266		Treasury
267		Treasury
268		Treasury
269		Treasury
270		Treasury
271		Treasury
272		Treasury
273		Treasury
274		Treasury
275		Treasury
276		Treasury
277		Treasury
278		Treasury
279		Treasury
280		Treasury
281		DELEG
282		DTMB
283		DTMB
284		DHS
285		DHS
286		DTMB
287		DTMB
288		OOF
289		State
290		Treasury
291		DTMB
292		DOT
293		DTMB
294		DTMB
295		State
296		DTMB
297		DTMB
298		DTMB
299		DHS
300		DTMB

	C	D
255	Elections	Austin
256	Elections	Austin
257	Bureau of Elections	Austin
258	Bureau of Elections	Austin
259	Bureau of Elections	Austin
260	Bureau of Elections	Austin
261	Elections	Austin
262	Legal & Regulatory Services	GOB
263	Document Assembly Unit	SOS
264		Romney
265	Highway delivery	C&T
266	Bureau of Elections	Austin
267	Bureau of Elections	Austin
268	Tax Processing	Austin
269	Office of Revenue & Tax Analysis	Austin
270	Program Management	Operations Center
271	Program Management	Operations Center
272	Program Management	Operations Center
273	Program Management	Operations Center
274	Program Management	Operations Center
275	Program Management	Operations Center
276	Return Processing	Operations Center
277	Customer Contact	Operations Center
278	Return Processing	Operations Center
279	Revenue Bureau	Operations Center
280	Technical Services	Operations Center
281	SOAHR	Ottawa
282	Agency Services	Grand Tower
283	Agency Services	Grand Tower
284	North District	Flint
285	Outstate Operations	Jackson SOB
286	AS/MDOS	Operations Center
287	Financial Management	Romney
288	BOD	Romney
289	Document Assembly	SOS
290	Tech Services	OPS
291	Environmental Services	Cass
292	DSD	Van Wagoner
293	Agency Services	Operations Center
294	Peckham	Grand Tower
295	Executive Office	Austin
296	Building Operations	Austin
297	Environmental Services	Cass
298	Building Operations	Con Hall
299	North District	Flint
300	Environmental Services	Grand Tower

	E	F
255	1st flr, all Bureau of Elections areas	1/15/08 & 1/16/08
256	1st flr, U17/V17 - U23/V23	5/22/2008
257	1st flr, pillars U17-U23, V17-V23 & W17-W23	07/12, 13, 18 & 19
258	1st flr, pillars U17-U23, V17-V23 & W17-W23	07/07/08-07/24/08
259	1st flr, pillars U21-U23, V21-V23 & W21-W23	8/2/2008
260	1st flr, pillars U17-U23, V17-V23 & W17-W23	8/5/08 - 8/6/08
261	1st floor, U, V, W17 through U, V, W23	08/03/10
262	1st floor	3/28/2009
263	South Wing	9/11/10
264	6rh floor	11-11-09
265	Room 131, soils lab	5/29/10
266	1st flr, pillars V17-V23, U17, U18, U21, U23, W17 & W23	4/12/2008
267	1st flr, pillars V17-V23, U17, U18, U21, U23, W17 & W23	05/03/08 05/06/08
268	2nd flr, Pillars U16, U21, U22 & W18	8/02/08 - 12/13/08
269	2nd flr, pillars U14-U15	Through April 2009
270	2nd flr, rooms 276 & 277 and MBT/MIITAS Project Area - pillars 2E E7 and 2E E8	10/22/07 - 4/30/09
271	2nd flr - 2BH15	1/2/08 - 4/30/09
272	2nd flr - 2BH15	7/18/08 - 4/30/09
273	2nd flr, rooms 276 & 277 - pillars 2E E8 and 2B H15	7/22/08 - 12/31/09
274	2nd Floor, Pillars 2E E7, 2E E8, 2B H15	9/1/08 - 12/31/09
275	2nd Floor, Pillars 2E E7, 2E E8, 2B H15	Through 12/31/09
276	2nd floor, Pillars 2EB4, 2EA4, 2EB7, 2EA7	4/18/09, 4/25/09, 5/2/09, 5/9/09
277	2nd floor, 2C E10, 2C E11	5/2/09, 5/9/09, 5/16/09, 5/23/09, 5/30/09, 6/6/09, 6/13/09
278	2nd floor, 2E B4, 2E A4, 2E B7, 2E A7, 2C E9	6-13-09, 6-27-09
279	2nd floor, 2E E7, 2E E8, 2B H15	Through 12/31/09
280	2nd Floor, Pillars 2G C1 through 2G D1.5 & 2G C2 through 2G D2.5	04-29-10 through 05-22-10
281	2nd floor, B8 - D7	8/21, 8/28, 9/4, 9/11, 9/18
282	5,8,9	9/17 - 9/19
283	Floors 4, 5, 8, 9, 13	9/17/10 through 9/19/10
284	4,5	9/11,9/18,9/25
285	2nd & 3rd floor	9/11, 9/18, 9/25
286	1st floor, SE Corner	09/30/10
287	1,7,9	9/18 - 10/1
288	12th floor	09/25/10
289	South wing	09/25/10
290	2nd, 2G C1, 2G D1 & D2	Saturdays 7/31/10 through 9/25/10
291	5th floor	10/09/10
292	1st floor Room 124	10/08-10/9
293	1st floor Room 48	10/16/10
294	All	10/16/10
295	4th floor	11/2/10 to 11/3/10
296	Entire building	11/02/10 & 11/11/10
297	Entire building	11/11/10
298	Entire building	11/02/10 & 11/11/10
299	4th & 5th Floors	Saturdays 10/9, 10/16, 10/23, 10/30
300	ALL	11/11/10

	G	H	I
255	6a to 8a	Ruth Lee	3-2540
256	6p-10p	Rayan Anastor	3-3429
257	7:30a-5:30p	Evelyn Quiroga	5-2790
258	6p-8:30p	Lucinda Sheltrown	5-2659
259	8a-3p	Lucinda Sheltrown	5-2659
260	6:00a through 6:00p	Lucinda Sheltrown	5-2659
261	24/7	Lucinda Sheltrown	5-2659
262	8:00a - 4:30p	Jennette Sawyer	1-8322
263	6:30a - 4:00p	Bill Allen	2-5295
264	7:30a - 6:00p	Connie Minix	3-0870
265	7:00a - 6:00p	Bill Redmond	322-1208
266	7:30a-2:30p	Lydia Valles	1-4662
267	7:30a-3:00p 6:00a-10:00p	Lydia Valles	1-4662
268	6a - 10p	Sheila Rolandson	6-5476
269	6p-11p	Phillip Wippel / Ann Simon	3-6277
270	until 10p	Shelly Brooks	6-4248
271	until 10p M-F	Shelly Brooks	6-4249
272	until 10p M-S & Holidays	Shelly Brooks	6-4249
273	until Midnight M-F	Shelly Brooks	6-4248
274	until 10p 7 days a week & holidays	Floyd Schmitzer	810-223-5461
275	24/7 including holidays	Floyd Schmitzer	810-223-5461
276	6:00a - 6:00p	Floyd Schmitzer	636-4280
277	6:00 a - 6:00p	Floyd Schmitzer	6-4280
278	6:00a - 6:00p	Floyd Schmitzer	6-4280
279	6:00a - 12:00p	Floyd Schmitzer	810-223-5461
280	6:00a - 6:00p	Renee Stokes	6-4230
281	8:00a - 5:00p	Terry Colby	1-3914
282	6:00 pm - 9:00 pm	Micole Schrauben	335-3124
283	24/7	Nicole Schrauben	5-3124
284	7:00 am - 5:00 pm	Cleo Spates	810-760-2737
285		Pamela Roxberry	517-780-7650
286	24/7	Mary McClean	6-0201
287	24/7	Adel Beachnau	241-0811
288	7:30a - 4:30p	Beulah Burks	749-7085
289	6:30a - 4:00p	Bill Allen	322-5295
290	7:00a - 6:00p	Renee Stokes	636-4230
291	6:30a - 4:00p	Debbye Kafara	202-2907
292	6:00pm to midnight & all day Saturday	keith Belonga	243-3908
293	8:00a - 8:00p	Mary McClean	6-0201
294	10:00 am - 6:00 pm	Tim Warren	749-7163
295	24/7	Bill Pruzinsky	1-4228 or 204-2181
296	7:00a - 7:00p	Mike Noonan	1-2708
297	7:00a - 5:00p	Debbye Kafara	202-2907
298	7:00a - 7:00p	Mike Noonan	1-2708
299	7:00a - 5:00p	Cleo Spates	810-760-2737
300	7:30a - 5:00p	Tim Warren	749-7163

	J
255	Presidential primary
256	Working on recall petitions to finalize recommendation for Board of State Canvasser meeting
257	Programming equipment for election
258	Programming equipment for election
259	Preparation for Statewide Primary Election 8/5/08
260	Statewide Primary Election 8/5/08
261	BOE staff are working through the night for the primary election.
262	The Department of State and Motorcycle Safety Foundation are conducting a professional development training for the RiderCoach Trainers certified through the MI Motorcycle Safety Program.
263	OT has been authorized tohave the unit catch up regarding compliance issues.
264	State Budget Office Employees will be working on Veteran's Day
265	Testing of "select backfill" required to be completed in a timely manner to help keep project on track
266	Ballot testing & programming for May 2008 school elections
267	School elections
268	MBT/MIITAS Project for implementation of the new SAP tax system
269	Tax analysis for Governor's Office and 2008 budget
270	MBT/MIITAS Project for implementation of the new SAP tax system
271	MBT/MIITAS Project for implementation of the new SAP tax system
272	MBT/MIITAS Project for implementation of the new SAP tax system
273	MBT/MIITAS Project for implementation of the new SAP tax system
274	MBT/MIITAS Project for implementation of the new SAP tax system
275	MBT/MIITAS Project for implementation of the new SAP tax system
276	To work on MBT returns.
277	Working MBT clarification and accounts payable work list errors.
278	Process MBT returns that were backlogged
279	Michigan Business Tax overtime
280	Assisting the Tax Processing Bureau with their IIT and SUW backlogs
281	Approved over time
282	Model Payment system rollout
283	Model Payment system rollout
284	FAP Overtime
285	DHS Overtime
286	Implementing large project and need lights.
287	Year End closing
288	High area carpet cleaning is been extractd and floors are been waxed.
289	Ovetime to clear the backlog due to year end clsoing.
290	Assisting the Customer Service Bureau with their IIT correspondence backlog.
291	Extract carpet on entire floor
292	Installation of new carpet
293	High priority could fall behind in schedule.
294	Cleaning air/bar vents
295	Department is responsible for the election and compiling election results.
296	Janitors will be cleaning rest rooms and break rooms on all floors.
297	Strip & Recoat Floors
298	Janitors will be cleaning rest rooms and break rooms on all floors.
299	Staff working overtime
300	Finish strip/re-coat floors.

	K	L	M	N	O	P
255	William Pruzinsky					
256	William Pruzinsky					
257	Bill Pruzinsky					
258	Bill Pruzinsky					
259	Bill Pruzinsky					
260	Bill Pruzinsky					
261	Mike Noonan					
262	William Pruzinsky					
263	Larry Scates					
264	Nancy Duncan					
265	Larry Scates					
266	Bill Pruzinsky					
267	Bill Pruzinsky					
268	Floyd Schmitzer					
269	Phillip Wippel					
270	Phillip Wippel					
271	Bruce Hanses					
272	Dawn Shuttuck					
273	Dawn Shuttuck					
274	Bruce Hanses					
275	Bruce Hanses					
276	Bruce Hanses					
277	Ann Luepnitz					
278	Bruce Hanses					
279	Bruce Hanses					
280	Dave Stevens					
281	Bob Bierwagen					
282	Steve Doty					
283	Steve Doty					
284	Marty Stone					
285	Marty Stone					
286	Larry Scates					
287	Steve Doty					
288	Steve Doty					
289	Larry Scates					
290	Larry Scates					
291	John Spiece					
292	Mike Noonan					
293	Larry Scates					
294	John Spiece					
295	Mike Noonan					
296	Mike Noonan					
297	Steve Doty					
298	Mike Noonan					
299	Marty Stone					
300	Steve Doty					

	A	B
301		DTMB
302		DTMB
303		DTMB
304		DTMB
305		DTMB
306		DIT
307		OOF
308		DTMB
309		DTMB
310		State
311		State
312		DTMB
313		DTMB
314		DHS
315		DHS
316		DNRE
317		DNRE
318		DTMB
319		DTMB
320		Operations
321		DHS
322		MDOT
323		DNRE
324		DTMB
325		DTMB
326		DHS
327		DHS
328		Treasury
329		DELEG
330		DTMB
331		DTMB
332		DTMB
333		DHS
334		DTMB
335		DELEG
336		DTMB
337		DTMB
338		DHS
339		DTMB
340		DHS
341		DTMB

	C	D
301	Environmental Services	Hannah
302	Agency Services	Operations Center
303	Environmental Services	Ottawa
304	Mi one stop project	Romney
305	Budget Office	Romney
306	MBSii/Mi One Stop Project	Romney
307	BOD - Zone 4	Romney
308	Building Operations	Van Wagoner
309	Environmental Services	Williams
310	Bureau of Elections	Austin
311	Legal & Regulatory Services Administration	Austin
312	Environmental Services	Mason
313	Agency Services	Romney
314	North District	Saginaw
315	Out State Ops	Jackson
316	History Foundation	MLHC
317	Historical Programs Division	MLHC
318	Facilties Admin	Romney
319	Environmental Services	Cass
320	Executive Office	Romney
321	DDS	Hannah
322	PED - Finance and Administration	MDOT Warehouse
323	Historical Programs	MLHC
324	State Budget Office	Romney
325	Budget Office	Romney
326	North District	Flint State Office
327	outstate Operations	Jackson
328	Return Processing	Operations Center
329	MES Board of Review	Ottawa
330	Agency Services	Romney
331	e-Michigan Web Development	Romney
332	Mi One Stop	Romney
333	North District	Flint
334	Environmental Services	Mason
335	SOAHR	Ottawa
336	Accounting & Financial Reporting Division	Romney
337	Budget Office	Romney
338	North District	Flint
339	Peckham	Mason
340	Childrens Trust Fund	Grand Tower
341	MICSES	Romney

	E	F
301	Entire building	11/02/10 & 11/11/10
302	1st floor south east area	11/05 & 11/06
303	Entire building	11/02/10 & 11/11/10
304	12th floor	10/2, 10/9, 10/16, 10/23, 10/30, 11/6
305	6th floor	11/2/10 & 11/11/10
306	12th floor, West side	11/11/10
307	12th floor	11/11/10
308	Entire building	11/02/10 & 11/11/10
309	Entire building	11/02/10 & 11/11/10
310	1st floor, U17 - W17 & U23 - W23	11/2/10 & 11/3/10
311	3rd floor, U15 - Y15 thru U23 - Y23	11/2/10 to 11/3/10
312	Entire building	11/02/10 & 11/11/10
313	11th & 12th Floor	11/11, 11/13, 11/14
314	4th & 5th Floors	11/06 & 11/13
315	1st & 2nd Floors	11/06 & 11/20
316	Entire building	11/20/10
317	All	11/19/10
318	Ground thru 12th	11/20/10
319	All	11-20-10
320	Ground thru 5th	11-26 & 11-27
321	3rd	12/05/10
322	Earle Training Center, Lobby, Lake MI & Lake Huron, Lake Erie, Lake Superior, & bathrooms	12/04/10
323	All	12/1/10
324	6th floor	12/4/10 & 12/5/10
325	6th floor	11/13, 11/14, 11/20, 11/21, 11/26 -11/28
326	4th & 5th	12/4, 12/11, 12/18
327	1st & 2nd Floor	12/4, 12/11, 12/18
328	A A16, A B15.5, A B16, D H13.5, B H14.5, D G13.5, A D15.5, A C15.5, C D13.5, A D14.5, A C14.5, C C13.5, A B15, A A15.5 A A15	12-11, 12/18
329	4th floor	12/11/10 & 12/18/10
330	12th floor	12/10/10 thru 12/12/10
331	9th floor	12/17/10 thru 12/20/10
332	12th floor	12/15 - 12/16
333	4 & 5	2/12/11
334	2nd Floor	2/12/11
335	2nd floor	2/5, 2/12, 2/19, 2/26
336	Ground & 7th floor	1/8/11, 1/15/11, 1/17/11, 1/22/11, 1/29/11, 2/5/11, 2/12/11, 2/19/11, 2/21/11, 2/26/11
337	6th Floor	1/11-2/10 Weeknights 7-10 1/11-2/10 Weekends 7-7 2/11-2/13 all lights 24/7 2/14-2/17 7-10 2/18 - resume normal
338	4 & 5	3-5-11
339	3rd floor	3/12/11
340	14th Floor	3/19 - 3/20
341	11th & 12th	3/18 - 3/19

	G	H	I
301	8:00a - 4:30p	Skip Stanton	319-6006
302	5:00p - 11:59p	Michael Spagnuolo	636-0249
303	8:00a - 4:30p	Skip Stanton	319-6006
304	8:00 am - 6:00pm	Tetty Horton	241-8258
305	7:00a - 5:00p	Connie Minix	3-0870
306	7:00a - 7:00p	Terry Horton	1-8258
307	8:00a - 4:30p	Beulah Burks	749-7085
308	7:00a - 7:00p	Mike Noonan	1-2708
309	8:00a - 4:30p	David Pletzke	319-6001
310	24/7	Bill Pruzinsky	1-4228 or 204-2181
311	24/7	Bill Pruzinsky	1-4228 or 204-2181
312	8:00a - 4:30p	Cheryl Bush	749-7061
313	24hrs	Michael Taylor	241-1890
314	7:30 - 3:00	Cleo Spates	810-760-2737
315	7:30 - 1:00	Pamela Roxberry	782-4921
316	5:00pm - 2:00am	Carol Payne	373-2565
317	5:00p - midnight	Maria Leiby	
318	8:00am-4:30pm	Beulah Burks	517-749-7085
319	7:00a - 5:00p	Debbye Kafara	202-2907
320	7:00a - 7:00p	Sarah Garcia	1-5850
321	8:00a - 5:00p	Patrick Garlitz	5-3053
322	8:00a - 2:00p	Susan Taylor	636-4086
323	5:00pm - 11:00pm	Sandra Clark	
324	8:00a - 5:00p	Connie Minix	3-0870
325	7:00a - 5:00p	Connie Minix	3-0870
326	7:00a - 3:00p	Cleo Spates	810-760-2737
327	7:30a - 11:30a	Pamela Roxberry	517-780-7650
328	7:00a - 4:00p	Floyd Schmitzer	636-4428
329	8:00a - 4:00p	Elaine Pohl	1-7264
330	24/7 on 12/10 & 12/11 8:00a - 5:00p on 12/12	Nish Ghelani	1-1767
331	7:00p 12/17 thru 6:00a on 12/20	Roana Smith	3-6999
332	6:00 pm - 2:00am	Terry Horton	1-8258/
333	7:30a - 2:300p	Cleo Spates	810-760-2737
334	6am-12pm	Cheryl Bush	517-749-7061
335	8am - 5pm	Terry Colby	
336	6:00a - 7:00p	Adel Beachnau	1-0811
337		Connie Minix	3-0870
338	7:30 am - 2:30 pm	Cleo Spates	810-760-2737
339	6:00am - 3:30pm	Cheryl Bush	749-7061
340	8:00 am - 7:00 pm & 8:00 am - 3:30 pm	Sylvia Brown Jones	1-7792
341	6:00 pm on 3/18 - 11:59 pm on 3/19	Jaydeed Das	517-241-0200

	J
301	Detail cleaning.
302	Driver LID program imblementation
303	Detail cleaning.
304	Critical tasks to complete program
305	Staff will be working on 11/2 & 11/11 on transition issures for the next administration.
306	Without working these dates the project will not meet the deadlines. Governor's project.
307	Area flood are being top scrub and cleaned.
308	Janitors will be cleaning rest rooms and break rooms on all floors.
309	Detail cleaning.
310	Department is responsible for the election and compiling election results.
311	Department is responsible for the election and compiling election results.
312	Detail cleaning.
313	MiCSES
314	DHS Overtime
315	DHS Overtime
316	History Education Fundraiser
317	The museum is open to provide tours and activities in conjuntion with the City's Silver Bells in the City celebration and the lighting of the State's Christmas Tree.
318	Special Cleaning
319	Strip & re-coat floors
320	
321	Ensures that the SSA Disability program continues to adjudicate cases in a timely and cost effective manner on behalf of the claimants of the State of Michigan.
322	TRANSPO Club annual Children's Christmas party for employees children. Cost is entriely paid for by the TRANSPO Club.
323	Judge Whitbeck reception
324	Transition meetings
325	Budget Office Staff will be working on weekends in November as well as the Friday after Thanksgiving getting ready for the gubernatorial transition and working on the executive budget recommendation.
326	FAP/Bridges overtime
327	Cash assistance overtime
328	Garnishment processing
329	Working overtime.
330	Work on the MiCSES is needed to provide support to children/families.
331	Migration on the State of Michigan portal.
332	Project Overtime
333	Overtime
334	Chair Extraction
335	Staff overtime
336	Office of the Auditor General working on the CAFR audit
337	State budget overtime
338	Bridges Overtime
339	Chari Cleaning
340	CTF Staff Overtime
341	Micses Release - Overtime

	K	L	M	N	O	P
301	Bob Bierwagen					
302	Larry Scates					
303	Bob Bierwagen					
304	John Spiece					
305	Steve Doty					
306	Steve Doty					
307	Steve Doty					
308	Mike Noonan					
309	Bob Bierwagen					
310	Mike Noonan					
311	Mike Noonan					
312	Bob Bierwagen					
313	Steve Doty					
314	Marty Stone					
315	Marty Stone					
316	Jamie Uphaus					
317	Jamie Uphaus					
318	Steve Doty					
319	Steve Doty					
320	Steve Doty					
321	Bob Bierwagen					
322	Larry Scates					
323	Jamie Uphaus					
324	Steve Doty					
325	Steve Doty					
326	Marty Stone					
327	Marty Stone					
328	Larry Scates					
329	Bob Bierwagen					
330	Steve Doty					
331	Steve Doty					
332	Steve Doty					
333	Mike Noonan					
334	Steve Doty					
335	Neal Droste					
336	Steve Doty					
337	Steve Doty					
338	Mike Noonan					
339	Steve Doty					
340	Bob Bierwagen					
341	Bob Bierwagen					

	A	B
342		Peckham
343		Peckham
344		DELEG
345		DTMB
346		DTMB
347		DHS
348		ES
349		DHS
350		DTMB
351		DTMB
352		MDOS
353		MDOS
354		MDOS
355		DTMB
356		DTMB
357		DTMB
358		ES
359		
360		St-1
361		DTMB
362		DTMB
363		DTMB
364		DTMB
365		DTMB
366		DTMB
367		DTMB
368		DTMB
369		DTMB
370		Exec. Office
371		DTMB
372		DTMB
373		DTMB
374		DHS/CSC
375		DHS
376		Education
377		DTMB
378		Peckham
379		LARA
380		DTMB
381		DTMB
382		DHS
383		ES
384		LARA
385		DTMB

	C	D
342	Enviromental Services	Mason
343	Custodial	Ottawa
344	MES	Ottawa
345	BOD/ODC	Romney
346	Peckham	Austin
347	North District	Flint State Office BLDG
348	Peckham	Grand Tower
349	Childrens Trust Fund	Grand Tower
350	Agency Services	OPS Center
351	AS	Romney
352	DSIC	SOS
353	DSIC	SOS
354	DSIC	SOS
355	DTMB	Peckham
356	DTMB	Peckham
357	DTMB	BOD
358	ES	Peckham
359		
360	DHS	Children's District
361	Peckham	Austin
362	Peckham	Austin
363	Telecom	Grand Tower
364	Telecom	Hannah
365	Lansing Tile & Mosaic	Lewis Cass
366	Peckham	Lewis Cass
367	Telecom	Mason
368	Peckham	Mason
369	TRANE	Romney
370	Administrative Services	Romney
371	MiCSES	Romney
372	Peckham	Austin
373	Peckham	Grand Tower
374	OHR	Grand Tower
375	Outstate Operations	Jackson
376	Library Operations	MLHC
377	AS -DTMB, SBO and CS	Romney
378	Enviromental services	Lewis Cass
379	MES board of Review	Ottawa
380	Peckham	C&T
381	Peckham	Cass
382	North District	Flint
383	Peckham	Grand Tower
384	Energy	Ottawa
385	Peckham	C&T

	E	F
342	All floors	04/23/11
343	Cafeteria	04/15/11 - 04/16/11
344	4th Floor	Saturdays starting 1/8/11 - 3/19/11
345	1st floor	4/13/11 - 4/18/11
346	2nd floor	5/20/11
347	4th & 5th Fl	05/07/11, 05/14/11, 05/21/11
348	All floors	05/14/11
349	14th floor	5/13 - 5/18
350	1st floor Rooms 46,47,48, SE Corner	4/01/11 - 5/30/11
351	9th floor	05/20/11 until 10 pm, 05/21/11 7 am - 10 pm, 05/22/11 8 am - 5 pm
352	1st floor O3, S3, O9, S8	5-19-11
353	1st floor O3, S3, O9, S8	5-20-11
354	1st floor O3, S3, O9, S8	5-23-11
355	Austin	All floors
356	Austin	1st Fl
357	Austin	UL Lobby
358	Grand Tower	All floors
359		
360	125 E. Union St Flint	6-Jan
361	all	06/11/11
362	All	6/18/11
363	Basement switch room	06/11/11 - 06/12/11
364	1st Fl	06/11/11 - 06/12/11
365	Garden level North Entrance	06/06/11 - 06/07/11
366	All	06/18/11
367	Basement switch room	06/11/11 - 06/12/11
368	1-4 floors	5/21/11
369	Penthouse	05/23/11 - 05/27/11
370	2nd Floor	06/10/11 - 06/13/11
371	11th floor C1, C3, G9, H7, H8, H9. 12th floor C3	6/10/11 - 6/11/11
372	All	6/22/11
373	basement and 1st fl	Saturday 6/25/11
374	7th fl	06/28/11
375	2nd & 3rd	6/4, 6/11, 6/18, 6/25
376	2nd floor	6/23/11
377	9th Fl	06/25/11
378	4th and garden A-16	07/01/11
379	4th Fl	Saturdays Starting 4/2/11 - 7/2/11
380	All	7/16/11
381	All	7/16/11
382	4th and 5th floor	07/16/11
383	all	07/16/11
384	4th Fl Pillar H5 to H2 and F5 to F2 The Northwest side of the 4th Fl	07/16/11 - 07/17/11
385	All	7/23/11

	G	H	I
342	6:00 am - 4:30 pm	Cheryl Bush	749-7061
343	4:00pm - 8:00pm Fri 6:00am -2:30pm Saturday	Howard Stanton	517-749-4353
344	6:00am - 2:00pm	Elaine Pohl	1-7264
345	24hrs	Bill Kunkle	749-7520
346	5:00 pm - 7:00 pm	Cheryl Bush	749-7061
347	7:30 am - 2:30pm	Cleo Spates	810-760-2737
348	6:30 am - 4:30 pm	Tim Warren	517-749-7163
349	8:00 am - 12:00am	Patricia Headley	241-7226
350	24/7	Mary Mcclean	636-0201
351	5/21until 10 pm, 05/21/11 7 am - 10 pm, 05/22/11 8 am - 5 pm	Christina Jensen	517-335-5108
352	6:00 pm - 8:00 pm	Bud Driver	6-6304
353	6:00 pm - 8:00 pm	Bud Driver	6-6304
354	6:00 pm - 8:00 pm	Bud Driver	6-6304
355	5/28/11	6:00 am - 3:30 pm	Cheryl Bush
356	05/28/11	6:00 am - 3:30 pm	Cheryl Bush
357	5/28/11	7:00 am - 1:00 pm	Todd Merideth
358	05/28/11	6:30 am - 4:30 pm	Tim Warren
359			
360	06/04/11 - 06/07/11	7:30 am - 5:30 Pm	Sheryl Thompson
361	06:00 am - 3:30 pm	Cheryl Bush	517-749-7061
362	6:00 - 3:30	Cheryl Bush	749-7061
363	lights on from 6 am on 06/11 until 10pm on 6/12	Darrin Fogg	30099
364	lights on from 6 am on 06/11 until 10pm on 6/12	Darrin Fogg	30099
365	5:00 pm - 12:00 am	Tony Bruno	517-908-1376
366	08:00 - 4:30 pm	Debbye Kalara	517-202-2907
367	lights on from 6 am on 06/11 until 10pm on 6/12	Darrin Fogg	30099
368	7:00 am - 1:00 pm	Cheryl Bush	749-7061
369	4:00 pm to 10:00 pm	Dick Cowles	517-204-5091
370	6:00 pm - 6:00 am	Marsha Quebbman	517-241-5588
371	247	Randy Church	248-240-3510
372	3:30 - 7:30	Cheryl Bush	749-7061
373	7:30 am to 5:00 pm	Tim Warren	517-749-7163
374	Daily 24/7	Susan King	
375	7:30am - 4:00pm	Jessica Deering	517-750-7666
376	5:00pm - 11:00 pm	Neal Droste	749-7465
377	7:30 - 12:30	Tina Jensen	517-335-5108
378	3:00 pm - 7:30 pm	Debbye Kafara	517-202-2907
379	6:00 - 3:00	Elaine Pohl	517-241-7264
380	6:00 am - 6:00 pm	John Perry	743-7134
381	6:30 am - 4:00 pm	Debbye Kafara	202-2907
382	7:30 am to 2:30 pm	nancy Reinke	810-760-2803
383	7:00 am - 5:00 pm	Tim Warren	517-749-7163
384	7:00 am to 12:00 am	Jan Patrick	241-6153
385	6:00am -4:00 pm	Steve Beals	517-743-7149

	J
342	Clean High Traffic Carpet and scrub restrooms
343	Cleaning the Cafteria Hard Floors
344	Overtime
345	Governors Office transition work
346	Special Cleaning
347	Staff working FAP overtime
348	Scrub Restrooms
349	Staff overtime
350	BAM Project Overtime
351	HRMN Server Replacement
352	Staff Overtime
353	Staff Overtime
354	Staff Overtime
355	749-7061
356	517-749-7061
357	712-0889
358	517-749-7163
359	
360	8107602737
361	Extract Carpets & Top scrub Restrooms
362	Carpet extractions
363	Telecom is conducting 2 cut-overs over the weekend to be taking place on both Saturday and Sunday merging EPN 1 from Grand Tower to Capital Switch and Migrating SOM voicemail to a new voicemail system.
364	Telecom is conducting 2 cut-overs over the weekend to be taking place on both Saturday and Sunday merging EPN 1 from Grand Tower to Capital Switch and Migrating SOM voicemail to a new voicemail system.
365	Floor Polishing in progress
366	Extract High traffic Carpet and Runners
367	Telecom is conducting 2 cut-overs over the weekend to be taking place on both Saturday and Sunday merging EPN 1 from Grand Tower to Capital Switch and Migrating SOM voicemail to a new voicemail system.
368	Carpet cleaning
369	Romney Chiller Rebuild
370	Carpet work in Executive Offices Please program HVAC to run during this time
371	MiCSES overtime
372	Carpet cleaning
373	Outdoor Glass Cleaning
374	Must have lighting for weekend Overtime purposes
375	Staff Overtime
376	Lobby tile work
377	Production Archive
378	Perform request for Office Cleaning
379	Ever increasing back log of new unemployment appeals - along with reduction in staff
380	Special Cleaning
381	Restroom Cleaning
382	North Staff FAP working overtime
383	Cleaning exterior glass and High traffic carpet areas
384	The energy Bureau is preparing for a move early next week. Staff is packing this weekend. Jan will call Central Control if the lights are needed. X30193
385	Strip & Reseal Offices

	K	L	M	N	O	P
342	Steve Doty					
343	Steve Doty					
344	Bob Bierwagen					
345	Bob Bierwagen					
346	Neal Droste					
347	Mike Noonan					
348	Bob Bierwagen					
349	Bob Bierwagen					
350						
351	Steve Doty					
352	Butch Kimball					
353	Butch Kimball					
354	Butch Kimball					
355	Special Cleaning					
356	Extract Offices and Extract chairs on First fL					
357	Change panel					
358	Scrub Restrooms					
359						
360	Children's Supervisor overtime					
361	Neal Droste					
362	Neal Droste					
363	Bob Bierwagen					
364	Larry Scates					
365	Bob Bierwagen					
366	Bob Bierwagen					
367	Neal Droste					
368						
369	Bob Bierwagen					
370	Bob Bierwagen					
371	Bob Bierwagen					
372	Neal Droste					
373	Bob Bierwagen					
374	Doug Church					
375	Michael noonan					
376	Neal Droste					
377	Bob Bierwagen					
378	Larry Scates					
379	Steve Doty					
380	Butch Kimball					
381	Bob Bierwagen					
382	Mike Noonan					
383	Doug Church					
384	Kyle Peake					
385	Butch Kimball					

	A	B
386		DTMB
387		Human services
388		DTMB
389		LARA
390		DTMB
391		Supreme Court
392		LARA
393		Peckham
394		State
395		LARA
396		DTMB
397		State
398		Treasury
399		DTMB
400		Peckham
401		ST-7
402		ST-10
403		ST-13
404		ST-17
405		ST-8
406		ST-16
407		ST-1
408		ST-5
409		ST-9
410		ST-18
411		ST-23
412		ST-26
413		ST-23
414		ST-22
415		ST-2
416		ST-4
417		ST-5
418		ST-6
419		ST-28
420		ST-3
421		ST-11
422		ST-14
423		ST-16
424		ST-17

	C	D
386	Peckham	Cass
387	DDS	Hannah
388	AS-DTMB, SBO and Civil Service	Romney
389	Appellate Commission	GOB
390	ORS	GOB
391	Reporters Office	Hall Of Justice
392	Appellate Commission	Ottawa
393	Enviromental Services	Photo Lab
394	Elections	Austin
395	Public Service Commission	GOB
396	Peckham	Cass
397	Executive Office	Austin
398	Return Processing	OPS Center
399	Peckham	Ottawa/Hannah
400	Vehicle & travel Services	VTS
401	DHS	Out State Operations
402	MDOT	MDOT
403	DTMB	Agency Services
404	LARA	MAHS
405	DTMB	Telecom
406	DTMB	Peckham
407	State	Elections
408	DHS	Out State Operations
409	DHS	Bureau of Community Action & Economic Opport
410	DTMB	AS-DTMB, SBO, Civil Service
411	State	Renewal by mail
412	OOF	BOD-Zone 4
413	DTMB	MICSES
414	DTMB	OFM
415	DTMB	Peckham
416	DHS	Genesee County
417	DTMB	Peckham
418	LARA	Funds Administration
419	DHS	North District
420	DHS	Genesee County
421	DHS	Out State Operations
422	Treasury	Discovery
423	LARA	Bureau of Health Professions/Medical Marijuana
424	LARA	MES board of Review

	E	F
386	All	7/23/11
387	3rd floor/Upper Level	07/24/11
388	9th	7/23/2011 - 07/25/11
389	1st floor wing B	07/30/11
390	Full 3rd Fl	07/11/11 - 07/29/11
391	4th Floor north	7/13/11 - 7/31/11
392	4th floor - G-2	07/30/11
393	All	07/30/11
394	1st U, V & W 17 - U, V, & W 23	8/2/11
395	1st floor A&B Wings	8/1/11
396	All	8/6/11
397	4th floor U22	8/8/11
398	1st floor Pillars 1AA17 through 1AF17 to pillars 1AA12 through 1AF12 - Zone A and half of Zone C	6/6/11 - 8/14/11
399	UL	8/12/11 - 8/13/11
400	1st Floor	08/13 & 08/14
401	Jackson	2nd & 3rd floor
402	MDOT C&T	1st Floor
403	OPS CENTER	1st floor entire area between Pillars F K6.5 - H K2.5
404	Ottawa	2nd Floor between Pillar B8 & C7
405	Hannah	East End 1st fl
406	Ottawa/Hannah	All Floors - Elevators
407	Austin	1st Floor pillar U, V & W17 - U, V & W 23
408	Flint SOB	Floors 2-5
409	Grand Tower	Floor 2 Suite 204
410	Romney Bldg	9th floor NE side of Bldg
411	Secretary of State Secondary Complex	Secondary Complex 1st Floor
412	Romney Bldg	12th floor - G Floor
413	Romney Bldg	11th floor pillar C1, C3, G9, H7, H8, and H9 & 12th Floor Pillar C3
414	Romney Bldg	7th C1 & restrooms
415	Austin	All
416	Flint SOB	floors 2-6
417	General Office Building	All
418	General Office Building	1st floor A Wing A4 - C-6
419	Som 125 E Union Flint	4 & 5
420	Flint	Floors 2-6
421	Jackson SOB	2nd & 3rd floor
422	OPS Center	2nd fl
423	Ottawa	1st FL
424	Ottawa	4th Floor

	G	H	I
386	6:30 am - 4:00 pm	Debbye Kafara	202-2907
387	7:30am - 3:30 pm	Heather Torrance	517-643-4023
388	8:00 am on 07/23 to 8:00 am on 7/25	Tina Jensen	517-335-5108
389	7:00 am - 2:00 pm	Jamie Schramski	517-243-0145
390	6:00 pm - 2:00 am	Pam Ward	517-322-6270
391	Until 11:00 pm nightly	Dave Palazzolo	373-5541
392	9:30 am - 2:00 pm	Jamie Schramski	517-243-0145
393	6:00 am to 4:00 pm	Steve Beals	517-743-7149
394	6:30am -8:30 pm	Lucinda Sheltrown	335-2659
395	6:00 pm - 11:59 pm	Jamie Schramski	243-0145
396	6:30am -4:00 pm	Debbye Kafara	202-2907
397	6:00 pm - 9:00 pm	Janet Robinson	241-0108
398	8:00 am - 8:00 pm	Josh Horn	636-4295
399	8/12 5:00 - 8:00 8/13 8:00 - 4:30	Ann Dilwar	319-6006
400	6:00 am to 6:00 pm	Lori Dorsey	719-4720
401	8/20/11, 8/27/11	7:20 - 11:30	Jessica Deering
402	08/27/11	7:00 - 11:00 am	Kendrick
403	08/27/11 to 08/28/11	12:00 to midnight	Janet Herington
404	07/30, 08/06, 08/13, & 08/20	8:00 am - 5:00 pm	Terry Colby
405	8/30 - 9/1 & 9/6 - 9/7	6:00 pm - 2:00 am	Troy Spitzley
406	9/6/11	5:00 am - 11:00 pm	Ann Marie Dilawar
407	09/13/11	6:30 am - 8:30 pm	Lucinda Sheltrown
408	9/10/11	7:00 am - 4:30 am	Jeri Sanderling
409	09/10/11 - 09/11/11	9 am - 5 pm	Steve Listman
410	09/10/11	7:30 - 6:30	Tina Jensen
411	09/10/11	8:00 am - 2:00 pm	Mike Fildey
412	09/17/11	8:00 am - 4:30 pm	Beulah Burks or Bob Bierwagen
413	09/16/11 - 09/18/11	24 hours	Nish Fhelani and Jaydeep Das
414	9/17/11	6:30 am - 8:00 pm	Tina Ray
415	9/17/11	6:00 am - 3:30 pm	Cheryl Bush
416	9/17/11	7:30 - 5:00	Jeri Sanderling
417	9/17/11	6:00 am - 4:00 pm	Steve Beals
418	9/9/11 - 9/9/12	Lights on until 7:30 pm daily	Lavonne Blonde
419	09/17/11	7:30 am -4:00 pm	Nancy Reinke
420	09/24/11	5:45am - 6:30 pm	Jeri Sanderling
421	9/24/11	7:30 am - 4:30 pm	Jessica Deering
422	08/20/11 - 09/24/11	7:00 am - 4:00 pm	Kathy McCarthy
423	Saturdays 5/21/11 - 09/24/11	08:00 am to 4:00 pm	Celeste Clarkston or Rae Ramsdell
424	Saturdays starting 07/09/11 - 09/24/11	6:00am -3:00 pm	Elaine Pohl

	J
386	Restroom Cleaning
387	Social Security Administration, Disability Determination Service, is initiating a software upgrade for processing client cases. The software is going live on Monday, 07/25/11. Final testing and activation is needed on Sunday, 07/24/11
388	Annual MAIN Disaster Recovery Test
389	LARA Office Services and DTMB movers will be moving the Appellate Commission out of the GOB 1st Floor-Wing B to the Ottawa Building 4th Fl
390	To allow for carpet cleaning to be done in the evening so as to not interupt the service to ORS membership dueing regular business hours
391	Staff overtime
392	LARA Office Services and DTMB movers will be moving the Appellate Commission out of the GOB 1st Floor-Wing B to the Ottawa Building 4th Fl
393	Strip and reseal floors, please have lights and air conditioning on so wax will dry
394	Staff overtime
395	Staff Overtime
396	Restroom scrubbing
397	Staff Overtime
398	M1 computer migration
399	Carpet cleaning
400	To strip & Wax the floors in the Radio Dept. Rooms, Equipment had to be removed and work had to be completed on the weekend
401	780-7666
402	
403	636-0321
404	13914
405	5-0051
406	130*41*25820
407	335-2659
408	810-760-2651
409	241-2613 or 241-4871
410	335-5108
411	517-322-6268
412	Beulah 749-7085 or Bob 313-2177
413	734-355-3190
414	241-0811
415	517-749-7061
416	810-760-2651
417	517-743-7149
418	517-636-6602
419	810-760-2398
420	810.760.2651
421	517-780-7666
422	517-636-4144
423	517-373-4992 or 517-241-2897
424	517-241-7264

	K	L	M	N	O	P
386	Bob Bierwagen					
387	Steve Doty					
388	Bob Bierwagen					
389	Larry Scates					
390	Butch Kimball					
391	Steve Doty					
392	Kyle Peake					
393	Butch Kimball					
394	Neal Droste					
395	Butch Kimball					
396	Bob Bierwagen					
397	Neal Droste					
398	Larry Scates					
399	Kyle Peake					
400	Larry Scates					
401	Staff Overtime					
402	Need to perform Concrete testing for Government Specifications					
403	Sobriety Court Project Implementation					
404	Staff overtime					
405	Carpet replacement					
406	Elevator carpet cleaning					
407	Staff are working Tuesday September 13, 2011 to conduct the September 13th election					
408	Staff overtime					
409	Need access to File drawers to prepare for monitoring on next week.					
410	To work on the time and Expense WAS upgrade for production					
411	Backlog of Renewal By Mail work for License plate tabs require the staff to work overtime on Saturday					
412	High Traffic and elevator are to be extracted on all floors					
413	A major MICSES release will be happening over the weekend					
414	Overtime					
415	Cleaning air bars and vents					
416	Staff overtime					
417	Strip & Reseal floors					
418	Staff overtime					
419	North Staff FAP working overtime					
420	overtime for staff					
421	Staff overtime					
422	To work 11,000 plus backlogs of income tax correspondence.					
423	Medical Marijuana Registry Program staff will be working authorized overtime on Saturdays from May 21, 2011 - September 24, 2011					
424	Increasing Backlog of New Unemployment Appeals					

	A	B
425		ST-9
426		ST-16
427		ST-20
428		ST-2
429		ST-8
430		ST-24
431		ST-3
432		ST-4
433		ST-8
434		ST-9
435		ST-3
436		ST-4
437		ST-9
438		ST-10
439		ST-11
440		ST-12
441		ST-20
442		ST-23
443		ST-4
444		ST-21
445		ST-1
446		ST-4
447		ST-8
448		ST-12
449		ST-33
450		ST-30
451		ST-29
452		ST-28
453		ST-24
454		ST-23
455		ST-17
456		ST-14
457		ST-7
458		ST-6
459		ST-3
460		ST-2
461		ST-1
462		ST-1
463		ST-4
464		ST-14

	C	D
425	DTMB	Agency Support Services
426	DTMB	Peckham
427	DTMB	State
428	DTMB	Enviromental Services
429	DHS	Bureau of Accounting
430	DTMB	AS-DTMB, SBO and Civil Service
431	DTMB	Peckham Enviromental Services
432	DTMB	Peckham Enviromental Services
433	DHS	Bureau of Accounting
434	DHS	Contract Payment unit
435	DCH	Budget and Grants & Purchasing
436	DTMB	Peckham
437	DTMB	Peckham
438	DTMB	Peckham
439	DHS	Federal Reporting
440	DHS	DDS
441	Treasury	Return Processing
442	LARA	MAHS
443	DTMB	ORS
444	DTMB	Facilities
445	State	Finance
446	DTMB	Peckham
447	MDE	OFM
448	DNR	Executive
449	DHS	Accounting
450	DTMB	Executive Office
451	Peckham	Enviromental services
452	DTMB	Peckham
453	Peckham	Enviromental services
454	Peckham	Enviromental services
455	DTMB	Peckham
456	Peckham	Enviromental services
457	DHS	Accounting
458	Peckham	Enviromental services
459	DTMB	Peckham
460	State	Elections
461	State	Elections
462	State	Bureau of Elections
463	DTMB	ORS
464	Treasury	Tax Processing

	E	F
425	Horatio S. Earle Learning Center	1st floor Huron Conference room bathrooms, common area and parking lot lighting
426	Ottawa/Hannah	All Floors
427	SOS Complex	DVRD-South Wind and second floor of the tower Ground and 2nd Floor
428	Austin	4th fl all
429	Grand Tower	11th Floor
430	Romney Bldg	9th
431	GOB	Cafeteria
432	GOB	3rd Fl A-Wing and Hallway
433	Grand Tower	11th Floor entire floor
434	Grand Tower	1st fl STE 1018
435	Cass	4th floor as needed
436	GOB	3rd A wing & Hallway
437	Grand Tower	Basement/1st floor
438	Grand Tower	Basement/1st floor
439	Grand Tower	10th Pillar K5 1001
440	Hannah	3rd floor all
441	Operations Center	1st floor North End only DG13.5, DH13.5, and CD 13.5. We need air handlers too
442	Ottawa	2nd Floor Pillars B6, B7, B8, C7, D7
443	GOB	3rd Fl Bwing and core
444	SOS	1st North & South Wing
445	Austin	4th floor Pillar X-21 - Y-21
446	GOB	2nd floor hall & peckham Office, 3rd Floor b-wingand central hallway.
447	Grand Tower	11th northside
448	Hannah	4th Floor C20
449	SOS	All
450	Romney Bldg	1, 2, 3
451	Romney Bldg	ALL
452	Romney Bldg	12th floor - Ground Floor
453	PTA	All
454	Ottawa	All
455	Mason	All Floors
456	Hannah	All
457	Grand Tower	11th floor North Side
458	GOB	All
459	Austin	1st Floor
460	Austin	1st floor
461	Austin	1st floor U, V & W17 -U, V & W23
462	Austin	1
463	GOB	3
464	MLHC	ALL

	G	H	I
425	09/28/11	9:00 am - 9:00 pm	Yvonne Morrison
426	9/30/11	5:00 pm - 7:30	Anne Marie Dilawar
427	09/21/11 - 09/30/11	6:30 am - 8:00 pm Monday - Friday and 6:30 - 5:00 pm on Saturdays This includes the HVAC system	Maxwell Deh
428	10/08/11	7:00 am - 12:00 pm	cheryl Bush
429	10/08/11	7 am - 5:30 pm	Amie Baugh
430	09/30/11 - 10/01/11	5pm - 7am	Tina Jensen
431	10/14/11	7:00 am - 8:00 pm	Roxanna Mann
432	10/14/11	4:00 pm - 8:00 pm	Steve Beals
433	10/15/11	6:30 am - 5:00 pm	Dawn Guilford
434	10/15/2011	6am -3pm	Amanda Borgman
435	10/21/11 - 10/21/12	24/7	Bob Bierwagen
436	10/22/2011	7:00 am - 4:00 pm	Steve Beals
437	10/23/11	8:30 am - 12:30 pm	Tim Warren
438	10/22/11	8:30 am - 12:30 pm	Tim Warren
439	10/22/11 - 10/23/11	7:00 am - 6:00 pm	Cathy Gosselin
440	Saturdays 8/13/11 - 10/01/11	7:00 am - 3:30 pm as needed	Patrick Garlitz
441	10/29/2011	7:00am-3:00pm	Karin Willson
442	10/1/11 to 10/29	7am - 5pm Saturdays	Rita Canady
443	10/31/11 - 11/01/11	6:00 pm - 5 Am	Pam Ward
444	10/4/11 - 10/20/11	5:00 pm - 3:0 am	Butch Kimball
445	08/15/11 to 10/31/11	5:00 pm to 8:00 pm	Paul Kelly
446	11/5/11	7:00 am - 4:00 pm	Steve Beals
447	11/5/11	8:30 AM	Dave Putman
448	10/09/11 - 11/04/11	7 am - 2 pm Saturday and Sunday	Amy Schmitt
449	11/11/11	6:00 am - 6:00 pm	John Perry
450	11/11/11	8:00 - 5:00	Marsha Quebbeman
451	11/11/11	6:30 am - 4:30 pm	Debbye Kafara
452	11/11/11	8:00 am - 4:30 pm	Beulah Burks
453	11/11/11	6:00 am - 4:00 pm	Steve beals/Marcy Beebe
454	11/11/11	6:00 am - 6:00 pm	Steve Doty
455	11/11/11	7:00am-3:30pm	Cheryl Bush
456	11/11/11	6:00 am - 6:00 pm	Steve Doty
457	11/11/11 - 11/12/11	7:00 am on 11/11 & 7:30 am on 11/12	Margo Yakilin
458	11/11/11	6:00 am - 4:00 pm	Steve beals/Barb Fullerton
459	11/11/11	7:00am-3:30pm	Cheryl Bush
460	11/11/11	8:00 am - 8:00 pm	Mandy Brooke
461	11/8/11	6:30 am - 8:30 pm	Lucinda Sheltrown
462	11/25/11	8:00 am - 5:00 pm	William Pruzinsky
463	11/25/11 - 11/26/11	8:00 am - 5:00 pm	Pam Ward
464	11/19/11	close of business to 2:00 am or until notified	Carol A Payne

	J
425	373-9041
426	517-719-2040
427	517-322-1730
428	517-749-7061
429	517-335-3742
430	517-335-5108
431	402-4120
432	517-743-7149
433	517-335-8227
434	517-241-7037
435	
436	517-743-7149
437	517-749-7163
438	517-749-7163
439	517-335-3724
440	702/5456
441	517-636-4431
442	517-373-8420
443	322-6270
444	517-322-5497
445	241-2646
446	743-7149
447	517-335-3746
448	517-373-4983
449	517-743-7134
450	241-5190
451	517-202-2907
452	517-749-7085
453	517-743-7149/319-6003
454	517-749-7302
455	517-749-7061
456	517-749-7302
457	241-9806
458	517-743-7149/319-6004
459	517-749-7061
460	989-413-0035
461	335-2659
462	517-373-2540
463	517-322-6270
464	517-373-2565 or 285-7822

	K	L	M	N	O	P
425	Online conference broadcast 2 time zones					
426	Carpet cleaning					
427	Units in both areas working late daily and on Saturday's during September to get work caught up to be in compliance with timelines set for Driver and Vehicle Records					
428	extract Carpet					
429	Year End Processing due to applicable overload					
430	Production financial Table Roll-over					
431	Cafeteria cleaning					
432	Clean office Chairs					
433	Year end payment processing to meet required deadlines					
434	OT has been granted to this unit process FY11 payments in time before cut off for year end closing of contract deadlines					
435	Possible uncheduled Budget overtime					
436	Cleaning office chairs					
437	Top strip/recoat lobby					
438	Top strip/recoat lobby					
439	extra working hours to meet the federal reporting deadline 10/30/2011					
440	Staff overtime					
441	Installing new servers and need to do some system testing while vendor is on site					
442	Staff working overtime due to increased workload and backlog					
443	Lighting is needed for effective maintenance carpet cleaning					
444	Contractor work after hours					
445	Books need to be closed by 10/31/11 for FY 11 run the risk of Audit Exception if this is not accomplished					
446	Chair cleaning					
447	Year end closing work.					
448	Year end closeout for Accounting					
449	Carpet Cleaning					
450	Working on State Holiday					
451	Perform Carpet Cleaning/runner cleaning					
452	Scrubbing rest room floors. Also Partition and interior glass					
453	Clean Office area and periodics					
454	Periodic General Cleaning work on 1st and 2nd floor					
455	Clean restrooms					
456	Periodic General Cleaning work on 1st and 2nd floor					
457	Staff overtime					
458	Clean Office area and periodics					
459	Carpet & Chair Cleaning					
460	Chair cleaning					
461	Special election overtime					
462	BOE Staff will be in the office to receive Petitions					
463	Auditor General Staff working to complete Audits					
464	The Jingle Ball - Annual Fundraiser for the Michigan History Education Fund					

	A	B
465		ST-6
466		ST-15
467		ST-21
468		ST-25
469		ST-3
470		ST-5
471		ST-10
472		ST-6
473		ST-9
474		ST-15
475		ST-16
476		
477		ST-14
478		ST-18
479		ST-19
480		ST-1
481		ST-8
482		ST-18
483		ST-1
484		ST-5
485		ST-14
486		ST-10
487		ST-1
488		ST-6
489		ST-8
490		ST-10
491		ST-1
492		ST-18
493		ST-4
494		ST-12
495		ST-14
496		ST-20
497		ST-21
498		ST-3
499		ST-5
500		ST-8
501		ST-10
502		ST-13
503		ST-16
504		ST-18
505		ST-21

	C	D
465	DTMB	FA/BOD
466	MDOT	Finance & Administration
467	DTMB	Office of Financial Management
468	DTMB	AS,SBO and Civil Service
469	DTMB	Peckham
470	DTMB	Peckham
471	Education	
472	LARA	Attorney Generall
473	DHS	Technology & Information Management
474	Peckham	Enviromental Services
475	Peckham	Enviromental Services
476	DTMB	Peckham
477	Lara	Appellate Commission
478	DIT	Agency Services
479	DTMB	BOD
480	DTMB	Peckham
481	MDE	Office of Education Improvement & Innovation
482	Executive	
483	SOS	Exec Office
484	DTMB	ORS
485	DTMB	Telecom
486	DTMB	Telecom
487	DTMB	Peckham
488	DHS	Genesee County
489	Education	
490	Education	Financial Management
491	DTMB	Peckham
492	DTMB	BOD
493	MSP	EMHSD-EMHSTC
494	DTMB	Telecom
495	DTMB	Agency Services
496	OOF	BOD - Zone 4
497	DTMB	Budget Office
498	DTMB	Peckham
499	MSP	EMHSD-EMHSTC
500	DTMB	Peckham
501	DTMB	Peckham
502	DTMB	Peckham
503	DTMB	Building Operations
504	DTMB	Peckham
505	LARA	BHP

	E	F
465	Cass	Basement north end
466	Horatio Earle Training Center	Lobby, Lake Michigan, Lake Huron, Lake Erie, Lake superior and Bathrooms
467	Romney Bldg	E side of 7th Fl, Pillars C1, G3, F2, F4, Whole room Pillar H5 plus Restrooms
468	Romney Bldg	9
469	Cass	Garden
470	Cass	Garden
471	Hannah	4th
472	GOB	2nd floor - A wing pillar B6
473	Grand Tower	13th
474	Lewis Cass	Garden Level
475	Lewis Cass	Garden Level
476	Ottawa	3rd Floor
477	Ottawa	2nd Floor
478	Romney Bldg	9
479	Van Wagoner	1, Parking Garage
480	Austin	2nd floor
481	Hannah	4th
482	Romney Bldg	Floors 1-4 - All
483	Austin Bldg	4th NE corner Exec Area
484	General Office Building	3rd floor Core & AB wings
485	Mason Bldg	3rd & 4th Floors
486	Hannah	1st floor East Wing
487	Austin	All
488	Grand Rapids SOB	Floor 3-5
489	Hannah	4th
490	Hannah	4th floor Southeast corner
491	Austin	All
492	Secretary of State	1st floor North wing
493	EMHSTC Training Center	Classroom, restrooms, kitchenette, garage
494	Mason Bldg	Basement - 3rd floor
495	Operations Center	1st floor Lab Area, rooms 47 & 48 and between pillars FJ6.5 & HK2.5
496	Romney Bldg	6th floor Entire Floor
497	Romney Bldg	6th floor Entire Floor
498	Cass	All Floors
499	EMHSTC Training Center	Classroom, restrooms, kitchenette, garage
500	General Office Building	All Floors
501	Hannah	All Floors
502	Mason	All Floors
503	MDOT C&T	1st floor South 3rd of Building
504	Ottawa	All Floors
505	Ottawa	1st floor East side

	G	H	I
465	12/03/11	7:00 am - 4:00 pm	LT
466	12/03/11	8:00 to 2:00	Susan Taylor
467	10/01/11 - 12/31/11	6:30 am - 8:30 pm	Tina Ray
468	12/3/11	8:00 am - 8:00 pm	Tina Jensen
469	12/9/11	3:30 pm - 8:00 pm	Debbye Kafara
470	12/10/11	6:30 pm - 5:00 pm	Debbye Kafara
471	12/5/11 - 1/30/12	6:00 am - 6:00 pm	James Schilling
472	12/12/11 - open	leave lights on until 10:00 pm	Gerald Whalen
473	Saturdays 7/28/11 - 12/17/11	8:20 am - 3:00 pm	Regina Clopton
474	12/16/11	4:30 pm - 9:00 pm	Debbye Kafara
475	12/17/11	6:30 am - 8:00 pm	Debbye Kafara
476	12/17/11	7:00 am - 3:30 pm	David Pletzke
477	All 2011		Patricia Halm
478	11/10/11 - 12/31/11	leave lights on until 10:00 pm	Terry Horton
479	12/23/11	7:00 am - 3:30 pm	Brian Radigan
480	01/14/12	6:00 am - 3:30 pm	Cheryl Bush
481	09/16/11 - 12/31/11 Saturday's & Sunday	8 am - 5 pm	James Schilling /Ann Mazurek
482	1/16/12	7:00 am - 9:00 pm	Marsha Quebbeman
483	1/18/12	Until 10:00 pm	Bill Pruzinsky
484	1/18/12 - 1/19/12	6:00 pm - 3:00 am	Pam Ward
485	1/21/2012	8:00 am - 5:00 pm	Rudi Semen
486	1/23/12	9:00 pm - 6:00am	Steve Doty
487	1/28/12	7:00 am - 3:30 pm	Cheryl Bush
488	1/28/12	9:00 am - 2:00 pm	Jeri Sanderling
489	12/5/11 - 1/30/12	6:00 am - 6:00 pm	James Schilling
490	10/01/11 - 01/31/12	8 am - 4 pm Saturday and Sunday	Rose Zuker
491	2/4/12	6:00 am - 3:30 pm	Cheryl Bush
492	1/24/12 - 2/3/12	24/7	Butch Kimball
493	2/10/12	5:00pm - 10:00 pm	Carol Wolfinger
494	2/11/12	8:00 am - 5:00 pm	Rudi Semen
495	2/4//12 & 2/7/12	7:00 am - 9:00 pm & 5:00 pm - 1:00 am	Debbi Simon
496	10/29/11 - 02/15/12	All Weekends 7:00 am - 6:00 pm	Phyllis Newby
497	1/16/12 - 2/9/12	5:00 am - 11:00 pm M-Th & 24/7 S-SUN	Connie Minix
498	2/20/12	6:30 am - 4:00 pm	Debbye Kafara
499	2/11/12-2/12/12	7:00am - 5:oopm	Carol Wolfinger
500	2/20/12	6:00 am - 4:00 pm	Steve Beals
501	2/20/12	7:00 am - 4:00 pm	David Pletzke
502	2/20/12	7:00 am - 3:30 pm	Cheryl Bush
503	12/20/11, 12/23/11, 12/26/11, 1/12/12, 1/16/12, 2/20/12	6:00 am - 4:30 pm	Robert Luttrell
504	2/20/12	7:00 am - 4:00 pm	David Pletzke
505	2/20/12	7:30 am - 11:00 am	Jamie Schramski

	J
465	517-819-3404
466	517-636-4086
467	517-241-0811
468	517-335-5108
469	517-202-2907
470	517-202-2907
471	373-8269
472	517-322-1367
473	517-241-9748
474	517-202-2907
475	517-202-2907
476	749-7111
477	241-2982
478	517-373-6999
479	517-202-3696
480	749-7061
481	373-8269 or 335-0531
482	241-5190
483	241-4228
484	322-6270
485	719-1385
486	749-7302
487	749-7061
488	810-760-2651
489	373-8269
490	517-335-2429
491	749-7061
492	322-5497
493	648-8598
494	719-1385
495	517-636-0244
496	517-373-0870
497	373-4978
498	202-2907
499	648-8598
500	743-7149
501	749-7111
502	749-7061
503	517-719-0676
504	749-7111
505	243-0145

	K	L	M	N	O	P
465	Mason Plaster working doing drywall refinishing for Dept. Needs to be done on Saturday and all paperwork is completed for this project.					
466	TRANSPO CLUB annual Children's Christmas Part for employees children					
467	Year end closing for the Office of Financial Management					
468	They will be working on the Earning Statement upgrade					
469	Strip/wax floor					
470	Strip/wax floor					
471	Carpet install					
472	The Assistant Attorneys General often works late, so proper lighting is needed					
473	Staff overtime					
474	After construction clean up of Office of recipient rights area					
475	Strip/wax floor					
476	Carpet cleaning					
477	Overtime					
478	E-MI is working on special Projects for the Govenor's office. This is at the Govenor's Request					
479	Construction					
480	Carpet cleaning					
481	Staff needing to work during year end close					
482	State of the State					
483	Staff overtime					
484	Carpet cleaning					
485	Replacing/upgrading network equipment					
486	Installation of tile in new breakroom					
487	Carpet extraction					
488	Staff overtime					
489	Carpet install					
490	Education will be able to close the FY2011 year out by the deadline set by DTMB					
491	Carpet cleaning					
492	New carpet installation					
493	HAZMAT Tech Course					
494	Udgrade data switches					
495	Staff overtime					
496	State Budget Office Preparing for the FY2013 Budget					
497	State Budget Office Preparing for the executive budget presentation					
498	Special cleaning					
499	HAZMAT Tech Course					
500	Special cleaning					
501	Special cleaning					
502	Special cleaning					
503	AHU & ERU Installation					
504	Special cleaning					
505	Tennants moving					

	A	B
506		ST-22
507		ST-23
508		ST-25
509		ST-27
510		ST-28
511		ST-12
512		ST-1
513		ST-2
514		ST-4
515		ST-8
516		ST-18
517		ST-2
518		ST-4
519		ST-6
520		ST-17
521		ST-18
522		ST-2
523		ST-3
524		ST-5
525		ST-7
526		ST-8
527		ST-11
528		ST-13
529		ST-14
530		ST-18
531		ST-19
532		ST-9
533		ST-3
534		ST-6
535		ST-7
536		ST-2
537		ST-4
538		ST-8
539		ST-2
540		ST-5
541		ST-9
542		ST-5
543		ST-14
544		ST-7
545		ST-9
546		ST-3
547		ST-4

	C	D
506	DTMB	Peckham
507	DTMB	Peckham
508	DTMB	BOD
509	DTMB	Peckham
510	DTMB	Peckham
511	DTMB	Telecom
512	State	Elections
513	State	Executive Office
514	DTMB	Peckham
515	DTMB	ORS
516	DTMB	State Budget Office
517	DTMB	Financial Services
518	DTMB	Peckham
519	DTMB	ORS
520	DTMB	Financial Management
521	DTMB	MiCSES
522	DCH	WIC
523	MSP	EMHSD-EMHSTC
524	Peckham	Enviromental services
525	MDE	Financial Management
526	DHS	DDS
527	DTMB	Peckham
528	Peckham	Enviromental services
529	Peckham	Enviromental services
530	DTMB	Office of Financial Management
531	LARA	MAHS
532	Peckham	Enviromental services
533	State Police	EMHSD
534	DTMB	ORS
535	DTMB	Peckham
536	State	Traffic Safety
537	State Police	EMHSD
538	Peckham	Enviromental Services
539	DTMB	Peckham
540	DHS	Genesee County
541	DHS	Out State Operations
542	Peckham	Environmental Services
543	OOF	BOD-Zone 4
544	DHS	Children's Trust Fund
545	DTMB	Peckham
546	Peckham	Enviromental Services
547	DEQ	Environmental Assistance

	E	F
506	Police Training Academy	All Floors
507	Romney Bldg	1st - 12th floors
508	Romney Bldg	1st Floor
509	Van Wagoner	All Floors
510	Williams	All Floors
511	Mason	8th floor
512	Austin	1st floor Elections area
513	Austin	4th floor U16,, v16 - U23, v23, X22, X23
514	Cass	All floors
515	General Office Building	3rd floor B-wing, K12, K13, M12, M13, n12, N13
516	Romney Bldg	Whole Room by Pillar H5 plus restrooms
517	Cass	2nd floor south Wing
518	Cass	all floors
519	GOB	3rd floor, B-Wing Pillars K12/13, M12/13 & N12/13
520	Romney Bldg	7th floor H8 & Restrooms
521	Romney Bldg	11th floor C3, D3 & 12th floor F11, C1, C3, G9, H7, H8, H9
522	Cass	6th floor South
523	EMHSTC Training Center	Classrooms, restrooms, kitchenette and garage
524	GOB	2nd floor A wing hallway & Peckham office
525	Hannah	4th
526	Hannah Bldg	3rd floor
527	Mason	7th floor
528	Mason	All Floors
529	Mason	4th, 5th, 6th, 7th & 8th floors
530	Ottawa	4th floor A1
531	Ottawa	2nd floor B6-8, C7, D2, D7
532	Mason	7th & 8th Floors
533	EMHSTC Training Center	1st Floor
534	GOB	3rd floor A,B & Core
535	GOB	2nd floor A Wing & Peckham Office
536	Austin	3rd floor center bank
537	EMHSTC Training Center	1st Floor
538	Lewis Cass	All
539	Austin	3rd Floor All
540	Flint S.O.B.	Floors 2-6
541	Jackson	3rd floor
542	GOB	2nd Floor A wing, Hall way and Peckham office
543	Romney	12-Jan
544	Grand Tower	14th floor Suite 1411
545	Mason	Dock & 1st floor
546	Cass	Garden Level, 1st & 2nd
547	Con Hall	Atrium Level - All conf. rooms

	G	H	I
506	2/20/12	6:00 am - 4:00 pm	Steve Beals
507	2/20/12	8:00 am - 4:30 pm	Beulah Burks
508	2/19/12	24/7	Bob Bierewagen
509	2/20/12	7:00 am - 4:00 pm	David Pletzke
510	2/20/12	7:00 am - 4:00 pm	David Pletzke
511	2/25/12	8:00 am - 5:00 pm	Rudi Semen
512	2/28/12 - 2/29/12	6:00 am on 2/28 - 6:00 am on 2/29/12	Sally Williams
513	2/28/12	9:00 - 10:00 pm	William Pruzinsky
514	3/3/12	6:30 am - 3:30 pm	Debbye Kafara
515	2/21/12, 2/23/12, 2/29/12	6:00 am - 8:30 pm	Pam Ward
516	01/01/12 - 02/29/12	6:30 am - 8:30 pm	Tina Ray
517	Various up to 3-7-12	7:30 am - 7"00 pm	Ronald Foss
518	3/17/12	6:30am - 4:30pm	Debbye Kafara
519	3/19/12	6:00pm - 9:00pm	Pam Ward
520	2/29/12 - 3/9/12	6:30 am - 8:00 pm	Tina Ray
521	3/16/12 - 3/17/12	316 - All Day 3/17 - 8:00 am - 5:00 pm	Randy Church
522	12/3-4/12	6:00 am - 11:59 pm	Suzanne Brownell
523	Thursday 03/23/12 & 03/30/12	5:00 pm to 10:00 pm	Carol Wolfinger
524	03/07/12	8:00 am - 4:00 pm	Steve Beals
525	10/01/11 - 003/31/12	9 am - 5 pm Saturdays and Sundays	Catherine McClain
526	Saturdays 3/3/12 - 3/31/12	7:00 am - 5:00 pm	Pat Garlitz
527	3/24/12	7:00 am - 3:30 pm	Cheryl Bush
528	03/31/12	6:00 am - 3:30 p.m.	Cheryl Bush
529	04/07/12	6 am - 3:30 pm	Cheryl Bush
530	10/01/11 - 03/30/12	6:30 am - 3:30 pm	Jameie Schramski
531	Saturdays 1/28/12 - 3/31/12	7:00 am - 6:00 pm	Terry Colby
532	04/14/12	6 am - 3:30 pm	Cheryl Bush
533	4/20/12	5:00 pm -10:00 pm	Carol Wolfinger
534	4/12/12 , 4/19/12	6:00 pm - 3:00 am	Pam Ward
535	4/21/12	8:00 am - 4:00 pm	Steve Beals
536	04/28/12	6:00 am - 6:00 pm	Ramona Putnam
537	4/27/12	5:00 pm -10:00 pm	Carol Wolfinger
538	04/28/12	7:30 am - 12:30 pm	Debbye Kafara
539	05/05/12	6:00 am - 3:30 pm	Cheryl Bush
540	4/30/12 - 5/1/12	6:00 pm - 6:00 am	Jeri Sanderling
541	Tuesdays 03/20/12 - 05/01/12	5:00 pm - 8:30 pm	Jessica Deering
542	05/12/12	7:00 am - 4:00 pm	Steve Beals /Greg Dean
543	05/08/12	8:00 am - 4:30 pm	Beulah Burks
544	05/01/12 - 05/16/12	8:00 am - 12:00 am	Patricia Headley
545	5/12/12	6:00 am - 3:30 pm	Cheryl Bush
546	05-19-12	8:00 am - 4:30 pm	Debbye Kafara
547	5/19/12	8:00 am - 5:00 pm	Thomas Occhipinti

	J
506	743-7149
507	749-7085
508	373-2177
509	749-7111
510	749-7111
511	517-719-1385
512	373-2540
513	241-4228
514	2022907
515	322-6270
516	517-241-0811
517	335-7015
518	517-202-2907
519	322-6270
520	517-241-0811
521	241-8818
522	241-2761
523	517-648-8598
524	517-743-7149
525	241-3147
526	517-702-5456
527	749-7061
528	517-749-7061
529	517-749-7061
530	243-0145
531	241-3914
532	517-749-7061
533	517-648-8598
534	322-6270
535	743-7149
536	517-241-3961
537	517-648-8598
538	517-202-2907
539	517-749-4061
540	810-760-5651
541	517-780-7666
542	743-7149
543	749-7085
544	241-7226
545	517-749-7061
546	202-2907
547	517-373-2379

	K	L	M	N	O	P
506	Special cleaning					
507	Restroom cleaning					
508	New carpet installation					
509	Special cleaning					
510	Special cleaning					
511	Upgrade Network Equipment in Data Closets RFC#43693					
512	Staff Overtime					
513	Staff Overtime					
514	Carpet cleaning					
515	Staff Overtime					
516	Audit of year end closing for the Office of Financial Management					
517	Year end closing activities					
518	Scrub all restroom floors					
519	Staff will be conducting a webinar for customers. The webinar will begin at 4:30 p.m. and staff will not be able to contact Central Control if lights go off at 6:00 p.m.					
520	Year end closing					
521	Project release					
522	Staff overtime					
523	This is first evening of the first weekend of a Hazardous Materials Technician Part 1 course					
524	Clean office chairs					
525	Linda quite frequently has an overflow of work that she is not able to attend to during the week. She finds that coming in on Saturday and Sunday allows her to catch ip and organize the coming week					
526	Staff Overtime					
527	Carpet extraction					
528	Cleaning High Traffic areas					
529	High traffic area					
530	Staff Overtime					
531	Staff overtime					
532	High traffic area					
533	Staff Training					
534	Carpet Cleaning					
535	Cleaning office chairs					
536	required after hours lighting to meet required deadlines					
537	Staff Training					
538	Vacuum conference room chairs					
539	Chair cleaning					
540	Computer software download					
541	Foster Parent training					
542	Clean Office carpets					
543	All High Traffic areas to be extracted					
544	Overtime for signature auction event on May 16					
545	Cleaning dock & 1st floor lobby					
546	Top Strip hard floors					
547	MEECS Training					

	A	B
548		ST-6
549		ST-8
550		ST-11
551		ST-14
552		ST-15
553		ST-16
554		ST-17
555		ST-6
556		ST-9
557		ST-12
558		ST-14
559		ST-9
560		ST-12
561		ST-13
562		ST-4
563		ST-8
564		ST-11
565		ST-14
566		ST-15
567		ST-6
568		ST-7
569		ST-8
570		ST-14
571		ST-2
572		ST-4
573		ST-13
574		ST-14
575		ST-16
576		ST-5
577		ST-11
578		ST-17
579		ST-2
580		ST-4
581		ST-5
582		ST-8
583		ST-9
584		ST-10
585		ST-16
586		ST-17
587		ST-22

	C	D
548	DTMB	Peckham
549	DHS	Human services
550	Peckham	Enviromental Services
551	Peckham	Enviromental Services
552	DTMB	Agency Services
553	Peckham	Enviromental Services
554	Peckham	LARA
555	Peckham	Enviromental Services
556	DTMB	Peckham
557	Peckham	Enviromental Services
558	DTMB	MiCSES
559	Peckham	Enviromental Services
560	Peckham	Enviromental Services
561	Peckham	Enviromental Services
562	DTMB	Peckham
563	DTMB	Peckham
564	Peckham	Enviromental Services
565	DTMB	Peckham
566	Peckham	Enviromental Services
567	DTMB	Peckham
568	DTMB	Agency Services
569	DTMB	Peckham
570	DTMB	Peckham
571	State	Elections
572	DTMB	Peckham
573	DTMB	Peckham
574	DTMB	Peckham
575	DHS	Saginaw County
576	DTMB	PECKHAM
577	Peckham	Enviromental Services
578	DTMB	PECKHAM
579	State	Elections
580	State	Elections
581	State	Executive Offices
582	Peckham	Custodial
583	DEQ	Office of Enviromental Assistance
584	DTMB	Peckham
585	DTMB	Library of Michigan Foundation
586	Education	Library of Michigan Foundation
587	DTMB	Agency Services

	E	F
548	GOB	2nd Floor A wing & Peckham office
549	Jerome T. Hart State office Bldg	1st, 2nd, 3rd, & 4th floors
550	Mason	Dock & 1st floor
551	PTA	Cafeteria/Basement
552	Romney	9th floor NW corner & restrooms
553	SOS	All
554	Ottawa	4th floor
555	Hannah	All
556	Mason	1st floor
557	Ottawa	All
558	Romney	11th & 12th
559	Mason	7th & 8th floor
560	PTA	Cafeteria /basement
561	Van Wagoner	1st floor
562	Cass	All floors & restrooms
563	Hannah	4th floor & UL
564	Mason	3rd, 4th, 5th
565	Ottawa	UL
566	VTS	All floors
567	GOB	3rd A wing
568	Hannah	1st floor G17 & G18
569	Hannah	2nd, 3rd & 4th floors
570	Ottawa	2nd & 3rd floors
571	Austin	1st floor
572	Cass	4th Floor South
573	Ottawa	1st Floor
574	Ottawa/Hannah	all areas
575	Saginaw SOB	2 & 3
576	CASS	ALL FLOORS
577	Mason	1st - 3rd floor
578	OTTAWA HANNAH	ALL FLOORS
579	Austin	1st floor Pillar U, V & W23
580	Austin	Lights and HVAC Please1st Floor U-V 22 - 23
581	Austin	HVAC & Lights 4th floor Pillar U-23 & V-23 through X22 & X23
582	Cass	1st - 6th
583	Constitution Hall	Atrium level
584	Envirometnal Services	1st Floor
585	MLHC	1st floor Forum & Lake Superior Conerence Rooms
586	MLHC	1st Forum, Lake Superior and Rotunda
587	Romney	9th floor

	G	H	I
548	05/19/12	7:00 am - 4:00 pm	Steve Beals
549	05/07/12 - 05/18/12	7:00 am - 7:00pm	Cheryl Kubczak
550	05/26/12	6 am - 3:30 pm	Cheryl Bush
551	06/01/12 - 06/03/12	3:00:00 PM - 10:00 pm	Marcy Beebe
552	5/19/12	4:00 pm - 7:00 pm	Christina Jensen
553	06/02/12	6am - 6 pm	John Perry
554	06/02/12	6:30 am - 5:00 pm	Dave Pletzke
555	06/09/12	6:30 am - 5:00 pm	Tim Warren
556	6/9/12	6:00 am - 3:30 pm	Cheryl Bush
557	06/09/12	6:30 am - 5:00 pm	Tim Warren
558	6/9/12	8:00 am - 5:00 pm	Randy Church
559	06/16/12	6:00 am - 3:30 pm	Cheryl Bush
560	06/08/12 - 06/09/12	3pm to 10 pm on 06/08 and 7am - 4 pm on 06/09	Steve Beals/Marcy Beebe
561	06/16/12	9:00 am - 4:00 pm	Cheryl Bush
562	06/23/12	7:00 am - 3:30 pm	Howard Stanton
563	6/23/12	6:30 am - 5:00 pm	Tim Warren
564	06/30/12	6:00 am - 3:30 pm	Cheryl Bush
565	6/23/12	6:30 am - 5:00 pm	Tim Warren
566	06/30/12	6:00 am - 7:00 pm	John Perry
567	6/30/12	7:00am - 12:00 pm	Steve Beals
568	07/07/12	8 am - 6 pm	Melinda Evelith
569	07/07/12	6:30am-5:00pm	Tim Warren
570	07/07/12	6:30am-5:00pm	Tim Warren
571	06/09/12 - 07/14/12	24/7	Mike Diljak
572	07/14/12	7:00am-3:30pm	Howard Stanton/Jordan Hanifan
573	07/12/12	5:00pm-8:30pm	Tim Warren
574	07/14/12	6:30am-5:00pm	Tim Warren
575	07/14/12	8:00 am - 12:01 pm	Richard Latinen
576	7/21/12	7:00AM-3:30PM	HOWARD (SKIP) STANTON
577	07/21/12	6:00 am to 3:30 pm	Cheryl Bush
578	7/21/12	6:30AM-5:00PM	TIM WARREN
579	08/07/12 & 08/08/12	6:30:00 AM 08/07/12 - 6:30 am on 08/08/12	Lucinda Sheltrown
580	08/04/12	8:00 am - 4:00 p.m.	Lucinda Sheltrown
581	08/07/12	5:00 pm - Midnight	Bill Pruzinsky
582	08/04/12	7:00 am - 3:30 pm	Howard Stanton
583	07/28/12	8:00 am - 5:00 pm	Thomas Occhipinti
584	08-04-12	6:30 a.m. - 2 p.m.	Tim Warren
585	07/25/2012 - 07/27/2012	07/25-07/26/12 until 10 pm and 07/27/12 until 11 pm	Carolyn Sparks
586	07/25/12 - 07/27/12	6:00 pm - 10:30 pm nightly	Carolyn Sparks
587	07/28/12 - 07/30/12	8:00 am - 8:oo am	Tina Jesen

	J
548	517-743-7149
549	989-758-2744
550	749-7061
551	319-6003
552	241-7254
553	749-7134
554	749-7111
555	517-749-7163
556	517-749-7061
557	517-749-7163
558	517-241-8818
559	517-749-7061
560	517-743-7149 517-319-6003
561	517-749-7061
562	749-4353
563	749-7163
564	749-7061
565	749-7163
566	749-7134
567	743-7149
568	517-373-7057
569	517-749-7163
570	517-749-7163
571	514-241-2542
572	517-749-4353/517-749-7194
573	517-749-7163
574	517-749-7163
575	989-758-1217
576	517-749-4353
577	749-7061
578	517-749-7163
579	517-335-2659
580	335-2659
581	517-204-2181
582	749-4353
583	517-373-2379
584	517-749-7163
585	517-373-1297
586	373-1297
587	517-335-1613

	K	L	M	N	O	P
548	Carpet cleaning					
549	Overtime					
550	Top Scrub Basement Lobby					
551	Top strip and refinish cafeteria floor					
552	Staff overtime - DHS-PFOs EFT project implementation work					
553	Top scrub Restrooms					
554	Cleaning of vents					
555	Extract high traffic carpet					
556	Lobby cleaning					
557	Extract high traffic carpet					
558	MiCSES release					
559	Top Scrub 7th & 8th Floor					
560	Top Strip and Refinish Cafeteria hall floor					
561	Scrub cafeteria floor					
562	Top scrubbing all restroom floors					
563	Carpet cleaning					
564	Top scrub 3rd, 4th, 5th					
565	Carpet cleaning					
566	Topstrip and refinish hard floors					
567	Cleaning vents					
568	NEED LIGHTS AND AIR - OMNI Rollout software system					
569	Cleaning air bar vents					
570	Cleaning air bar vents					
571	Testing computer Software					
572	Clean carpet 42 cubicles south side.					
573	Cleaning air bar vents					
574	Cleaning air bar vents & carpeting					
575	Staff Overtime					
576	TOP SCRUB RESTROOM FLOORS/ SOUTH SIDE					
577	Top Scrub lobbies					
578	AIR BAR VENTS/RR SCRUB					
579	Staff are working Tuesday August 7, 2012 to conduct the August 7 election.					
580	QVF Help Desk staff are working to assist clerks to prepare for the August 7th election					
581	Executive Office including the Secretary of state, chief legal counsel, office of communications will be working late for the primary Election					
582	Clean High Traffic Carpet					
583	HVAC will also be needed at this time					
584	Finish Airbars					
585	Need Lights and air on Rehearsal for the Will on 07/25/12 - 07/26/12 and performance of the Will on 07/27/12					
586	Need Lights and air on until 10:30 PM Nightly The Library of Michigan and the Michigan Historical Center are sponsoring The Will: A Civil War Drama					
587	MAIN Disaster Recovery Training					

	A	B
588		ST-2
589		ST-8
590		ST-4
591		ST-10
592		ST-2
593		ST-6
594		ST-8
595		ST-13
596		ST-3
597		ST-11
598		ST-2
599		ST-4
600		ST-8
601		ST-9
602		ST-17
603		ST-18
604		ST-2
605		ST-9
606		ST-10
607		ST-15
608		ST-16
609		ST-18
610		ST-29
611		ST-31
612		ST-32
613		ST-33
614		ST-34
615		ST-3
616		ST-7
617		ST-23
618		ST-24
619		ST-25
620		ST-26
621		ST-27
622		ST-28
623		ST-29
624		ST-30
625		ST-5
626		ST-11
627		ST-15
628		ST-20

	C	D
588	State	Elections
589	DTMB	Peckham
590	DTMB	Peckham
591	DTMB	Peckham
592	DTMB	Peckham
593	DTMB	Peckham
594	DTMB	ORS
595	DTMB	Peckham
596	DTMB	Peckham
597	Treasury	Tax Processing
598	State	Elections
599	DTMB	Peckham
600	DTMB	Telecom
601	DTMB	Peckham
602	DTMB	MiCSES
603	DTMB	Peckham
604	DTMB	Peckham
605	LARA	Tax Tribunal
606	LARA	Tax Tribunal
607	DTMB	Agency Services
608	Peckham	Enviromental Services
609	Peckham	Custodial
610	DTMB	OOF
611	DTMB	Peckham
612	Peckham	Enviromental Services
613	Attorney General	Executive
614	Attorney General	Attorney General
615	MDOT	C&T
616	DHS	Geneee County
617	LARA	
618	Treasury	Income Tax
619	LARA	OHR
620	LARA	MAHS
621	DTMB	Peckham
622	Budget	OFM
623	DTMB	MCSC
624	State	Driver & Vehicle Records
625	LARA	MAHS
626	Human Services	DDS
627	DTMB	Peckham
628	Historical Museum	DNR

	E	F
588	Austin	1st floor U17-22
589	Mason	1st & 7th floor
590	Cass	All Floors
591	Mason	1st & 7th floors
592	Austin	All
593	Cass	3rd floor South wing
594	GOB	3rd fl A wing
595	Mason	All
596	C&T	All
597	Operations Center	Lights and HVAC 1st floor All North End from Pillar A11 -A17 to H11 - H17 Treasury space
598	Austin	1st floor U,V & w 17 - U, V & w 23
599	Cass	3rd flr North
600	Hannah	1st floor
601	Hannah/Ottawa	Hannah- 1st flr, Ottawa- UL and 1st flr
602	Romney	11th and 12th Pilars: F11, C1, C3, G9, H7, H8 and H9 Pilars: F12 D3 and C3
603	Hannah/Ottawa	All Floors
604	Austin	All
605	GOB	1st floor Lights and HVAC entire A wing
606	GOB	1st floor A wing 9:00 am to 6:00 pm
607	Hannah	Ligths and Hvac please 1st floor West Side
608	Hannah	3rd floor Hannah/Ottawa 1st, 2nd, & 3rd floor
609	Lewis Cass	All South side restrooms
610	Romney	1ST-12TH FL ALL FREIGHT ELEVATOR LOBBY
611	Van Wagoner	All
612	Van Wagoner	4th Floor - entire floor
613	Williams	Lights and HVAC entire 7th floor
614	Williams	Please lower the temperature to 69 degrees in Auditorium, 1st floor training room, 2nd floor conference room and 7th floor main hall and Kelley library
615	C&T Laboratory	1st floor Room 124
616	Flint SOB	Floors 1 - 7
617	OPS Center	1st floor South Center area
618	OPS Center	1st fl A11-A17 , H11-H17
619	Ottawa	4th floor E7, E8 F7, F8
620	Ottawa	2nd Fl
621	Ottawa/Hannah	all floors
622	Romney	7th floor Ci1, G3, F2, F4
623	Romney	West side of 9th floor, pillars F8, 9, 10, 11 plus restrooms
624	SOS	LA4-LA10, CC4-CC10
625	GOB	1st fl A wing
626	Hannah	Entire 3rd Floor Lights and HVAC
627	Hannah/Ottawa	all floors
628	MLHC	1, 2, 2M 3, 3M

	G	H	I
588	7/23/12	Until 8:00 pm	Bill Pruzinsky
589	08/11/12	7:00 am - 3:30 pm	Cheryl Bush
590	08/18/12	7:00 am - 3:30 pm	Howard (Skip) Stanton
591	5/18/12	7:00 am - 3:30 pm	Cheryl Bush
592	8/25/12	7:00 am - 3:30 pm	Cheryl Bush
593	08/25/12	7:00 am - 3:30 pm	Larry Herbert
594	8/23/12	5:00 pm - 11:59 pm	Pam Ward
595	8/25/12	7:00 am - 3:30 pm	Cheryl Bush
596	09/01/12	6:00 pm - 6:00 am	John Perry
597	08-11-12 to 08-25-12 Saturdays	7:00 am - 4:00 pm	Ann Luepnitz
598	09/05/12	6:30 am - 9:00 pm	Lucunda Sheltrown
599	09/08/12	7:00 am - 3:30 pm	Skip Stanton
600	09/09/12	6:30 am - 9:00 pm	Ryan Charbonneau
601	09/08/12	7:00 am - 5:00 pm	Tim Warren
602	09/07/12 - 09/08/12	6:00 pm 09/07/12 - 10:00 pm 09/08/12	Mark Jorgensen
603	09/12/12	6:00 am - 6:00 pm	Tim Warren
604	09/15/12	7:00 am - 3:30 pm	Cheryl Bush
605	09/19/12	6:00 p.m. - 8:00 pm	Jamie Schramski
606	09/22/12 - 09/23/12	9:00 am - 6:00 pm	Jamie Schramski
607	09-15-12 - 09-16-12	6 am Saturday - 3 am Sunday	Terry Lippincott
608	09/22/12	5:30 am - 1:00 pm	Tim Warren
609	09/22/12	7:00 am - 3:00 pm	Skip Stanton
610	9/22/12	7:00AM-3:30PM	BEULAH BURKS/BOB BIERWAGEN
611	09/15/12	9:00 am - 5:00 pm	Cheryl Bush
612	09/22/12	7:00 am - 3:30 pm	Cheryl Bush
613	09/12/12 - 09/15/12	5:00 pm to 2:00 am	Bob Ruff
614	09/19/12	10:00 am - 3:00 p.m.	Kathy Knapp
615	8/6/10 - 12/31/12	7:00am-5:00pm	Thomas Woodhouse
616	09/21/12 - 09/23/12	24 hours	Jeri Sanderling
617	9/21-23/12 & 9/28-30/12	6:00 am - 11:00 pm	Pat Willett
618	09/23,29/12	6:00 am - 6:00 pm	Pat Cotter
619	7/16/12 - 9/28/12	9:00 pm - 6:00 am	Margie Holben
620	09/30/12	7:00 am - 8:00 pm	Jamie Schramski
621	Saturday 9/29/12	5:30am- 1:00pm	Tim Warren
622	09/29/12	6:30 am - 8:00 pm	Tina Ray
623	09/29/12	6:30 am to 8:00 pm	Tina Jensen
624	09/15,22,27, 29/12	6:30 am - 4:00 pm	Grace Ueberroth
625	09/30/12	7:00 am - 8:00 pm	Jamie Schramski
626	Monday 08/06/12- Wednesday 08/08/12 & Monday 08/13/12 - Wednesday 08/15/12	6:00 pm -11:00 pm	Patrick garlitz
627	Saturday 9/29/12	5:30am- 1:00pm	Tim Warren
628	09/27/12	7:00 AM	Scott Peters

	J
588	241-4228
589	749-7061
590	749-4353
591	749-7061
592	749-7061
593	517-749-7223
594	322-6270
595	749-7061
596	743-7134
597	517-410-3275
598	335-2659
599	749-4353
600	517-242-3110
601	749-7163
602	241-9900
603	749-7163
604	749-7061
605	243-0145
606	241-0145
607	335-3347
608	517-749-7163
609	517-749-4353
610	BEULAH @ 749-7085 OR 319-6014
611	749-7061
612	517-749-7061
613	719-4754
614	335-6735
615	322-1183
616	810-760-2651
617	636-6308
618	636-4537
619	373-4771
620	243-0145
621	517-749-7163
622	241-0811
623	241-7254
624	322-3440
625	243-0145
626	517-702-5456
627	517-749-7163
628	3352782

	K	L	M	N	O	P
588	Staff overtime					
589	Top Scrubbing					
590	Clean high traffic carpet area in front of north and south restrooms					
591	Top scrubbing					
592	Carpet cleaning					
593	Carpet Cleaning					
594	Staff overtime					
595	Carpet cleaning					
596	Special cleaning					
597	Overtime for Data Entry and imaging staff to catch up on the keying and imaging of Annual Returns in backlog.					
598	Election staffing					
599	Carpet Cleaning					
600	Working on RFC will be in building all day. Requires AC and lights.					
601	Clean chairs, conf rms and elevators					
602	On-site support for MiCSES 8.2 relaease activities					
603	air bars & waxing of freight elevator lobbies					
604	Cleaning high traffic areas					
605	DTMB Movers File cabinets from Ott to GOB					
606	Tax Tribunal will be coming in to unpack					
607	Implementing updated software package					
608	3rd floor cubicle carpet / Waxing freights					
609	Top scrub bathrooms					
610	STRIP ALL FREIGHT ELEVATOR LOBBY 1ST - 12TH					
611	Top scrub bathrooms					
612	Extract Carpet in the Offices					
613	New carpet installation					
614	AG is hosting an even for 250+ guest					
615	Lighting for weekend testing					
616	New Software Download by DTMB					
617	MiTalent initiative					
618	Staff overtime					
619	OHR Staff overtime					
620	Office move					
621	Carpet Cleaning					
622	Year end closing					
623	Annual Year end closeouts					
624	Staff Overtime					
625	Office move					
626	Ensure that the 100% federally fundedSSA program continue to adjudicate cases in a timely anner on behalf of the claimants of Michigan					
627	Carpet Cleaning					
628	There is a filming taking place in the museum and they need the lights on at 7:00 am					

	A	B
629		ST-3
630		ST-2
631		ST-12
632		ST-19
633		ST-20
634		ST-21
635		ST-22
636		ST-19
637		ST-17
638		ST-7
639		ST-8
640		ST-2
641		ST-4
642		ST-8
643		ST-9
644		ST-11
645		ST-12
646		ST-15
647		ST-16
648		ST-22
649		ST-23
650		ST-24
651		ST-26
652		ST-27
653		ST-2
654		ST-2
655		ST-3
656		ST-5
657		ST-6
658		ST-12
659		ST-15
660		ST-19
661		ST-22
662		ST-23

	C	D
629	DTMB	Peckham
630	Enviromental Services	Peckham
631	DTMB	Agency Services
632	DTMB	Peckham
633	DTMB	Peckham
634	DTMB	Peckham
635	DTMB	Peckham
636	DTMB	Peckham
637	DTMB	Peckham
638	DHS	Contract Payments Unit
639	DHS	Accounting
640	Peckham	Enviromental Services
641	DTMB	Peckham
642	Peckham	Enviromental Services
643	DTMB	Ors
644	DHS	Federal Reporting
645	DTMB	Peckham
646	DHS	DDS
647	DHS	Out State Ops
648	DTMB	Peckham
649	Peckham	Enviromental Services
650	DTMB	Peckham
651	MDOT	Asset Management
652	Education	OEII
653	State	Elections
654	State	OHR
655	DTMB	Peckham
656	DTMB	Peckham
657	DTMB	Real Estate Division
658	DTMB	Peckham
659	DTMB	Peckham
660	DTMB	Peckham
661	DTMB	Peckham
662	DTMB	Peckham

	E	F
629	Cass	North Restrooms all floors
630	Austin	All Floors
631	Hannah	1st fl G17 & G18
632	Romney	Cafeteria
633	Romney	1st fl Cafeteria
634	Romney	Hallways between lobby & dock- Basement, 1st & 6th floors
635	Van Wagoner	All
636	Van Wagoner	3rd Floor
637	Romney	1st floor
638	Grand Tower	10th floor Pillar G1 and Amanda Borgman's office
639	Grand Tower	10th fl G1 and Amanda Borgmans office
640	C & T	All Floors, all Main hall ways. RR and Peckham offices
641	Cass	Garden Level M1-H1
642	GOB	All Floors, all Main hall ways. RR and Peckham offices
643	GOB	1st floor full front area of main entrance including the rest rooms & ORS walk- in office next to the main entrance
644	Grand Tower	10th floor
645	Hannah	1st-4th floors
646	Hannah	3rd entire floor Lights and Hvac
647	Jackson	All
648	Ottawa	UL & 1st Floor
649	Photo Lab	All Floors,
650	PTA	Classroom hallways, Gym Ramp/upper gym landing
651	Van Wagoner	3rd floor Pillar D17
652	Con Hall	1st floor, South Tower
653	Austin	1 U & V 22 & 23
654	Austin	4th floor West wing
655	Austin	All
656	Cass	All
657	Constitution Hall	Atrim North and all of 3rd floor
658	Grand Tower	All
659	Hannah	All
660	Mason	All
661	OPS Center	All
662	Ottawa	All

	G	H	I
629	09/29/12	7:00 am - 3:30 pm	Skip Stanton
630	10/06/12	7:00 a.m. - 3:30 p.m.	Cheryl Bush
631	10/06/12	6:00 am - 10:00 pm	Mindy Eleverh
632	10/05/12	5:00 pm - 9:00 pm	David Pletzke
633	10/5/12	5:00 pm - 9:00 pm	David Pletzke
634	10/6/12	6:45am - 4:00pm	David Pletzke
635	10/06/12	7:00 am - 3:30 pm	Cheryl Bush
636	10/11/12	5:00 pm - 9:00 pm	Cheryl Bush
637	10/11/12	5:00 pm - 10:00 pm	David Pletzke
638	Saturday 10/06/12 & 10/13/12	6:00 am - 4 pm	Amanda Borgman
639	10/06/2012 - 10/13/12	6:30 am to 4 Pm	Amanda Borgman
640	10-20-12	11:00 am - 2:00 pm	Steve Beals
641	10/20/12	7:00 am - 3:30 pm	Skip Stanton
642	10-20-12	7:00 am - 12:00 pm	Steve Beals
643	10/23/12 - 10/25/12	6:00 pm - 9:00 pm	Pam Ward
644	10/20-21/12, 10/27-28/12	7:00 am - 5:00 pm	Cathy Gosselin
645	10/19/12	5:00 pm - 9:00 pm	Tim Warren
646	10/28/12	8:30 am - 1:00 pm	Patrick Garlitz
647	09/11,18,25/12 & 10/02,09,16/12	5:00 pm - 8:30 pm	Jessica Deering
648	10/20/12	6:00 am - 5:00 pm	Tim Warren
649	10-20-12	1:00 pm - 3:00 pm	Steve Beals
650	10/20/12	7:00 am - 5:00 pm	Steve Beals
651	10/06/12 - 10/28/12	8:00 am -5:00 pm Weekends	Judy Baker
652	10/27/12	7:00 am - 2:00 pm	James Shilling
653	10/30/12	8:00 am - 5:00 pm	Lucinda Sheltrown
654	10/30/12 - 11/01/12	Until 10:00 pm	Kelly Ciloski
655	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
656	11/06/12	7:00 am - 3:30 pm	Skip Stanton
657	11/06/12	7 am - 5 pm	Larry Johnson
658	11/06/12	6:45 am to 3:45 pm	David Pletzke
659	11/06/12	6:30 am - 4:00 pm	Tim Warren
660	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
661	11/06/12	6:00 AM - 5:00 p.m.	Lori Dorsey
662	11/06/12	6:30 am - 4:00 pm	Tim Warren

	J
629	749-7353
630	749-7061
631	335-0858
632	749-7111
633	749-7111
634	749-7111
635	749-7061
636	749-7061
637	517-749-7111
638	241-7037
639	241-7037
640	749-7143
641	749-4353
642	749-7143
643	322-6270
644	335-3724
645	749-7163
646	517-702-5456
647	517-780-7666
648	749-7163
649	749-7143
650	749-7143
651	373-2250
652	373-8269
653	335-2659
654	335-3051
655	749-7061
656	749-7353
657	517-290-1643
658	749-7111
659	749-7163
660	749-7061
661	719-4720
662	749-7163

	K	L	M	N	O	P
629	Cleaning					
630	Cleaning high traffic areas					
631	Staff Overtime					
632	Cleaning					
633	Periodic work as per contract					
634	Periodic work as per contract					
635	Cleaning					
636	Cleaning					
637	Cleaning					
638	CPU staff to process FY12 estimates and FY12 original bills in time for year end deadline					
639	For CPU staff to process FY 12 estimates and FY12 original bills in time for deadline					
640	Scrub RR					
641	Cleaning					
642	Scrub RR					
643	ORS is implementing legislation that requires 300,000 public school employees to make a selection on retirement benefits. The window for making the selection is open and ORS has regularly been having customers in the building beyond 5:00 p.m. It was determined today, 10/23/12, that to meet customer needs, for the next 3 days ORS would extend walk-in office hours until 7:00 p.m. each day.					
644	Extra working hours are required to complete federal reports. DHS will be cut off from receiving federal revenue if reports are not complete by the 10/30/12 due date.					
645	Waxing freights					
646	DDS is upgrading the Federal Computer system					
647	Parenting training					
648	Carpet Cleaning					
649	Scrub RR					
650	Carpet Cleaning					
651						
652	Moving of MDE staff from Con Hall to Hannah					
653	Overtime election					
654	major hiring process					
655	High Traffic Areas & restroom cleaning					
656	Carpet cleaning					
657	DTMB has requested that we work on Tuesday Election day on modular furniture in Atrium North and all of 3rd floor as part of the restack plan for the building. All employees are currently on the contractor list.					
658	Periodic cleanings					
659	Periodic work, scrubbing bathrooms and cleaning air bars and vents					
660	High Traffic Areas & restroom cleaning					
661	Periodics. Top scrub rest rooms, dusting, air bars					
662	Periodic cleanings					

	A	B
663		ST-24
664		ST-27
665		ST-28
666		ST-29
667		ST-30
668		ST- 31
669		ST-25
670		ST-2
671		ST-4
672		ST-8
673		ST-10
674		ST-11
675		ST-18
676		ST-19
677		ST-23
678		ST-25
679		ST-26
680		ST-27
681		ST-4
682		ST-5
683		ST-16
684		ST-17
685		ST-20
686		ST-21
687		ST-23
688		ST-24
689		ST-25
690		ST-4
691		ST-17
692		ST-23
693		ST-2
694		ST-17
695		ST-3
696		ST-14
697		ST-15
698		ST-24
699		ST-25
700		ST-8
701		ST-1

	C	D
663	DTMB	Executive office
664	DTMB	Peckham
665	DTMB	Peckham
666	DTMB	Peckham
667	DTMB	Peckham
668	DTMB	Peckham
669	DTMB	Peckham
670	DTMB	Peckham
671	DTMB	Real Estate
672	DTMB	Peckham
673	DHS	Accounting
674	DTMB	Peckham
675	DTMB	Peckham
676	DTMB	Peckham
677	Enviromental Services	Peckham
678	OOF	BOD-Zone 4
679	DTMB	Peckham
680	DTMB	Peckham
681	DTMB	Peckham
682	DTMB	Real estate
683	DNR	PRD
684	MDOT	Operation field Division
685	LARA	MAHS
686	Enviromental Services	Peckham
687	DTMB	Agency Services
688	DTMB	OFM
689	DTMB	Executive Office- Constituent Services
690	Custodial	Peckham
691	Peckham	Enviromental services
692	OOF	BOD
693	Treasury	Property Services Division
694	DNR	Historical Museum
695	Peckham	Custodial
696	DTMB	Agency Services
697	DTMB	DDS
698	DTMB	Peckham
699	DTMB	Agency Services
700	DTMB	ORS
701	State	Traffic Safety

	E	F
663	Romney	Ground - 4th floor
664	SOS	All
665	Van Wagoner	All
666	Williams	All
667	OTTAWA & HANNAH	ALL
668	Cass	ALL
669	Romney	All
670	Austin	All
671	Constitution Hall	1st - 3rd floors
672	GOB	All
673	Grand Tower	11th floor North side
674	Grand Tower	All
675	Mason	All
676	MSPTA	All
677	Ottawa/Hannah Building	all
678	Romney	all
679	Van Wagoner	All
680	Williams	All
681	Cass	Garden Level, 1st floor
682	Con hall	1st - 3rd
683	Mason	3rd Fl N2 - S2 West wing
684	MDOT Warehouse	Horatio Earle learning center all
685	Ottawa Building	2nd floor west wing
686	Ottawa Building	all
687	Romney	9th C11 & Restrooms
688	Romney	5th
689	Romney	Ground and all of 2nd floor
690	Cass	Garden Level, 1st and 2nd and breakrooms
691	Operations Center	All
692	Romney	1, 2, 3
693	Austin	2nd Pillar Y16 to X16
694	MLHC	Rotunda, Forum, Museum
695	Cass	Garden Level and 1st Floor
696	Hannah	1st floor Pillar G18
697	Hannah	3rd floor entire floor
698	Romney	Floors 4-12
699	Romney	9th fl North east side of building and restroom
700	GOB	3rd floor A wing & Core G4-G7, A4-A7, A4-G4 A7-G7
701	Austin	3rd Floor Pillar W-16 - W-17

	G	H	I
663	11/6/12	7:00am - 9:00pm	Marsha Quebbeman
664	11/06/12	6:00 AM - 6:00 p.m.	John Perry
665	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
666	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
667	11/12/12	6:30 am - 4:00 pm	Tim Warren
668	11/12/12	7:00 am - 3:30 pm	Skip Stanton
669	11/06/12	7:00 am - 3:30 pm	Beulah Burks
670	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
671	11/12/12	7:00 am - 5:00 pm	Larry Johnson
672	11/12/12	6:00 am - 3:30 pm	Steve Beals
673	11/06/12 & 11/11/12	7:00 am - 5:00 pm	Margo Yaklin
674	11/12/12	6:45 am - 4:00 pm	David Pletzke
675	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
676	11/12/12	6:00 am - 3:30 pm	Steve Beals
677	11/12/12	6:30:00 AM - 4:00 pm	Tim Warren
678	11/12/12	7:00 am - 3:30 pm	Beulah Burks
679	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
680	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
681	12/1/12	7:00 am - 12:00 pm	Chad Antcliff
682	11/23/12	7:00 am - 5:00 pm	Larry Johnson
683	09/20/12 - 11/17/12	6:00 a.m. - 8:00 p.m. weekdays & 8:00 a.m. - 5:00 pm weekends	Cheri Lee
684	12/01/12	7:00 am - 4:00 pm	Sue taylor
685	11/16/12	5:00 pm - 8:00 pm	Jamie Schramski
686	11/16/12	4:30pm-9:00pm	Tim Warren
687	12/01/12	8:00 am - 5:00 pm	Lisa Evani
688	11/17/12	7:30 am - 5:00 PM	Dave Quigley
689	12/1/12 - 12/4/12	24 hours	Marsha Quebbeman
690	12/08/12	7:00 a.m. - 3:30 p.m.	Skip Stanton
691	12/08/12	7 am - 5 pm	Lori Dorsey
692	12/08/12	7:00 am - 3:30 p.m.	Beulah Burks
693	12/01/12 & 12/02/12	8:00 am - 5:00 pm	Heather Cole
694	12/12/12	4:30 p.m. - 11:00 p.m.	Christiana Hanson
695	12/15/12	7:00 a.m. - 3:30 p.m.	Larry Herbert
696	12/15/12	6:00 a.m. - 12:00 a.m.	Mindy Eveleth
697	12/15/12	6:30 a.m. - 4:00 p.m.	Julie Mavis
698	12/15/12	7am - 4pm	Beulah Burks
699	12/13/12	5:00 pm - 9:00 pm	Vishakha Gagli
700	01/01/23 - 12/31/13	6:00 pm - 5:00 am	Pam Ward
701	04/23/12 - 12/31/12	24/7	Ramona Putnam

	J
663	241-5190
664	743-7134
665	749-7061
666	749-7061
667	749-7163
668	749-4353
669	749-7052
670	749-7061
671	290-1643
672	749-7143
673	241-9806
674	749-7111
675	749-7061
676	749-7143
677	517-749-7163
678	749-7085
679	749-7061
680	749-7061
681	749-7194
682	290-1643
683	373-2699
684	636-4086
685	335-58935
686	749-7163
687	
688	241-4195
689	241-5190 or 388-2552
690	749-4353
691	719-4720
692	749-7085
693	373-0675
694	2416852
695	749-7223
696	335-0858
697	702-5571
698	749-7085 or 319-6014
699	335-7752
700	322-6270
701	517-241-3961

	K	L	M	N	O	P
663	Staff will be working. Need to include HVAC					
664	Periodics. Top scrub rest rooms, dusting, air bars					
665	High Traffic Areas & Clean Air Bars & Vent					
666	High Traffic Areas & Clean Air Bars & Vent					
667	PERIODICS					
668	CLEAN HIGH TRAFFIC CARPETING IN FRONT OF RESTROOMS					
669	Air bar & vent cleaning					
670	Periodic cleaning					
671	modular construction					
672	Periodic cleaning					
673	Year end accounting					
674	Periodic cleaning					
675	Periodic cleaning					
676	Periodic cleaning					
677	Peiodics					
678	All rest rooms floors are going to be scrubbed					
679	Periodic cleaning					
680	Periodic cleaning					
681	Cleaning entry mats and runners					
682	Per DTMB and Bob Ruff we are going to be in the building Friday after Thanksgiving removing Power Monuments from the floor in the swing space. This is to minimize Disruptions to employees					
683	Employees will be working late hours due to year end and closing issues. There is also an employee with stands at their work station and the light under the laterals is not enough lighting to work with					
684	Annual Mdot Children's Christmas party					
685	Division move					
686	Carpet Cleaning					
687						
688	Support Services Division need to work on Saturday					
689	Meetings					
690						
691	Top Scrub all rest rooms and finish carpet extraction on 2nd floor					
692	Carpet Clean					
693						
694	After Hours event that will help promote use of & visitation to the Museum					
695						
696	IT work for Red Card application rollout					
697	Staff Overtime					
698	carpet cleaning					
699	Staff overtime					
700	Second shift staffing					
701	As needed including weekends - To prepare conferences and meetings on an as needed basis					

	A	B
702		ST-2
703		ST-4
704		ST-5
705		ST-11
706		ST-12
707		ST-9
708		ST-6
709		ST-20
710		ST-13
711		ST-22
712		ST-23
713		ST-18
714		ST-17
715		ST-5
716		ST-11
717		St-3
718		St-6
719		St-10
720		St-14
721		St-15
722		ST - 1
723		ST - 5
724		ST - 9
725		ST - 11
726		ST - 2
727		ST - 9
728		ST - 12
729		ST - 14
730		ST - 15
731		ST - 1
732		ST - 2
733		ST - 3
734		ST - 5
735		ST - 8
736		ST - 12
737		ST - 14
738		ST - 15
739		ST - 16
740		ST - 17
741		ST - 18
742		ST - 19

	C	D
702	DTMB	Construction Field Services
703	DTMB	ORS
704	DTMB	ORS
705	Education	Financial Management
706	Education	Financial Management
707	DTMB	ORs
708	DTMB	ORS
709	Treasury	TCB
710	DHS	DDS, CSA, ASP
711	DTMB	OFM
712	DTMB	CS/DMB
713	DTMB	Agency Services
714	Treasury	Tax Processing
715	DTMB	Peckhan
716	DTMB	Peckhan
717	DTMB	CIO Office
718	DHS	DDS, CSA, ASP
719	DTMB	Peckham
720	DTMB	OFM
721	Peckham	Enviromental Services
722	DTMB	Peckham
723	Peckham	Enviromental Services
724	DHS	Out state Operations
725	DNR	Historical Museum
726	DTMB	Peckham
727	Peckham	Peckham
728	DTMB	Peckham
729	Peckham	Peckham
730	DTMB	CS
731	DTMB	Peckham
732	Peckham	Enviromental Services
733	DTMB	Peckham
734	DHS	Human services
735	Peckham	Enviromental Services
736	Peckham	Enviromental Services
737	Peckham	Enviromental Services
738	DTMB	OFM
739	DTMB	Peckham
740	DTMB	MICSES
741	Peckham	Enviromental Services
742	Peckham	Custodial

	E	F
702	C&T Laboratory	Light Panel LC
703	GOB	Lights and HVAC 3rd floor Core area between wings - Core area includes rest rooms, and Kitchen area that is utilized by second shift staff
704	GOB	3rd floor Core area between wings
705	Hannah	09/29/12 - 12/31/12
706	Hannah	4th flor C20
707	GOB	A wing & all core
708	GOB	3rd All of A wing and all rooms in the core
709	OPS Center	2nd 2H H4, 2H K4, 2F K5
710	Hannah	3rd fl
711	Romney	7th floor
712	Romney	Lights and HVAC 9th floor North West side (F8- F12 - K8 - K12) building and restrooms
713	OPS Center	1st floor SE Rooms # 46, 47, 48, & SE Corner
714	OPS Center	Entire 2nd Floor
715	Hannah	1st
716	Ottawa	1st
717	GOB	1st floor Lobby, Hallway and Conference Room A
718	Hannah	3rd Floor entire Floor
719	Mason	all Floors
720	Romney	5th Floor Helpdesk Area S.E. corner of building by pillar C3
721	Van Wagoner	all Floors
722	Austin	All Floors
723	Grand Tower	1st floor
724	Jackson	2nd & 3rd
725	MLHC	1, 2, 2M, 3, 3M
726	AUSTIN	1ST & 2ND FLOORS
727	Hannah	1st
728	Mason	ALL FLOORS
729	Ottawa	1st
730	Romney	9th fl North/West corner F8 - F12, K8 - K12, and restrooms
731	Austin	All
732	Austin	All
733	Cass	All Floors, in front of all restrooms
734	Flint SOB	2nd & 3rd floors
735	Grand Tower	All Floors
736	Mason	All
737	PTA	All
738	Romney	7th
739	Romney	Floors 1-12
740	Romney	12th floor - Pilar C3 and D3 and 11th Floor F11, C1, C3, G9, H7, H8 and H9
741	SOS	All
742	Cass	1st and 2nd floors

	G	H	I
702	07/19/12 - 12/31/12	varies	Kendra Barak
703	09/24/12 - 12/30/12	6:00 pm - 9:30 pm	Pam Ward
704	09/24/12 & 12/30/12	6:00 pm - 9:00 pm	Pam Ward
705	09/29/12 - 12/31/12	7:00 am - 6:00 pm	Ann Mazurek
706	09/29/12 - 12/31/12	7:00 am - 6:00 pm	Rose Zucker, Brandon Reed, Lysandra Lang, Amy Schmitt
707	12/10/12 - 01/03/13	6:00 pm - 5:00 am	Pam Ward
708	12/10/12 -01/03/13	6:00 pm - 5:00 am	Pam Ward
709	12/15/12 - 01/05/13	7:00 am - 4:00 pm	Wendy Hufstedler
710	12/22,29/12	6:30 am - 1:00 pm	Pat Garlitz
711	12/27/12 - 12/28/12	24 hours	Tina Ray
712	12/27/2012 - 12/28/12	5:00 p.m. 12/27/12 - 6:00 a.m. 12/28/12	Tina Jensen
713	3/1/12 - 12/31/12	24/7	Mary McClean
714	Thru 12/31/12	6:00 am - 11:59 pm	Ann Luepnitz
715	01/11,13/13	5:00 pm - 9:00 pm	Tim Warren
716	01/11,13/13	5:00 pm - 9:00 pm	Tim Warren
717	1/22/13	4:30 pm - 8:00 pm	Tiziana Galeazzi
718	01/21/13	6:30 am - 3:00 pm	Patrick Garlitz
719	01/19/13	6:00 am - 3:30 pm	Cheryl Bush
720	01/19/13 - 01/19/13	6:30 am - 2:30 p.m.	Tina Ray
721	01/19/13	7:00 am - 3:30	Cheryl Bush
722	01/26/13	6:00 am - 3:30 pm	Cheryl Bush
723	01/26/13	9:00 a.m. - noon	David Pletzke
724	Saturday 01/12/2013 and 01/26/2013	7:30 am - 12:30 pm	Jessica Deering
725	01/25/13	6:00 p.m. - 11:00 p.m.	Carol Payne
726	2/9/13	6:00 AM - 3:30 PM	Cheryl Bush
727	2/1/2013	5:00 p.m. - 8:00 p.m.	Tim Warren
728	2/9/13	6:00 AM - 3:30 PM	Cheryl Bush
729	2/1/2013	5:00 p.m. - 8:00 p.m.	Tim Warren
730	02/01/13 - 02/04/13	4:00 pm Friday - 4 a.m. Monday	Christopher Mitchell
731	02/02/12	6:00 a.m.-3:30 p.m.	Cheryl Bush
732	2/18/2013	7 am - 3:30 pm	Cheryl Bush
733	02/18/13	7:00 am - 3:30 pm	Howard (Skip) Stanton
734	02/09/13 - 02/10/13 & 20/16/13 - 02/17/13	8 am - 5 pm	Mike Milks
735	02/18/13	6:45 am - 4:00 pm	David Pletzke
736	02/18/13	7 am - 3:30 pm	Cheryl Bush
737	2/18/2013	6:00 am - 3:30 pm	Steve Beals
738	Everyday 11/17/12 - 02/17/13	6:00 AM - 8:00 p.m.	Tina Ray
739	02/18/13	6:30 am - 4:00 pm	Beulah Burks
740	02/22/13-02/23/13	7am-11pm on Friday and 7am-7pm on Saturday	Amy Bransch
741	2/18/2013	6:00 a.m.-3:30 p.m.	John Perry
742	2/23/2013	7:00 am - 3:30 pm	Larry Herbert

	J
702	322-1217
703	322-6270
704	322-6270
705	335-0531
706	335-2429
707	322-6270
708	322-6270
709	636-4124
710	702-5456
711	241-0811
712	241-7254
713	517-636-0201
714	636-5335
715	749-7163
716	749-7163
717	749-9496
718	702-5456
719	517-749-7061
720	517-241-0811
721	517-749-7061
722	749-7061
723	517-749-7111
724	517-780-7666
725	3732565
726	517-749-7061
727	517-749-7163
728	5177497061
729	517-749-7163
730	335-1613
731	517-749-7061
732	517-749-7061
733	517-749-4353
734	810-760-2637
735	517-749-7111 or 517-487-6073
736	517-749-7061
737	517-749-7143
738	517-241-0811
739	517-749-7085
740	517-241-1767
741	541-743-7134
742	517-749-7223

	K	L	M	N	O	P
702	Laboratory testing of concrete specimens to meet specification deadlines					
703	ORS is running a second shift staff until 9:00 pm.					
704	Staff Overtime					
705	Fiscal year closeout					
706	Fiscal year closeout					
707	Carpet installation					
708	Carpet installation					
709	Staff Oovertime					
710	Staff overtime					
711	Year end closing for OFM					
712	To Make Sure Payroll runs Properly					
713	Staff overtime - BAM project					
714	SAP Tax system Implementation					
715	Cleaning carpets					
716	Cleaning carpets					
717	Customer service session					
718	Staff overtime					
719	Scrub Restrooms					
720	Process W-9's that have inundated the helpdesk. Please have lights and heat on in restrooms as well					
721	Scrub Restrooms					
722	Stairway Scrubbing					
723	Periodic Work					
724	Overtime for cash Assitance staff to work on all overdue reviews, application processing, and other work that is past due					
725	Michigan History Foundation					
726	CLEANING CHAIRS					
727	Carpet runner cleaner					
728	STRIP/COAT HARD FLOORS					
729	Carpet runner cleaner					
730	Main disaster recovery training					
731	Extract chairs					
732						
733	Cleaning carpet in high traffic areas					
734	Foster care Supervisors are conducting intensive case reads to prepare for Annual licensing Evaluation					
735	Scrubbing bathroom floors and carpeting.					
736						
737	Refinish Café Floor, scrub showers and general cleaning.					
738	Year end closing for OFM					
739	Scrubbing all restroom floors					
740	A major MiCSES release will be happening over this weekend.					
741	Top scrubbing Restrooms					
742	floors in front of restrooms, north & south					

	A	B
743		ST - 21
744		ST - 22
745		ST-13
746		ST-12
747		ST-9
748		ST-8
749		ST-6
750		ST-3
751		ST-1
752		ST-12
753		ST-5
754		ST-7
755		ST-9
756		ST-10
757		ST-8
758		ST-9
759		ST-10
760		ST-8
761		ST-6
762		ST-4
763		ST-7
764		ST-8
765		ST-12
766		ST-17
767		ST-2
768		ST-9
769		ST-12
770		ST-10
771		ST-13
772		ST-18
773		ST-15
774		ST-16
775		ST-7
776		ST-1
777		ST-7
778		ST-8
779		ST-5

	C	D
743	DCH	Children Special Health Care Services
744	Peckham	Enviromental Services
745	Peckham	Enviromental Services
746	Peckham	Enviromental Services
747	Education	Financial Management
748	Peckham	Enviromental Services
749	Peckham	Enviromental Services
750	LARA	Admin Serv. Office
751	DCH	Operations/ Admin Services
752	DTMB	BOD
753	DHS	Out state Operations
754	Dtmb	telecom
755	DTMB	Peckham
756	DTMB	Peckham
757	Peckham	Enviromental Services
758	DTMB	BOD-Zone 4
759	Peckham	Environmental Services
760	Peckham	Environmental Services
761	Peckham	Environmental Services
762	Human Services	DDS, CSA, ASP
763	DTMB	ES/Peckham
764	DTMB	ES/Peckham
765	DTMB	ES/Peckham
766	MDOS	Driver and Vehicle Records
767	LARA	FAS/Office serv.
768	DTMB	ES/Peckham
769	Peckham	Environmental Services
770	DHS	Saginaw County DHS
771	Library	Library of Michigan Foundation
772	Peckham	Environmental Services
773	DTMB	ES/Peckham
774	DTMB	ES/Peckham
775	DTMB	ES/Peckham
776	State	Elections
777	DTMB	ES/Peckham
778	Peckham	Environmental Services
779	DHS	Children's Trust Fund

	E	F
743	Cass	6th floor Pillar C11, G11 & G17 Conference rooms 6119, 6118 & New Conference room
744	ottawa	all floors
745	Mason	all lights and hvac
746	Mason	all Floors- restrooms, elevators, lobbies Lights & HVAC
747	Hannah	2nd & 4th floors
748	Hannah	All Floors- restrooms, elevators, lobbies
749	Grand Tower	12-15th floors & Basement
750	G.O.B.	Lights and HVAC 1st Floor A wing
751	Cass	1st floor , cube 1045 Pillar A11, A7 & C9
752	romney	12th (B)
753	Jackson	3rd
754	Mason	Lights needed in Mason Loading Dock, Mason Upper Level parking ramp, Mason UL PR Generator Room, Generator room @ Mason Dock
755	Ottawa	1st floor
756	Ottawa	1st floor
757	van wagoner	all lights and hvac
758	Romney	ground floor-12th floor
759	Van Wagoner	all
760	PTA	all
761	Mason	all
762	Hannah	3rd Floor entire Floor
763	Hannah	All Floors
764	Hannah	All Floors lights and HVAC
765	Mason	All Floors lights and HVAC
766	SOS Secondary	First Floor South Building
767	Con Hall	1st floor/west side A2-E2 Area, LARA BCS Securities Group
768	Hannah	All Floors
769	Mason	All Floors lights and HVAC
770	Jerome T. Hart SOB	1ST floor Lighting and HVAC
771	MLHC	1 - 3 Forum, Rotunda, Atrium & 3rd Floor Lights and HVAC
772	Williams	All Floors lights and HVAC
773	Ottawa	1st Floor
774	Ottawa	All Floors
775	Hannah	1st Floor
776	Austin	1st floor U, V&W 17-U, V &W23
777	Hannah	UL/3rd Floor
778	Mason	All Floors lights and HVAC
779	Grand Tower	Children's Trust Fund, 14th floor, Suite 1411

	G	H	I
743	2/20/13 & 2/21/13	5pm - 1am	Julie Kelly
744	2/23/13	6am - 12pm	Tim Warren
745	03/09/13	6a.m-3:30pm	Cheryl Bush
746	03/02/13	6 a.m. - 3:30 p.m.	Cheryl Bush
747	3/5/13	6pm - 11pm	James Shilling
748	03/01/13	5:00 pm - 9:00 pm	Tim Warren
749	03/07/13	5;00 pm - 9:00 pm	David Pletzke
750	03/09/13	7:00 - 3:30	Gene Thelen
751	2/23/13, 3/2/13 & 3/9/13	8 am - 5 pm	Julie Kelly
752	3/9/13	6:30am to 4:00pm	Beulah Burks
753	Every Wednesday 02-05-13 - 03-12-13	5:00 pm - 8:30 pm	Jessica Deering
754	03/23/13	8:00-5:00pm	Craig Rutledge
755	03/22/13	5:00-9:00 pm	Tim Warren
756	03/23/13	7:00-5:00 pm	Tim Warren
757	03/16/13	7a.m-3:30pm	Cheryl Bush
758	03/30/13	7:00am - 4:00pm	Bob Bierwagen/ Beulah Burks
759	03/30/13	7:00am - 3:30pm	Cheryl Bush
760	03/30/13	7:00 a.m-3:30pm	Steve Beals
761	03/30/13	6:00 am - 3:30 pm	Cheryl Bush
762	Every Saturday 01/05/13 - 03/30/13	6:30 a.m. -1:30 p.m.	Pat Garlitz
763	04/12/13	5:00 pm - 9:00 pm	Tim Warren
764	04/20/13	5:00 - 9:30 pm	Lorie Curtis
765	04/20/13	6 a.m. - 3:30 p.m.	Cheryl Bush
766	04/27/13	6:30 am - 4:30 pm	Bill Allen
767	04/27/13	6:30a.m.-12:00p.m.	Bryan Russell
768	04/27/13	7:00am - 5:00pm	Tim Warren
769	04/27/13	6:00am-3:30pm	Cheryl Bush
770	04/27/13	7:00am-3:30pm	Cheryl Kubczak
771	04/27/13	7:00 am - 10:00 pm	Carolyn Sparks
772	04/27/13	7:00am-3:30pm	Cheryl Bush
773	04/26/13	5:00pm - 9:00pm	Tim Warren
774	04/27/13	7:00am - 5:00pm	Tim Warren
775	04/26/13	5:00pm - 9:00pm	Tim Warren
776	05/07/13	6:30am-9:00pm	Bill Badgero
777	05/03/13	5:00pm-9:00pm	Tim Warren
778	05/04/13	6:00 a.m. - 3;30 p.m.	Cheryl Bush
779	4/15/13 - 5/8/13	8am - 12am	Patricia Headley

	J
743	517-335-4254
744	517-749-7163
745	749-7061
746	517-749-7061
747	373-8269
748	749-7111
749	749-7111
750	322-6492
751	517-335-4254
752	749-7085 or 319-6014
753	517-780-7666
754	202-7555
755	749-7163
756	749-7163
757	749-7061
758	749-7085 / 319-6014
759	749-7061
760	517-749-3687
761	749-7061
762	702-5456
763	749-7163
764	517-749-3576
765	749-7061
766	517-322-5295
767	335-1819
768	517-749-7163
769	517-749-7061
770	989-758-2744
771	373-1297
772	517-749-7061
773	517-749-7163
774	517-749-7163
775	517-749-7163
776	241-4228
777	517-749-7163
778	517-749-7061
779	241-7226

	K	L	M	N	O	P
743	carpet is being installed after hours in 3 conference rooms due to sensitive allergy issues with employees					
744	scrub restrooms					
745	scub amd wax hard floor					
746	Scrub and wax hard floor					
747	carpet cleaning in elevator lobby areas					
748	Scrub Restrooms					
749	Periodic work per contract					
750	Heavy Work Load					
751	due to work overflow we will be working overtime for the next 3 Saturdays					
752	top striping & refinish all freight elevator lobby & basement. Cannot walk on floor for 24 hours so it can dry.					
753	Foster Parent training					
754	Bridgeway Cummings will be on site to perform preventive maintenance on the TBHC generator located @ the Mason Loading Dock, and the Mason Telecom generator located in the Mason upper level parking ramp.					
755	Carpet Cleaning					
756	Carpet Cleaning					
757	High traffic areas					
758	Carpet Cleaning					
759	high traffic areas					
760	special cleaning of dorm floors					
761	Scrub and wax hard floor					
762	DDS is in emergency status. SSA has issued OT to handle the workload.					
763	Carpet cleaning/Top strip recoats					
764	Waxing Floors					
765	Scrub and wax floor					
766	MDOS/DVRD employees are working overtime on Saturday April 27, 2013					
767	BCS Securities are moving out of Con Hall on Saturday, 04/27/13					
768	Restroom Scrubbing					
769	Scrub and wax floor					
770	15 DHS employees are scheduled to work in the file room					
771	Overtime					
772	high traffic areas					
773	Carpet Cleaning					
774	Restroom Scrubbing					
775	Carpet Cleaning					
776	staff are working to conduct May 7th special election					
777	Carpet Cleaning					
778	high traffic areas					
779	Need lights to be on in order to work and function after hours preparing for our upcoming auction.					

	A	B
780		ST-6
781		ST-5
782		ST-7
783		ST-11
784		ST-12
785		ST-1
786		ST-2
787		ST-26
788		ST-3
789		ST-4
790		ST-10
791		ST-11
792		ST-14
793		ST-15
794		ST-16
795		ST-19
796		ST-21
797		ST-23
798		ST-24
799		ST-26
800		ST- 25
801		ST-5
802		ST-6
803		ST-10
804		ST-12
805		ST-13
806		ST-14
807		ST-7
808		ST-6
809		ST-1
810		ST-10
811		ST-12
812		ST-17
813		ST-1

	C	D
780	DHS	Children's Trust Fund
781	DTMB	ES/Peckham
782	Peckham	Environmental Services
783	DTMB	ES/Peckham
784	State	Driver and Vehicle Records
785	Peckham	Environmental Services
786	DTMB	PECKHAM
787	Peckham	Environmental Services
788	DTMB	ES/Peckham
789	DTMB	PECKHAM
790	DTMB	ES/Peckham
791	DTMB	ES/Peckham
792	Peckham	Environmental Services
793	DTMB	PECKHAM
794	DTMB	Agency Services
795	DTMB	ES/Peckham
796	OOF	BOD-ZONE 4
797	Peckham	Environmental Services
798	Peckham	Environmental Services
799	DTMB	PECKHAM
800	DTMB	PECKHAM
801	DHS	Federal Compliance
802	Human Services	DDS
803	DTMB	ES/Peckham
804	Peckham	Environmental Services
805	OOF	BOD-ZONE 4
806	Peckham	Environmental Services
807	DTMB	ES/Peckham
808	DTMB	ES/Peckham
809	DTMB	peckham
810	Treasury	Data Management
811	DTMB	ES/Peckham
812	Peckham	Environmental Services
813	DTMB	Jones Lang Lasalle

	E	F
780	Grand Tower	14th Floor, Children's Trust Fund Ste. 1411 Lights and HVAC
781	Hannah	All floors
782	Mason	All Floors lights and HVAC
783	Ottawa	All floors
784	SOS	1st floor South
785	Austin	4th floor and hvac
786	AUSTIN	3RD & 4TH FLOORS
787	Austin	all floors
788	Cass	Garden Level, Mailroom, 1st floor breakrooms
789	Cass	Garden Level, Mailroom, 1st floor breakrooms North/South & Vending area
790	Hannah	4th floor
791	Hannah	1st floor
792	Mason	4, 5, 6, 7, 8th floors and hvac
793	MASON	7TH & 8TH FLOORS
794	OPS Center	1st floor SE Rooms # 46, 47, 48, & SE Corner
795	Ottawa	1st floor
796	Romney building 30229	ground floor to 12th floor
797	SOS	all floors and hvac
798	Van Wagoner	all floors and hvac
799	VTS	ALL
800	WILLIAMS	all floors
801	Grand Tower	5th floor, Conference Rooms 5-A & 5-B
802	Hannah	Entire 3rd floor lights and hvac
803	Ottawa	All Floors
804	Van Wagoner	All Floors
805	Romney	12th-G
806	Austin	All Areas
807	Hannah	UL, 201 South
808	Hannah	1st floor
809	cass	1st thru 6th floors
810	OPS Center	1st floor North
811	Ottawa	1st floor
812	Van Wagoner	All
813	Con Hall	1st & 2nd floors lights & HVAC

	G	H	I
780	04/15/13 - 05/08/13	8:00 a.m. - 12:00 a.m.	Patricia Headly
781	05/11/13	7:00am-4:00pm	Tim Warren
782	05/11/13	6:00a-3:30p.m	Cheryl Bush
783	05/11/13	7:00am-4:00pm	Tim Warren
784	05/04/13 and 05/11/13	6:30 a.m - 4:00 p.m.	Bill Allen
785	05/18/13	6am-3:30 pm	Cheryl Bush
786	5/25/13	6am-3:30 pm	Cheryl Bush
787	06/08/13	6am-3:30 pm	Cheryl Bush
788	05/18/13	7:00am - 3:30pm	Larry Hebert
789	5/25/13	7:00am - 3:30pm	Larry Hebert
790	05/16/13	5:00pm - 9:00pm	Tim Warren
791	05/17/13	5:00pm - 9:00pm	Terry Bush
792	05/18/13	6am-3:30 pm	Cheryl Bush
793	5/25/13	6am-3:30 pm	Cheryl Bush
794	01/01/13 - 06/01/13	24/7	Mary McClean
795	05/17/13	5:00pm - 9:00pm	Terry Bush
796	05/18/13	6:45am-3:45 pm	Beulah Burks
797	05/18/13	6am-6pm	John Perry
798	05/18/13	6am-4pm	Cheryl Bush
799	06/08/13	6am-6pm	John Perry
800	5/25/13	7am-4pm	Cheryl Bush
801	5/30/13 - 6/14/13	leave lights on until 10pm during the week and all night on weekends	Vickie Hilbert
802	Saturdays 06/01/13 & 06/08/13	7:00am-1:00pm	Patrick Garlitz
803	06/13/13	5:00pm - 9:30pm	Lorie Curtis
804	06/15/13	7:00 am-4:00pm	Cheryl Bush
805	06/15/13	7:00 am-4:00pm	Beulah Burks
806	06/15/13	6:00 am - 3:30 pm	Cheryl Bush
807	06/21/13	4:00pm - 6:00pm	Tim Warren
808	06/19/13	5:00pm - 9:00pm	Tim Warren
809	6/22/13	7:00 am-3:30pm	Howard (Skip) Stanton
810	Saturdays starting 05/11/13 to 06/22/13	7:00 am-5:00pm	Ann Leupnitz
811	06/19/13	5:00pm - 9:00pm	Tim Warren
812	06/22/13	7:00 am to 4:00 pm	Cheryl Bush
813	07/13/13	7:00 a.m. - 5:00 p.m.	Jim Bentley

	J
780	241-7226
781	517-749-7163
782	749-7061
783	517-749-7163
784	322-5295
785	749-7061
786	749-7061
787	749-7061
788	749-7194
789	749-7194
790	749-7163
791	719-2040
792	749-7061
793	749-7061
794	636-4028
795	719-2040
796	749-7085
797	743-7134
798	749-7061
799	743-7134
800	749-7061
801	335-6151
802	702-5456
803	749-3576
804	749-7061
805	749-7085
806	749-7061
807	749-7163
808	749-7163
809	517-749-4353
810	410-3275
811	749-7163
812	517-749-7061
813	586-219-4422

	K	L	M	N	O	P
780	Need lights on in order to work and function after hours preparing for upcoming auction					
781	Stair Cleaning					
782	high traffic areas					
783	Stair Cleaning					
784	Employees in Driver and Vehicle Records Division/Document Processing Unit are working overtime on the weekends (Saturdays) of 05/4/13 and 05/11/13.					
785	Extract carpet					
786	Extract Carpet					
787	extract chairs and clean carpet					
788	Top-strip & refinish hard floors					
789	Top-strip & refinish hard floors					
790	Chair Cleaning					
791	Elevator Cleaning					
792	Extract Carpet					
793	Extract Carpet					
794	Multiple People are working on a high priority project (BAM) that has very tight time constraints. The project cannot be completed without extended work hours into the evenings and early mornings. This request is for the time period of January 1, 2013 – June 1, 2013.					
795	Elevator Cleaning					
796	scrubbing restroom floors					
797	scrubbing stairwells					
798	scrubbing stairwells					
799	Top strip and refinish hard floors					
800	TOP SCRUB RESTROOM					
801	We are preparing for a Title IV-E Federal review. All case files are in these conference rooms & staff will be working late & on weekends until the review is finished on 6-14-13					
802	Overtime to develop claims					
803	Air Bar Cleaning					
804	cleaning offices					
805	extracting high traffic carpet					
806	extract carpet					
807	Carpet Cleaning					
808	Scrub Entrances					
809	cleaning high traffic carpet areas					
810	Data management section overtime for seven consecutive Saturdays					
811	Scrub Entrances					
812	High traffic areas					
813	Moving 100 people from 2nd floor to 1st floor. Need lights and HVAC please					

	A	B
814		ST-7
815		ST-15
816		ST-16
817		St-17
818		ST-20
819		ST-19
820		ST-10
821		ST-12
822		ST-16
823		ST-8
824		ST-2
825		ST-3
826		ST-4
827		ST-1
828		ST-11
829		ST-12
830		ST-14
831		ST-18
832		ST-21
833		ST-22
834		ST-20
835		ST-23
836		ST-24
837		ST-20
838		ST-1
839		ST-4
840		ST-7
841		ST-8
842		ST-9
843		ST-10

	C	D
814	Human Services	DDS, Central Service Agency (CSA) and Administrative Support Program (ASP)
815	DNR	Archives of Michigan
816	Peckham	Environmental Services
817	Peckham	Environmental Services
818	Peckham	Environmental Services
819	Peckham	Environmental Services
820	Peckham	Environmental Services
821	DTMB	Agency Services
822	Peckham	Enviromental Services
823	Peckham	Enviromental Services
824	Peckham	ES
825	State	Elections
826	Peckham	Enviromental Services
827	State	Elections
828	DTMB	peckham
829	Supreme Court	Reporter's Office
830	Peckham	Enviromental Services
831	DTMB	OFM
832	Peckham	Enviromental Services
833	Peckham	Enviromental Services
834	Peckham	Enviromental Services
835	Peckham	Environmental Services
836	Transportation	Construction field services
837	DVRD	State
838	MDARD & DEQ	Lansing District Office, Food & Dairy,Animal Industry,Ag Development,Environmental Stewardship & Executive
839	DHS	DHS
840	DTMB	Agency Services
841	Education	BAA
842	State Police	EMHSTC
843	DHS	Out State Operations

	E	F
814	Hannah	3rd floor
815	MLHC	2nd floor
816	Ottawa/Hannah	all
817	Williams	all
818	Williams	all
819	Austin	all
820	Ottawa	4th floor
821	Romney	9th floor
822	Williams	all
823	Hannah	3rd Floor
824	Austin	all floors and HVAC
825	Austin	1st floor U, V, & W17 - U, V & W23 lights and HVAC
826	Cass	Entire 1st Floor
827	Austin	1st floor - pillars U, V & W 17 - U, V & W 23
828	Hannah/Ottawa	all floors
829	HOJ	4th North
830	Mason	All Floors
831	Romney	7th and 5th floors - all floors including bathrooms
832	VTS	All
833	Williams	all floors and HVAC
834	Van Wagoner	all floors and HVAC
835	Van Wagoner	all
836	van Wagoner	1st Rooms 113, 122, and 125
837	SOS	2
838	Con Hall	6 South, 6 North, 5 North, 4 North, 3 North, 1 North, & Atrium North
839	Flint SOB	Entire Facility
840	Grand Tower	3rd floor
841	Hannah	2nd Floor B13 - B16
842	Haz Mat	1st floor all
843	Jackson SOB	3rd floor

	G	H	I
814	07/13/13	7:00 am to 1:00 pm	Patrick Garlitz
815	07/12/13	5:00pm-10:30pm	Kris Rzepcynski
816	07/13/13	7:30am - 5:00pm	Tim Warren
817	07/13/13	7:00 am - 4:00 p.m.	Cheryl Bush
818	07/20/13	7:00 am - 4:00 pm	Cheryl Bush
819	07/20/13	6:00 am - 3:30 pm	Cheryl Bush
820	06/28/13	5:00 pm - 9:00 pm	Mark Allen
821	6/29/13-6/30/13	11:00am-11:00pm	Satish Chidura
822	07/27/13	7:00 am - 4:00 pm	Cheryl Bush
823	07/24/13	4:30 p.m. - 9:00 p.m.	Tim Warren
824	07/31/13	5p.m. - 8p.m.	Cheryl Bush
825	08/06/13	6:30 a.m. - 9:00 p.m.	Lucinda Sheltrown
826	07/27/13	7:00 am - 3:30 PM	Skip Stanton
827	08/06/13	6:30 am - 9:00 pm	Lucinda Sheltrown
828	8/3/13	7:00am - 3:30pm	Tim Warren
829	07/29/13 - 08/02/13	5:00 pm - 10:00 pm	Dave Palazzolo
830	08/03/13	6:00 a.m. - 4:00 p.m.	Cheryl Bush
831	07/27/13 - 07/29/13	6:00 am 07/27/13 through 6:00 am 07/29/13	Tina Ray
832	08/03/13	8 a.m. - 6:00 p.m.	John Perry
833	08/03/13	7:00 a.m. - 4:00 p.m.	Cheryl Bush
834	08/03/13	7:00 a.m. - 4:00 p.m.	Cheryl Bush
835	08/31/13	7:00 a.m. - 4:30 p.m.	Cheryl Bush
836	08/31/13 - 09/01/13 6:00 a.m. to 6:30 pm	6;00 a.m. - 6:00 p.m.	Christopher Gembel
837	08/24/13	7:00 a.m. - 3:30 p.m.	JoLynn Peck
838	08/17/2013	7:00 am - 9:00 pm	Jim Bentley
839	08/29/13 @ 6:00 p.m. - 09/02/13 @ 8:00 a.m.	6:00 p.m.Thursday - 8:00 a.m. Monday	Steve Cooper
840	Saturdays starting 8/14/13	6:00a - 7:00p	Jessica VanWinkle
841	Monday - Thursday 05/28/13 - 08/15/13	6:00 p.m. - 8:00 p.m.	Tammy Triplett
842	08/26/2013 - 08/27/2013	5:30 p.m. - 10:00 p.m.	David Winter
843	08/20/13	5:30 pm - 7:30 pm	Jessica Deering

	J
814	517-702-5456
815	373-9191
816	749-7163
817	749-7061
818	749-7061
819	749-7061
820	749-7163
821	373-1917
822	749-7061
823	749-7163
824	749-7061
825	335-2659
826	749-4353
827	335-2659
828	749-7163
829	373-5541
830	749-7061
831	241-0811
832	749-7134
833	749-7061
834	749-7061
835	749-7061
836	810-394-7866
837	667-1699
838	586-219-4422
839	810-614-5167
840	3-8452
841	373-0048
842	231-388-5166
843	780-7666

	K	L	M	N	O	P
814	The SSA has authorized the use of overtime, funded by 100% federal funds, to develop claims filed by the people of the State of Michigan claiming disability. The DDS office is under an emergency status to the end of the 2013 fiscal year due to backlogs of SSD claims. It is in the interest of the clients as well as the SSA to process the claims as timely as possible					
815	The Archives is hosting an after-hours Genealogy Lock-in that evening (Friday, July 12) from 6pm - 10pm.					
816	Numerous projects					
817	Strip/Coat Hard floor					
818	Strip/Coat Hard floor					
819	Vacuuming conf. room chairs					
820	Chair Cleaning					
821	To roll out Time and Expense Phase 3A project					
822	Strip/coat hard floor					
823	Carpet					
824	Extract carpet in offices					
825	Staff working to conduct the August 6th primary election.					
826	Custodial					
827	Staff are working Tuesday, August 6th 2013 to conduct the August 6th primary election. Election Staff will be working early and late that day to assist clerks with election problems and assist them with opening and closing the pollsa nd reporting election results.					
828	air bars					
829	Supreme Court term ends next week. The Reporter's office stays late the last week to close out the term for Court.					
830	Strip & refinish					
831	Windows 7 migration and technicians need to physically upgrade computers on both floors					
832	High Traffic areas					
833	Extract carpet in hallways					
834	Extract carpet in hallways					
835	Strip and refinish					
836	Completion of Project High Priority					
837	Saturday overtime from 7:00am to 3:30pm for CDL Help Desk staff					
838	We have a 200 person Move on Saturday August 17th					
839	Microsoft Security patch Distribution- Forced Reboot Created at 8/21/2013 12:51 PM by Spalding, Teresa (DHS) last modified at 8/28/2013 11:41 AM by Spalding, Teresa (DHS)					
840	Contractors must work after hours to minimize additional delays and cost for the project.					
841	Four interns will be working 10 hour days					
842	The EMHSTC building will be used by MSP Recruits for fire scenario training					
843	Facilitating a foster parent training					

	A	B
844		ST-17
845		ST-16
846		ST-23
847		ST-1
848		ST-11
849		ST-23
850		ST-15
851		ST-18
852		ST-22
853		ST-6
854		ST-1
855		ST-2
856		ST-3
857		ST-4
858		ST-10
859		ST-13
860		ST-14
861		ST-17
862		ST-18
863		ST-21
864		ST-8
865		ST-5
866		ST-6
867		ST-9
868		ST-10
869		ST-27
870		ST-28
871		ST-29
872		St-18
873		St-20
874		St-21
875		St-1
876		St-2
877		St-3
878		St-5
879		St-6

	C	D
844	OOF	BOD-ZONE 4
845	DTMB	IT, MCSC
846	Peckham	Enviromental Services
847	Peckham	Enviromental
848	DHS	Child Welfare
849	SOS	Driver and Vehicle DIV
850	Treasury	Data management
851	DTMB	MCSC
852	State	Driver and Vehicle DIV
853	Peckham	Custodial
854	State	Elections
855	DTMB	Peckham
856	MDOS	Occupancy
857	ES	Peckham
858	ES	Peckham
859	ES	Peckham
860	GOB	Enviromental Services
861	ES	Peckham
862	DTMB	Peckham
863	ES	Peckham
864	DTMB	Peckham
865	DTMB/ES	Peckham
866	DTMB/ES	Peckham
867	DTMB	ORS
868	DTMB/ES	Peckham
869	DNR	
870	DEQ	
871	AG	
872	Enviromental Services	Peckham
873	Enviromental Services	Peckham
874	Enviromental Services	Peckham
875	Enviromental Services	Peckham
876		CFS
877	Treasury	treasury University
878	Community Health	Finance and accounting
879	DHS	OHR

	E	F
844	ROMNEY	Basement floor
845	Romney	9th floor South West corner and restrooms lights and HVAC
846	van Wagoner	All floors
847	Austin	all
848	Grand Tower	4th elevator area to SE Corner of 4th floor
849	SOS south building	1st Floor all
850	OPS Center	all 1st Floor North End air and lights
851	Romney	West side of 9th floor Pillars F8, F9, F10 & F11 plus restrooms and Ground floor After-Hours Exit and Air
852	SOS	1ST
853	Cass	4th, 5th, & 6th
854	Austin	1st floor U, V, & W 17 & U, V, & W23
855	Austin	all
856	Austin	4th
857	Austin	All floors
858	Cass	All floors
859	GOB	all floors lights and hvac
860	GOB	3 B, 3 hallway, 2 floor hallway, and Peckham Office
861	Hannah	all floors lights and hvac
862	Hannah/Ottawa	All floors
863	Ottawa	all floors lights and hvac
864	Cass	all
865	Cass	All Floors
866	Con Hall	All Floors
867	GOB	Entire 3rd Floor
868	GOB	1st,2nd & 3rd flr hallways & main stairwell
869	Constitution Hall	1st floor south and 4th&5th floors north
870	Constitution Hall	1st floor south and 4th&5th floors north
871	Constitution Hall	1st floor south and 4th&5th floors north
872	SOS	Entire Building
873	van Wagoner	Entire floor
874	van Wagoner	All
875	Austin	All
876	C&T	Rooms 113, 122, and 125
877	Cadillac Place	2nd floor all lights and HVAC
878	Cass	Entire North side of 4th floor and Pillar A15
879	Flint SOB	7th

	G	H	I
844	08/24/13	7:00-4:00	Beulah Burks
845	09/14/13	6:00 a.m. - 5:30 p.m.	Tina Jensen
846	09/14/13	6:00 a.m. - 4:00 p.m.	Cheryl Bush
847	10/05/13	6:00 a.m. - 3:30 p.m.	Cheryl Bush
848	09/12/13 - 09/30/13	9:00 p.m. - 11:00 p.m.	Erika Engel
849	08/17/13 - 09/28/13	7:00 a.m. - 4:00 p.m.	Bill Allen
850	Saturdays 08/24/13 - 09/28/13	7:00 a.m. - 5:00 p.m.	Ann Leupnitz
851	09/30/2013 - 10/01/2013	6:00 a.m. -6:00 p.m.	Tina Jensen
852	8/17/13 - 9/28/13	6:30AM-4:00PM	John Lorencen or Pat Crosby
853	10/05/13	7:00 am - 3:30 pm	Skip Stanton
854	11/05/13	6:30 a.m. - 9:00 p.m.	Lucinda Sheltrown
855	10/26/13	6:00 a.m. - 3:30 p.m.	Cheryl Bush
856	10/26/2013	6:45 a.m. - 5:00 p.m.	Pamela Shaw
857	11/02/13	6:00 a.m. - 3:30 p.m.	Cheryl Bush
858	11/02/2013	7:00 a.m. - 3:30 p.m.	Skip stanton
859	10/19/13	6:00 am - 3:30 pm	Steve Beals
860	10/26/13	6:00 am. - 3:30 p.m.	Barb Fullerton
861	10/18/13	5:00-9:00 pm	Will Ward
862	10/26/13	6:00am - 5:00pm	Will Ward
863	10/18/13	5:00-9:00pm	Will Ward
864	10/26/13	7:00 a.m. - 3:30 p.m.	Skip stanton
865	11/11/13	7:00am-3:30pm	Howard (Skip) Stanton
866	11/11/13	7:00am-3:30pm	Howard (Skip) Stanton
867	11/11/13	7:30 a.m. - 6:00 p.m.	Pam Ward
868	11/11/13	6:00am-3:30pm	Steve Beals
869	11/11/13	7:00am - 6:00pm	Dereck Couzins
870	11/11/13	7:00am - 6:00pm	Dereck Couzins
871	11/11/13	7:00am - 6:00pm	Dereck Couzins
872	Saturday, 11/16/13	6:00 am - 6:00 pm	John Perry
873	Saturday 11/16/13	9:00 am - 5:30 pm	Cheryl Bush
874	11/23/13	7:00 a.m. - 4:30 pm	Cheryl Bush
875	11/23/13	7:00 am - 7:00 pm	Cheryl Bush
876	09/12/13 - 12/31/13	6:00 a.m. - 7:00 p.m.	Christopher Gembel
877	09/14/13 - 12/31/13	5:00 P.m. - 10:00 p.m.	Ann Luepnitz
878	10/26/13 - 11/30/13 Saturdays and Sundays	8:00 a.m. - 5:00 p.m.	Mary Lou Lehman
879	Weekends starting 6/28/13 -12/31/13	6:00 am - 5:00 pm	Sue King

	J
844	749-7085
845	335-4426
846	749-7061
847	517-749-7061
848	335-1318
849	322-5295
850	410-3275
851	241-7254
852	322-5309 OR 322-5290
853	749-4353
854	335-2659
855	749-7061
856	241-2646
857	517-749-7061
858	749-4363
859	749-7149
860	319-6004
861	749-3576
862	749-3576
863	749-3576
864	749-4353
865	749-4353
866	749-4353
867	322-6270
868	749-7149
869	517-243-0643
870	517-243-0643
871	517-243-0643
872	7437134
873	749-7061
874	749-7061
875	749-7061
876	810-394-7866
877	517-410-3275
878	241-5627
879	335-4874

	K	L	M	N	O	P
844	top strip basement floor					
845	Field service techs need lights on so they can upgrade computers to windows					
846	strip and refinish floor					
847	Extract Carpets					
848	Finalize plans for the Michigan Leadership summit					
849	Overtime every Saturday					
850	Data Management OT					
851	Year end testing					
852	working every Saturday except Aug 31 from now until Sept 28					
853	Custodial work					
854	: Staff will be working Tuesday, November 5, 2013 to conduct the November 5th general election (11/5/2013). Election Staff will be working early and late that day to assist clerks with election problems and assist them with opening and closing the polls and reporting election results. HVAC is requested as well.					
855	High traffic areas					
856	Correct end of year travel vouchers before deadline					
857	High traffic areas					
858	All floors in front of the restrooms					
859						
860	clean chairs 3B wing					
861	Top/strip and recoat floors					
862	Top/strip and recoat floors- scrub restrooms					
863	Top/strip and recoat floors					
864	Hallways in front of restroo,					
865	Veterans Day cleaning					
866	Veterans Day cleaning					
867	Carpet cleaning will be done and lighting is needed to allow to properly assess and clean					
868	Detail R/Rs and scrub main stairwell. Please have ventilation on for main stairwell.					
869	need lights to work on the floors building modular furniture					
870	need lights to work on the floors building modular furniture					
871	need lights to work on the floors building modular furniture					
872	Top Scrub Restrooms					
873	Dusting Baseboards, runners & mats					
874	High traffic Areas and Clean Chairs					
875	High traffic Areas and Clean Chairs					
876	Maintaining ft amL.A. abrasions					
877	Classes for Treasury University are going to be held in 7 week intervals					
878	Due to year end closing and auditing process, staff is required to work additional hours to meet various deadlines, including those for the State of Michigan Comprehensive Annual Fiscal Report					
879	Staff overtime					

	A	B
880		St-7
881		St-10
882		
883		St-11
884		St-13
885		St-14
886		St-16
887		St-17
888		St-18
889		St-19
890		St-20
891		St-5
892		St-7
893		ST-8
894		ST-10
895		ST-12
896		ST-13
897		St-3
898		
899	1	DCH
900	2	DTMB
901	3	DTMB
902	4	DEQ
903	5	MDOT
904	6	MDOT
905	7	Attorney General
906	8	

	C	D
880	DTMB	ORS
881	Treasury	Collections
882	DHS	DDS
883	DTMB	HR
884	MSHDA	Hardest Hit Program
885	DTMB	OFM
886	DTMB	MiCSES
887	Enviromental Services	Peckham
888	Treasury	treasury University
889	State	OCS
890	MSHDA	Homeownership - Hardest Hit Funds Program
891	Peckham	Environmental Service
892	Peckham	Environmental Service
893	DTMB	ORS
894	ES	Peckham
895	Peckham	Enviromental Services
896	LARA	WCA-Funds Admin
897	DTMB	ORS
898		
899	Community Health	Budget & Contracts
900	DTMB	ORS
901		Mailing Services
902	DEQ	Environmental Science and Services Division
903	Executive	
904	Attorney General	All
905	Attorney General	All
906	ES	Peckham

	E	F
880	GOB	3rd All of A wing and all rooms in the core
881	Grand Rapids 350 Ottawa St, NW	2nd Floor Center Conference room and lobby lights and HVAC
882	Hannah	Entire 3rd Fl Hannah
883	Mason	6th floor East A2, A3, A4 & B4
884	Romney	Entire East half of 8th floor and restrooms
885	Romney	7th floor H5 the entire room and restrooms
886	Romney	11th Floor, F11, C1, C3, G9, H7, H8 and H9. 12th Floor D3 and C3
887	Romney	Basement
888	Saginaw	2nd floor all lights and HVAC
889	SOS	1st Floor North Quadrant of O-3, S-3, S-9, O-9
890	van Wagoner	Entire East half of 8th floor and restrooms
891	mason/austin	all floors lights and hvac
892	Romney	Freight elevator lobby, floors 1 - 12
893	GOB	Wing A-Pillars G1-G5, G1-A1, A1-A4
894	Hannah and Ottawa	UL's and 1st floors
895	Ottawa	2nd - 4th Floors
896	GOB	1st floor, B Wing from pillar H-13 thru M-15
897	GOB	All of A wing
898	Grand Tower	Following Floors 1,2,3,7,8,9,13,14
899	Cass	4th flr, Central Control has list of people & their pillar numbers
900	GOB	3rd Floor, A-Wing, Pillars A4 to G4 & A7 to G7, C6 & C7
901	GSB	1sr flr OPC rm
902	State Lab	Bsmt (Rm 1), 1st (102-104) & 3rd (All)
903	Van Wagoner	4th floor, Pillars B19-C19
904	VanWagoner	All Attorney General work areas
905	Williams	All Attorney General work areas
906	Austin	Austin all floors

	G	H	I
880	01/01/13 - 12/31/13	6:00 pm - 5:00 am	Pam Ward
881	Mondays and Wednesdays beginning 05/13/13 to 12/31/13	5:00-10:00pm	Ann Leupnitz
882	Sunday, 01/05/14	8:00 a.m. to 1:00 p.m	Patrick Garlitz
883	3/21/11 - 12/31/13	5:00 pm - 10:00 pm	Judy Tkaczyk
884	Saturdays from 07/06/13 to 12/28/13	7:00 am to 2:00 pm	Chad Coffman
885	11/02/13 - 12/31/13	6:00 a.m. - 8:00 p.m.	Tina Ray
886	12/6/13 thru 12/7/13	5:00PM-midnight 12/6 & midnight -7pm 12/7	Dave Reinhard
887	12/14/13	6:50 a.m. - 3:40 p.m.	Beulah Burkes
888	09/14/13 - 12/31/13	5:00 P.m. - 10:00 p.m.	Ann Luepnitz
889	05/10/13 - 01/01/14	Wednesdays5:00 p.m. -8:00p.m. And Saturdays 8:00 a.m. - 1:00 p.m.	John Osborn
890	Saturdays from 07/06/13 to 12/28/13	7:00 am - 2:00 pm	Chad Coffman
891	01/11/14	6:00am-3:00pm	Cheryl Bush
892	01/11/14	6:50am - 3:40pm	Beulah Burks / Bob Bierwagen
893	1/11/14	9:00am-6:00pm	Pam Ward
894	01/17/14	5:00-9:00 pm	Will Ward
895	07/24/13	4:30 - 9:00 p.m.	Tim Warren
896	12/9/13 thru 1/5/15	until 7:30pm each night	Janice Remer
897	Saturdays 12/14/13-01/18/14	9:00 a.m. - 9:00 p.m.	Don Williams
898	1/23/14-1/25/14	8:00am-12am	Kemal Tekinel
899	1/31/2014	As requested	Central Control has list of people & their pillar numbers
900	1/31/14	24/7	Pam Ward
901	1/31/2014	Sun-Thurs:11:30P-6A	William Doxie
902	1/31/2014	8-5 Sat and all other days 24/7 as needed	Julie Smith
903	1/31/2014	As requested	Tom Briggs
904	1/31/2014	24/7	Joyce Macauley
905	1/31/2014	24/7	Joyce Macauley
906	1/8/2014	7:00a.m-6:00p.m.	Leon Arthur

	J
880	322-6270
881	410-3275
882	702-5456
883	373-0046
884	517-335-9031
885	241-0811
886	241-5825
887	749-7085
888	517-410-3275
889	636-0930
890	335-9031
891	517-749-7061
892	749-7085 / 319-6014
893	517-322-620
894	517-749-3576
895	749-7163
896	636-6610
897	322-6071
898	517-614-6666
899	241-2330
900	2-6270
901	322-6764
902	335-8850
903	373-0453
904	373-1114
905	373-1114
906	993-8249

	K	L	M	N	O	P
880	ORS has staff working 6:00 p.m. to 5:00 a.m. Monday - Friday that require Lighting and Air conditioning					
881	Treasury University Classes video conferencing					
882	DDS has a Federal software upgrade installation on that weekend					
883	Overtime					
884	expansion of hours of operation for 10-60 members for the Hardest Hit Funds program					
885	*Auditors Working on the CAFR for December deadline*					
886	A major MiCSES release will be happening over this weekend.					
887						
888	Classes for Treasury University are going to be held in 7 week intervals					
889	Staff assist Branch offices on Wednesday evenings and Saturday Mornings.					
890	MSHDA's Step Forward Program woul dlike to request to have lighting and HVAC services available during their Saturday working hours from 7:00 am - 2:00 pm. This will allow for expansion of office hours for 10 - 60 staff members of the Step Forward Program.					
891	moving supplies from Mason to the Austin					
892	Total stripping of all freight elevator lobbies 12th to 1st floors.					
893	IT Migrating Computers					
894	*carpet runners*					
895	Carpet					
896	We have staff who work past 6:00pm on a daily basis					
897	Completing the migration of technology applictions that willl allow SOM staff to better serve the citizens of Michigan.					
898	This weekend we have major implementation and there will be a lot of resources will be in the building to support the implementation activities.					
899	Staff are required to work extra hours frequently due to meet required deadlines					
900	ORS Support Staff running computer program Monday through Sunday					
901	Night shift to meet mandated mailing dates					
902	24/7 emergency stand-by operation					
903	To install a light switch over the copy area, to reduce amount of lighting used.					
904	Irregular and unscheduled work hours are often required					
905	Irregular and unscheduled work hours are often required					
906						

	A	B
907	9	DTMB
908	10	Step forward
909	11	State Budget Office
910	12	Transportation
911	13	DTMB
912	14	MDOT
913	15	DTMB
914	16	OOF
915	17	Peckham
916	18	Peckham
917	19	Peckham
918	20	Peckham
919	21	DTMB
920	22	Peckham
921	23	Peckham
922	24	Peckham
923	25	Peckham
924	26	Peckham
925		Peckham
926	Lighting requests moved from active tab to expired	DTMB
927	29	Peckham
928	30	ES
929	31	ES
930	32	ES
931	33	DNR
932	34	DTMB
933	35	Peckham
934	36	Peckham
935	37	Peckham
936	38	DTMB
937	39	DTMB
938	40	DTMB
939	41	MDOS
940	42	DTMB
941	43	DTMB
942	44	DTMB
943	45	DHS

	C	D
907	Peckham	CASS
908	MSHDA	Romney
909	N/A	Romney
910	Construction Field Services	C&T
911	PECKHAM	Cass
912	Executive Office	Van Wagoner
913	OFM	Romney Building
914	BOD-Zone 4	Romney Building
915	Environmental Services	GOB
916	Environmental Services	C&T
917	Environmental Services	Forensic Lab
918	Environmental Services	PTA
919	BOD	Lewis Cass
920	Environmental Services	Austin
921	Environmental Services	Cass
922	Environmental Services	Hannah
923	Environmental Services	Ottawa
924	Environmental Services	Williams
925	Environmental Services	Vanwagoner
926	PECKHAM	Van Wagoner
927	Environmental Services	SOS
928	Peckham	Williams & Vanwagoner
929	Peckham	Austin
930	Peckham	Austin
931	Law Enforcement	Mason
932	BOD	Cass
933	Enviromental Services	C&T
934	Enviromental Services	Cass
935	Enviromental Services	MDOT Warehouse
936	Peckham	Romney
937	Peckham	Austin
938	Peckham	Cass
939	Secretary of State	SOS
940	Peckham	Van Wagoner
941	Peckham	Williams
942	OFM	Romney Building
943	Saginaw	Saginaw SOB

	E	F
907	Garden Level	2/1/14
908	Entire East half of 8th floor and restrooms	12/01/2013 - 01/31/2014
909	entire 6th floor	1/31/14-2/04/14
910	Zone A-D Room 113, 122, 125	1/31/2014
911	Garden Level Mailroom	2/8/2014
912	4th Floor A15 - E23	
913	7th floor southeast section of the floor. The accounting and financial division	2/15-2/17
914	All foors	2/17/2014
915	3rd floor A & B wings and main stairwell	2/17/2014
916	1st floor	2/17/2014
917	1st floor	2/17/2014
918	All floors as needed	2/17/2014
919	Stairwells and surrounding areas	2/17/2014
920	ALL FLOORS	2/17/2014
921	all floors, aisles in front of restrooms	2/17/2014
922	All floors as needed	2/17/2014
923	All floors as needed	2/17/2014
924	All floors as needed	2/17/2014
925	All floors as needed	2/17/2014
926	All floors as needed	2/15/2014
927	All floors as needed	2/17/2014
928	All floors needed	3/1/2014
929	All floors needed	3/1/2014
930	All floors needed	3/1/2014
931	7th flr, A1-A4 & A1-D1	
932	WILL VARY	10/7/13-3/1/14
933	all floors	3/15/2014
934	all floors	3/15/2014
935	all floors	3/15/2014
936	all floors	3/22/2014
937	all floors - elevator lobbies	3/21/2014
938	all floors	3/22/2014
939	1st floor	3/22/2014
940	all floors	3/29/2014
941	all floors	3/29/2014
942	southeast section of the floor The accounting and finanical reporting division	3/29/2014
943	1st, 2nd and 3rd floors	3/22/2014-3/30/14

	G	H	I
907	7:00 am - 3:30 pm	Howard (Skip) Stanton	749-4353
908	7:00 am - 7:00 pm	Chad Coffman	335-9031
909	5pm-7am	Connie Minix	517-373-4978
910	6:00am to 7:00pm	Christopher Gembel	810-394-7866
911	7:00am - 3:30pm	Howard (Skip) Stanton	749-4353
912	as required	Pam Sebenick	241-2674
913	24/7	Tina Ray	517-241-0811
914	6:50am to 3:40p.m	Beulah Burks	517-749-7085
915	6:00am-3:30pm	Steve Beals/ Barb Fullerton	517-749-7149/517-319-6004
916	8:00am-3:30pm	Steve Beals	517-749-7149/517-319-6004
917	6am to 3:30pm	Steve Beals	517-749-7149/ 517-319-6003
918	6am-3:30pm	Steve Beals	517-749-7149/ 517-319-6003
919	24/7	Greg Post	517-812-4353
920	6:00am - 6:00pm	Leon Arthur	517.993.8249
921	7:00am - 3:30pm	Chad Antcliff	517.749.7194
922	6:00am - 6:00pm	Will Ward	517.749.3576
923	6:00am - 6:00pm	Will Ward	517.749.3576
924	6:00am - 6:00pm	Andy Yeadon	517.749.7165
925	6:00am - 6:00pm	Andy Yeadon	517.749.7165
926	6:00 am to 6:00 pm	Andy Yeadon	517-749-7165
927	6am-6pm	John Perry	517-743-7134
928	7:00am5:00pm	Andy Yeadon	517-749-7165
929	5:00pm-9:00pm	Leon Arthur	517-9938249
930	5:00pm-9:00pm	Leon Arthur	517-993-8249
931	24/7	Jim Hurst	
932	WILL VARY	LAUX CONSTRUCTIOIN	GREG POST 517-812-4353 and Beau Jackson
933	7am-3:30pm	Steve Beals	517-749-7149
934	7:00am - 3:30pm	Howard (Skip) Stanton	517-749-4353
935	7am-12pm	Lori Dorsey or Joyce Dean	517-719-4720
936	7:00am to 3:30pm	Dave Schuiling	749-7061 or 319-6014
937	5:00 pm - 9:00 pm	Tim Warren	749-7163
938	7:00 am - 3:30 pm	Howard (Skip) Stanton	749-4353
939	7:00am to 2:00pm	Michael Filday	517-322-6268
940	7:00 am - 5:00 pm	Andy Yeadon	517.749.7165
941	7:00 am - 5:00 pm	Andy Yeadon	517.749.7165
942	6:00am to 3:00pm	Tina Ray	517-241-0811
943	7:30am to 5:00pm	Rick Latinen	(989) 758-1217

	J
907	Strip & Refinish hard floor in the mail room
908	
909	Preparation for FY 2015 Executive Budget. Staff will be working at any time over the weekend and possibly Monday night as well.
910	Maintaining FT and L.A. Abrasion Submissions
911	Strip & refinish hard floors in mailroom
912	Staff overtime
913	The AFR Division is working on the MAIN Encryption project over the weekend
914	All rest rooms are being cleaned.
915	Scrub stairwells. Detail vac. And dust 3 A & B wings
916	Vent Cleaning of C&T
917	Vent Cleaning of C&T
918	Chair cleaning and floor care
919	Laux Construction work
920	Top strip/re-coat lobby floors
921	clean floors
922	clean carpeting/ scrub restrooms
923	clean carpeting/ scrub restrooms
924	top scrub bathrooms
925	top scrub bathrooms
926	clean air bars/vents
927	Carpet cleaning, base boards, air bars and vents
928	Scrub restrooms
929	Chair cleaning
930	Lobby/Restroom scrub
931	Report all poaching program call center
932	TO KEEP PROJECT ON TIME LINE
933	Dust / Vac. vents please make sure lights and ventilation is on.
934	clean aisles in front of restrooms
935	Sealing new tile floor in hall
936	extract all floors
937	cleaning elevator carpeting
938	cleaning hallways in front of all restrooms
939	Staff Overtime
940	High traffic carpet cleaning
941	High traffic carpet cleaning
942	Statewide single audit coordinator is working on the statewide single audit
943	Please note we are requesting approval for two Saturdays even though the form only allows one date. We are requesting approval for Saturday March 22, 2014 from 7:30am to 5:00pm and Saturday March 29th, 2014 from 7:30 to 5:00pm

	K	L	M	N	O	P
907						
908						
909						
910	Christopher Gembel					
911	Bob Bierwagen					
912	Bob Ruff					
913	Tina Ray					
914	Bob Bierwagen					
915	Kirk Brennan					
916	Kirk Brennan					
917	Kirk Brennan					
918	Kirk Brennan					
919	Greg Post					
920	Neal Droste					
921	Bob Bierwagen					
922	Steve Doty					
923	Steve Doty					
924	Bob Ruff					
925	Bob Ruff					
926						
927	Kirk Brennan					
928						
929						
930						
931	Jim Hurst					
932						
933		3/16/2014				
934		3/16/2004				
935		3/16/2015				
936		3/23/2014				
937		3/22/2014				
938		3/23/2014				
939		3/23/2014				
940		3/30/2014				
941		3/30/2014				
942		3/30/2014				
943		3/30/2014				

	A	B
944	46	MDOS
945	47	LARA
946	25	DTMB
947	26	Peckham
948	27	Peckham
949	28	Peckham
950	28	Michigan Supreme Court
951	29	DTMB
952	30	DTMB
953	31	DTMB
954	32	DTMB
955	33	DTMB
956	27	ES
957	28	DTMB
958	29	DTMB
959	28	Peckham
960	29	Peckham
961	25	Michigan Supreme Court
962	27	Civil Service Commission
963	28	State
964	29	DHS
965	30	DTMB
966	31	SBO
967	32	DTMB
968	23	DHS
969	27	Peckham
970	26	DTMB
971		DTMB
972	25	DTMB
973		ES
974	32	ES
975		ES
976		ES
977	31	DHS
978	31	DHS
979	28	DTMB
980	27	DTMB/ES
981	29	DHS

	C	D
944	Bureau of Elections	Austin
945	Executive Office	Ottawa
946	Customer Service DHS	Grand tower
947	Enviromental Services	VanWagoner and Williams
948	Enviromental Services	VTS
949	Enviromental Services	Romney
950	Judicial	Hall of Justice
951	ES/Peckham	Hannah
952	ES/Peckham	Ottawa
953	ES/Peckham	Hannah
954	ES/Peckham	Ottawa
955	ES/Peckham	Austin
956	Peckham	Lewis Cass
957	ES/Peckham	Austin
958	Peckham	Lewis Cass
959	Environmental Services	Vehicle and Travel Services
960	ES	Cass
961	Judicial	Hall of Justice
962		Horatio S. Earle Learning Center
963	Elections	Austin
964	Out State Operations	Jackson
965	Peckham	Hannah
966	OFM	Romney Building
967	Telecom	VanWagoner
968	Children's trust fund	Grand tower
969	Environmental Services	GOB
970	ES/Peckham	Austin
971	Peckham	Energy Center
972	MiCSES	Romney
973	Peckham	Romney
974	Peckham	Austin
975	Peckham	Austin
976	Peckham	Austin
977	Department of Human Services	Flint SOB
978	Department of Human Services	Flint SOB
979	Peckham	Romney
980	Peckham	Energy Center
981	Accounting	Grand Tower

	E	F
944	1st floor U-17 and U-18	3/29/2014 - 03/30/14
945	H6 Exec Office	
946	1st, 2nd, 3rd, 8th, 9th, 13th and 14th floors Lights and HVAC	03/19/14 - 04/02/14
947	All Floors	4/5/2014
948	All floors	4/5/2014
949	All Floors	4/5/2014
950	6th floor	4/5/201-4/6/2014
951	all floors	4/11/2014
952	all floors	4/11/2014
953	all floors	4/12/2014
954	all floors	4/12/2014
955	all floors	4/12/2014
956	all	4/19/2014
957	All floors	4/26/2014
958	All floors	4/25/2014
959	All floors/pillars	5/3/2014
960	Garden level	5/3/2014
961	6th floor	4/12/14-5/3/14
962	1st floor common area & Lake Huron Room	5/11/2014
963	Bureau of Elections: U, V, 17-U, V & W23	5/6/2014
964	2nd & 3rd floor	05/10/14, 05/17/14, 05/31/14, 06/07/14, 06/14/14, 06/21/14, 06/28/14
965	1st floor	5/6/2014
966	7th floor	5/10/2014
967	3rd floor	5/10/2014
968	14th floor Children's trust fund ste. 1411	04/01/14 - 05/14/14
969	1st, 2ed and 3ed floor main hallways and R/Rs	5/17/2014
970	all foors as needed	5/23/2014
971	all floors	6/7/2014
972	12 floor Pillars D3 and C3	06/06/14 to 06/08/14
973	all floors	6/14/2014
974	1st floor	6/12/2014
975	all floors	6/14/2014
976	all floors	6/13/2014
977	4 and 5	6/14/2014
978	4 and 5	6/14/2014
979	all floors	6/7/14 and 6/14/14
980	All floors and restrooms	6/21/2014
981	10th floor pillar K5 and J2	6/21/2014

	G	H	I
944	7 am - 5 pm	Lucinda sheltrown	517-373-0941
945	As needed.	Karen Towne	517-373-9495
946	24/7	Kemal Tekinel	517-241-5779
947	7:00 a.m. - 5 p.m.	Andy Yeadon	517-749-7165
948	6am-6pm	John Perry	517-743-7134
949	7:00am - 3:30pm	David Schuiling	517.749.7061
950	12am-12pm	Ryan Tomlinson	517-373-7492
951	5:00pm - 9:00pm	Will Ward	517.749.3576
952	5:00pm - 9:00pm	Will Ward	517.749.3576
953	6:00am - 6:00pm	Will Ward	517.749.3576
954	6:00am - 6:00pm	Will Ward	517.749.3576
955	6:00am - 6:00pm	Leon Arthur	517.993.8249
956	6:00 a.m. - 6:00 p.m	Debbye Kafara	517-202-2907
957	7:00am - 6:00pm	Leon Arthur III	517.993.8249
958	6:00pm-9:00pm	Debbye Kafara	517-202-2907
959	6am-6pm	John Perry	517-743-7134
960	7:00am-12:00pm	Debbye Kafara	517-202-2907
961	8am-5pm	Dave Palazzolo	517-373-5541
962	12:00pm to 6:00pm	John VanHoesen	517-284-5015
963	6:30am-9:00pm	Lucinda Sheltrown	517-335-2659
964	8:00am-12:00pm	James Tippin	517-780-7040
965	5:00 pm - 9:00 pm	Tim Warren	517-749-7163
966	6:00 a.m. - 2:00 pm	Tina Ray	241-0811
967	6:00am - 3:00pm	Peggy Thacker	242-4754
968	8:00 am - 12:00 am	Christina Medina	517-3734320
969	6:00am-3:00pm	Steve Beals	517-749-7149
970	5:00 - 9:00 pm	Leon Arthur III	517.993.8249
971	6:00am-6:00pm	John Perry	517-743-7134
972	6:00pm until 5:00pm	Don Van Buhler	517-392-8182
973	6:00am-6:00pm	Debbye Kafara	517-202-2907
974	5:00 pm - 9:00 pm	Leon Arthur	517-993-8249
975	6:00 am - 6:00 pm	Leon Arthur	517-993-8249
976	5:00 pm to 9:00 pm	Will Ward	517-749-3576
977	8 am - 5pm	Mike Milks	810-760-2637
978	8 am - 5pm	Mike Milks	810-760-2637
979	7:00am-4:00pm	Mofi	517-749-7232
980	6:00am - 6:00pm	John Perry	517.743.7134
981	7:00 a.m. - 2:30 pm	Colleen or Christy Mouser	517 -335-6007 517-373-2021

	J
944	Employees working for the weekend
945	As needed for emergency management
946	After Hours employees
947	Cleaning High Traffice areas
948	Strip and reseal hard floors
949	Top strip and refinish all hard floors
950	The justices of law clerks will be working Saturday and Sunday
951	Carpet Cleaning all floors
952	Carpet Cleaning all floors
953	Carpet Cleaning all floors
954	Carpet Cleaning all floors
955	Carpet Cleaning all floors
956	Strip & re-finish hard floors
957	Elevators/Stair/Carpet cleaning
958	Touch up hard floors
959	Carpet cleaning, Restrooms, Stairs, Air bars and vents
960	touch up hard floors
961	Only on Saturdays from 8am-5pm. Only for the 6th floor.
962	Quality of Life Agencies are hosting a 3 day training session May 12-14. The trainer has a significant quantitiy of materials/resources that require 3-4 hours of setup time to arrange and prepare ahead of the start of training. Training session is scheduled to begin at 8:00am May 12.
963	Staff are working to conduct the May 6th election.
964	We have been given overtime on these days for cash assistance staff to work.
965	Abdikadir Munganga will be cleaning chairs on the fidrst floor
966	Statewide Single Audit coordinator working on Statewide single audit
967	Telecom Work
968	Preparation for upcoming auction May 14, 2014
969	Scrub all R/Rs GOB
970	scrub/clean stairs
971	Chair cleaning, floor strip and seal
972	A major MiCSES release will be happening over this weekend.
973	Extract carpet
974	Waxing
975	Wax stairways
976	
977	OT Implementation of Automated child Welfare Information system
978	OT Implementation of Automated child Welfare Information system
979	Extract all high traffic areas and scrub all restrooms
980	Floor seal, top scrub restrooms
981	Please turn on lights and HVAC on 06/21/14 for crosswalk Coding work

	K	L	M	N	O	P
944		3/31/2014				
945		3/31/2014				
946		4/3/2014	.			
947		4/6/2014				
948		4/6/2014				
949		4/6/2014				
950		4/8/2014				
951		4/13/2014				
952		4/13/2014				
953		4/13/2014				
954		4/13/2014				
955		4/13/2014				
956		4/20/2014				
957		4/27/2014	BCJ			
958		4/26/2014	MM			
959		5/4/2014	MM			
960		5/4/2014	MM			
961		5/3/2014				
962		5/12/2014	NT			
963		5/7/2014	MM			
964		6/29/2014	MM			
965		5/7/2014	AB			
966		5/11/2014	ab			
967		5/11/2014	bcj			
968		5/15/2014				
969		5/18/2014	MM			
970		5/24/2014	BCJ			
971		6/8/2014	MM			
972		6/9/2014	MM			
973		6/15/2014	MM			
974		6/13/2014	AB			
975		6/15/2014	AB			
976		6/14/2015	AB			
977		6/15/2014	AB			
978		6/15/2014				
979		6/15/2014	MM			
980		6/22/2014	BCJ			
981		6/23/2014	Ab			

	A	B
982	28	DTMB/ES
983	29	DTMB/ES
984	27	DTMB/ES
985	26	LARA
986	27	MSP
987	24	DTMB
988	25	MDOT
989	27	ES
990	26	DNR
991	29	Human Services
992	30	MSP
993	24	Peckham
994	26	DTMB
995	24	State
996	25	DNR
997	26	DHS
998	27	DTMB
999	28	Treasury
1000	29	DHS
1001	30	State
1002	31	ES
1003	32	ES
1004	33	ES
1005	32	MDOT
1006	28	DTMB
1007	34	DTMB
1008	33	Peckham
1009	34	Human Services

	C	D
982	Peckham	Hannah
983	Peckham	Ottawa
984	Peckham	Romney
985	UIA CUSTOMER SERVICE	Cadillac Place
986	CJIC	MSP HQ
987	OFM	Romney
988	Construction Field Services	C&T
989	PECKHAM	Ottawa/Hannah
990	Archives of Michigan	MLHC
991	NA	State Office Building
992	EMHSD	HAZMAT
993	Environmental Services	Romney
994	CS- DMB, MCSC	ROMNEY
995	Election	Austin
996		Michigan Library and Historical Center
997	SACWIS	Flint State Office Building
998	MiCSES	Romeny
999	Tax Compliance	Saginaw SOB
1000	Out State Operations	Jackson State Office Building
1001	Elections	Austin
1002	Peckham	Williams & Vanwagoner
1003	Peckham	Austin
1004	Peckham	Austin
1005	Construction Field Services	Construction Field Svcs.
1006	Peckham	Romeny
1007	Peckham	Austin
1008	Environmental Services	Grand Tower
1009	Out State Operations	Jackson State Office Building

	E	F
982	All floors	6/27/2014
983	All floors	6/27/2014
984	All floors and restrooms	6/28/2014
985	All lights and air handlers 1st and 8th Floors; Pillars L-385, 8-100, 8-150, 8-220, 8-250	06/21/14 & 06/28/14
986	1ST FLOOR	6/28/13 - 6/27/14
987	7th floor	5/27/14-7/3/14
988	1st floor, room 124, panel C	
989	All floors	7/12/2014
990	Archives of Reading Rooms and Reception area	7/18/2014
991	4th and 5th floor	7/19/2014
992	training and excerise	7/20/2014
993	All floors	7/26/2014
994	9TH FLOOR	7/25/14 - 7/28/14
995	U,V & W17-U,V & W 23	8/5/2014-8/6/14
996	1st, 2nd, Event lighting	8/9/2014
997	4th and 5th floor	8/9/2014
998	12, 112 floor Pillars D3 and C3	8/8//14-8/9/14
999	Treasury Offices	3/10/2014-6/25/14
1000	3rd floor	March: 4, 11, 18, 25 April: 1, 8, 15, 22
1001	U, V & W 17-U, V& W 23	2/24/2014-2/25/2015
1002	All floors needed	3/1/2014
1003	All floors needed	2/28/2014
1004	All floors needed	3/1/2014
1005	1st	8/11/14 - 8/11/15
1006	all floors	8/16/2014
1007	all floors	8/16/2014
1008	ALL	8/23/14-8/30/14
1009	2nd & 3rd floors	Every Saturday from 7/12/14 thru 8/23/14

	G	H	I
982	5:00 pm - 10:00pm	Will Ward	517-749.3576
983	5:00 pm - 10:00pm	Will Ward	517-749.3576
984	7:00 a.m. - 4:00 p.m.		517.749.7232
985	7:00 a.m. - 3:30 p.m.	Gail Loving	313-456-2401
986	9:00PM- 6:00AM	PLETRO SEMLFERO	241-0829
987	6:00am-9:00pm	Tina Ray	517-241-0811
988	6:00am to 7:00pm	Ernst Nelson	322-1183
989	6:00am-4:30pm	Abdikadir Murnganga	517-749-3576
990	5:00pm-10:30pm	Kris Rzepczynski	517-373-9191
991	10:30 - 2:30	Mike Milks	810-760-2637
992	7:35-8:30am	Gary Brannock	517-375-2130
993	7:00-5:00pm	MOFI	517-749-7232
994	8:00PM - 4:00AM	CHRIS MITCHELL	517-335-1613
995	6:30am-6:30pm	Lucinda Sheltrown	517-335-2659
996	5:00 p.m. - 11:00 p.m.	Carol Payne	517-373-2565
997	8:00am - 12:00pm	Mike Milks	810-760-2637
998	5:00 pm until 3:00pm	Don Van Buhler	517-392-8182
999	5:00-10:00pm	Kevin Robishaw	989-758-1403
1000	5:00pm-8:30pm	Jessica Deering	517-780-7666
1001	6:30am-9:00pm	Lucinda Sheltrown	517-335-2659
1002	7:00am5:00pm	Andy Yeadon	517-749-7165
1003	5:00pm-9:00pm	Leon Arthur	517-9938249
1004	5:00pm-9:00pm	Leon Arthur	517-993-8249
1005	6:00am - 7:00pm	Kendra Barak / Ernst Nelson	322-1217 / 322-1183
1006	7:00am - 5:00pm	MOFI	517-749-7232
1007	6:00am - 5:00pm	Jennifer Buskirk	517.993.8249
1008	7am-5pm	Tim Hyatt	517-204-7604
1009	8:00am - 5:00pm	James Tippin	517-780-7040

	J
982	carpet cleaning
983	carpet cleaning
984	Scrub restrooms on all floors
985	Mandatory Overtime for Customer Service for tw Saturdays
986	We have 2nd & 3rd shift employees who leave via the elevators. The motion detectors do not turn on the lights until you make it around the corner & into the hallway. Unless someone has just entered the building from that direction, that leaves staff fumbling in the dark & walking into things. We need at least minimal lighting in the elevator lobby. (The lights on the display case would suffice.)
987	Working on ERP projet and other OFM staff are here until 6pm
988	Material testing must be performed at specific times and dates to be in compliance with specifications. Failure to meet these strict time requirements may result in loss of Federal funding for construction projects.
989	Restroom Scrubbing
990	Lighting required for archives of Michigan after-hours event
991	SACWIS OT
992	Training
993	Vacuum all conference room furniture
994	Annual MAIN Disaster Recovery Test.
995	*Staff are working Tuesday, August 5, 2014 to conduct the August 5th primary election (8/5/2014). Election Staff will be working (24 hours) early and thru the next day to assist clerks with election problems and assist them with opening and closing the polls and reporting election results.*
996	After hours and exterior lighting for an after-hours event at the Museum which benefits the Michigan History Foundation.
997	SACWIS OT
998	A major MiCSES release will be happening over this weekend.
999	Staff is attending on-line university classes in our office. Class runs until after 9:00pm. Currenly this class is running on Monday night. This would be the only night we would need after hours lighting.
1000	We will be facilitating a foster parent training on the above dates.
1001	Staff are working Tuesday, Febuary 24th, 2014 to conduct the February 25th election (2/25/2014). Election staff will be working early and late tha that day to assit clerks with election problems and assit them with opening and closing the polls and reporting election results.
1002	Scrub restrooms
1003	Chair cleaning
1004	Lobby/Restroom scrub
1005	Material Testing must be performed at specific times and dates to be in compliance with specifications. Failure to meet these strict requirements may result in loss of federal funding for construction projects.
1006	Top strip and finish all floors
1007	carpet cleaning
1008	Scrub all restrooms and high traffic areas
1009	We have been given overtime on these days for cash assistance staff work.

	K	L	M	N	O	P
982		6/28/2014	bcj			
983		6/28/2014	bcj			
984		6/28/2014	nik			
985		6/29/2014	AB			
986		6/27/2014				
987		7/4/2014	MM			
988	Brenda J O'Brien	7/6/2014				
989		7/13/2014	EK			
990		7/19/2014	EK			
991		7/20/2014	EK			
992		7/21/2014	EK			
993		7/27/2014	ML			
994		7/28/2014	NT			
995		8/6/2014	MM			
996		8/10/2014	EK			
997		8/10/2014	bcj			
998		8/10/2014	EK			
999		6/25/2014				
1000	Jessica Deering	4/22/2014				
1001		2/26/2014				
1002		3/2/2014				
1003		2/29/14				
1004		3/2/2014				
1005		8/12/2015	bcj			
1006		8/17/2014	nt			
1007		8/17/2014	bcj			
1008		8/31/2014	EK			
1009		9/1/2014				

	A	B
1010	33	SOS
1011	30	DTMB
1012	40	DTMB
1013		
1014		
1015		
1016		
1017		
1018		
1019		
1020		
1021		
1022		
1023	26	Human Services
1024	44	Peckham

	C	D
1010	Driver and Vehicle Records Division	Secretary of State
1011	MICSES	ROMNEY
1012	DHS- ELIGIBILITY	GRAND TOWER
1013		
1014		
1015		
1016		
1017		
1018		
1019		
1020		
1021		
1022		
1023	Out State Operations	Jackson State Office Building
1024	Environmental Services	Secretary of State

	E	F
1010	1st Floor South Building and 2nd Floor Tower	9/6/2014
1011	12th	09/05/14 to 09/06/14
1012	ENTIRE FLOORS: 1, 2, 3, 4, 8, 9 & 14	10/25/14-10/26/14
1013		
1014		
1015		
1016		
1017		
1018		
1019		
1020		
1021		
1022		
1023	3rd floor	9/9/2014-10/28/14
1024	All	11/4/2014

	G	H	I
1010	6:00am-5pm	Lorencen, John	(517) 322-5309
1011	5:00 pm until 7:00pm(on the 6th)	Dave Reinhart	517-241-5825
1012		Kemal Tekinel	241-5779
1013		#VALUE!	MDOS
1014		#VALUE!	Peckham
1015		34	DTMB
1016		35	DCH
1017		36	Human Services
1018		37	DHS
1019		38	DHS
1020		36	DTMB
1021		31	Supreme Court
1022		33	MDOT
1023	5:00p.m-9:00p.m	Brenda Cros	517-780-7171
1024	6am to 6pm	John Perry	517-743-7134

	J
1010	Reducing backlogs in Conversion, Vehicle Update, Document Processing, Microfilm Processing, and Operations Support Units
1011	A major MiCSES release will be happening over this weekend.
1012	Bridges Realease Implementation
1013	CSA/DVRD
1014	Enviormental Services
1015	Driver and Vehicle Records
1016	Reimbursement
1017	Out State Operations
1018	DDS
1019	Children's Trust Fund
1020	CS-DMB-MCSC
1021	Judicial
1022	Construction Field Services
1023	Pride Training every Tuesday evenings from 5-9pm beginning 9/9/14-10/28/14
1024	Building Cleaning

	K	L	M	N	O	P
1010		9/7/2013	EK			
1011		9/7/2014	EK			
1012		10/26/2014	nik	24/7	John Lorencen	(517) 322-6599
1013	SOS	1st floor South Building and 2nd floor Tower, H-J 14-15A	9/20/2014	6:30am - 3:45pm	John Lorencen	517.322.5309
1014	Romey	All floors	9/20/2014	7am-5pm	MOFI	517-749-7232
1015	SOS	1st and 2nd floors, H14A-15A I14A-15A J14A-15A	9/27/2014	7:00am-5:00pm	John Lorencen	(517) 322-5309
1016	Cass	Garden level, NW Office suite, Adjacent the Guard Station	9/13-20,27	24/7	Carrie Budd or Pauline Brussel	517-241-3722
1017	Jackson State Office Building	2nd & 3rd floors	Every Saturday from 8/9/14 thru 9/27/14	7:00am - 4:00pm	James Tippin	517-780-7040
1018	Hannah	All of 3rd floor Hannah	1/18/14-9/27/14	7:00am-1:00pm	Patrick Garlitz	517-702-5456
1019	Grand Tower	4th floor	8/4/14 - 9/30/14	24/7	Christina Medina	517-373-3420
1020	Romney Building	9th floor west side pillars F8-9,10,11 and restrooms	9/30/2014	6:00am-6:00pm	Tim Hyde	517-241-7411
1021	Hall of Justice	1st, 2nd and 6th throughout entire floors	10/8/2014	5:00pm-9:30pm	Dave Palazzolo	517-373-5541
1022	C&T	Room 112, Room 130A and front restrooms	10/16/14 - 10/20/14	5:00pm Oct 16 through 7:00am Oct 20	Lori Wieber	322-1085
1023		10/29/2014	EK			
1024		11/4/2014	EK			

	Q	R	S	T
1010				
1011				
1012	Reducing backlogs in Conversion, Vehicle Update, Document Processing, Microfilm Process, and Operations Support Units.		9/14/2014	EK
1013	Reducing backlogs in Conversion, Vehicle Update, Document Processing, and Microfilm Processing		9/21/2014	BCJ
1014	High traffic areas for overtime		9/21/2014	EK
1015	Reducing backlogs in Conversion, Vehicle Update, Document Processing, Microfilm Processing, and Operations Support Units		9/28/2014	EK
1016	DMB-624 Security Access Forms are in the process of being completed for Saturday work and will be delivered to the Cass Facility office tomorrow, I will endorse them on Monday when I return to the office		9/28/2014	EK
1017	We have been given overtime on these days for cash assistance staff work.		9/28/2014	bcj
1018	The social security admin. Has authorized overtime		9/27/2014	
1019	preparing for FY15 direct services grant application		10/1/2014	bcj
1020	Production Financial Table Roll-Over		10/1/2014	EK
1021	Lights need to remain on 9:30pm this day		10/9/2014	EK
1022	From 5:00pm, October 16th through 7:00am Monday, October 20 some employees will be working in the above stated rooms. Please make arrangements to have heat and lights on during this entire period along with the front restrooms.		10/21/2014	nik
1023				
1024				

	A	B
1025	43	Peckham
1026	42	Peckham
1027	41	Peckham
1028	40	Peckham
1029	39	SOS
1030	38	SOS
1031	28	DHS
1032	26	GOVERNOR'S OFFICE
1033	30	State
1034	31	DTMB
1035	40	ES
1036	39	Peckham
1037	38	Peckham
1038	37	Peckham
1039	34	Peckham
1040	33	Peckham
1041	28	DNR
1042	26	DHS
1043	29	DCH
1044	31	DCH
1045	31	DHS
1046	29	Civil Service
1047	27	DMOT
1048	28	DTMB
1049	31	Michigan Supreme Court
1050	30	DNR
1051	28	MDCH
1052	29	Peckham
1053	22	LARA

	C	D
1025	Environmental Services	C&T
1026	Environmental Services	GOB
1027	Environmental Services	PTA
1028	Environmental Services	OPS Center
1029	Occupancy Services	SOS
1030		Austin
1031	Foster Care Unit	Grand Tower
1032		ROMNEY
1033	Elections	Austin
1034	MDOS Systems Development	OPS Center
1035	PECKHAM	Cass
1036	Environmental Services	PTA
1037	Environmental Services	GOB
1038	Environmental Services	C&T
1039	Environmental Services	ROMNEY
1040	Environmental Services	Grand Tower
1041	Historical Museum	MLHC
1042	Accounting	Grand Tower
1043	MSA	Cass
1044	MSA	Lewis Cass
1045	DDS	Hannah
1046	Human Resources	Horatio
1047	Operations Field Services	MDOT Warehouse
1048	MiCSES	romney
1049	Judicial	HOJ
1050	Historical Museum	MLHC
1051	Operations/admin services	Cass
1052	Environmental Services	Romeny
1053	Michigan Administrative Hearing System	Ottawa

	E	F
1025	all	11/4/2014
1026	all	11/4/2014
1027	all	11/4/2014
1028	1st and 2nd floors	11/4/2014
1029	1st, 2nd, 4th and 3rd floor	11/1/14-11/4/2014
1030	4th and 3rd floor Y-16-U16 to Y22-U22 1st floor bureau of elections	11/4/2014
1031	1st floor, The entire 1st floor of the Grand Tower, including the Dempsey Room, bathrooms, and hallway area.	11/4/2014
1032	GROUND-4TH FLOORS	11/4/2014
1033	1st floor U, V & W17 & W23	11/4/14-11/5/14
1034	1st Floor	11/4/14-11/5/14
1035	all floor	11/11/2014
1036	all	11/11/2014
1037	all	11/11/2014
1038	all	11/11/2014
1039	all floors	11/4/14-11/11/14
1040	All Floors	11/4/14 11/11/14
1041	All areas of all requested floors	11/12/2014
1042	10th floor	9/27/14-11/15/14
1043	north end of third floor	10/25/2014
1044	north end of third floor	10/25/14-11/22/14
1045	Pillars A-C (East Section)	11/28/2014
1046	1st floor training center in lake huron room	11/30/14 - 12/3/15
1047	1st floor Michigan, Huron, Superior, restrooms, kitchen (whole facility)	12/6/2014
1048	12th floor, pillars D3/C3	12/5/2014
1049	1, 2nd, 6th	12/3/2014
1050	1, 2, 2M, 3, 3M, Event lighting, All areas of all requested floors	12/8/2014
1051	4th floor	12/13/14-12/20/14
1052	all floors	12/20/2014
1053	Pillars F6, C6, B5, B3, F2	3/29/14-12/31/14

	G	H	I
1025	6am to 3:30pm	Steve Beals	517-749-7149
1026	6am to 3:30pm	Steve Beals	517-749-7149
1027	6am to 3:30pm	Steve Beals	517-749-7149
1028	7am-4pm	Lori Dorsey or Joyce Dean	517-322-0098
1029	6am-9pm	James Fackler	517-636-0949
1030	7am-9pm	William Badgero	517-241-4228
1031	5:00am-5:00pm	Amanda Doane	517-335-6869
1032	7:00AM - 5:00pm	MARSHA QUEBBEMAN	241-5190 OR 517-388-2552
1033	24/7	Lucinda Sheltrown	517-335-2659
1034	7am-9pm	Kathleen Stevenson	(517) 242-3632
1035	7:00am - 6:00pm	Chad Antcliff	749-7194
1036	6am to 3:30pm	Steve Beals	517-749-7149
1037	6am to 3:30pm	Steve Beals	517-749-7149
1038	6am to 3:30pm	Steve Beals	517-749-7149
1039	7:30am-4:00pm	MOFI	517-749-7232
1040	7:30am-4:00pm	Tim Hyatt	517-204-7604
1041	5:30p.m-11:00pm	Cindy Hales	373-2565
1042	6:30am-4:00pm	Christy Mouser	517-373-2021
1043	7am-noon	Terri Chamberlain	517-335-5493
1044	7am-noon	Terri Chamberlain	517-335-5493
1045	8a.m.-2p.m.	Steve Miller	517-702-5521
1046	12:00pm-5:00pm	Tami Eyer	517-930-6888 or 517-284-5032
1047	7:00am-2:00pm	Sue Taylor	517-636-4086
1048	5:00pm-5:00pm	Vince Smoker	517-241-8818
1049	6am-10:30pm	Dave Palazzolo	517-373-5541
1050	5:00 p.m. - 10:00 p.m.	Alexandra Raven	517-241-7080
1051	8 am- 2pm	Julie Kelly	517-335-4254
1052	7 am - 3:30 pm	Mofi	749-7232
1053	weekends and Holiday as needed	Rita Canady	(517) 373-8420

	J
1025	Scrubbing R/Rs, detailing shop areas.
1026	Carpet cleaning, dusting and edging building wide
1027	Scrub R/Rs dusting building wide
1028	Cleaning all day as a normal work day and doing some periodic work
1029	These floors need to be climate controlled and the lights need to be on
1030	Election staff located on 4th floor and 3rd floors working overtime
1031	The Office of Child Welfare Policy & Programs is hosting a 3-day Family Nurturing/Bavolek Training in the Grand Tower-Dempsey Room. One of the dates, 11/4, is a state holiday, and therefore we will need lighting and heat in the building in order to host this training on 11/4.
1032	STAFF WORKING ELECTION DAY
1033	Election staff are working on November 4th-5th 24/7 to assit with elections issue
1034	Gubernatorial election support for staff located throughout the 1st Floor, Southeast Corner of the Operations Center.
1035	Restroom floors
1036	Scrub R/Rs, Detail dorm rooms.
1037	Scrub R/Rs, dusting and edging building wide
1038	Detail office areas, detailing shop areas.
1039	On 11/4/14 we will be scrubbing all restrooms on all floors, cleaning air bars and on 11/11/14 we will be doing high traffic areas
1040	11/4/14 cleaning air bars on all floors 11/11/14 we will be scrubbing restrooms on all floors and vacuum runners and clean stairwells
1041	This is an event sponsored by the Michigan History Foundation to raise funds to support Museum operations.
1042	Please turn on lights for the entire 10th floor for the next eight saturdays from 9/27/14-11/15/14
1043	PE is working to catch up on the backlog created by the ACA which was approved by the director
1044	PE is working to catch up on the backlog created by the ACA which was approved by the director
1045	Contract work
1046	The QOL Departments are hosting Dr. Pfau and his Executive Speaking session for 3 days. I will need access to the building Sunday afternoon to allow Dr. Pfau to set up and be ready for training that begins 8:30am on December 1st.
1047	Annual MDOT Transpo Cludb Children's Christmas Party
1048	A major MiCSES release will be happening over this weekend.
1049	Lights remain on until 10:30pm during this day
1050	This is an event sponsored by the Michigan History Museum. Please leave lights on at the end of the day and turn on event lighting.
1051	Due to work overtime
1052	scrub all stariwells and glass
1053	These administrative law judges find it necessary to work past 5:00 pm on week days, work weekends as well holidays based on the cases they have and the extra work required. The dates and times are unpredictable. (See attached letter from Peter Plummer)

	K	L	M	N	O	P
1025		11/5/2014	EK			
1026		11/5/2014	EK			
1027		11/5/2014	EK			
1028		11/5/2014	EK			
1029		11/5/2014	EK			
1030		11/5/2014	EK			
1031		11/5/2014	EK			
1032		11/5/2014	NIK			
1033		11/6/2014	EK			
1034		11/5/2014	EK			
1035		11/12/2014	EK			
1036		11/12/2014	EK			
1037		11/12/2014	EK			
1038		11/12/2014	EK			
1039		11/12/2014	EK			
1040		11/12/2014	EK			
1041		11/13/2014	EK			
1042		11/16/2015	EK			
1043		11/23/2014	EK			
1044		11/23/2014	EK			
1045	Steve Miller	11/29/2014	EK			
1046		12/3/2014	nik			
1047		12/7/2014	EK			
1048		12/7/2014	nik			
1049		12/4/2014	EK			
1050		12/9/2014	EK			
1051	Julie Kelly	12/21/2014	EK			
1052		12/21/2014	nik			
1053		12/31/2014				

	A	B
1054	23	SBO
1055	26	Justices Offices
1056	30	sos
1057	31	DNR
1058	25	LARA
1059	30	MDCH
1060	28	ES
1061	24	Treasury
1062	25	STATE
1063	26	LARA
1064	24	Peckham
1065	4	State
1066	#REF!	DCH
1067	#REF!	DCH
1068	#REF!	MDOT
1069	#REF!	DNR
1070	#REF!	DTMB
1071	#REF!	DTMB
1072	11	Asset Management
1073	12	Treasury
1074	#REF!	DCH
1075	#REF!	MDOT
1076	#REF!	MDOT
1077	#REF!	MDOT
1078	21	DHS
1079	24	Peckham
1080	9	State Budget Office
1081	22	Peckham
1082	21	Peckham

	C	D
1054	OFM	Romeny
1055	Supreme Court	Hall of Justice
1056	Occupancy Services	Austin
1057	Historical Museum	MLHC
1058	Michigan Administrative Hearing System	Ottawa
1059	Operations/Administrative services	Lewis Cass
1060	Peckham	Austin
1061	Data Management	OPS Center
1062	CSA/BDVP/Traffic Safety Division	Austin
1063	Funds Administration	GOB
1064	Environmental Services	Grand Tower
1065	Occupancy Services	Austin
1066	Budget & Grants & Purchasing	Cass
1067	Budget & Grants & Purchasing	Cass
1068	Highway Operations-Office of Operations Administrative Serives	Van Wagoner
1069	Finance and Operations	Constitution Hall
1070	BOD	Energy Center
1071	OSS/ LOS/PRINTING SERVICES	GSB
1072	Data Collections	MDOT Warehouse
1073	Executive Office	OPS Center
1074	Bureau of Laboratories	State Lab
1075	Executive Office	VanWagoner
1076	Transportation (AG)	VanWagoner
1077	AG	VanWagoner
1078	HR	Grand Tower
1079	DEQ	Romney
1080	N/A	Romney Building
1081	Enviomental Services	Forensic Lab
1082	Enviomental Services	PTA

	E	F
1054	7th floor, bathrooms and auditor general room, East side of 7th floor, pillars - C1, G3, F2, F4, plus restrooms Ground Floor After-Hours Exit	7-31-12-31-14
1055	6th floor, 1st, 2nd north and south tower	11/2/2014-12/31/14
1056	1st & 4th	1/1/2015
1057	1,2,2m,3,3m,event lighting	1/1/2015
1058	Pillars F6, C6, B5, B3, F2	3/29/14-1/16/15
1059	m-10 m-8 m-4	1/10/2015
1060	all floors	1/10/2015
1061	1st floor	1/3/15-1/10/15
1062	3rd fl Y17	2/7/2014
1063	1st floor B-wing pillar H-13 thru M-15	12/09/13 - 01/05/2015
1064	ALL	1/17/2015
1065	4th floor	1/23/2013
1066	4th floor	
1067	4th floor	2/5/15-1/31/15
1068	1st floor A8-A11 & A13-A15	2/3/14-1/31/15
1069	3, 4, 5 north tower	
1070	1st flr & basement of Boiler Plant	
1071	Consolidated Print Center	
1072	1st floor, Room 129, 130 & 131	
1073	1st floor conference room a/b/c and adjacent hallways to rest rooms lights and HVAC	Mondays and Wednesdays beginning 05/13/13 -indefinitely
1074	Basement, 1st, 2nd & ground level	
1075	4th floor executive suite	
1076	4th flr, pillar A12	
1077	4th, D20-D21	
1078	7th floor entire floor	12/8/14-1/31/15
1079	All	1/31/2015
1080	6th floor entire floor	2/6/2015-2/9/15
1081	all	2/16/2015
1082	all	2/16/2015

	G	H	I
1054	6:00am-8:00pm	Tina Ray	517-241-0811
1055	8am-6pm Saturday and Sunday	Dave Palazzolo	517-373-5541
1056	10 am- 5 pm	Kathy Knapp	3356735
1057	11am-4:30 pm	Alexandra Raven	2417080
1058	weekends and Holiday as needed	Rita Canady	(517) 373-8420
1059	630am-3pm	Julie Kelly	3354254
1060	7am-4pm	Jennifer Buskirk	517-993-8249
1061	7:00am-6:00pm	Bruce Hanses	517-636-6434
1062	As needed.	Ramona Putman	241-3961
1063	5:00 pm - 7:30 pm	Lavonne Blonde	636-6602
1064	7:00-3:30pm	Tim Hyatt	517-204-7604
1065	5:00pm to 7:00pm	William Badgero	241-4228
1066	Call as needed	Contact list	517-241-2330
1067	Call as needed	Suzanne Brownwell	517-241-2330
1068	as required	Penny Hunt	373-3015
1069	6am to 7pm	Sharon Schafer	517-284-5961
1070	24/7	Scott Davis	517-636-0520
1071	24/7	Kristin Hampton	322-5488
1072	24/7 Including Weekends & Holidays	Alan Jerome	332-1716
1073	5:00pm-10:00pm	Ann Leupnitz	410-3275
1074	24/7	Judy Smith	517-202-1843
1075	As requeseted	Keith Belonga	243-3908
1076	As needed.	Keith Belonga	517-243-3908
1077	when requested	Keith Belonga	517-243-3908
1078	All day	Michelle Holloway	517-241-2969
1079	7am-3:30pm	MOFI	517-749-7232
1080	5:00pm-8:00am	Connie Minix	(517) 373-4978
1081	6am-330pm	Steve Beals	517-749-7149
1082	6am-330pm	Steve Beals	517-749-7149

	J
1054	Working on the CAFR and some staff are on AWS where they are here past six.
1055	Supreme court term starts next week. The justices and staff work on weekends during the team
1056	SOS hosting inaugural event
1057	Event for DNR
1058	These administrative law judges find it necessary to work past 5:00 pm on week days, work weekends as well holidays based on the cases they have and the extra work required. The dates and times are unpredictable. (See attached letter from Peter Plummer)
1059	Work overflow
1060	Extract carpet in elevators
1061	Staff Overtime
1062	Special Project
1063	Staff working until 7:30 p.m.
1064	Scrub all restrooms
1065	We have executive level staff in this area of the 4th floor who often return to work at or after 5pm from being in the field.
1066	Due to often overtime requests.
1067	Due to numerous, unscheduled, last minute deadlines from the State Budget Office, Governor's office, House of Fiscal Agency, and Senate Fiscal Agency, staff are required to work extra hours in order to meet required deadlines.
1068	Staff overtime
1069	The DNR has many employees with alternate work schedules and many managers who work on a regular basis past 6:00p.m. Leaving the lights on will create a safe environment for those employees working later hours.
1070	We Work 24/7/365 and lighting is crucial to our operations
1071	CPC and PGS night shifts
1072	The nature of our work often requires someone to be here after normal business hours and on weekends/holidays
1073	Treasury University classes
1074	The State Lab is a 247 day 365 days a year operation
1075	Chief Deputy and governmental need lights to be on
1076	Overtime
1077	AG in-charge is required to work nights and weekends as needed.
1078	Staff in need of lights
1079	High Traffic
1080	State Budget Office staff will be working all weekend getting ready for the budget presentation on February 11. It would be nice if all normal ventilation be left on as well. :-)
1081	carpet cleaning & conference room 122
1082	Hard floors, Kitchen

	K	L	M	N	O	P
1054		1/1/2015	EK			
1055		1/1/2015	EK			
1056		1/1/2015	AP			
1057		1/1/2015	AP			
1058	Jerry Keeder	1/16/2015	EK			
1059	Julie Kelly	1/10/2015	AP			
1060		1/10/2015	AP			
1061	Bruce Hanses	1/11/2015	EK			
1062	Ramona Putman	1/7/2015				
1063		1/5/2015				
1064	Tim Hyatt	1/18/2015	EK			
1065		1/23/2015				
1066	Wanda Rademacher	1/28/2015				
1067	Wanda Rademacher	1/31/2015				
1068	Penny Hunt	1/31/2015				
1069		2/1/2015				
1070	Scott Davis	2/1/2015				
1071	Kristin Hampton	2/1/2015				
1072	Alan Jerome	2/1/2015				
1073		2/1/2015				
1074	Judy Smith	2/1/2015				
1075	Keith Belonga	2/1/2015				
1076	Keith Belonga	2/1/2015				
1077	Keith Belonga	2/1/2015				
1078		2/1/2015	EK			
1079	MOFI	2/1/2015	EK			
1080	Connie Mnix	2/10/2015	EK			
1081	kirk brennan	2/17/2015	nik			
1082	kirk brennan	2/17/2015	nik			

	A	B
1083	20	Peckham
1084	20	Peckham
1085	19	Peckham
1086	16	DTMB
1087	15	DTMB
1088	14	sbo
1089	13	ES
1090	11	DHS
1091	10	Peckham
1092	12	DTMB
1093	11	DSRS
1094	15	State
1095	11	DTMB
1096	13	DTMB
1097	12	Human Services
1098	11	Peckham
1099	15	DHS
1100	14	Peckham
1101	13	ES
1102	12	DTMB
1103	10	Peckham
1104	13	DNR
1105	11	Peckham
1106	10	Peckham
1107	12	DTMB
1108	13	Peckham
1109	10	MDOS
1110	9	Treasury
1111	15	Peckham
1112	16	State
1113	16	State
1114	15	Peckham
1115	16	Peckham
1116	12	DTMB
1117	16	MDOS
1118	15	ES

	C	D
1083	Enviomental Services	GOB
1084	Enviomental Services	GOB
1085	Enviomental Services	C & T
1086	Peckham	Hannah & Ottawa
1087	Peckham	Austin
1088	ofm	Romney Building
1089	Peckham	Cass
1090	N/A	Grand Tower
1091	Enviomental Services	Romney Building
1092	DHS	Grand Tower
1093	BBOS	SOS
1094	Elections	Austin
1095	ORS	GOB
1096	DHS	Grand Tower
1097	Disability Determination Service	Hannah
1098	Enviormnetal Services	Romney
1099	Children's Services	Grand Tower
1100	Environmental Services	VTS
1101	PECKHAM	Austin
1102	Customer Service-DHS	Grand Tower
1103	Environmental Services	Grand Tower
1104	Historical	MLHC
1105	Austin	All floors
1106	Enviromental Services	Romney
1107	Procurement	Con Hall
1108	Enviromental Services	Lewis Cass
1109	DVRD	SOS
1110	Special Taxes	OPS Center
1111	Enviromental Serivces	Grand Tower
1112	DVRD	SOS
1113	DVRD	SOS
1114	Enviromental Services	Romney
1115	Enviromental services	Grand Tower
1116	BOD	Cass
1117	DVRD	SOS
1118	Pekham	Hannah and Ottawa

	E	F
1083	all	2/16/2015
1084	all	2/16/2015
1085	all	2/16/2015
1086	All floors	2/16/2015
1087	All Floors	2/16/2015
1088	H2 including bathrooms	2/14/2015
1089	All floors	2/16/2015
1090	13th floor	2/16/2015
1091	All	2/16/2015
1092	2,3,4,8,9,13,14	2/21/2015
1093	1st floor	2/21/2015
1094	1st	2/24/2015
1095	From entrance, through cafeteria seating and conference room B at back of cafeteia area	2/24/2015
1096	Entire Floors	3/6/2015
1097	3rd floor H-18-H20	3/8/2015
1098	All	3/7/2015
1099	14th floor, children's trust fund	3/14/2015
1100	All	3/14/2015
1101	All	3/14/2015
1102	1,2,3,4,7,8,9,13,14	3/14/2015
1103	All	3/14/2015
1104	1,2m, 2, 3, 3m event lighting	3/19/2015
1105	All floors as needed	3/21/2015
1106	All	3/21/2015
1107	1st floor NE, Rachel Carson Conference Room, Atrium level	3/23/2015
1108	1st & 2nd	3/28/2015
1109	1st floor, south end of building	3/28/2015
1110	2nd floor	2/14/15-3/28/15
1111	All	4/4/2015
1112	south building	411/15
1113	south building	411/15
1114	All	4/11/2015
1115	ALL	4/18/2015
1116	3-south	4/6/15-4/9/15
1117	south building	4/18/2015
1118	All Floors	4/18/2015

	G	H	I
1083	6am-330pm	Steve Beals	517-749-7149
1084	6am-330pm	Steve Beals	517-749-7149
1085	6am-330pm	Steve Beals	517-749-7149
1086	6:30am-6pm	Tim Warren/Leon Arthur	517-749-3576
1087	6:30-6:00pm	Tim Warren/Jennifer Buskirk	517-749-3576
1088	8am-1pm	Tina Ray	241-0811
1089	6:30am-6pm	Chad Antcliff	517-749-7194
1090	24/7	Michelle Holloway	517-241-2989
1091	7:00am-3:30pm	MOFI	517-749-7232
1092	6:00am-7:00pm	Kemal Tekinel	517-614-6666
1093	6:00am-2:00pm	Lona Angel	517-636-4422 or 517-614-8234
1094	6:30am-8:30pm	Lucinda Sheltrown	517-335-2659
1095	6:00pm-9:00pm	Pam Ward	517-322-6270
1096	6am-7pm	Kemal Tekinel	517-614-6666
1097	8:00am-2:00pm	Patrick Garlitz	517-702-5456
1098	7am-3:30pm	MOFI	517-749-72-32
1099	9:00am-11:00pm	Sylvia Brown Jones	517-241-7792
1100	6:00am-6:00pm	John Perry	517-743-7134
1101	6:30am-6pm	Arnulfo Macias	517-993-8249
1102	7am-11am	Eric Robbins	517-230-6653
1103	7am-3:30pm	Tim Hyatt	517-204-7604
1104	5:00p.m-10:00pm	Kathy Knapp	335-6735
1105	6:30am-6:00pm	Jennifer Buskirk	517-993-8249
1106	7am-3:30pm	MOFI	517-749-7232
1107	7:00am-9:00pm	Mary Ostrowski	517-284-7021
1108	6am-5pm	Chad Antcliff	517-749-7194
1109	24/7	Tonia Council	517-322-6599
1110	6am-6pm	Barb Thelen/Heather Holley	Bard: 517-636-5337 Heather: 617-636-7839
1111	7am-330pm	Tim Hyatt	517-204-7604
1112	8am-4:30pm	Tonia Council	517-322-6599
1113	8am-4:30pm	Tonia Council	517-322-6599
1114	7am-4pm	MOFI	517-749-7232
1115	7am-3:30pm	Tim Hyatt	517-204-7604
1116	6pm-1am	Bob Bierwagen	517-373-2177
1117	24/7	Tonia Council	517-322-6599
1118	6am-5pm	Leon Arthur	517-749-3576

	J
1083	Scrub R/Rs, dusting and edging building wide, stairwells
1084	Scrub R/Rs, dusting and edging building wide, stairwells
1085	detail office areas, detailing shop areas
1086	Various cleaning tasks
1087	Various cleaning tasks
1088	Working on statewide single audit
1089	Top strip floors
1090	Please keep lights on the 13th floor, as DBI will doing modular work on the State Holiday
1091	Scrub Restrooms
1092	DHS will be working on 2/21 and DTMB will giving support
1093	Unit working overtime
1094	Staff is working to conduct election
1095	ORS is working with customer focus group (Project: When I'm 65, DPTV focus group) and will be meeting in conference room B. Please ensure lights and heat remain on until 9:00pm.
1096	Scanning team is working
1097	Upgrade of the Federal computer software system. Sunday, 03/08/15, will be the go live testing for the Social Security, Disability Determination Service, computer system. Lights are necessary during the timeperiod of 8:00 a.m. to 2:00 p.m.
1098	High Traffic Areas
1099	Need to work this weekend in preparation for direct service grantee training day
1100	Clean high traffic carpet and air bars and vents
1101	carpet
1102	Bridges march release
1103	Dust Cleaning Blinds
1104	This is an event sponsored by the Michigan History Foundation. Please leave lights on at the end of the day and turn on EVENT LIGHTING. Please retain daytime heating until event is over.
1105	Carpet cleaning
1106	Top Strip and Refinish
1107	This request is to keep lighting on, in and around Rachel Carson conference room where necessary. (Lighting tends to regulary shut off around 6pm on weekday) I will be holiding oral presentation all thru the evening where the last is scheduled from 5-8:30pm. Guests will be entering the building around 4:45 pm when security is present at the main entrance
1108	N/A
1109	We need lights on for Saturday Overtime
1110	Overtime Staff
1111	Scrub Restrooms
1112	overtime
1113	overtime
1114	Dust/Clean Bathrooms
1115	High Traffic
1116	Removal of old carpet and installation of new carpet
1117	We need lights on Saturday for overtime
1118	Air Bars

	K	L	M	N	O	P
1083	kirk brennan	2/17/2015	nik			
1084	kirk brennan	2/17/2015	nik			
1085	kirk brennan	2/17/2015	nik			
1086	Tim Warren	2/17/2015	EK			
1087	Tim Warren	2/17/2015	EK			
1088	Mike Moody	2/14/2015	ap			
1089		2/17/2015	ap			
1090	Michelle Holloway	2/17/2015	EK			
1091	MOFI	2/17/2015	EK			
1092	Kemal Tekinel	2/22/2015				
1093	Lona Angel	2/22/2015	EK			
1094		2/24/2015	AP			
1095	Pam Ward	2/25/2015	EK			
1096	Kemal Tekinel	3/6/2015	AP			
1097	Patrick Garlitz	3/9/2015	EK			
1098		3/8/2015	EK			
1099	Sylvia Brown-Jones	3/15/2015	EK			
1100	John Perry	3/15/2015	EK			
1101		3/14/2015	AP			
1102	Kemal Tekinel	3/14/2015	AP			
1103	Tim Hyatt	3/15/2015	EK			
1104	Kathy Knapp	3/20/2015	EK			
1105	Jennifer Buskrik	3/22/2015	EK			
1106		3/21/2015	AP.			
1107	Mary Ostrowski	3/24/2015	EK			
1108		3/28/2015	AP			
1109	Tonia Council	3/29/2015	EK			
1110	Barb Thelen	3/29/2015	EK			
1111		4/4/2015	AP			
1112	John Harris	411/15	AP			
1113	John Harris	411/15	AP			
1114		4/11/2015	AP			
1115		4/13/2015	AP			
1116	Bob Bierwagon	4/9/2015	AP			
1117	Tonia Council	4/19/2015	EK			
1118		4/19/2015	AP			

	A	B
1119	14	DTMB/Infrastructure Protection
1120	12	Michigan State Police
1121	21	Peckham
1122	19	State
1123	8	DHS
1124	20	DHS
1125	17	DHS
1126	9	Michigan Court of Appeals
1127	21	MDOS
1128	18	State
1129	20	Treasury
1130	11	DTMB
1131	12	Peckham
1132	9	Human Services
1133	8	Education
1134	16	DTMB
1135	15	Peckham
1136	17	Peckham
1137	13	Civil Service
1138	10	Peckham
1139		
1140	9	Treasury
1141	5	State Police
1142	11	DTMB
1143	14	Peckham
1144	15	Peckham
1145	12	Attorney General
1146	6	Justices
1147	9	SOS
1148	10	Supreme Court

	C	D
1119	Infrastructure Protection	Con Hall
1120	EMHSD/EMHSTC	HazMat Center
1121	Environmental Services	Romney
1122	DVRD	SOS
1123	Out State Operations	Jackson State office Building
1124		Grand Tower
1125		Flint State Office Building
1126	Security	Hall of Justice
1127	DVRD	SOS
1128	Elections	Austin
1129	Treasury	Operations Center
1130	BOD	Cass
1131	Enviromental Services	Grand Tower
1132	Children's Trust Fund	Grand Tower
1133	Tax Processing	Hannah
1134	MDHHS-Customer Service	Grand Tower
1135	Environmental Services	Romney
1136	Environmental Services	Romney
1137	Quality of Life Group	Mdot Warehouse
1138	Environmental Services	Grand Tower
1139		
1140	Treasury / Operations Center	OPS Center
1141	Criminal Justice Information Center	MSP HQ
1142	Customer Service	Grand Tower
1143	Enviromental Services	Romney
1144	Enviromental Services	Grand Tower
1145	Human Division	Williams
1146	Supreme Court	HOJ
1147	Elections	Austin
1148	Reporters Office	HOJ

	E	F
1119	Antrim Level, Con Con A&B	4/18/2015
1120	Entire First Floor	4/10/15-4/12/15 and 4/17/15-4/19/15
1121	All floors	4/26/2015
1122	1st floor	4/25/2015
1123	3rd floor	3/03/15-4/28/15
1124	2nd floor	4/29/2015
1125	2 &3	4/18/15-5/2/15
1126	2nd floor & 3rd floor	4/29/15-4/30/15
1127	1floor	5/2/2015
1128	1st floor, U, V&W 17-U, V &W23	5/5/2015-5/6/15
1129	1st floor	5/9/2015
1130	3-South	5-13-15/5-14-15
1131	ALL	5/16/2015
1132	Suite 1411 14th floor	4/11/15-4/14/15
1133	4fl/ UP Level	4/3/15-5/18/15
1134	All Third floor	5/16/15-5/17/15
1135	ALL	5/23/2015
1136	All	5/30/2015
1137	Main-Lake Huron Conference Room	5/31/2015
1138	All	6/6/2015
1139		
1140	1st floor	5/16/15 through 6/13/15
1141	2nd floor	6/28/14-6/27/15
1142	3rd floor	July 11-12th
1143	All Floors	7/25/2015
1144	All	7/25/2015
1145	4th and 5th floor	7/25/2015
1146	6th floor Northa and South	1/8/15-7/31/15 Weekends
1147	U, V& W 17 – U, V & W 23	August 1st
1148	4th floor North End	7-20-15/ 8-01-15

	G	H	I
1119	6:30am-5:30pm	Kathy Knapp	517-335-6735
1120	7am-5pm	Phil Salinas	619-485-9879
1121	7:00am-4:00pm	4/25/2015	517-749-7232
1122	24/7	Tonia Council	517-322-6599
1123	5:00pm-9:00pm	Brenda Cros	517-780-7171
1124	6:00am-9:00pm	DeMona Willingham-Davis	810-760-2346
1125	8am-5pm	Demetrius Starling	810-760-2637
1126	24/7	Jimmy Patrick	517-373-3970
1127	8:00am-12:00 pm	Tonia Council	517-322-6599
1128	6:30am-9:00pm	Lucinda Sheltrown	518-335-2659
1129	7am-530pm	Keith Bullinger	517-294-7118
1130	6pm-1am		
1131	7an-4pm	Tim Hyatt	517-204-7604
1132	8:00am-12:00am	Anne Stokes	517-373-7008
1133	7am-6pm	James Shilling	517-373-8269
1134	7am-8pm	Nicole Sparcio	917-757-1516
1135	7am-4pm	MOFI	517-749-7232
1136	7am-4pm	MOFI	517-749-7232
1137	All Day	John Van Hoesen	517-575-5007
1138	7am-4pm	Tim Hyatt	517-204-7604
1139			
1140	7AM – 5:30PM	Keith Bullinger	517-294-7118
1141	9:00 p.m-6:00 a.m.	Gregory Rivet	517-241-0626
1142	7am-8pm	Nicole Sparacio	917-757-1516
1143	7am-4:30pm	Mofi	517-749-7232
1144	7am-4pm	Leon Arthur	517-204-7604
1145	7:30am-3pm	Joyce Macauley	517-282-7792
1146	8am-6pm	Dave Palazzolo	517-373-5541
1147	24/7	Lucinda Sheltrown	517-335-2659
1148	Until 10pm weekday Nights	Dave Palazzolo	517-373-5541

	J
1119	MDARD is hosting a meeting from 7:00 a.m. to 5:00 p.m. the meeting is Wild-Forged Mushroom Training and Certification. They have submitted an event application and will pay for necessary staffing.
1120	Training
1121	Clean all Blinds
1122	We need lights on for Satyrday due to overtime
1123	Foster Care Training every Tuesday evening from 5-9pm beginning 3/3/15-4/28/15 no training on March 31st due to spring break
1124	First Aid/CPR training for our foster parents
1125	Mandatory Overtime for Foster Care staff
1126	Lights are needed to be left on until 11:00pm on April 29. 2015. This will allow for Peckham cleaning crew to clean the conference room and DTMB to move tables, and chairs to the third floor rotunda
1127	Overtime
1128	Staff will be working Tuesday, May 6, 2014 to conduct the May 5h election)5/5/15. Election Staff will be working early and late that day to assist clerks with election problems problems and assist them with opening and closing the polls and reported election results
1129	
1130	Removing old carpet and installing new carpet
1131	Top Strip & Refinish
1132	Need lights to be on in order to work and function after hours preparing for our upcoming auction
1133	MDE project needing overtime
1134	Bridges scanning and indexing over time
1135	Scrub Bathrooms
1136	High Traffic
1137	Set up for Speaking Session June 1
1138	Clean air bars
1139	
1140	We are hoping to be authorized to work Saturdays at the operations center in Dimondale until we are finished with the project (starting this Saturday 5/16/15). Please see the attached request form.
1141	2nd and 3rd shift employees who leave via the elevators. The motion detectors on the 1st floor do not turn on the lights until you make it around the corner and into the hallway. Unless someone has just entered the building from that direction, that leaves staff fumbling in the dark & walking into things. We need at least minimal lighting in the elevator lobby. (The lights on the display case would suffice.)
1142	Overtime
1143	High Traffic
1144	Scrub all restrooms
1145	Merging of divisions
1146	Supreme court justices and staff work on weekends during the term
1147	Staff are working Saturday, August 1, 2015 and Sunday, August 2, 2015 in preparation for the August 4th primary election. Election Staff will be working both days from 9 AM – 4 PM to assist clerks with election problems and assist them with getting ready for the election.
1148	Finishing term reports

	K	L	M	N	O	P
1119	Kathy Knapp	4/19/2015	EK			
1120	Amanda Bresler	4/19/2015	AP			
1121	Dave Schulling	4/26/2015	EK			
1122	Tonia Council	4/26/2015	EK			
1123	Brenda Cros	4/29/2015	EK			
1124	DeMona Willingham Davis	4/30/2015	EK			
1125	Demetrius Starling	5/3/2015	EK			
1126	Jimmy Patrick	5/1/2015	EK			
1127	Keith Browning	5/3/2015	AP			
1128	William Badgero	5/7/2015	EK			
1129		5/10/2015	AP			
1130	Bob Bierwagen	5/15/2015	AP			
1131		5/17/2015	AP			
1132	Anne Stokes	5/15/2015	EK			
1133	James Shilling	5/18/2015	AP			
1134	Kemal Tekinel	5/18/2015	AP			
1135	MOFI	5/24/2015	EK			
1136		5/31/2015	AP			
1137	Tamara Eyer	6/1/2015	AP			
1138	Tim Hyatt	6/7/2015	EK			
1139						
1140	Keith Bullinger	6/14/2015	EK			
1141		6/28/2015	EK			
1142	Nicole Sparacio	7/13/2015	EK			
1143		7/26/2015	AP			
1144	Leon Arthur	7/26/2015	EK			
1145	Julie Campbell	7/26/2015	AP			
1146	Dave Palazzolo	7/31/2015	AP			
1147	Lucinda Sheltrown	8/2/2015	EK			
1148	Dave Palazzolo	8/2/2015	AP			

	A	B
1149	11	MDOS
1150	13	Peckham
1151	7	SOS
1152	8	Peckham
1153	9	Peckham
1154	8	LARA0
1155	11	DTMB
1156	11	DTMB
1157	10	DTMB
1158	9	DTMB
1159	14	DTMB
1160	17	Peckham
1161	16	Peckham
1162	15	DNR
1163	15	DNR
1164	16	Peckham
1165	14	LARA
1166	21	Peckham
1167	19	DTMB
1168	20	Peckham
1169	18	Peckham
1170	6	Health and Human Services
1171	13	Peckham
1172	11	Civil Service
1173	10	DTMB/Agency Service
1174	9	Education
1175	7	DTMB
1176	18	Peckham
1177	16	Peckham
1178	12	Supreme Court
1179	8	Supreme Court
1180	14	Natural Resources
1181	15	Peckham
1182	15	Peckham

	C	D
1149	Customer Records	SOS
1150	Enviromental Services	Grand Tower
1151	Elections	Austin
1152	Enviromental Services	Romney
1153	ES	Austin/Mason
1154	Professional Licensing	Ottawa Building
1155	Peckham	Cass
1156	Peckham	Cass
1157	Peckham	Grand Tower
1158	Peckham	Grand Tower
1159	peckham	Grand Tower
1160	Enviromental Services	Romney
1161	Enviromental Services	Cass
1162	Michigan Historical Foundation	MLHC
1163	Michigan Historical Foundation	MLHC
1164	Enviromental Services	Romney
1165	Bureau of Services	Grand Tower
1166	Enviromental Services	Romney
1167	Bridges	Grand Tower
1168	Enviromental Services	Grand Tower
1169	Enviromental Services	Cass
1170	Disability Determination Service	Hannah
1171	Environmental Services	Grand Tower
1172	Human Resources	MDOT Warehouse
1173		Romney
1174	Office of Imrprovement & Innovation	MLHC
1175	SBO-OFM	Romney
1176	Enviromental Services	Grand Tower
1177	Enviromental Services	Grand Tower
1178	Justices Offices	Hall of Justice
1179	Justives Offices	Hall of Justice
1180	Marketing & Outreach	Con Hall
1181	Enviromental Services	Ottawa & Hannah
1182	Enviromental Services	Ottawa & Hannah

	E	F
1149	1st floor south end	8/1/2015
1150	4th, 5th, 6th, 7th & 8th	8/1/2015
1151	U, V& W 17 – U, V & W 23	4-Aug-15
1152	ALL	8/8/2015
1153	All	8/8/2015
1154	3rd floor	8/22/2015
1155	ALL	8/29/2015
1156	ALL	8/29/2015
1157	ALL	8/30/2015
1158	All	8/29/2015
1159	2,3,4,5,6	9/5/2015
1160	All	9/12/2015
1161	all	9/12/2015
1162	1st	9/11/2015
1163	1st	9/11/2015
1164	All	9/19/2015
1165	1st	9/20/2015
1166	All	9/26/2015
1167	3rd floor	9/26/2015-9/27/15
1168	1st floor	9/26/2015
1169	all	9/26/2015
1170	3rd floor	4/18/15-9/26/15
1171	1st floor	10/3/2015
1172	All	9/27/15-9/30/15
1173	NW Corner of 9th Floor Romney K8 - K12 - F12 - F8 and the men's and women's bathroom	9/30/2015
1174	Main Floor	9/30/2015
1175	7th floor C1, G3, F2, F4	9/29/15-10/2/15
1176	All	10/17/2015
1177	Lobby	10/10/2015
1178	1st floor and 6th floor	10/17/2015
1179	1st, 2nd and 6th floors	10/14/2015
1180	5 north J1-K1	10/17-10/18
1181	ALL	10/24/2015
1182	ALL	10/24/2015

	G	H	I
1149	24/7	Trina Pline	517-322-5297
1150	7am-4pm	Enviromental Services	517-204-7604
1151	6:30 am – 11:00 pm	Lucinda Sheltrown	517-335-2659
1152	7am-4pm	MOFI	517-749-7232
1153	24/7	Camille Brown	517-898-1682
1154	5:45am-5:30pm	Kathleen Sly	517-241-6447
1155	6am-6pm	Debbye Kafara	517-202-2907
1156	6am-6pm	Debbye Kafara	517-202-2907
1157	7am-4pm	Jennifer	517-203-7604
1158	7am-4pm	Jennifer	517-204-7604
1159	7am-4pm	Jennifer	517-204-7604
1160	7am-4pm	Mofi	517-749-7232
1161	6am-6pm	Debbye Kafara	517-202-2907
1162	6:00am-11:30pm	Carol Payne	517-373-2565
1163	6:00am-11:30pm	Carol Payne	517-373-2565
1164	7am-3:30pm	Mofi	517-749-7232
1165	517-402-3750	Richard Heisser	517-402-3750
1166	7am-3:30pm	Mofi	517-749-7232
1167	8am-6pm	Pete Eckman	517-304-9280
1168	7am-3:30pm	Jennifer	517-204-7604
1169	6am-6pm	Debbye Kafara	517-202-2907
1170	6:30am-2pm	Patrick Garlitz	517-702-5456
1171	7am-3:30pm	Jennifer	517-204-7604
1172	24/7	Tami Eyer	517-930-6888
1173	(517) 373-0656	Anne Tseng	517-241-7411
1174	517-241-4285	Vonda Combs	517-284-7958
1175	24/7	Kim Gardner	517-241-0811
1176	7am-4pm	Jennifer	517-204-7604
1177	6am-7pm	Debbye Kafara	517-202-2907
1178	12pm-6pm	Dave Palazzolo	517-373-5541
1179	until 10pm that night	Dave Palazzolo	517-373-5541
1180	8am-5pm	Hollie Dietz	517-284-6077
1181	24/7	Leon Arthur	517-749-3576
1182	24/7	Leon Arthur	517-749-3576

	J
1149	Overtime
1150	Scrub all restrooms
1151	Staff will be working Tuesday, August 4, 2015 to conduct the August 4th Primary Election (8/4/2015). Election Staff will be working early and late that day to assist clerks with election problems and assist them with opening and closing the polls and reporting election results.
1152	Vacuuming
1153	Floor waxing
1154	Employees will be on the 3rd floor working on backlogged files. Also, can we please have the air conditioning turned on.
1155	Scrub Restroom Floors
1156	Scrub Restroom Floors
1157	High Traffic Areas
1158	High Traffic Areas
1159	High Traffic Areas
1160	Scrub all restrooms
1161	Strip and wax womens lounges
1162	Michigan Historical Foundation
1163	Michigan Historical Foundation
1164	Top Strip all floors
1165	Dropping off fresh produce for the week ahead and prep work.
1166	Top Strip
1167	Bridges release weekend
1168	Diamond Disc
1169	Extract Carpet and Chairs
1170	Overtime
1171	Diamond Disc
1172	The QDL Departments are hosting Dr. Pfau and his executive speaking session for 3 days. I will need access to the builidng Sunday afternoon to all Dr. Pfau to set and be ready for training that begins 8:30 a.m. on September 28th.
1173	Financial Table Rollover
1174	This will be a public information session to answer questions regarding the proposed Social Studies and Science Standards revisions. The Lake Superior Room will be used as one breakout room and the Forum will be another, after the general session in the Forum.
1175	Year-end closing staff working late
1176	Scrub All Restrooms
1177	Polish stone floor
1178	Justice Zahra function in HOJ
1179	Advocates Guild dinner with justices
1180	Overtime due to year end
1181	Carpet/RR Scrubs
1182	Carpet/RR Scrubs

	K	L	M	N	O	P
1149	Trina Pline	8/2/2015	EK			
1150	Jennifer	8/2/2015	EK			
1151	Lucinda Sheltrown	8/4/2015	EK			
1152		8/9/2015	AP			
1153	Camille Brown	8/9/2015	EK			
1154	Kathleen Sly	8/23/2015	EK			
1155		8/30/2015	AP			
1156		8/30/2015	AP			
1157	Jennifer	8/31/2015	EK			
1158		8/30/2015	AP			
1159		9/6/2015	AP			
1160		9/13/2015	AP			
1161		9/13/2015	AP			
1162	Carol Payne	9/12/2015	EK			
1163	Carol Payne	9/12/2015	EK			
1164		9/20/2015	AP			
1165	Neal Droste	9/21/2015	EK			
1166		9/27/2015	AP			
1167	Peter Eckman	9/27/2015	EK			
1168		9/27/2015	AP			
1169		9/27/2015	AP			
1170		9/26/2015	AP			
1171	Jennifer	10/4/2015	EK			
1172	Tami Eyer	10/1/2015	EK			
1173	Cathy Dufrense	10/1/2015	EK			
1174	Vonda Combs	10/1/2015	EK			
1175	Kim Gardner	10/2/2015	AP			
1176		10/13/2015	AP			
1177	Neal Droste	10/11/2015	AP			
1178	Dave Palazzolo	10/18/2015	EK			
1179	Dave Palazzolo	10/15/2015	EK			
1180	Hollie Diets	10/19/2015	AP			
1181	Leon Arthur	10/1/2515	EK			
1182	Leon Arthur	10/1/2515	EK			

	A	B
1183	14	Peckham
1184	11	DTMB
1185	5	DNR
1186	9	Peckham
1187	10	Peckham
1188	11	LARA
1189	9	Sec of State
1190	10	Romney
1191	11	DTMB
1192	12	DTMB
1193	13	DTMB
1194	14	DTMB
1195	9	TED/MSHDA
1196	10	Peckham
1197	11	DNR
1198	7	DTMB
1199	13	DTMB
1200	12	MSHDA
1201	8	DHHS
1202	16	Peckham
1203	21	DTMB
1204	20	DTMB
1205	19	DTMB
1206	18	DTMB
1207	17	MSHDA
1208	14	MDOT
1209	12	DTMB
1210	11	MDHHS
1211	10	DTMB
1212	9	MSHDA
1213	4	Treasury
1214	3	Attorney General
1215	2	Treasury
1216	1	Treasury
1217	8	SBO

	C	D
1183	Enviromental Services	Romney
1184		MLHC
1185	Historical	MLHC
1186	Enviromental Services	Grand Tower
1187	ES	Ausin/Mason
1188	Construction Codes	Ottawa
1189	Bureau of Elections	Austin
1190	Peckham	Romney
1191	Peckham	Grand Tower
1192	Peckham	Construction & Technology
1193	Peckham	Police Training Academy
1194	Peckham	Cass
1195	Homeownership	Romney
1196	Environmental Services	VTS
1197	Archives of Michigan	MLHC
1198	MiCSES	Romney
1199	ORS	Mason
1200	Homeownership	Romney
1201	Accounting	Grand Tower
1202	E.S.	Romney
1203	Peckham	GOB
1204	Peckham	Cass
1205	Peckham	Mason
1206	Peckham	Romney
1207	Homeownership	Romney
1208		Earle Center/ MDOT Warehouse
1209	Eligibility	Grand Tower
1210	Accounting	Grand Tower
1211	Peckham	GOB
1212	Homeownership	Romney
1213	Tax Processing	OPS Center
1214	ALL	Grand Rapids, Van Wagoner, Cadillac and Williams
1215	Departmental Services	Austin
1216	Executive	Austin
1217	OFM	Romney

	E	F
1183	ALL	10/24/2015
1184	1st floor Rotunda and Museum	10/24/2015
1185	throughout entire building	1/2/15-10/24/15
1186	All	10/17/2015
1187	all	10/31/2015
1188	First East Wing	10/31/15-11/1/15
1189	1st floor	10/3/2015
1190	All	11/11/2015
1191	All	11/12/2015
1192	All	11/11/2015
1193	All	11/11/2015
1194	all	11/1/2015
1195	8th	11/14/2015
1196	all	11/14/2015
1197	4-Feb	11/13/2015
1198	12th	11/13/15-11/15/15
1199	core area between wings 3 south and 5east	11/18/2015
1200	8th floor entire east half of 8th floor (A-1 to A-7 through K-1 to K-7)	11/21/2015
1201	10	10/10/15-11/22/15
1202	ALL	12/12/2015
1203	All Floors	12/5/15-12/6/15
1204	3rd floor	12/5/2015
1205	3rd and 5th floor	12/5/2015
1206	ALL	12/5/2015
1207	8th floor A-1 to A-7 through K-1 to K-7	12/5/2015
1208		12/5/2015
1209	1,2,3,4,13	entire floor
1210	10th floor	entire floor
1211	1st floor all, hallway and peckham office	12/8/15-12/10/15
1212	8th floor A-1 to A-7 through K-1 to K-7	12/12/15 and 12-19-15
1213	Entire 2nd Floor all lights & All air handlers need to be operational	2/7/2014-12/31/14
1214	All Attorney General work areas	12/11/14-12/31/15
1215	1st: U10-Y10 thru U23-Y23, All of 2nd: U10-Y10 thru U23-Y23, 3rd: U10-Y10 thru U16-Y16	2/7/2014
1216	entire north-west wing of 1st floor	2/7/2014
1217	7th	entire floor

	G	H	I
1183	7am-4pm	MOFI	517-749-7232
1184	4pm-11pm	Carol Payne	517-373-2565
1185	5:00pm-10:00pm	Carole Payne	517-373-2565
1186	7am-4pm	Jennifer	517-204-7604
1187	24/7	Tim Warren	517-749-7163
1188	24/7	Hillary Cushman	517-241-9314
1189	6am-11pm	Rose Jarois	517-241-4228
1190	8am-4:30pm	MOFI	517-749-7232
1191	8am-4:30pm	Jennifer	517-204-7604
1192	6am-3:30pm	Steve Beals	517-749-7143
1193	6am-6pm	Steve Beals	517-749-7143
1194	6am-7pm	Debbye Kafara	517-202-2907
1195	7am-1pm	Chad Coffman	616-460-0347
1196	6am-6pm	John Perry	517-743-7134
1197	6pm-10:30pm	Kris Rzepczynski	517-373-9191
1198	6pm-6pm	Dgreg Yarmoluk	517-241-9023
1199	5:30PM-1AM	Dave DesRochers	517-284-4523
1200	7am-1pm	Chad Coffman	616-460-0347
1201	7am-4pm	Marilyn Carey	517-335-6008
1202	7am-4pm	MOFI	517-749-7061
1203	6am-4pm	Steve Beals	517-749-7149
1204	6am-7pm	Debbye Kafara	517-202-2907
1205	7am-5pm	David ReRochers	517-284-4523
1206	7am-4pm	Mofi	517-749-7061
1207	7am-1pm	Chad Coffman	616-460-0347
1208	7am-2pm	Sue Taylor	517-667-6451
1209	12/12/2015	8am-8pm	517-373-7287
1210	12/12/2015	Christy Mouser	517-373-2021
1211	4pm-8pm	Steve Beals	517-749-7149
1212	7am-1pm	Chad Coffman	616-460-0347
1213	24/7 and include ALL holidays	Ann Luepnitz	636-5335 after hours 517-410-3275
1214	24/7	Joyce Macauley	517-335-7431
1215	24/7 and include ALL holidays	Ann Luepnitz	517-636-5335
1216	24/7 and include ALL holidays	Ann Luepnitz	517-636-5335
1217	11/26/15-12/31/15	Kim Gardner	24/7

	J
1183	Air Bars, runners, and mats
1184	CPAN event
1185	This is an event sponsored by the Michigan History Foundation. Please leave lights on at the end of the day and turn on event lighting.
1186	Scrub all restrooms
1187	Restroom floors scrubbed
1188	Staff Over Time
1189	1st floor in the NE wing of the building (entire bureau of electons suite). Lighting and HVAC requestef from 6am-11pm
1190	MOFI
1191	Runners and mats, high traffic area, dust and clean
1192	Scrub Restrooms, dust building wide
1193	Hard Floors, kitchen, general cleaning
1194	Periodics
1195	Staff working extra hours on Hardest Hit Found Program loan applications
1196	Strip and wax break rooms and offices
1197	Genalogy research
1198	A major MiCSES release will be happening over this weekend.
1199	ORS conducting application installs.testing
1200	Overtime
1201	Overtime
1202	High traffic
1203	Clean carpets and strip lobby floor
1204	Extract Carpet
1205	Office of Retirement services is conducting server testing and will require lights and air/heat in the indicated areas.
1206	High Traffic
1207	Working after hours
1208	MDOT Transpo Club Christmas Party
1209	This is for our Immediate Release
1210	Please have lights on for the entire 10th floor, Grand Tower on Saturday 12/12/15 from 9:30am-4:30pm
1211	Strip lobby floors
1212	Working after hours
1213	Project staff switching tax systems to SAP
1214	Irregular and unschueduled work hours are often required
1215	Staff overtime
1216	Staff overtime
1217	Auditors will be working through holidays and weekends. Please keep lights on during weekend, thanksgiving and christmas holidays

	K	L	M	N	O	P
1183	Dave Schuiling	10/25/2015	AP			
1184		10/25/2015	AP			
1185	Carole Payne	10/25/2015	EK			
1186		10/28/2015	AP			
1187	Tim Warren	11/1/2015	EK			
1188	Barbara Kunkel	11/2/2015	AP			
1189	William Badgero	11/4/2015	EK			
1190	MOFI	11/12/2015	EK			
1191	Jennifer	11/12/2015	EK			
1192	Kirk Brennan	11/12/2015	AP			
1193	Kirk Brennan	11/12/2015	AP			
1194	Debbye Kafara	11/12/2015	EK			
1195	Chris Hudson	11/15/2015	AP			
1196	John Perry	11/15/2015	EK			
1197		11/14/2015	AP			
1198	Dgreg Yarmoluk	11/16/2015	EK			
1199	Pamie Ward	11/20/2015	AP			
1200	Chris Hudson	11/22/2015	AP			
1201	`Marilyn Carey	11/23/2015	AP			
1202	MOFI	12/13/2015	EK			
1203	Kirk Brennan	12/7/2015	AP			
1204		12/6/2015	AP			
1205	David ReRochers	12/6/2015	EK			
1206	Dave Schuling	12/6/2015	AP			
1207	Chris Hudson	12/6/2015	AP			
1208	Keith Belonga	12/6/2015	AP			
1209	Sanjay Srivastava	12/13/2015	EK			
1210	Christy Mouser	12/13/2015	EK			
1211	Kirk Brennen	12/11/2015	AP			
1212	Chris Hudson	12/20/2016	AP			
1213	Ann Leupnitz	12/31/2015				
1214	Joyce Macauley	12/31/2015				
1215	Ann Luepnitz	12/31/2015				
1216	Ann Luepnitz	12/31/2015				
1217	Kim Gardner	1/1/2016	EK			

	A	B
1218	7	DTMB

	C	D
1218	Peckham	Grand Tower

	E	F
1218	All	1/9/2017

	G	H	I
1218	7am-3:30pm	Jennifer	204-7604

	J
1218	Scrub all Restrooms

	K	L	M	N	O	P
1218	Dave Schuiling	1/10/2017	AP			

	A	B	C	D
1	**After Hours Lighting Exemption**			
2	**#**	**Depart.**	**Division**	**Building**
3	1	Supreme Court	Justives Offices	Hall of Justice
4	2	MDOT	Construction Field Services	C&T
5	3	Treasury	exec office	Austin
6	4	Treasury	Departmental Services	Austin
7	5	Treasury	Tax Processing	OPS Center
8	6	MSHDA	Homeownership	Romeny
9	8	State	Elecations	Austin
10	9	DTMB	Peckham	Romney
11	10	Executive	Constituent Relations	Romney

	E	F	G
1			
2	**Location**	**Date**	**Time**
3	6th floor	8/10/15-7/1/16	8am-6pm
4	1st floor room 124, light panel C	8/26/15-8/15/16	24/7
5	1st floor	1/4/16-12/31/16	24/7
6	All of 1st and 2nd floors and the west half of 3rd floor, U10-Y10 thru U23-Y23. All of 2nd. U10-Y10 thru U23-Y23. 3rd floor U10-Y10 thru U16-Y16	1/4/16-12/31/16	24/7
7	All of 2nd floor to have lights and air flow	1/4/16-12/31/16	24/7
8	Entire East half of 8th floor (A-1 to A-7 through K-1 to K-7)	1/9/16 and 1/16/16	7am-1pm both dates
9	1st	3/8/2016	6am-7pm
10	All	1/16/2016	7am-3:30pm
11	Entire Constituent Relations office	1/16/16-2/16/16	6am-10pm

	H	I
1		
2	**Contact**	**Phone #**
3	Dave Palazzolo	517-373-5541
4	Kendra Barak	517-322-1217
5	Ann Luepnitz	517-636-5335 and after hours 517-410-3275
6	Ann Luepnitz	517-636-5335, after hours call 517-410-3285
7	Ann Luepnitz	517-636-5335, after hours call 517-410-3285
8	Chad Coffman	6164600347
9	Lucinda Sheltrown	517-335-2659
10	Mofi	517-746-7061
11	Melissa Ball	517-241-5588

	J	K
1		
2	**Reason**	**Approval**
3	Overtime	Dave Palazzolo
4	Material testing must be performed as specfic times and dates to be in compliance with specfications. Failure to meet these strict time requirements may result in loss of federal funding for construction.	Kendra Barak
5	This is a carryover from AY15 that will expire Dec. 31, 2016, no changes needed. Executive Office staff work after hours and on weekends. The Exec office staff, often without notice, may have the need to do work in their office. Issues relating to the budget, revenues and tax policy may need to be addressed at any given day and/or time.	Ann Luepnitz
6	This is a carryover from AY15 that will expire on Dec. 31, 2016. Treasury staff may need to work after normal business hours and on weekends. Therefore, Treasury staff needs to have the ability to call central control to have the lights turned on.	Ann Luepnitz
7	This request is a carryover from AY15 that will expire on Dec. 31, 2016. there is no change to the existing lighting needed. Impentations of the new SAP tax system. Need lights and air 7 days a week from 6am-11:59 p.m., including weekends and holidays	Ann Luepnitz
8	20 staff working after hours	Chris Hudson
9	Staff will be working Tuesday, March 8, 2016 to conduct the March 8th Presidential Primary Election (3/8/16). Election staff will be working early and late that day to assist them with opening and closing the polls and reporting election results. Time requested is from 6am-11pm on March 8th only for both lighting and HVAC.	Lucinda Sheltrown
10	High Traffic	Dave Shilling
11	Working on the Flint water crisis	Melissa Ball

	L	M
1		
2	**EXPIRATION - 1 YEAR MAX**	Initial
3	7/2/2016	EK
4	8/15/2016	EK
5	12/31/2016	EK
6	12/31/2016	EK
7	12/31/2016	EK
8	1/17/2016	AP
9	3/8/2016	EK
10	1/17/2016	AP
11	2/16/2016	EK

DEPARTMENT OF
Management & Budget

AFTER HOURS EXEMPTION REQUEST FOR FACILITY LIGHTING

This form is required to request facility lighting between the hours of **9:00 p.m. and 6:00 a.m. on weekdays, or any hours during weekends and holidays.**

Customers must call DMB Central Control upon arrival on the **day of the event** to confirm the need for after hours lighting. Central Control can be reached at (517) 373-0196.

Department: Executive Office	***Division:*** Constituent Relations
Building: Romney Building	***Floor:*** Ground
Pillar or Specific Area To Be Lighted: Constituent Relations Office, Pillar H7	
Effective Date(s): *(MM/DD/YY) to (MM/DD/YY)* Weekends and Holidays 1/16/16 to 2/16/16	***Time Requested:*** 6:00 a.m. to 10:00 p.m.
Contact Person: Missy Ball	***Contact Phone Number:*** 517-241-5588
Justification: Staff will be working on the Flint Water Crisis.	
Risk Analysis/Cost Benefit:	
Authorized Department Approval (Sign & Print) 1/14/16 marsha Quibbeen Marsha Quibbeen	
DMB Approval (Sign & Print)	

Completed forms must be submitted to the Facilities Administration, Customer Service Center by email DMB-Customerservice@michigan.gov or fax (517) 241-4658. Allow three (3) business days for review.

DEPARTMENT OF
Management & Budget

AFTER HOURS EXEMPTION REQUEST FOR FACILITY LIGHTING

This form is required to request facility lighting between the hours of **9:00 p.m. and 6:00 a.m. on weekdays, or any hours during weekends and holidays.**

Customers must call DMB Central Control upon arrival on the **day of the event** to confirm the need for after hours lighting. Central Control can be reached at (517) 373-0196.

Department: Executive Office	***Division:*** All Divisions
Building: Romney Building	***Floor:*** Ground, 1, 2, 3, 4
Pillar or Specific Area To Be Lighted:	
Effective Date(s): *(MM/DD/YY) to (MM/DD/YY)* Weekends & Holidays 1/16/16 to 2/16/16	***Time Requested:*** 6:00 a.m. to 10:00 p.m.
Contact Person: Missy Ball	***Contact Phone Number:*** 517-241-5588
Justification: Staff is working on the Flint Water Crisis	
Risk Analysis/Cost Benefit:	
Authorized Department Approval (Sign & Print) Missy Ball	1/14/16 Missy Ball
DMB Approval (Sign & Print)	

Completed forms must be submitted to the Facilities Administration, Customer Service Center by email DMB-Customerservice@michigan.gov or fax (517) 241-4658. Allow three (3) business days for review.

	A	B
1		**EXPIRED Long-Term Lighting Exemption Requests**
2	**#**	**Dept**
3		DLEG
4		DIT
5		DIT
6		DIT
7		DIT
8		DIT
9		DIT
10		FIA
11		FIA
12		DIT
13		DIT
14		DMB
15		DMB
16		Lt. Gov's Office
17		Senate
18		Senate
19		State
20		MDOT
21		DHS
22		MDOT
23		Attorney General
24		DCH
25		DCH
26		DCH
27		DCH
28		DHS
29		DHS
30		DHS
31		DIT
32		DIT
33		DIT
34		DIT
35		DOS
36		State
37		Treasury

	C	D
1		
2	**Division**	**Building**
3	Office of Finance, Tax & Field Audit	Cadillac Place
4	Infrastructure Services DPO	Grand Tower
5		Grand Tower
6	IS/DCO/LOA Operations	Grand Tower
7	IS/DCO/LOA Operations	Grand Tower
8	IS/DCO/LOA Operations	Grand Tower
9	IS/Client Service Center	Grand Tower
10	Bureau of Legal Affairs & Financial Integrity	Grand Tower
11	Executive Office	Grand Tower
12	DCS/LAO	Operations Center
13	Infrastructure Services DPO	Operations Center
14	Budget Offices	Romney
15	State Budget Office	Romney
16	Executive Office	Romney
17	Secretary, Majority Policy & Communications and Democratic Staff	Romney
18	Secretary of the Senate Majority Policy Office	Romney
19	Customer Services Administration	SOS
20	Executive	VanWagoner
21	DDS, CSA, ASP	Hannah
22	Office of Operations Administrative Services	VanWagoner
23	All	Escanaba
24	Mental Health & Substance Abuse	Cass
25	Bureau of CMH Services	Cass
26	Mental Health Admin/Bureau of CMH Services	Cass
27	Mental Health & Substance Abuse Administration	Cass
28	OTIM	Grand Tower
29	HR	Grand Tower
30	**Suite 204**	**Grand Tower**
31	DPO Operations	Operations Center
32	Infrastructure Services DPO	Operations Center
33	Enterprise Systems Division	SOS
34	Enterprise Systems Division	Austin
35	Information Center - Field Support	SOS
36	Bureau of Driver & Vehicle Records	SOS
37	Student Financial Services	Austin

	E	F
1		
2	**Location**	**Date**
3	Lightings in work areas (ceilings), printers, copiers and computers	
4	2nd flr Suite 212	
5	7th flr, West side computer room 713	
6	7th flr	
7	2nd flr, zone 4	
8	2nd flr, zone 2	
9	3rd flr	
10	15th flr, suite 1518	
11	15th flr, suite 1512	
12	1st flr - INE & 40, 41	
13	1st flr, INE	
14	6th flr	
15	7th floor ALL	
16	5th flr, Lt. Gov's Office, pillar E12 and the women's restroom in Main	
17	11th and 12th flrs	
18	11th & 12th floors	
19	Entire 2nd flr & 1st flr, pillars A1-G in South Bldg + pillars M1-T in North Bldg	
20	4th flr, pillars A20-D22	
21	Entire 3rd Floor as requested	
22	1st floor, SW wing, pillars C10-E10	
23	All Attorney General work areas	
24	5th flr, zone 3	
25	5th Floor	
26	5th floor, zone 2 pillar A-11	
27	5th flr, Zone 3	
28	13th pillar D-12	
29	7th floor	
30	Community Action & Economc Support	
31	1st flr Central Core, pillar C F10.5	
32	1st flr, pillar B J14	
33	1st flr South East Corner	
34	4th flr DCO Development/DR computer rms	
35	1st Floor	
36	2nd flr Tower & 1st flr of south bldg (all areas), north bldg server rm & south bldg BDVR Resource rm which also houses computer servers	
37	3rd Floor, Pillar U12	

	G	H	I
1			
2	**Time**	**Contact**	**Phone #**
3	All Saturdays 6/7/03-12/27/03, 7a-3:30p	Rodger M. Palm	313-456-6120
4	24/7	Doug Walker	241-8762
5	24/7	David Thomason	335-6035
6	24/7	Gwen Bowersox	335-8751
7	Lights should be on 11p Sunday night to 1a Sunday morning	Gwen Bowersox	335-8751
8	Lights should be on 11p Sunday night to 1a Sunday morning	Gwen Bowersox	335-8751
9	Every Saturday 8:30a-1:30a	Teresa Spalding	335-1223
10	M-F until 9p Sat. & Sun. 8a-5p	Eva Gross	373-2082
11	M-F until 9p Sat. & Sun. 8a-5p	Barb Allen	335-6121
12	Mon-Fri until 1am	Joseph Czubak	241-4388
13	Saturdays noon-6pm	Joseph Czubak	241-4388
14	9a-5p Jan.-March, every weekend all year	Connie Minnix	373-0870
15	5:30a-6:00p on: Nov 3, 10, 12, 17, 23, 24 and Dec 1, 8, 15, 22, 24, 29	Adel Beachnau	241-0811
16	Every Saturday 10:00a-7:00p	Annette Rodgers	241-2990
17	6/04-12/04 to Midnight	Bettie Trice	373-6528
18	June, July and December until 12a(Midnight)	Bettie Trice	373-6528
19	1/12/05-1/12/06	Yvonne Young McConnell	322-5460
20	9/03-9/04, as needed	Ann Edinger-Menerey	373-2114
21	Through 09/26/09	Patrick Garlitz	335-3053
22	through 4/20/10	Kelly Bastian	373-0315
23	24/7	Doug Bramble	373-1114
24	Will call Central Control as needed	Carol A. Danieli / Patrick Barrie	335-0196
25	Various days	Teri Johnson & Irene Kazieczko	5-5100
26	As needed.	Pam Werner	335-4078
27	24/7 - As needed, will call Central Control when needed	Carol A. Danieli or Patrick Barrie	335-0196
28	Every Saturday thru 12/17/11, 8:30-3:00pm	Regina Clopton	241-9748
29	6:00:00 AM 7:00 am	Sally Van Vyve	373-8869
30	**Saturdays & Sundays 9:00 am - 5:00 pm**	**Steve Listman**	**Jan-13**
31	Mon-Fri 5a-6p (excluding holidays)	Sharon Civils	636-0292
32	Mon-Fri 9p-11p	Jan Hartsoe	636-5113
33	24/7	Joe Carter	322-6346
34	when requested	Joe Carter	322-6346
35	All Saturday's 8:00a - 1:00p	Victoria Dittmer	322-1482
36	9p-3:30a & 5:30a-6a Mon-Fri, 5:30a on Saturday to 12:30a on Sunday	Richard Gilchrist	322-6127
37	24/7 As Needed	Bruce Hanses	5-0967

	J
1	
2	**Reason**
3	Overtime needed to process checks to meet federal mandate
4	Computer operations require staffing on a 24 hour basis
5	Supports critical FIA applications,maintenance performed during off hours on nights and weekends
6	Change room to switch control rather than computer control
7	Area is staffed 24hrs/day, 6 days per week
8	Area is staffed 24hrs/day, 6 days per week
9	Client Service Center staff must be on-site every Saturday to provide technical support for the Dept. of State
10	Deputy Director Musette A. Michael regularly works beyond 8p during the week and is regularly in the office on weekends
11	Kristen McDonald-Stone frequently works irregular hours
12	Lights needed for individuals working 2nd shift
13	Lights needed for individuals working Saturdays for WIC onlines
14	Preparation of state budget requires work on weekends and after hours
15	Year-end closing and state of MI conprehensive annual financial report
16	Lynda Rossi is in the office working each weekend and needs lighting to accomplish her work
17	Permanent exemption to provide appropriate lighting for staff who work after hours due to late-hour sessions of the Legislature
18	To provide appropriate lighting for staff who work after hours due to late-hour sessions of the Legislature
19	CSA has evening staff as well as Saturday staff
20	Executive personnel often work late hours compiling info for Governor's Office and legislators
21	Federally Funded Overtime for the Social Security Administration
22	Additional hours required to effectively manage the assets of the Operations area of MDOT and to comply with the Executive Directives and ARRA funding.
23	Irregular and unscheduled work hours are often required
24	Deputy Director Barrie occasionally arrives at work as early as 4a and stays as late as 10p
25	Occasionally working early and late
26	Periodically the work area requires lighting beyond the normal hours due to the I ndividual's travel schedule, workload and job assignments.
27	Deputy Director Patrick Barrie sometimes comes to work on irregular hours
28	Operates Bridges Help desk on Saturday
29	Office opens at 6:00am daily
30	**Staff Overtime**
31	These are the hours of critical operation, deadlines will not permit work hours to be shifted in the morning - the period btwn 5a and 8a is intense
32	2nd shift Info. Tech. on duty year round to provide support for Treasury data entry systems
33	The systems and their efficient operation are critical to the state's computing infrastructure requirements, employee work and safety
34	Data Center Operations Production site staffed 24/7, 365 days/yr -- Treasury computer rm is Disaster Recovery & Development facility, staffed 7a-6p Mon-Fri
35	Provide in-house assistance to SOS branch offices open on Saturday mornings
36	2nd shift + overtime is necessary on 90% of Saturdays
37	Completion of the year end closing/audit of MHESLA and various bonding transactions for MHESLA

	K	L	M	N	O	P
1						
2	**Approval**					
3	Dan Plawecki					
4	Denise Rhadigan					
5	Karen Tarrant					
6	Gwen Bowersox					
7	Gwen Bowersox					
8	Gwen Bowersox					
9						
10	Musette A. Michael					
11	Kristen McDonald-Stone					
12						
13						
14	Rose Wilson					
15	Nancy Duncan					
16	Lynda Rossi					
17	Carol Viventi					
18	Carol Vivanti					
19	William Pruzinsky					
20	Gloria J. Jeff					
21	Brian Hengesbach					
22	Myron Frierson					
23	Doug Bramble					
24	Janet Olszewski					
25	Janet Olszewski					
26	Janet Olzewski					
27	Janet Olzewski					
28	Bob Bierwagen					
29	Bob Bierwagen					
30	**Doug Church**					
31	Denise Rhadigan					
32	Denise Rhadigan					
33	Denise Rhadigan					
34	Denise Rhadigan					
35	Bill Pruzinsky					
36	Duane Berger					
37	Bruce Hanses					

	A	B
38		Treasury
39		LT-10
40		LT-21
41		LT-22
42		Auditor General
43		DCH
44		DCH
45		DELEG
46		DELEG
47		DHS
48		DHS
49		DHS
50		DHS
51		DHS
52		DHS
53		DHS
54		DHS
55		DHS
56		DHS
57		DHS
58		DHS
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72		DHS
73		DHS
74		DHS
75		DHS
76		DHS
77		DHS
78		DHS
79		DHS
80		DHS
81		DHS

	C	D
38	Executive Office	Austin
39	DCH	Budget & Contracts
40	HAL	Michigan Historical Center
41	HAL	Michigan Historical Center
42	Audit Operations	Van Wagoner
43	Accounting	Cass
44	Environmental	Cass
45	Board of Review	Ottawa
46	MES Board of Review	Ottawa
47	Out State Operations	Flint
48	Out State Operations	Flint
49	Outstate Operations	Flint
50	North District	Flint
51	North District	Flint
52	North District	Flint
53	Outstate Operatios	Flint
54	North District	Flint
55	Children's District	Flint
56	Outstate Operations	Flint S.O.B.
57	Out State Operations	Flint SOB
58	Out State Operations	Flint SOB
59	Operations	Flint SOB
60	Out State Operations	Flint SOB
61	North District	Flint State Building
62	Out State Operations	Flint State Office
63	Out State Operations	Flint State Office
64	North District	Flint State Office
65	Out State Operations	Flint State Office
66	Outstate Operations	Flint State Office Building
67	Out State Operations	Flint State Office Building
68	Out State Operations	Flint State Office Building
69	Out State Ops	Flint State Office building
70	Bridges	Grand Tower
71	BRIDGES	Grand Tower
72	Chief Administration Office	Grand Tower
73	DHS Systems Development	Grand Tower
74	Systems Development	Grand Tower
75	Systems Development	Grand Tower
76	Chief Administration Office	Grand Tower
77	Bridges	Grand Tower
78	Bridges	Grand Tower
79	Bridges	Grand Tower
80	Bridges	Grand Tower
81	Bridges	Grand Tower

	E	F
38	2nd floor U16-Y16 & U21-Y21 The entire east end needs to be able to call CC after hours to turn on lights.	
39	Cass	
40	MLHC	
41	MLHC	
42	4th Floor, Between Pillars C-15 & C-16	Through 12/27/08
43	4th Floor	10/18/08 - 1/3/09
44	1st Floor, South Central Pillar C-17	Through 05/15/09
45	4th Floor, Pillars B2 - E2	02-13-10, 02-20-10
46	4th floor, Pillars B2 - E2	5-29-10, 6-5-10, 6-12-10, 6-19-10
47	4th & 5th flrs	March 15, 22, 29, 2008
48	2, 3, 4 & 6th flrs	April 12 & 19, 2008
49	Floors 4 & 5	10-17-09 10-24-09
50	4th & 5th Floors	01-16-10, 01-23-10, 01-23-10
51	4th and 5th floors	04-10-10, 04-17-10, 04-24-10
52	4th & 5th	6-5-10, 6-12-10, 6-19-10
53	Floors 2, 3, 4 & 5	6-26-10
54	2,3,4,6 floors	7/31, 8/2, 8/3, 8/4, 8/5, 8/7, 8/9, 8/10, 8/11, 8/12, 8/14
55	2nd, 3rd, 4th, 6th	8/23, 8/24, 8/25, 8/26, 8/30, 8/31
56	Floors 2, 3, 4, 5, 6	05/30/09
57	Floors 2 through 6	
58	2nd & 3rd flrs	5/17/2008
59	Floors 2, 3, 4, 5, 6	6-27-09
60	2nd, 3rd, 4th, 5th and 6th floors	7-11-09
61	4th and 5th floors	2/20/10 & 2/27/10
62	2nd, 3rd, 4th, 5th and 6th floors	8-29-09
63	Floors 2, 3, 4, 5 & 6	08-15-09
64	4th and 5th floors	12/19/09
65	2nd, 3rd, 4th, 5th and 6th floors	6-6-09
66	Floors 2, 3, 4, 5 & 6	12/06/08 & 12/20/08
67	2nd, 3rd, 4th, 5th and 6th floors	1/17, 1/24, 1/31, 2/7, 2/14, 2/21, 2/28
68	4th and 5th floors	5/2/09 and 5/9/09
69	2nd, 3rd, 4th, 5th and 6th floors	7-18-09
70	1st, 2nd & 3rd floors	11/11/2008
71	Floors: 2, 3, 6, 7, 8, 9, 13, 14	1/2/08 to 3/31/08
72	8th Floor, Pillars D-12, E-13 to H-13, K-13	01/07/09 and 01/14/09
73	6th, Suite 611	1-8-09 1-15-09
74	6th Floor	1/14/2009
75	6th Floor	1/15/2009
76	8th Floor, Pillars D-12, E-13 to H-13, K-13	1/15/2009
77	Floors 2, 3, 6, 8, 10, 13, 14	5/15/09 through 05/19/09
78	Floors 2, 3, 6	08/07/09 through 08/12/09
79	Floors 2, 3, 6, 8, 10	07-25-09, 08-01-09, 08-08-09
80	2nd, 3rd , 6th and 13th floors	8-21-09 through 8-24-09
81	Floors 2, 3, 6, 7, 8	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09

	G	H	I
38	24/7	Ann Luepnitz	636-5335
39	4th Floor	24/7 - As needed, will call Central Control when needed	Tim Becker
40	1st, 2nd and 3rd flrs (exhibit areas and store)	Saturday 9a-5p Sunday 12p-5:30p	Janet Laverty
41	1st, 2nd, 3rd and 4th flrs (all areas housing library books & materials available to the public)	Saturday 8a-5:30p Sunday 12p-5:30p	Janet Laverty
42	6a - 5p Inluding Weekends and Holidays	Rod Wlock	1-4722
43	24/7	Mary Lou Lehman	1-5627
44	5:30 p - 6:30 a	Brian Radigan	202-3696
45	7:00a - 3:00p	Elaine Pohl	1-7264
46	8:00a - 4:00p	Elaine Pohl	1-7264
47	8:00a-1:00p	Jeri Sanderling	810-760-2651
48	6am-1pm	Jeri Sanderling	810-760-2651
49	7:00a - 4:00p	Linda Best	810-760-2737
50	8:00a - 2:00p	Cleo Spates	810-760-2737
51	7:00a - 6:30p	Cleo Spates	810 760-2737
52	8:00am - 1:00pm	Cleo Spates	810-760-2737
53	7:30a - 4:00p	Cleo Spates	810 760-2737
54	Saturdays 7:00a - 5:00p Mon - Thur 5:00p- 9:30p	Cleo Spates	810-760-2737
55	5:00p - 8:00p	Cleo Spates	810 760-2737
56	7:00a - 5:00p	Ruth Johnson	810-760-2737
57	8a-1p	Ruth Johnson	(810)760-2737
58	8a-2p	Ruth Johnson	(810)760-2737
59	7:00a - 5:00p	Ruth Johnson	810-760-2737
60	9a - 12p	Ruth Johnson	760-2737
61	7:00a - 6:30p	Cleo Spates	810 760-2737
62	8:00a - 4:00p	Linda Best	810-760-2737
63	8:00a - 4:00p	Ruth Johnson	810 760-2737
64	7:00a - 1:30p	Cleo Spates	810 760-2737
65	7:00a - 5:00p	Ruth Johnson	810 760-2737
66		Linda Best	810-760-2651
67	7:00a - 5:00p	Ruth Johnson	810-760-2737
68	8:00 a - 1:00p	Ruth Johnson	810 760-2737
69	8:00a-4:00p	Ruth Johnson	810 760-2737
70	8a - 6p	Jeff Huskell	1402899
71	weekdays until 9p, weekends 10a-9p	Arthur Kurtze	3-6098
72	5:00p to Midnight	Mark Pullano	1-8976
73	4:30p - 11:30p 4:30p - 11:30p	John Black	5-2819
74	4:30p - 11:30p	John Black	5-2819
75	4:30p - 11:30p	John Black	5-2819
76	5:00p to Midnight	Mark Pullano	1-8976
77	5p - 11p	Kamal Tekinel	1-5779
78	24/7	Kemal Tekinel	1-5779
79	8:00a - 6:00p	Kemal Tekinel	1-5779
80	24/7	Kemal Tekinel	241-5779
81	24/7	Kemal Tekinel	1-5779

	J
38	Staff overtime
39	241-2330
40	373-1550
41	373-1550
42	Statewide Audit for State Financial Records
43	Overtime for year end closing and auditing
44	Construction/Environmental Analysis
45	Overtime
46	Working overtime
47	Approved OT
48	Approved OT
49	Approved Overtime
50	Bridges Overtime
51	Staff working on bridges
52	Staff working bridges overtime
53	Overtime work on Bridges
54	Bridges overtime
55	Children's District CPS staff working overtime for case completions
56	Approved overtime for children's services
57	Approved OT
58	Approved OT
59	Approved OT for Children's Services
60	Approved OT for Children's Services
61	Staff working on bridges
62	Approved overtime
63	Approved overtime
64	Staff working overtime for BRIDGES
65	Approved Over Time for Children's Services and FISES staff.
66	Approved Overtime
67	Children's foster care and PSW workers approved over time.
68	Bridges over time for FIS/ES/Administrative Support
69	Approved overtime for FIS?ES staff.
70	Deloitte, PCO, PMO and the state will all have resources working.
71	BRIDGES requires off-hour facilities support
72	DIT MI/Migration Central Office
73	DIT MI/Migration being completed for Payments Aarea staff spit over both evenings.
74	DIT MI/Migration being completed for Payments Aarea staff spit over both evenings.
75	DIT MI/Migration being completed for Payments Area staff moved to 1-15-09.
76	DIT MI/Migration Central Office
77	Bridges over time for wave 1 conversion
78	Bridges team working off hours for facilities support
79	Bridges team working off hours for facilities support
80	BRIDGES Self Service Implementation
81	Bridges team working during furlough days

	K	L	M	N	O	P
38	**Bob Ruff**					
39	Numerous, unscheduled, last minute deadlines from State Budget Office, Gov's Office, House Fiscal Agency and Senate Fiscal Agency - need to work extra hours to meet					
40	Historical Center is open to general public 7 days/week					
41	Library of Michigan is open to general public 7 days/week					
42	Leon Hank					
43	Tim Becker					
44	Larry Franklin					
45	Bob Bierwagen					
46	Bob Bierwagen					
47	Jeri Sanderling					
48	Jeri Sanderling					
49	Dave Stevens					
50	Dave Stevens					
51	Dave Stevens					
52	Martin Stone					
53	Marty Stone					
54	Marty Stone					
55	Marty Stone					
56	Stacie Bowers					
57	Steve Gleason					
58	Steve Gleason					
59	Ronnie Logan					
60	Larry Franklin					
61	Dave Stevens					
62	Dave Stevens					
63	Ronnie Logan					
64	Dave Stevens					
65	Dave Stevens					
66	Diane David					
67	Ron Logan					
68	Ronnie Logan					
69	Larry Franklin					
70	Brian Hengesback					
71	Brian Hengesbach					
72	John Sorbet					
73	Nancy Freserki					
74	Nancy Freserki					
75	Jess Layman					
76	John Sorbet					
77	Dave Stevens					
78	Brian Hengesbach					
79	Brian Hengesbach					
80	Dave Stevens					
81	Dave Stevens					

	A	B
82		DHS
83		DHS
84		DHS
85		DHS
86		DHS
87		DHS
88		DHS
89		DHS
90		DHS
91		DHS
92		DHS
93		DHS
94		DHS
95		DHS
96		DHS
97		DHS
98		DHS
99		DHS
100		DHS
101		DIT
102		DIT
103		DIT
104		DIT
105		DIT
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115		DIT
116		DIT
117		DIT
118		DIT
119		DIT
120		DIT
121		DIT
122		DIT

	C	D
82	Child Welfare	Grand Tower
83	Disability Determination	Grand Tower
84	DDS, Central Service Agency	Hannah
85	DDS	Hannah
86	DDS	Hannah
87	DDS, CSA & ASP	Hannah
88	DDS, CSA, ASP	Hannah
89	DDS	Hannah
90	DDS, CSA, ASP	Hannah
91	DDS, CSA, ASP	Hannah
92	DDS, CSA,ASP	Hannah
93	DDS	Hannah
94	DDS, CSA	Hannah
95	DDS	Hannah
96	Saginaw	Jerome T Hart
97	Saginaw County	Jerome T. Hart
98	Saginaw County	Jerome T. Hart
99	North District	Union Street
100	North District	Union Street
101	Executive	Con. Hall
102	Agency Services	GOB
103	Agency Services	GOB
104	Agency Services	Grand Tower
105	Agency Services	Grand Tower
106	Agency Services	Grand Tower
107	Telecom	Hannah
108	DIT Agency Services	Operations Center
109	AS/MDOS	Operations Center
110	Design & Delivery	Operations Center
111	Agency Services	Operations Center
112	Agency Services	Operations Center
113	AS	Operations Center
114	Agency Services	Operations Center
115	Design & Delivery Servcies	Ops Center
116	Agency Services	Romney
117	Agency Services	Romney
118	Executive	Romney
119	Agency Services	Romney
120	MBSii	Romney
121	Agency Services	Romney
122	Michigan Business One Stop	Romney

	E	F
82	1st Floor, Dempsey Room	04-27-10
83	10th & 11th floor	8-7-10
84	3rd flr	03/01/08 & 03/15/08
85	All of 3rd floor	9/27/2008
86	Entire 3rd Floor	11/2/2008
87	3rd Floor	12/20/2008
88	3rd Floor	1/17/2009
89	Entire 3rd Floor	2/28/2009
90	3rd floor	3/14/2009
91	3rd floor	4/4/2009
92	3rd floor	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
93	3rd Floor	02-07-10
94	Upper Level, DDS Server Room C!6	6/13/10
95	3rd floor	8/16/10 thru 8/19/10
96	2nd & 3rd floors	11/16/09 through 11/19/09, 11/23/09 through 11/25/09 and 11/30/09
97	2nd, 3rd & 4th Floors	02-06-10, 02-13-10, 02-20-10, 02-27-10
98	2nd, 3rd & 4th Floors	03-06-10, 03-13-10, 03-20-10, 03-27-10
99	4 & 5 floors	11/14/09
100	4 & 5 floors	11/21/09
101	1st Floor NW Corner 5th floor, Pillars K-14 & J14	9/20/2008
102	3rd flr, B wing	January - March 2008
103	3rd flr, A or B wing	2/1/08-6/30/08
104	11th and 12th floors north and south teledata rooms on each floor	9-2-09
105	Floors 1, 2, 10, 15	08-19-09
106	3rd and 4th floors, north and south teledata rooms	10-7-09
107	1st Floor, east wing	6-27-09
108	2nd floor Room 299 2DL12 & 2DL13	11-14-08 - 11-16-08
109	1st floor, SE corner	1-31-09, 2-7-09, 2-14-09, 2-21-09, 2-28-09, 3-7-09, 3-14-09, 3-21-09, 3-28-09
110	1st floor, CE 11, EE7, DH11, and FH7	6-19-09, 7-6-09, 7-24-09, 8-7-09, 8-21-09, 9-4-09
111	1st Floor, Southeast Corner	10-17-09
112	1st floor SE corner rooms #46 &47	10/30/09 thru 10/31/09
113	1st floor, SE Corner rooms 46 & 47	1-18-10
114	1st Floor, rooms 46 & 47	2-15-10
115	1st floor, middle section	6-19-09
116	9th Floor, pillars F-8, F-9, F-10, F-11. Restrooms & Ground Floor Emergency exit.	7/26/2008 - 7/28/08
117	9th flr, pillars F8-F11, Ground floor emergency exits and restrooms	8/19/2008
118	4th, 8th & 12th Floors	9/18/08 9/20/08
119	9th floor, pillars F8-F11, ground floor emergency exits and restrooms	9/30/2008
120	12th floor/West side	Through 01/31/09
121	9th Floor, West side, Pillars F2, F8, F9, F10, F11 Ground Floor Emergency Exit and restrooms on both floors	4/18/2009
122	12th floor, west side	06-03-09

	G	H	I
82	5:00p - 8:30p	Saragen Gross	1-8082
83	7:30 am-3:30pm		243-5647
84		Patrick Garlitz	5-3053
85	7:00am - 1:00pm	Patrick Garlitz	5-3053
86	800a - 5:00p	Patrick Garlitz	421247
87	7:00a - 1:00p	Patrick Garlitz	5-3053
88	7:00a - 1:00p	Patrick Garlitz	5-3053
89	7:00a - 1:00p	Patrick Garlitz	5-3053
90	7:00a - 1:00p	Patrick Garlitz	5-3053
91	7:00a -1:00p	Patrick Garlitz	5-3053
92	7:00a - 6:00p	Patrick Garlitz	5-3053
93	7:00a - 7:00p	Patrick Garlitz	5-3053
94	8:00a - 7:00p	Patrick Garlitz	5-3053
95	5:00p - 12:30a	Patrick Garlitz	5-3053
96	7:00a - 8:00a and 5:30p - 7:00p	Richard Latinen	989 758-1217
97	8:00a - 5:00p	Richard Latinen	989-758-1217
98	7:00a - 6:30p	Richard Latinen	989-758-1217
99	8:00a -2:30p	Colleen Hayes	810 760-2447
100	8:00a -1:00p	Michele Chockley	810-760-2242
101	8:00a - 11:00p	Linda Baker	202-6219
102		Ginger Czubak	6-5099
103	As needed	Ginger Czubak	636-5099
104	6:00p - 12:00a	Paula Palmatier	335-6382
105	7:00p - 12:00a	Paula Palmatier	5-6382
106	7:00p - midnight	Paula Palmatier	335-6382
107	6:00a - 1:00p	Jack Harris	241-7565
108	until midnight	Ryan Sadler	927-8326
109	6:00a - 4:00p	Mary McClean	6-0201
110	6:00a - 6:00p	R. Surapaneni	636-0329
111	6:00a - 6:00p	Mary McClean	636-0201
112	5:00p - midnight	Mary McClean	636-8201
113	6:00a - midnight	Mary McClean	636-0201
114	6:00a - 6:00p	Mary McClean	636-0201
115	6:00a - 6:00p	R. Surapaneni	636-0329
116	8:00a through 8:00a	Jan Foster	5-5108
117	6p-11p	Jan Foster	5-5108
118	6p - 11p 8a - 11p	Linda Baker	202-6219
119	5:00pm - 7:00am	Jan Foster	
120	Mon-Fri 6:00a - 9:00p Sat & Sun 8:00a - 5:00p	Terry Horton	1-8258
121	8:00a - 4:00p	Jan Foster	335-5108
122	6:00p - 11:00p	Terry Horton	1-8258

	J
82	Child Welfare Advisory Board Meeting
83	Installing new computers
84	Federally funded overtime
85	Overtime for Social Security Administration
86	Dry Run of upgraded software to ensure it works correctly
87	Approved Overtime
88	The SSA has autorized overtime, to develop claims filed by the people of Michigan claiming a disability.
89	Federally funded overtime.
90	The Social Security Administration has authorized the use of overtime, funded 100% by federal funds, to develop claims filed by people of the State of MI claiming disability.
91	The Social Security Administration has authorized the use of overtime, funded 100% by federal funds, to develop claims filed by people of the State of MI claiming disability.
92	Requesting lights and HVAC Ensures that the 100% federally funded SSA program continues to adjudicate cases in a timely and cost effective manner on behalf of the claimants of Mi.
93	Federally funded SSA Overtime
94	Federally funded overtime
95	Ensure that the 100% federally funded SSA program continues to adjudicate cases in a timely and cost effective manner on behalf of the claimants of Michigan.
96	Approximately 100 employees working ot on the second and third shifts to complete BRIDGES activities.
97	Bridges Overtime
98	Bridges Overtime
99	Staff working overtime on BRIDGES
100	Staff working overtime on BRIDGES
101	PC Migration
102	Critical software development
103	Web Self Service Project for ORS
104	MDIT Telecommunications will be upgrading the LAN equipment.
105	Telecom LAN equipment upgrade
106	MDIT Telecommunications will be upgrading the LAN equipment.
107	PBX Consolidation Project
108	DIT application work for MBT eService application development for Siebel Call Center for Treasury
109	Staff Working OT
110	Coverage for messaging - critical application.
111	High Priority Project with short deadline
112	working on a mandated project w/ a tight timeline
113	To complete Legislative mandated project (BAM)
114	High Priority Project with short deadline
115	Coverage for Messaging
116	Annual MAIN Disaster Recovery Test
117	Annual Escheats run
118	PC Migration
119	Year End Testing
120	High profile project for the Governor's office.
121	Multiple EFT Going Live
122	Critical deadlines for Governor's Business One Stop project

	K	L	M	N	O	P
82	Steve Doty					
83	Steve Doty					
84						
85	Byron Haskins					
86	Byron Haskins					
87	Byron Harkins					
88	Bryon Hawkins					
89	Bryon Haskins					
90	Bryon Haskins					
91	Bryon Haskins					
92	Dave Stevens					
93	Dave Stevens					
94	Neal Droste					
95	Bob Bierwagen					
96	Dave Stevens					
97	Dave Stevens					
98	Dave Stevens					
99	Stacie Bowens					
100	Dave Stevens					
101	Troy Spitzley					
102						
103	Tim McCormick					
104	Troy Spitzley					
105	Troy Spitzley					
106	Troy Spitzley					
107	Jack Harris					
108	David Borzewski					
109	Beth Dean					
110	Troy Spitzley					
111	Larry Franklin					
112	Troy Spitzley					
113	Troy Spitzley					
114	Dave Stevens					
115	Larry Franklin					
116	Troy Spitzley					
117	Troy Spitzley					
118	Troy Spitzley					
119	Troy Spitzley					
120	Troy Spitzley					
121	Larry Franklin					
122	Troy Spitzley					

	A	B
123		DIT
124		DIT
125		DIT
126		DIT
127		DIT
128		DIT
129		DIT
130		DIT
131		DIT
132		DIT
133		DIT
134		DIT
135		DLEG
136		DLEG
137		DLEG
138		DLEG
139		DLEG
140		DLEG
141		DLEG
142		DLEG
143		DLEG
144		DLEG
145		DLEG
146		DMB
147		DMB
148		DMB
149		DMB
150		DMB
151		DMB
152		DMB
153		DMB
154		DMB
155		DMB
156		DMB
157		DMB
158		DMB
159		DMB
160		DMB
161		DMB
162		DMB
163		DMB
164		DMB
165		DMB
166		DMB
167		DMB

	C	D
123	Agency Services	Romney
124	E-Michigan	Romney
125	Agency Services	Romney
126	E-Michigan	Romney
127	Agency Services	Romney
128	Michigan One Stop	Romney
129	Agency Services	Romney
130	MBSii	Romney
131	MBSII	Romney
132	MBSii	Romney
133	MBSii	Romney
134	MBSii/Mi One Stop Project	Romney
135	MIOSHA	GOB
136	MIOSHA	GOB
137	MIOSHA	GOB
138	Office Services	GOB
139	MES	Ottawa
140	MES	Ottawa
141	MES	Ottawa
142	MES	Ottawa
143	Director's Office	Ottawa
144	OFIR	Ottawa
145	Tax Tribunal	Ottawa
146	Director's Office	Cass
147	Operations	Cass
148	Operations	Cass
149	Peckham	Cass
150	Peckham	Cass
151	Operations	Cass
152	Operations	Cass
153	Operations	Cass
154	Operation	Cass
155	Operation	Cass
156	Operations	Cass
157	Operations	Cass
158	FA/BOD	Cass
159	FA/BOD	Cass
160	Facilities	GOB
161	FA	GOB
162	Operations	Grand Tower
163	Buidling Operations	Hannah
164	FA	Hannah
165	Operations	Mason, Austin, Hannah, Ottawa, Van Wagoner, Grand Tower, Con Hall
166	Operations	MLHC
167	Operations	MLHC

	E	F
123	9th floor west side pillars f8, f9, f10, f11 ground flr emergency exit and restrooms on both floors	7-25-09 through 07-27-09
124	9th floor column D1 and D3 and column G11	7-23-09
125	9th floor	8-18-09
126	9th floor	8-6-09, 8-7-09, 8-8-09, 8-9-09
127	Entire 11th & 12th floors	6-19-09, 7-6-09, 7-24-09, 8-7-09, 8-21-09, 9-4-09
128	12th floor, west side	9-1-09 through 9-3-09
129	9th floor west side pillars f8, f9, f10, f11, ground floor emergency exit, and restrooms on both floors	9-30-09 through 10-1-09
130	12th Floor, West Side	12-12-09 & 12-19-09
131	12th Floor, West Side	01-27-10
132	12th floor, west side	4-17-10, 4-24-10, 5-1-10,
133	12th floor, west side	5-19-10
134	12th floor west side	6-23-10
135	2nd Floor B-Wing	8/16/08 & 8/23/08
136	2nd Floor B-Wing	10/11/2008
137	2nd floor, all B Wing	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
138	1st Floor, A Wing, NE Corner	12-12-09
139	4th Flr	3/8/08
140	4th Flr, pillars B2-E2	3/15/2008
141	4th Flr, pillars B2-E2	3/22/2008
142	4th Flr, pillars B2-E2	3/29, 4/5, 4/12, 4/19, 4/26
143	4th floor, Director's suite Pillar H8	11-25-08 11-26-08 - 11-30-08
144	3rd floor, pillars F5 & G5	5-30-09
145	2nd Floor, Pillars E7 and F7	Through 12/31/09
146	1st Floor, North Wing	11/22/2008
147	Garden Level	7-23-09 Thru 9-30-09
148	1st and 2nd floor, North side	09-28-10 Thru 10-09-09
149	5th Floor	10-17-09
150	Basement & 5th Floor	10-31-09
151	1st Floor South	10-01-09 through 11-09-09
152	1at floor	11/11/09
153	all floors	11/11/09
154	Basement	11-10-09 until 12-30-09
155	Basement	11-10-09 until 12-30-09
156	All floors	2/15/10
157	Garden Level	03/01/10
158	4th floor	3/19/10 through 3/21/10
159	4th floor	3/26/10 through 3/28/10
160	3rd Floor, B Wing, North Side	4/27/2009
161	Pillars H, K, M and N10 - N16	39937
162	All floors	2/15/10
163	1st floor, Parking office	3-14-09 & 3-15-09
164	1st Floor, NE side, Pillars A-15, B-14-15, C-13-16	6-3-09, 6-4-09, 6-5-09
165	1st Floor	7-23-09 Thru 9-30-09
166	4th Floor Library- North & South Sides	04/19/09 through 07/23/09
167	5th Floor, Library, North Wing & Lobby	01-13-10, 01-14-10

	G	H	I
123	24/7	Jan Foster	335-5108
124	7:30p - 4:00 a	Roana Smith	373-6999
125	6:00p - 12:00p	Jan Foster	335-5108
126	24/7	Roana Smith	373-6999
127	8:00a - 5:00p	Pratin Travedl	1-9637
128	6:00a - 12:00a	Terry Horton	1-8258
129	5:00p - 7:00a	Jan Foster	335-5108
130	8:00a - 9:00p	Terry Horton	1-8258
131	6:00p - 6:00a	Terry Horton	1-8258
132	8:00a - 6:00p	Terry Horton	1-8258
133	6:00p - 3:00a	Terry Horton	1-8258
134	5:00p - 12:00a	Terry Horton	1-8258
135		Leanne Haeck	2-1833
136	6a-12p	Leanne Haeck	2-1833
137	6:30a - 6:00p	Doug Kalinowski	2-1817
138	7:00a - 1:00p	Dave Thomas	1-1449
139	7:00a-4:00p	Elaine Pohl	1-7264
140	7:00a-4:00p	Elaine Pohl	1-7264
141	7:00a-4:00p	Elaine Pohl	1-7264
142	7:00a-3:00p	Elaine Pohl	1-7264
143	until 10:00 p.m until 7:00 p.m	Carolyn Hutting	241-7124
144	12:00o - 7:00p	Kathy Lafleur	1-1559
145	24/7	Patti Halm	1-2982
146	9:00a - 3:00p	Linda Norlock	241-8619
147	5:00p - 6:00a	Tim Crawford	206-0339
148	5:00 p.m. - 7:00 a.m.	Brian Radigan	202-3696
149	8:00a - 5:00p	Terry Bush	719-2040
150	8:00a - 5:00p	Terry Bush	719-2040
151	5:00p - 7:00a	Brett Eberhard	517-719-5886
152	as needed	Brian radigan	202-3696
153	7:00a - 3:30p	Debbye Kafara	202-2907
154	5:30 a.m.	Brandon Philip	5-4110
155	5:30 a.m.	Brandon Philip	5-4110
156	6:00a - 4:00p	Steve Doty or John Speice	3-2177 or 1-4703
157	5:30p - 11:00p	Mick Sowle	490-3530
158	3/19/10 6:00p - 12:00a 3/21/10 8:00a - 6:30p	John Spiece	1-4703
159	3/26/10 6:00p - 12:00a 3/27/10 & 3/28/10 8:00a - 6:30p	John Spiece	1-4703
160	4:30p - 1:00a	Karin Carver	2-1499
161	5:00p - 10:00p	Kelly Minton	290-1643
162	6:00a - 4:00p	Steve Doty or John Speice	3-2177 or 1-4703
163	8:00a - 5:00p	Dave Dunn	719-0912
164	5:00p - 8:00a	Larry Rosenbrook	3-2163
165	5:00p - 6:00a	Tim Crawford	206-0339
166	3:00p - 12:00a	Anita Stevens Bob Littrell	373-7110 719-0676
167	5:00p - 12:00a	Anita Stevens	3-7110

	J
123	Disaster Recovery Testing
124	To upgrade the intranet, connect.michigan.gov, so state employees will be able to access the intranet
125	Annual eschears run.
126	To upgrade the internet, connect.michigan.gov so state employees will be able to access the internet
127	Requesting lights and HVAC MiCSES application development during furlough days
128	Project release is scheduled to be released on that evening. Everyone has to be up, running and on board for any issues that arise when the release to the website goes out.
129	Year end testing
130	Critical tasks needed to be complete by Jan. 1st deadling
131	Critical Task for Governor's Project
132	Critical tasks need to be finished for Governor's project.
133	Critical tasks need to be finished for Governor's project.
134	Governor's project
135	Inspection file deadline
136	Overtime to complete year end inspection
137	Requesting lights and HVAC. MIOSHA is required to maintain continuous operations Monday thru Friday. 50% will be working on furlough days.
138	Wage & Hour division is moving into the GOB and needs lighting for safety
139	Working OT
140	Working OT
141	Working OT
142	Working OT
143	DLEG Director will be working until 10:00 p.m. tonight and until 7:00 p.m. every other night until 11-30-08
144	Insurance assignments have to be completed prior to opening of business on Monday.
145	Overtime for Tax Tribunal Judges
146	To light area in order to organize, lay out a publication - DMB annual report
147	Capitol Complex Lobby Security Upgrade Project
148	Painting/fire suppression system work
149	Carpet extracting - Willcall only if lights are needed to clean carpet in office areas
150	Carpet Extracting & Hard Floor Maintenance - Will call only if lights are needed
151	Phase 1 Abatement & Demo
152	1st floor north & south renovation project.
153	Refinishing tile floors on 2nd and the garden level, carpet extracting, 5th & 4th floors, cleaning restroom stall walls on all floors. Will call when lights are needed.
154	Parking lot is wired to this circuit. Need lights on in building so customers can access the parking lot
155	Parking lot is wired to this circuit. Need lights on in building so customers can access the parking lot
156	Cleaning of high traffic areas
157	Grinding concrete floor in cafeteria
158	removal of asbestos in west stairwell, safety and health needs to be done afterhours.
159	removal of asbestos in west stairwell, safety and health needs to be done afterhours.
160	Construction Work
161	Set the masking system that was installed last week. Work over head and with sound system.
162	Cleaning of high traffic areas
163	In an effort to minimize down time and disruption of services to its customers, the bulk of the modular renovation to the Parking office/customer service center will be performed afterhours on a weekend.
164	Demolition of Walls for construction project
165	Capitol Complex Lobby Security Upgrade Project
166	Construction - Moore Trosper will contact CC each night to have lights turned off
167	Lansing Tile Staff doing after hours work

	K	L	M	N	O	P
123	Troy Spitzley					
124	Troy Spitzley					
125	Troy Spitzley					
126	Troy Spitzley					
127	Troy Spitzley					
128	Dave Stevens					
129	Troy Spitzley					
130	Troy Spitzley					
131	Troy Spitzley					
132	Steve Doty					
133	Steve Doty					
134	Troy Spitzley					
135	Allan Pohl					
136	Allan Pohl					
137	Dave Stevens					
138	Dave Stevens					
139	Allan Pohl					
140	Allan Pohl					
141	Allan Pohl					
142	Allan Pohl					
143	Allan Pohl					
144	Allan Pohl					
145	Allan Pohl					
146	Patty Ruso					
147	Dave Stevens					
148	Dave Stevens					
149	Dave Stevens					
150	Larry Franklin					
151	Dave Stevens					
152	Dave Stevens					
153	Dave Stevens					
154	Dave Stevens					
155	Dave Stevens					
156	Steven Doty					
157	Steve Doty					
158	Steven Doty					
159	John Spiece					
160	Larry Franklin					
161	Dave Stevens					
162	Steven Doty					
163	Dave Stevens					
164	Dave Stevens					
165	Dave Stevens					
166	Dave Stevens					
167	Dave Stevens					

	A	B
168		DMB
169		DMB
170		DMB
171		DMB
172		DMB
173		DMB
174		DMB
175		DMB
176		DMB
177		DMB
178		DMB
179		DMB
180		DMB
181		DNR
182		DNR
183		DNR
184		DNR
185		DNRE
186		DOS
187		DOS
188		DOS
189		DOS
190		DOS
191		DOS
192		DTMB
193		DTMB
194		DTMB
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202		DTMB
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204		DTMB
205		DTMB
206		DTMB
207		DTMB
208		DTMB
209		DTMB
210		DTMB
211		Education

	C	D
168	BOD	MLHC
169	Operations	Ottawa
170	Budget Office	Romney
171	Budget Office	Romney
172	Financial Management	Romney
173	Office of Financial management	Romney
174	Office of Financial management	Romney
175	Office of Financial Mgt, Acct and Financial Reporting	Romney
176	State Budget Office	Romney
177	Accounting and Financial Reporting	Romney
178	Budget Office	Romney
179	Operations	Romney
180	Office of Financial Mgt	Romney
181	Law enforcement	Mason
182	Michigan History Foundation	MLHC
183	Communications	MLHC
184	Communications	MLHC
185	Communications	MLHC
186	Driver Program	Austin
187	Elections	Austin
188	Elections	Austin
189	Elections	Austin
190	Legal and regulatory services	Austin
191	Information Center - Field Support	SOS
192	DCO	Austin
193	Operations	Cass
194	BOD	Cass
195	OOF	Cass
196	ORS	GOB
197	Peckham	Grand Tower
198	Operations	MLHC
199	Data Center Services	Operations Center
200	TS	Operations Center
201	Data Center	Operations Center
202	Fin Mgt	Romney
203	Agency Services	Romney
204	Agency Services	Romney
205	Facilities Admin	Romney
206	Agency Services	Romney
207	Agency Services	Romney
208	MBSii	Romney
209	Facilities Admin	Van Wagoner
210	FA	Van Wagoner
211	Office of School Improvement	Hannah

	E	F
168	2nd floor library pillars H1-H10	8-30-09 through 01-10-10
169	All floors	2/15/10
170	6th flr	1/25-1/31 2/1-2/3 2/4-2/6
171	Entire 6th Floor	Through June 27th
172	All of 7th floor, including restrooms and breakroom	9/30/08 - 10/1/08
173	7th floor everything including rest rooms and break rooms	11/4, 11/8, 11/11, 11/15, 11/22, 11/28 11/29, 12/6, 12/13, 12/20, 12/24, 12/27, 12/31
174	7th floor everything including rest rooms and break rooms	12/28/2008
175	7th floor, all offices including restrooms and breakroom	4/18/2009
176	6th floor	9/29/09 thru 9/30/09
177	7th floor, east side, pillars c1, g3, f2, f4 include restrooms and breakrooms	9-30-09 through 10-1-09
178	6th Floor	01-15-10 through 02-10-10. including Holidays & Weekends
179	All floors	2/15/10
180	7th floor, including restrooms and break rooms	1/9/10, 1/16/10, 1/23/10, 1/30/10, 2/6/10, 2/13/10, 2/20/10, 2/27/10, 3/6/10, 3/13/10, 3/20/10, 3/27/10
181	7th floor, east wing, rap room	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
182	All Floors	12-18-09
183	Museum Side, Floors 1, 2, 2M, 3, 3M & Cafeteria	01-16-10 to 01-17-10
184	Museum Side, Floors 1, 2, 2M, 3, 3M & Cafeteria, and forum	2-5-10 through 2-6-10
185	Museum Side, Floors 1, 2, 2M, 3, 3M & Cafeteria	03/06/10 through 03/07/10
186	West - U-Y16 to U-Y10	23-Feb
187	1st Floor, Pillars W-21, W-22 & W-23	11/1/2008
188	1st Floor, NE Wing Pillars U17-U23, V17-V23, W17-W23	2/24/2009
189	1st Floor, Northeast Wing, Pillars W 21, 22,23	5/2/2009
190	4th floor	9/25/09 through 11/2/09
191	1st Floor	11-11-09, 11-27-09, 12-24-09, 12-31-09, 01-18-10, 02-15-10
192	4th Floor, Traverse Bay Hosting Center	04-24-10
193	All	04-24-10
194	1st & 2nd floors, North and South	5-15-10
195	1st floor South Wing	June 26
196	3rd Floor, B Wing	05-15-10 through 06-30-10
197	All	8/14/10
198	1st Floor North & 3rd floor, library	5-4-10 through 8-15-10
199	1st Floor, Hosting Center	03/27/10
200	1st Floor	8/27-8/28
201	1st floor	8/28/10
202	7th & 9th	5-2-10
203	11th & 12th	5-29-10 through 5-31-10
204	11th floor	6-26-10 & 6-27-10
205	11th floor	July 3 - July 5
206	9th floor	7/24/10 thru 7/26/10
207	11th floor	July 17, 18, 24, 25, 31 & Aug 1
208	12th floor	9/8/10 - 9/9/10
209	1st Floor	6-30 thru 7-2
210	1st Floor	Aug 5 - Aug 7
211	Upper Level, Conference Room 5	7/15/2008

	G	H	I
168	6:00p - 12:00a	Anita Stevens	3-7110
169	6:30a - 4:00p	Jerry Arnold	719-8233
170	7a-9p 7a-11p 7a-9p	Connie Minix	3-0870
171	5:00p-12:00a	Vickie Wesley	3-4978
172	5p - 7am	Adel Beachnau	1-0811
173	5:45a-6:00p	Adel Beachnau	1-0811
174	10:00a - 6:00 p	Adel Beachnau	1-0811
175	8:00a - 4:00p	Adel Beachnau	241-0811
176	6:00a - 12:00p	Connie Minix	3-0870
177	24/7	Adel Beachnau	241-0811
178	7:00a - 11:00p	Connie Minix	3-0870
179	6:00a - 4:00p	Steve Doty or John Speice	3-2177 or 1-4703
180	6:00a - 7:00p	Adel Beachnau	1-0811
181	24/7	David Grimm	372-9028
182	6:30p - 9:30p	Carol Payne	3-2565
183	5:00p - 9:00p	Alexandra Raven	1-0708
184	5:00p - 9:00a	Alexandra Raven	1-0708
185	5:00p - 10:00p	Alexander Raven	1-0708
186	8a-1:30p	Lorraine Finison	3-9067
187	8:30a - 2:30p	Sandra Shenkus-Pasik	1-1379
188	6:30a - 8:30p	Lucinda Sheltrown	5-2659
189	8:30 a - 2:00 p	Lucinda Sheltrown	5-2659
190	as needed	Kelly Cilski	1-3463
191	8:00a - 1:00p	Victoria Dittmer	2-1482
192	8:00a - 5:00p	Bill Bacalis	6-4090
193	7:00a - 5:00p	John Spiece	204-6917
194	7:00a - 5:00p	John Spiece	1-4703
195	7:00am - 3:30pm	Steve Doty	3-2177
196	24/7	Fred Covert Kathy Tober Connie Morse	2-6014
197	6:30a - 5:00p	Terry Bush	719-2040
198	6:00P - 4:30a	Bob Luttrell	719-0676
199	7:00a - 5:00p	Bill Bacalis	6-4090
200	6:00pm-12:00am	David Wade	517-636-4073
201	7:00am - 6:00pm	Bill Bacalis	636-4090
202	7:00a - 7:00p	Adel Beachnau	1-0811
203	24/7	Maary Bresnahan	1-9179
204	6:00a -6:00p	James Piecuch	1-5863
205	24/7	James Piecuch	241-5863
206	24/7	Jan Foster	5-5108
207	7:00a - 6:00p	James Piecuch	1-5863
208	6:00pm - 3:00am	Terry Horton	241-8258
209	5:00pm - 7:00am	Jud Sorensen	335-1477
210	5pm - 7am	Jud Sorensen	335-1477
211	5:00p-9:00p	Cheryl Fortin	1-3147

	J
168	Moore Trosper will begin working a 2nd shift schedule for a sprinkler pipe replacement project.
169	Cleaning of high traffic areas
170	2009 Executive Budget
171	Staff working late with the Legislature
172	Year End Closing
173	OAG working on CAFR audit
174	OAG working on CAFR audit
175	Multiple EFT going into production
176	completion of FY 2010 - or 30 day continuation budget.
177	Year end closing activities.
178	2011 Executive Budget
179	Cleaning of interior glass.
180	Office of Auditor General working on the CAFR.
181	Rap room requires lighting 24/7
182	After Hours Event for the Michigan History Foundation
183	Muesum Overnight Program
184	Muesum Overnight Program
185	Museum Overnight Program
186	Training rm is being used to offer a Saturday session of the Driver Education Curriculum Workshop
187	QVF Help Desk needs to be opwn to assist clerks for Nov. 4 Election
188	Election staff working to cover for an Election
189	QVF Election Help Desk to prepare for May 5 Election
190	The DOS, Legal and Regulatory Services Administration, Office of the Great Seal must enter all bills signed by the Governor to fulfill the legal requirements of enacting a bill into law. 2010 budget bill may be signed after hours and the staff will require lights to finalize the paperwork.
191	Provide in-house assistance to SOS branch offices open on Saturday mornings
192	Repaits for Austin Generator and 4th Floor Computer Room
193	Fire Systems Test
194	Fire system work
195	Maintain State Buildings
196	ORS Customer Education Schedule
197	Carpet extraction
198	sprinkler construction
199	Under Floor Cleaning in Computer Room
200	Application upgrade
201	Data Center Maintenance
202	MAIN FACS testing.
203	per Steve Doty
204	Working overtime
205	MICES work
206	MAIN Disaster Recovery Testing (MAIN DR Test)
207	Work on the MiCSES is needed to provide support to children/families.
208	Integration Release
209	Asbestos Abentment
210	Asbestos abatement
211	MDE Employee's meeting

	K	L	M	N	O	P
168	Dave Stevens					
169	Bob Bierwagen					
170	Nancy Duncan					
171	Robert Emerson					
172	Nancy Duncan					
173	Nancy Duncan					
174	Nancy Duncan					
175	Larry Franklin					
176	Dave Stevens					
177	Nancy Duncan					
178	Nancy Duncan					
179	Steven Doty					
180	Nancy Duncan					
181	Larry Franklin					
182	Rodney Stokes					
183	Rodney Stokes					
184	Jamie Uphaus					
185	Jamie Uphaus					
186	Bill Pruzinsky					
187	Bill Pruzinsky					
188	William Pruzinsky					
189	Bill Pruzinsky					
190	Dave Stevens					
191	Bill Pruzinsky					
192	Mike Noonan					
193	Steve Doty					
194	John Spiece					
195	Steve Doty					
196	Larry Scates					
197	Steve Doty					
198	Jamie Uphaus					
199	Troy Spitzley					
200	Larry Scates					
201	Larry Scates					
202	Steve Doty					
203	Steve Doty					
204	Steve Doty					
205	Steve Doty					
206	Steve Doty					
207	Steve Doty					
208	Steve Doty					
209	Mike Noonan					
210	Bob Ruff					
211	Carol Wolenberg					

	A	B
212		Education
213		Education
214		Education
215		Education
216		Education
217		Education
218		Education
219		Education
220		Education
221		Education
222		Education
223		Education
224		Education
225		Governor's Exe office
226		HAL
227		HAL
228		HAL
229		HAL
230		HAL
231		Human Services
232		Human Services
233		Human Services
234		Human Services
235		MDOT
236		MDOT
237		MDOT
238		MDOT
239		MDOT
240		MDOT
241		MDOT
242		MI Supreme Court
243		MI Supreme Court
244		MLHC
245		MLHC
246		MSP
247		MSP
248		MSP
249		MSP
250		MSP
251		MSP
252		MSP
253		OOF
254		State

	C	D
212	Financial Management	Hannah
213	OSI	Hannah
214	School Improvement	Hannah
215	OEII	Hannah
216	Education Improvement & Innovation	Hannah
217	Education Improvement & Innovation	Hannah
218	Office of the Superintendent	Hannah
219	Education Improvement & Innovation	Hannah
220	Education Improvement & Innovation	Hannah
221	Education Assessment	Hannah
222	OEAA	Hannah
223	Education Improvement & Innovation	Hannah
224	Library of Michigan Foundation	MLHC
225	Economic Recovery	Romney
226	Foundation/ Museum	MLHC
227	Library of Michigan Foundation	MLHC
228	Foundation	MLHC
229	Foundation	MLHC
230	Foundation	MLHC
231	DHS	Grand Tower
232	Chief Administrative Office	Grand Tower
233	CSA	Hannah
234	DDS, CSA & ASP	Hannah
235	Financial Operations	Earle Center
236	HR	MDOT Warehouse
237	PED Transportation	MDOT Warehouse
238	Directors Office	MDOT Warehouse
239	Executive	Van Wagoner
240	Design Division	Van Wagoner
241	Contract Services	Van Wagoner
242	Reporter's Office	HOJ
243	Justices	HOJ
244	Executive	MLHC
245	Museum	MLHC
246	EMHSD	Emergency Management & Homeland Security Training Center
247	EMHSD - EMHSTC	EMHSTC
248		First District Headquarters
249	Firebsuc Science Division	Forensic Lab
250	Forensic Science Division	Lansing Forensic Laboratory
251	Uniform	Lansing Post
252	Training Division	PTA
253	Zone 4	Romney
254	Elections	Austin

	E	F
212	4th Floor, Pillars C-19 & C-20	11-11-09, 11-14-09
213	4th Floor Pillars G-18 & F-19	11-15-09
214	4th Floor, Pillar G-18 & F-18	12-06-09, 12-13-09, 12-20-09, 12-27-09, 01-03-10, 01-10-10
215	4th Floor	11/29/09
216	4th Floor, Pillars D19-20, E19-20, H18-19, G18-19, F18-20	01/22/10, 01/23/10 01/24/10, 01/27/10, 01/28/10, 01/29/10, 01/30/10, 01/31/10, 02/03/10, 02/04/10, 02/05/10
217	4th Floor, Pillar G-18	05-08-10 & 05-09-10
218	2nd & 4th floors	5-7-10
219	4th Floor, Pillar H-19	5-15-10 & 5-16-10
220	4th floor, Pillar H-19, enclosed office of Director OEII (linda Forward)	On 06/13/2010
221	2nd floor	June 26-27
222	2nd, SE Corner	7-10-10 & 7-11-10
223	4th Floor Pillar H-19 enclosed office	6-19-10 through 9-6-10
224	Library 1st & 2nd Floor, Rotunda & Forum	04-17-10
225	3rd floor, pillars F#, H3, H5, H7, K5	10-9-09 and 10-10-09
226	1st, 2nd & 3rd flrs Forum, Rotunda & Museum	12/5/2008
227	2nd floor library, Roundra Forum	4/18/2009
228	1st, 2nd, 3rd floor museum & rotunda	9/30/2009
229	1st, 2nd and 3rd flrs museum, forum and rotunda	11-21-09
230	1st, 2nd, 3rd floors, museum, forum and rotunda	04-09-10
231	Floors 2,3,6,8,10,13	8/15/085 - 8/25/08
232	10th, 11th & 15th floor	
233	Entire 3rd Floor	8/24/2008
234	3rd floor	12/6/2008
235	1st floor, whole building	weekends 1-16-10 through 2-28-10
236	1st Floor	11/23/2008
237	Earle Learning Center	12/6/2008
238	1st Floor, Horatio Earle Center	12-05-09
239	1st Floor East End Pillars D17-D20, E17-E20	2/10/2009
240	2nd floor, pillars A17-A20, A13-15, A^	6-19-09
241	1st Floor, Pillars A-16 and B-16	08-08-09 through 08-30-09
242	4th floor, North and 3rd Floor cnter library	7-13-10 through 7-31-10
243	4th & 6th floors	7-31-10
244	1st floor, Lake Superior and Lake Erie	3/18/2009
245	Museum Side, floors 1, 2, 2M, 3, 3M	3-14-09 & 3-15-09
246	Classroom, restrooms & garage	05/09/09 & 05/10/09
247	Classrooms, restrooms and the garage	10/24/08 10/25 - 10/26
248	1st, rooms 114, 115, 116, 117, 124, 126, 127, hallways, conference room	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
249	1st floor, entire building	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
250	1st floor, entire building	6-19-09
251	Entire Post	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
252	1st floor, dorms, café, auditorium & TA staff offices	6-19-09
253	Basement	7/31/10
254	1st flr, all Bureau of Elections areas	1/12/08

	G	H	I
212	7:00a - 5:00p	Rose Zukar	335-2429
213	8:00a - 6:00p	Mary Brinks	1-0247
214	10:00a - 6:00p	Mary Brinks	3-8480
215	10:00a - 6:00p	Mary Brinks	3-8480
216	6:00a - 10:00p	Mark Brinks or Bill Witt	3-8480
217	9:00a - 6:00p	Linda Forward	1-4553
218	6:00p - 12:00a	Karen Zarka	5-0011
219	9:00a - 5:00p	Linda Forward	1-3232
220	9am - 5pm	Catherine McClain	1-3147
221	8:00-5:00-- & 10:00-5:-00	Kim Mull	1-2734
222	8:00a - 5:00p 7/10 & 10:00a - 5:00p 7/11	Kim Mull	1-2734
223	9am - 5pm	Catherine McClain	241-3147
224	5:00p - 12:00a	Joyce Ruttan	3-2977
225	24/7	Leslee Fritz	896-9096
226	6:00a-11:00p	Carol Payne	3-2565
227	5:00p - 11:00p	Judith Moore or Joyce Ruttan	373-4470 or 373-2977
228	6:00p -11:00p	Carol Payne	373-2565
229	7p-11p (event additional hrs needed for tear down)	Carol Payne	373-2565
230	6:00p - 10:00p	Carol Payne	3-2565
231		Jeff Haskell	1-5741
232		Janet Reed	3-7787
233	8:00a-5-00p	Patrick Garlitz	5-3053
234	7:00a - 1:00p	Patrick Garlitz	5-3053
235	6:00a - 6:00p	Bill Ragla	5-2377
236	1:30p - 8:00p	Staci Grover	3-1533
237	9:00am-1:00pm	Delia McGregor	591694
238	6:00a - 6:00p	Jan Pohl	3-9571
239	12:30a - 2:30a	Dennis Armstead	1-4919
240	6:00a - 6:00p	Roberta Tisdale	1-2731
241	24/7	Sylvia Alexander	373-1885
242	M-F until 12a weekends 8a - 5p	Dave Palazzolo	3-5541
243	8:00a - 7:00p	Dave Palazzolo	3-5541
244	6:00p - 9:00p	Anne Bischoff	3-2486
245	5:30p - 9:00a	Alexandra Raven	241-0708
246	8:00 a - 5:00 p	Renee Osborn	2-5519
247	5:00 - 10:00 p 8:00a - 5:00 p	T. Renee Osborn	2-5519
248	6:00a - 5:00p	Sgt. Dwayne Gill	322-5573
249	6:00a - 6:00p	Michelle Dunkerley	322-6700
250	6:00a - 6:00p	Michelle Dunkerley	322-6700
251	24/7	Edward Hay	694-5312
252	7:00a-6:00p	Daniel Atkinson	322-1501
253	7:30a - 4:30p	Beulah Burks	749-7085
254	7a-4p	Ruth Lee	3-2540

	J
212	Year End Closing
213	Alternative Work Schedule
214	Office Consolidation
215	Clean-up of year ending files
216	Project after hours to meet deadline
217	Office Move for MDE
218	MDE is applying for Race to the Top Phase 2 grant funding. Due to accelerated deadlines to submit the application, deparment staff will be working overtime.
219	Office Move for MDE, school improvement grant work
220	Program file reviews and tranfers
221	Creat Meap Books
222	MEAP test booklet composition
223	Overtime for transition
224	Night for Notables after hours event
225	To complete federal reporting deadline due midnight October 10th.
226	After-hours event
227	Night for Notables clebrating Michigan Notable Books and Authors of these books.
228	This is a revenue producing event that helps fund the programs of the MHC w non general fund money generated from the private sector. (MSU Radiology)
229	This event is part of the Foundations fundraising program to raise funds for the MHCL w Non-General fund money generated from the private sector.
230	This is a revenue producing event that helps fund the programs of the MHC w non general fund money generated from the private sector. (MSU/LCC East Central Writing Center Assn)
231	Bridges Wave 1 conversion
232	MI Migration
233	Software upgrade for federal DDS system
234	To develop claims filed by the people of the State of Michigan claiming disability.
235	Work needs to be completed on the final stages of testing one of MDOT's critical IT applications Project Accounting & Billing (PAB).
236	Recruitment initiatives
237	Transpo Club Christmas Party for Employees Children
238	TRAC Training for Lansing Area Teachers
239	Investigatory conference
240	To complete work for ARRA (American Recovery and Reinvestment Act)
241	IT system implementation
242	Justices end of term opinions need to be done by end of the month. Reporter's office will be working late hours preparing them for publication.
243	Last day for the Supreme Court to put out opinions for this calendar year.
244	Legislators gathering for a Lincoln Leadership Roundtable discussion with Dr. Bill Anderson, Chair of the Lincoln Leadership Series
245	This is a revenue producing program for the Museum and has been approved through the event application process.
246	HAZMAT Response Training
247	Emergency Response to Hazardous Material Incidents course
248	MSPTA contract does not require furlough days.
249	Troopers and Sergeants will be working on furlough days.
250	Troopers and Sergeants will be working on furlough days.
251	Furlough days do not apply to MSPTA members. Maintain public safety
252	Involved with the Advanced Trooper School for approx 119 troopers.
253	Area floors need to be stripped and waxed.
254	Presidential primary

	K	L	M	N	O	P
212	James Shilling					
213	James Shilling					
214	James Shilling					
215	James Shilling					
216	James Shilling					
217	Bob Bierwagen					
218	Neil Droste					
219	Bob Bierwagen					
220	Neal Droste					
221	Bob Bierwagen					
222	Bob Bierwagen					
223	Bob Bierwagen					
224	Janet Laverty					
225	Dave Stevens					
226	Janet Laverty					
227	Dave Stevens					
228	Dave Stevens					
229	Dave Stevens					
230	Dave Stevens					
231	Mary Kay Hawes					
232	John Sorbet					
233	Byron Haskins					
234	Byron Harkins					
235	Bill Ragla					
236	Kirt Steudle					
237	Roberta Tisdale					
238	Leon Hank					
239	Thomas Briggs					
240	Larry Franklin					
241	Myron Frierson					
242	Jamie Uphaus					
243	Jamie Uphaus					
244	Mark Hoffman					
245	Phillip Kwiatkowski					
246	Michael Johnson					
247	Dan Sibo					
248	Larry Franklin					
249	Jerri McClure					
250	Larry Franklin					
251	Dave Stevens					
252	Dave Stevens					
253	Steve Doty					
254	William Pruzinsky					

	A	B
255		State
256		State
257		State
258		State
259		State
260		State
261		State
262		State
263		State
264		State Budget Office
265		Transportation
266		Treasury
267		Treasury
268		Treasury
269		Treasury
270		Treasury
271		Treasury
272		Treasury
273		Treasury
274		Treasury
275		Treasury
276		Treasury
277		Treasury
278		Treasury
279		Treasury
280		Treasury
281		DELEG
282		DTMB
283		DTMB
284		DHS
285		DHS
286		DTMB
287		DTMB
288		OOF
289		State
290		Treasury
291		DTMB
292		DOT
293		DTMB
294		DTMB
295		State
296		DTMB
297		DTMB
298		DTMB
299		DHS
300		DTMB

	C	D
255	Elections	Austin
256	Elections	Austin
257	Bureau of Elections	Austin
258	Bureau of Elections	Austin
259	Bureau of Elections	Austin
260	Bureau of Elections	Austin
261	Elections	Austin
262	Legal & Regulatory Services	GOB
263	Document Assembly Unit	SOS
264		Romney
265	Highway delivery	C&T
266	Bureau of Elections	Austin
267	Bureau of Elections	Austin
268	Tax Processing	Austin
269	Office of Revenue & Tax Analysis	Austin
270	Program Management	Operations Center
271	Program Management	Operations Center
272	Program Management	Operations Center
273	Program Management	Operations Center
274	Program Management	Operations Center
275	Program Management	Operations Center
276	Return Processing	Operations Center
277	Customer Contact	Operations Center
278	Return Processing	Operations Center
279	Revenue Bureau	Operations Center
280	Technical Services	Operations Center
281	SOAHR	Ottawa
282	Agency Services	Grand Tower
283	Agency Services	Grand Tower
284	North District	Flint
285	Outstate Operations	Jackson SOB
286	AS/MDOS	Operations Center
287	Financial Management	Romney
288	BOD	Romney
289	Document Assembly	SOS
290	Tech Services	OPS
291	Environmental Services	Cass
292	DSD	Van Wagoner
293	Agency Services	Operations Center
294	Peckham	Grand Tower
295	Executive Office	Austin
296	Building Operations	Austin
297	Environmental Services	Cass
298	Building Operations	Con Hall
299	North District	Flint
300	Environmental Services	Grand Tower

	E	F
255	1st flr, all Bureau of Elections areas	1/15/08 & 1/16/08
256	1st flr, U17/V17 - U23/V23	5/22/2008
257	1st flr, pillars U17-U23, V17-V23 & W17-W23	07/12, 13, 18 & 19
258	1st flr, pillars U17-U23, V17-V23 & W17-W23	07/07/08-07/24/08
259	1st flr, pillars U21-U23, V21-V23 & W21-W23	8/2/2008
260	1st flr, pillars U17-U23, V17-V23 & W17-W23	8/5/08 - 8/6/08
261	1st floor, U, V, W17 through U, V, W23	08/03/10
262	1st floor	3/28/2009
263	South Wing	9/11/10
264	6rh floor	11-11-09
265	Room 131, soils lab	5/29/10
266	1st flr, pillars V17-V23, U17, U18, U21, U23, W17 & W23	4/12/2008
267	1st flr, pillars V17-V23, U17, U18, U21, U23, W17 & W23	05/03/08 05/06/08
268	2nd flr, Pillars U16, U21, U22 & W18	8/02/08 - 12/13/08
269	2nd flr, pillars U14-U15	Through April 2009
270	2nd flr, rooms 276 & 277 and MBT/MIITAS Project Area - pillars 2E E7 and 2E E8	10/22/07 - 4/30/09
271	2nd flr - 2BH15	1/2/08 - 4/30/09
272	2nd flr - 2BH15	7/18/08 - 4/30/09
273	2nd flr, rooms 276 & 277 - pillars 2E E8 and 2B H15	7/22/08 - 12/31/09
274	2nd Floor, Pillars 2E E7, 2E E8, 2B H15	9/1/08 - 12/31/09
275	2nd Floor, Pillars 2E E7, 2E E8, 2B H15	Through 12/31/09
276	2nd floor, Pillars 2EB4, 2EA4, 2EB7, 2EA7	4/18/09, 4/25/09, 5/2/09, 5/9/09
277	2nd floor, 2C E10, 2C E11	5/2/09, 5/9/09, 5/16/09, 5/23/09, 5/30/09, 6/6/09, 6/13/09
278	2nd floor, 2E B4, 2E A4, 2E B7, 2E A7, 2C E9	6-13-09, 6-27-09
279	2nd floor, 2E E7, 2E E8, 2B H15	Through 12/31/09
280	2nd Floor, Pillars 2G C1 through 2G D1.5 & 2G C2 through 2G D2.5	04-29-10 through 05-22-10
281	2nd floor, B8 - D7	8/21, 8/28, 9/4, 9/11, 9/18
282	5,8,9	9/17 - 9/19
283	Floors 4, 5, 8, 9, 13	9/17/10 through 9/19/10
284	4,5	9/11,9/18,9/25
285	2nd & 3rd floor	9/11, 9/18, 9/25
286	1st floor, SE Corner	09/30/10
287	1,7,9	9/18 - 10/1
288	12th floor	09/25/10
289	South wing	09/25/10
290	2nd, 2G C1, 2G D1 & D2	Saturdays 7/31/10 through 9/25/10
291	5th floor	10/09/10
292	1st floor Room 124	10/08-10/9
293	1st floor Room 48	10/16/10
294	All	10/16/10
295	4th floor	11/2/10 to 11/3/10
296	Entire building	11/02/10 & 11/11/10
297	Entire building	11/11/10
298	Entire building	11/02/10 & 11/11/10
299	4th & 5th Floors	Saturdays 10/9, 10/16, 10/23, 10/30
300	ALL	11/11/10

	G	H	I
255	6a to 8a	Ruth Lee	3-2540
256	6p-10p	Rayan Anastor	3-3429
257	7:30a-5:30p	Evelyn Quiroga	5-2790
258	6p-8:30p	Lucinda Sheltrown	5-2659
259	8a-3p	Lucinda Sheltrown	5-2659
260	6:00a through 6:00p	Lucinda Sheltrown	5-2659
261	24/7	Lucinda Sheltrown	5-2659
262	8:00a - 4:30p	Jennette Sawyer	1-8322
263	6:30a - 4:00p	Bill Allen	2-5295
264	7:30a - 6:00p	Connie Minix	3-0870
265	7:00a - 6:00p	Bill Redmond	322-1208
266	7:30a-2:30p	Lydia Valles	1-4662
267	7:30a-3:00p 6:00a-10:00p	Lydia Valles	1-4662
268	6a - 10p	Sheila Rolandson	6-5476
269	6p-11p	Phillip Wippel / Ann Simon	3-6277
270	until 10p	Shelly Brooks	6-4248
271	until 10p M-F	Shelly Brooks	6-4249
272	until 10p M-S & Holidays	Shelly Brooks	6-4249
273	until Midnight M-F	Shelly Brooks	6-4248
274	until 10p 7 days a week & holidays	Floyd Schmitzer	810-223-5461
275	24/7 including holidays	Floyd Schmitzer	810-223-5461
276	6:00a - 6:00p	Floyd Schmitzer	636-4280
277	6:00 a - 6:00p	Floyd Schmitzer	6-4280
278	6:00a - 6:00p	Floyd Schmitzer	6-4280
279	6:00a - 12:00p	Floyd Schmitzer	810-223-5461
280	6:00a - 6:00p	Renee Stokes	6-4230
281	8:00a - 5:00p	Terry Colby	1-3914
282	6:00 pm - 9:00 pm	Micole Schrauben	335-3124
283	24/7	Nicole Schrauben	5-3124
284	7:00 am - 5:00 pm	Cleo Spates	810-760-2737
285		Pamela Roxberry	517-780-7650
286	24/7	Mary McClean	6-0201
287	24/7	Adel Beachnau	241-0811
288	7:30a - 4:30p	Beulah Burks	749-7085
289	6:30a - 4:00p	Bill Allen	322-5295
290	7:00a - 6:00p	Renee Stokes	636-4230
291	6:30a - 4:00p	Debbye Kafara	202-2907
292	6:00pm to midnight & all day Saturday	keith Belonga	243-3908
293	8:00a - 8:00p	Mary McClean	6-0201
294	10:00 am - 6:00 pm	Tim Warren	749-7163
295	24/7	Bill Pruzinsky	1-4228 or 204-2181
296	7:00a - 7:00p	Mike Noonan	1-2708
297	7:00a - 5:00p	Debbye Kafara	202-2907
298	7:00a - 7:00p	Mike Noonan	1-2708
299	7:00a - 5:00p	Cleo Spates	810-760-2737
300	7:30a - 5:00p	Tim Warren	749-7163

	J
255	Presidential primary
256	Working on recall petitions to finalize recommendation for Board of State Canvasser meeting
257	Programming equipment for election
258	Programming equipment for election
259	Preparation for Statewide Primary Election 8/5/08
260	Statewide Primary Election 8/5/08
261	BOE staff are working through the night for the primary election.
262	The Department of State and Motorcycle Safety Foundation are conducting a professional development training for the RiderCoach Trainers certified through the MI Motorcycle Safety Program.
263	OT has been authorized tohave the unit catch up regarding compliance issues.
264	State Budget Office Employees will be working on Veteran's Day
265	Testing of "select backfill" required to be completed in a timely manner to help keep project on track
266	Ballot testing & programming for May 2008 school elections
267	School elections
268	MBT/MIITAS Project for implementation of the new SAP tax system
269	Tax analysis for Governor's Office and 2008 budget
270	MBT/MIITAS Project for implementation of the new SAP tax system
271	MBT/MIITAS Project for implementation of the new SAP tax system
272	MBT/MIITAS Project for implementation of the new SAP tax system
273	MBT/MIITAS Project for implementation of the new SAP tax system
274	MBT/MIITAS Project for implementation of the new SAP tax system
275	MBT/MIITAS Project for implementation of the new SAP tax system
276	To work on MBT returns.
277	Working MBT clarification and accounts payable work list errors.
278	Process MBT returns that were backlogged
279	Michigan Business Tax overtime
280	Assisting the Tax Processing Bureau with their IIT and SUW backlogs
281	Approved over time
282	Model Payment system rollout
283	Model Payment system rollout
284	FAP Overtime
285	DHS Overtime
286	Implementing large project and need lights.
287	Year End closing
288	High area carpet cleaning is been extractd and floors are been waxed.
289	Ovetime to clear the backlog due to year end clsoing.
290	Assisting the Customer Service Bureau with their IIT correspondence backlog.
291	Extract carpet on entire floor
292	Installation of new carpet
293	High priority could fall behind in schedule.
294	Cleaning air/bar vents
295	Department is responsible for the election and compiling election results.
296	Janitors will be cleaning rest rooms and break rooms on all floors.
297	Strip & Recoat Floors
298	Janitors will be cleaning rest rooms and break rooms on all floors.
299	Staff working overtime
300	Finish strip/re-coat floors.

	K	L	M	N	O	P
255	William Pruzinsky					
256	William Pruzinsky					
257	Bill Pruzinsky					
258	Bill Pruzinsky					
259	Bill Pruzinsky					
260	Bill Pruzinsky					
261	Mike Noonan					
262	William Pruzinsky					
263	Larry Scates					
264	Nancy Duncan					
265	Larry Scates					
266	Bill Pruzinsky					
267	Bill Pruzinsky					
268	Floyd Schmitzer					
269	Phillip Wippel					
270	Phillip Wippel					
271	Bruce Hanses					
272	Dawn Shuttuck					
273	Dawn Shuttuck					
274	Bruce Hanses					
275	Bruce Hanses					
276	Bruce Hanses					
277	Ann Luepnitz					
278	Bruce Hanses					
279	Bruce Hanses					
280	Dave Stevens					
281	Bob Bierwagen					
282	Steve Doty					
283	Steve Doty					
284	Marty Stone					
285	Marty Stone					
286	Larry Scates					
287	Steve Doty					
288	Steve Doty					
289	Larry Scates					
290	Larry Scates					
291	John Spiece					
292	Mike Noonan					
293	Larry Scates					
294	John Spiece					
295	Mike Noonan					
296	Mike Noonan					
297	Steve Doty					
298	Mike Noonan					
299	Marty Stone					
300	Steve Doty					

	A	B
301		DTMB
302		DTMB
303		DTMB
304		DTMB
305		DTMB
306		DIT
307		OOF
308		DTMB
309		DTMB
310		State
311		State
312		DTMB
313		DTMB
314		DHS
315		DHS
316		DNRE
317		DNRE
318		DTMB
319		DTMB
320		Operations
321		DHS
322		MDOT
323		DNRE
324		DTMB
325		DTMB
326		DHS
327		DHS
328		Treasury
329		DELEG
330		DTMB
331		DTMB
332		DTMB
333		DHS
334		DTMB
335		DELEG
336		DTMB
337		DTMB
338		DHS
339		DTMB
340		DHS
341		DTMB

	C	D
301	Environmental Services	Hannah
302	Agency Services	Operations Center
303	Environmental Services	Ottawa
304	Mi one stop project	Romney
305	Budget Office	Romney
306	MBSii/Mi One Stop Project	Romney
307	BOD - Zone 4	Romney
308	Building Operations	Van Wagoner
309	Environmental Services	Williams
310	Bureau of Elections	Austin
311	Legal & Regulatory Services Administration	Austin
312	Environmental Services	Mason
313	Agency Services	Romney
314	North District	Saginaw
315	Out State Ops	Jackson
316	History Foundation	MLHC
317	Historical Programs Division	MLHC
318	Facilties Admin	Romney
319	Environmental Services	Cass
320	Executive Office	Romney
321	DDS	Hannah
322	PED - Finance and Administration	MDOT Warehouse
323	Historical Programs	MLHC
324	State Budget Office	Romney
325	Budget Office	Romney
326	North District	Flint State Office
327	outstate Operations	Jackson
328	Return Processing	Operations Center
329	MES Board of Review	Ottawa
330	Agency Services	Romney
331	e-Michigan Web Development	Romney
332	Mi One Stop	Romney
333	North District	Flint
334	Environmental Services	Mason
335	SOAHR	Ottawa
336	Accounting & Financial Reporting Division	Romney
337	Budget Office	Romney
338	North District	Flint
339	Peckham	Mason
340	Childrens Trust Fund	Grand Tower
341	MICSES	Romney

	E	F
301	Entire building	11/02/10 & 11/11/10
302	1st floor south east area	11/05 & 11/06
303	Entire building	11/02/10 & 11/11/10
304	12th floor	10/2, 10/9, 10/16, 10/23, 10/30, 11/6
305	6th floor	11/2/10 & 11/11/10
306	12th floor, West side	11/11/10
307	12th floor	11/11/10
308	Entire building	11/02/10 & 11/11/10
309	Entire building	11/02/10 & 11/11/10
310	1st floor, U17 - W17 & U23 - W23	11/2/10 & 11/3/10
311	3rd floor, U15 - Y15 thru U23 - Y23	11/2/10 to 11/3/10
312	Entire building	11/02/10 & 11/11/10
313	11th & 12th Floor	11/11, 11/13, 11/14
314	4th & 5th Floors	11/06 & 11/13
315	1st & 2nd Floors	11/06 & 11/20
316	Entire building	11/20/10
317	All	11/19/10
318	Ground thru 12th	11/20/10
319	All	11-20-10
320	Ground thru 5th	11-26 & 11-27
321	3rd	12/05/10
322	Earle Training Center, Lobby, Lake MI & Lake Huron, Lake Erie, Lake Superior, & bathrooms	12/04/10
323	All	12/1/10
324	6th floor	12/4/10 & 12/5/10
325	6th floor	11/13, 11/14, 11/20, 11/21, 11/26 -11/28
326	4th & 5th	12/4, 12/11, 12/18
327	1st & 2nd Floor	12/4, 12/11, 12/18
328	A A16, A B15.5, A B16, D H13.5, B H14.5, D G13.5, A D15.5, A C15.5, C D13.5, A D14.5, A C14.5, C C13.5, A B15, A A15.5 A A15	12-11, 12/18
329	4th floor	12/11/10 & 12/18/10
330	12th floor	12/10/10 thru 12/12/10
331	9th floor	12/17/10 thru 12/20/10
332	12th floor	12/15 - 12/16
333	4 & 5	2/12/11
334	2nd Floor	2/12/11
335	2nd floor	2/5, 2/12, 2/19, 2/26
336	Ground & 7th floor	1/8/11, 1/15/11, 1/17/11, 1/22/11, 1/29/11, 2/5/11, 2/12/11, 2/19/11, 2/21/11, 2/26/11
337	6th Floor	1/11-2/10 Weeknights 7-10 1/11-2/10 Weekends 7-7 2/11-2/13 all lights 24/7 2/14-2/17 7-10 2/18 - resume normal
338	4 & 5	3-5-11
339	3rd floor	3/12/11
340	14th Floor	3/19 - 3/20
341	11th & 12th	3/18 - 3/19

	G	H	I
301	8:00a - 4:30p	Skip Stanton	319-6006
302	5:00p - 11:59p	Michael Spagnuolo	636-0249
303	8:00a - 4:30p	Skip Stanton	319-6006
304	8:00 am - 6:00pm	Tetty Horton	241-8258
305	7:00a - 5:00p	Connie Minix	3-0870
306	7:00a - 7:00p	Terry Horton	1-8258
307	8:00a - 4:30p	Beulah Burks	749-7085
308	7:00a - 7:00p	Mike Noonan	1-2708
309	8:00a - 4:30p	David Pletzke	319-6001
310	24/7	Bill Pruzinsky	1-4228 or 204-2181
311	24/7	Bill Pruzinsky	1-4228 or 204-2181
312	8:00a - 4:30p	Cheryl Bush	749-7061
313	24hrs	Michael Taylor	241-1890
314	7:30 - 3:00	Cleo Spates	810-760-2737
315	7:30 - 1:00	Pamela Roxberry	782-4921
316	5:00pm - 2:00am	Carol Payne	373-2565
317	5:00p - midnight	Maria Leiby	
318	8:00am-4:30pm	Beulah Burks	517-749-7085
319	7:00a - 5:00p	Debbye Kafara	202-2907
320	7:00a - 7:00p	Sarah Garcia	1-5850
321	8:00a - 5:00p	Patrick Garlitz	5-3053
322	8:00a - 2:00p	Susan Taylor	636-4086
323	5:00pm - 11:00pm	Sandra Clark	
324	8:00a - 5:00p	Connie Minix	3-0870
325	7:00a - 5:00p	Connie Minix	3-0870
326	7:00a - 3:00p	Cleo Spates	810-760-2737
327	7:30a - 11:30a	Pamela Roxberry	517-780-7650
328	7:00a - 4:00p	Floyd Schmitzer	636-4428
329	8:00a - 4:00p	Elaine Pohl	1-7264
330	24/7 on 12/10 & 12/11 8:00a - 5:00p on 12/12	Nish Ghelani	1-1767
331	7:00p 12/17 thru 6:00a on 12/20	Roana Smith	3-6999
332	6:00 pm - 2:00am	Terry Horton	1-8258/
333	7:30a - 2:300p	Cleo Spates	810-760-2737
334	6am-12pm	Cheryl Bush	517-749-7061
335	8am - 5pm	Terry Colby	
336	6:00a - 7:00p	Adel Beachnau	1-0811
337		Connie Minix	3-0870
338	7:30 am - 2:30 pm	Cleo Spates	810-760-2737
339	6:00am - 3:30pm	Cheryl Bush	749-7061
340	8:00 am - 7:00 pm & 8:00 am - 3:30 pm	Sylvia Brown Jones	1-7792
341	6:00 pm on 3/18 - 11:59 pm on 3/19	Jaydeed Das	517-241-0200

	J
301	Detail cleaning.
302	Driver LID program imblementation
303	Detail cleaning.
304	Critical tasks to complete program
305	Staff will be working on 11/2 & 11/11 on transition issures for the next administration.
306	Without working these dates the project will not meet the deadlines. Governor's project.
307	Area flood are being top scrub and cleaned.
308	Janitors will be cleaning rest rooms and break rooms on all floors.
309	Detail cleaning.
310	Department is responsible for the election and compiling election results.
311	Department is responsible for the election and compiling election results.
312	Detail cleaning.
313	MiCSES
314	DHS Overtime
315	DHS Overtime
316	History Education Fundraiser
317	The museum is open to provide tours and activities in conjuntion with the City's Silver Bells in the City celebration and the lighting of the State's Christmas Tree.
318	Special Cleaning
319	Strip & re-coat floors
320	
321	Ensures that the SSA Disability program continues to adjudicate cases in a timely and cost effective manner on behalf of the claimants of the State of Michigan.
322	TRANSPO Club annual Children's Christmas party for employees children. Cost is entriely paid for by the TRANSPO Club.
323	Judge Whitbeck reception
324	Transition meetings
325	Budget Office Staff will be working on weekends in November as well as the Friday after Thanksgiving getting ready for the gubernatorial transition and working on the executive budget recommendation.
326	FAP/Bridges overtime
327	Cash assistance overtime
328	Garnishment processing
329	Working overtime.
330	Work on the MiCSES is needed to provide support to children/families.
331	Migration on the State of Michigan portal.
332	Project Overtime
333	Overtime
334	Chair Extraction
335	Staff overtime
336	Office of the Auditor General working on the CAFR audit
337	State budget overtime
338	Bridges Overtime
339	Chari Cleaning
340	CTF Staff Overtime
341	Micses Release - Overtime

	K	L	M	N	O	P
301	Bob Bierwagen					
302	Larry Scates					
303	Bob Bierwagen					
304	John Spiece					
305	Steve Doty					
306	Steve Doty					
307	Steve Doty					
308	Mike Noonan					
309	Bob Bierwagen					
310	Mike Noonan					
311	Mike Noonan					
312	Bob Bierwagen					
313	Steve Doty					
314	Marty Stone					
315	Marty Stone					
316	Jamie Uphaus					
317	Jamie Uphaus					
318	Steve Doty					
319	Steve Doty					
320	Steve Doty					
321	Bob Bierwagen					
322	Larry Scates					
323	Jamie Uphaus					
324	Steve Doty					
325	Steve Doty					
326	Marty Stone					
327	Marty Stone					
328	Larry Scates					
329	Bob Bierwagen					
330	Steve Doty					
331	Steve Doty					
332	Steve Doty					
333	Mike Noonan					
334	Steve Doty					
335	Neal Droste					
336	Steve Doty					
337	Steve Doty					
338	Mike Noonan					
339	Steve Doty					
340	Bob Bierwagen					
341	Bob Bierwagen					

	A	B
342		Peckham
343		Peckham
344		DELEG
345		DTMB
346		DTMB
347		DHS
348		ES
349		DHS
350		DTMB
351		DTMB
352		MDOS
353		MDOS
354		MDOS
355		DTMB
356		DTMB
357		DTMB
358		ES
359		
360		St-1
361		DTMB
362		DTMB
363		DTMB
364		DTMB
365		DTMB
366		DTMB
367		DTMB
368		DTMB
369		DTMB
370		Exec. Office
371		DTMB
372		DTMB
373		DTMB
374		DHS/CSC
375		DHS
376		Education
377		DTMB
378		Peckham
379		LARA
380		DTMB
381		DTMB
382		DHS
383		ES
384		LARA
385		DTMB

	C	D
342	Enviromental Services	Mason
343	Custodial	Ottawa
344	MES	Ottawa
345	BOD/ODC	Romney
346	Peckham	Austin
347	North District	Flint State Office BLDG
348	Peckham	Grand Tower
349	Childrens Trust Fund	Grand Tower
350	Agency Services	OPS Center
351	AS	Romney
352	DSIC	SOS
353	DSIC	SOS
354	DSIC	SOS
355	DTMB	Peckham
356	DTMB	Peckham
357	DTMB	BOD
358	ES	Peckham
359		
360	DHS	Children's District
361	Peckham	Austin
362	Peckham	Austin
363	Telecom	Grand Tower
364	Telecom	Hannah
365	Lansing Tile & Mosaic	Lewis Cass
366	Peckham	Lewis Cass
367	Telecom	Mason
368	Peckham	Mason
369	TRANE	Romney
370	Administrative Services	Romney
371	MiCSES	Romney
372	Peckham	Austin
373	Peckham	Grand Tower
374	OHR	Grand Tower
375	Outstate Operations	Jackson
376	Library Operations	MLHC
377	AS -DTMB, SBO and CS	Romney
378	Enviromental services	Lewis Cass
379	MES board of Review	Ottawa
380	Peckham	C&T
381	Peckham	Cass
382	North District	Flint
383	Peckham	Grand Tower
384	Energy	Ottawa
385	Peckham	C&T

	E	F
342	All floors	04/23/11
343	Cafeteria	04/15/11 - 04/16/11
344	4th Floor	Saturdays starting 1/8/11 - 3/19/11
345	1st floor	4/13/11 - 4/18/11
346	2nd floor	5/20/11
347	4th & 5th Fl	05/07/11, 05/14/11, 05/21/11
348	All floors	05/14/11
349	14th floor	5/13 - 5/18
350	1st floor Rooms 46,47,48, SE Corner	4/01/11 - 5/30/11
351	9th floor	05/20/11 until 10 pm, 05/21/11 7 am - 10 pm, 05/22/11 8 am - 5 pm
352	1st floor O3, S3, O9, S8	5-19-11
353	1st floor O3, S3, O9, S8	5-20-11
354	1st floor O3, S3, O9, S8	5-23-11
355	Austin	All floors
356	Austin	1st Fl
357	Austin	UL Lobby
358	Grand Tower	All floors
359		
360	125 E. Union St Flint	6-Jan
361	all	06/11/11
362	All	6/18/11
363	Basement switch room	06/11/11 - 06/12/11
364	1st Fl	06/11/11 - 06/12/11
365	Garden level North Entrance	06/06/11 - 06/07/11
366	All	06/18/11
367	Basement switch room	06/11/11 - 06/12/11
368	1-4 floors	5/21/11
369	Penthouse	05/23/11 - 05/27/11
370	2nd Floor	06/10/11 - 06/13/11
371	11th floor C1, C3, G9, H7, H8, H9. 12th floor C3	6/10/11 - 6/11/11
372	All	6/22/11
373	basement and 1st fl	Saturday 6/25/11
374	7th fl	06/28/11
375	2nd & 3rd	6/4, 6/11, 6/18, 6/25
376	2nd floor	6/23/11
377	9th Fl	06/25/11
378	4th and garden A-16	07/01/11
379	4th Fl	Saturdays Starting 4/2/11 - 7/2/11
380	All	7/16/11
381	All	7/16/11
382	4th and 5th floor	07/16/11
383	all	07/16/11
384	4th Fl Pillar H5 to H2 and F5 to F2 The Northwest side of the 4th Fl	07/16/11 - 07/17/11
385	All	7/23/11

	G	H	I
342	6:00 am - 4:30 pm	Cheryl Bush	749-7061
343	4:00pm - 8:00pm Fri 6:00am -2:30pm Saturday	Howard Stanton	517-749-4353
344	6:00am - 2:00pm	Elaine Pohl	1-7264
345	24hrs	Bill Kunkle	749-7520
346	5:00 pm - 7:00 pm	Cheryl Bush	749-7061
347	7:30 am - 2:30pm	Cleo Spates	810-760-2737
348	6:30 am - 4:30 pm	Tim Warren	517-749-7163
349	8:00 am - 12:00am	Patricia Headley	241-7226
350	24/7	Mary Mcclean	636-0201
351	5/21until 10 pm, 05/21/11 7 am - 10 pm, 05/22/11 8 am - 5 pm	Christina Jensen	517-335-5108
352	6:00 pm - 8:00 pm	Bud Driver	6-6304
353	6:00 pm - 8:00 pm	Bud Driver	6-6304
354	6:00 pm - 8:00 pm	Bud Driver	6-6304
355	5/28/11	6:00 am - 3:30 pm	Cheryl Bush
356	05/28/11	6:00 am - 3:30 pm	Cheryl Bush
357	5/28/11	7:00 am - 1:00 pm	Todd Merideth
358	05/28/11	6:30 am - 4:30 pm	Tim Warren
359			
360	06/04/11 - 06/07/11	7:30 am - 5:30 Pm	Sheryl Thompson
361	06:00 am - 3:30 pm	Cheryl Bush	517-749-7061
362	6:00 - 3:30	Cheryl Bush	749-7061
363	lights on from 6 am on 06/11 until 10pm on 6/12	Darrin Fogg	30099
364	lights on from 6 am on 06/11 until 10pm on 6/12	Darrin Fogg	30099
365	5:00 pm - 12:00 am	Tony Bruno	517-908-1376
366	08:00 - 4:30 pm	Debbye Kalara	517-202-2907
367	lights on from 6 am on 06/11 until 10pm on 6/12	Darrin Fogg	30099
368	7:00 am - 1:00 pm	Cheryl Bush	749-7061
369	4:00 pm to 10:00 pm	Dick Cowles	517-204-5091
370	6:00 pm - 6:00 am	Marsha Quebbman	517-241-5588
371	247	Randy Church	248-240-3510
372	3:30 - 7:30	Cheryl Bush	749-7061
373	7:30 am to 5:00 pm	Tim Warren	517-749-7163
374	Daily 24/7	Susan King	
375	7:30am - 4:00pm	Jessica Deering	517-750-7666
376	5:00pm - 11:00 pm	Neal Droste	749-7465
377	7:30 - 12:30	Tina Jensen	517-335-5108
378	3:00 pm - 7:30 pm	Debbye Kafara	517-202-2907
379	6:00 - 3:00	Elaine Pohl	517-241-7264
380	6:00 am - 6:00 pm	John Perry	743-7134
381	6:30 am - 4:00 pm	Debbye Kafara	202-2907
382	7:30 am to 2:30 pm	nancy Reinke	810-760-2803
383	7:00 am - 5:00 pm	Tim Warren	517-749-7163
384	7:00 am to 12:00 am	Jan Patrick	241-6153
385	6:00am -4:00 pm	Steve Beals	517-743-7149

	J
342	Clean High Traffic Carpet and scrub restrooms
343	Cleaning the Cafteria Hard Floors
344	Overtime
345	Governors Office transition work
346	Special Cleaning
347	Staff working FAP overtime
348	Scrub Restrooms
349	Staff overtime
350	BAM Project Overtime
351	HRMN Server Replacement
352	Staff Overtime
353	Staff Overtime
354	Staff Overtime
355	749-7061
356	517-749-7061
357	712-0889
358	517-749-7163
359	
360	8107602737
361	Extract Carpets & Top scrub Restrooms
362	Carpet extractions
363	Telecom is conducting 2 cut-overs over the weekend to be taking place on both Saturday and Sunday merging EPN 1 from Grand Tower to Capital Switch and Migrating SOM voicemail to a new voicemail system.
364	Telecom is conducting 2 cut-overs over the weekend to be taking place on both Saturday and Sunday merging EPN 1 from Grand Tower to Capital Switch and Migrating SOM voicemail to a new voicemail system.
365	Floor Polishing in progress
366	Extract High traffic Carpet and Runners
367	Telecom is conducting 2 cut-overs over the weekend to be taking place on both Saturday and Sunday merging EPN 1 from Grand Tower to Capital Switch and Migrating SOM voicemail to a new voicemail system.
368	Carpet cleaning
369	Romney Chiller Rebuild
370	Carpet work in Executive Offices Please program HVAC to run during this time
371	MiCSES overtime
372	Carpet cleaning
373	Outdoor Glass Cleaning
374	Must have lighting for weekend Overtime purposes
375	Staff Overtime
376	Lobby tile work
377	Production Archive
378	Perform request for Office Cleaning
379	Ever increasing back log of new unemployment appeals - along with reduction in staff
380	Special Cleaning
381	Restroom Cleaning
382	North Staff FAP working overtime
383	Cleaning exterior glass and High traffic carpet areas
384	The energy Bureau is preparing for a move early next week. Staff is packing this weekend. Jan will call Central Control if the lights are needed. X30193
385	Strip & Reseal Offices

	K	L	M	N	O	P
342	Steve Doty					
343	Steve Doty					
344	Bob Bierwagen					
345	Bob Bierwagen					
346	Neal Droste					
347	Mike Noonan					
348	Bob Bierwagen					
349	Bob Bierwagen					
350						
351	Steve Doty					
352	Butch Kimball					
353	Butch Kimball					
354	Butch Kimball					
355	Special Cleaning					
356	Extract Offices and Extract chairs on First fL					
357	Change panel					
358	Scrub Restrooms					
359						
360	Children's Supervisor overtime					
361	Neal Droste					
362	Neal Droste					
363	Bob Bierwagen					
364	Larry Scates					
365	Bob Bierwagen					
366	Bob Bierwagen					
367	Neal Droste					
368						
369	Bob Bierwagen					
370	Bob Bierwagen					
371	Bob Bierwagen					
372	Neal Droste					
373	Bob Bierwagen					
374	Doug Church					
375	Michael noonan					
376	Neal Droste					
377	Bob Bierwagen					
378	Larry Scates					
379	Steve Doty					
380	Butch Kimball					
381	Bob Bierwagen					
382	Mike Noonan					
383	Doug Church					
384	Kyle Peake					
385	Butch Kimball					

	A	B
386		DTMB
387		Human services
388		DTMB
389		LARA
390		DTMB
391		Supreme Court
392		LARA
393		Peckham
394		State
395		LARA
396		DTMB
397		State
398		Treasury
399		DTMB
400		Peckham
401		ST-7
402		ST-10
403		ST-13
404		ST-17
405		ST-8
406		ST-16
407		ST-1
408		ST-5
409		ST-9
410		ST-18
411		ST-23
412		ST-26
413		ST-23
414		ST-22
415		ST-2
416		ST-4
417		ST-5
418		ST-6
419		ST-28
420		ST-3
421		ST-11
422		ST-14
423		ST-16
424		ST-17

	C	D
386	Peckham	Cass
387	DDS	Hannah
388	AS-DTMB, SBO and Civil Service	Romney
389	Appellate Commission	GOB
390	ORS	GOB
391	Reporters Office	Hall Of Justice
392	Appellate Commission	Ottawa
393	Enviromental Services	Photo Lab
394	Elections	Austin
395	Public Service Commission	GOB
396	Peckham	Cass
397	Executive Office	Austin
398	Return Processing	OPS Center
399	Peckham	Ottawa/Hannah
400	Vehicle & travel Services	VTS
401	DHS	Out State Operations
402	MDOT	MDOT
403	DTMB	Agency Services
404	LARA	MAHS
405	DTMB	Telecom
406	DTMB	Peckham
407	State	Elections
408	DHS	Out State Operations
409	DHS	Bureau of Community Action & Economic Opport
410	DTMB	AS-DTMB, SBO, Civil Service
411	State	Renewal by mail
412	OOF	BOD-Zone 4
413	DTMB	MICSES
414	DTMB	OFM
415	DTMB	Peckham
416	DHS	Genesee County
417	DTMB	Peckham
418	LARA	Funds Administration
419	DHS	North District
420	DHS	Genesee County
421	DHS	Out State Operations
422	Treasury	Discovery
423	LARA	Bureau of Health Professions/Medical Marijuana
424	LARA	MES board of Review

	E	F
386	All	7/23/11
387	3rd floor/Upper Level	07/24/11
388	9th	7/23/2011 - 07/25/11
389	1st floor wing B	07/30/11
390	Full 3rd Fl	07/11/11 - 07/29/11
391	4th Floor north	7/13/11 - 7/31/11
392	4th floor - G-2	07/30/11
393	All	07/30/11
394	1st U, V & W 17 - U, V, & W 23	8/2/11
395	1st floor A&B Wings	8/1/11
396	All	8/6/11
397	4th floor U22	8/8/11
398	1st floor Pillars 1AA17 through 1AF17 to pillars 1AA12 through 1AF12 - Zone A and half of Zone C	6/6/11 - 8/14/11
399	UL	8/12/11 - 8/13/11
400	1st Floor	08/13 & 08/14
401	Jackson	2nd & 3rd floor
402	MDOT C&T	1st Floor
403	OPS CENTER	1st floor entire area between Pillars F K6.5 - H K2.5
404	Ottawa	2nd Floor between Pillar B8 & C7
405	Hannah	East End 1st fl
406	Ottawa/Hannah	All Floors - Elevators
407	Austin	1st Floor pillar U, V & W17 - U, V & W 23
408	Flint SOB	Floors 2-5
409	Grand Tower	Floor 2 Suite 204
410	Romney Bldg	9th floor NE side of Bldg
411	Secretary of State Secondary Complex	Secondary Complex 1st Floor
412	Romney Bldg	12th floor - G Floor
413	Romney Bldg	11th floor pillar C1, C3, G9, H7, H8, and H9 & 12th Floor Pillar C3
414	Romney Bldg	7th C1 & restrooms
415	Austin	All
416	Flint SOB	floors 2-6
417	General Office Building	All
418	General Office Building	1st floor A Wing A4 - C-6
419	Som 125 E Union Flint	4 & 5
420	Flint	Floors 2-6
421	Jackson SOB	2nd & 3rd floor
422	OPS Center	2nd fl
423	Ottawa	1st FL
424	Ottawa	4th Floor

	G	H	I
386	6:30 am - 4:00 pm	Debbye Kafara	202-2907
387	7:30am - 3:30 pm	Heather Torrance	517-643-4023
388	8:00 am on 07/23 to 8:00 am on 7/25	Tina Jensen	517-335-5108
389	7:00 am - 2:00 pm	Jamie Schramski	517-243-0145
390	6:00 pm - 2:00 am	Pam Ward	517-322-6270
391	Until 11:00 pm nightly	Dave Palazzolo	373-5541
392	9:30 am - 2:00 pm	Jamie Schramski	517-243-0145
393	6:00 am to 4:00 pm	Steve Beals	517-743-7149
394	6:30am -8:30 pm	Lucinda Sheltrown	335-2659
395	6:00 pm - 11:59 pm	Jamie Schramski	243-0145
396	6:30am -4:00 pm	Debbye Kafara	202-2907
397	6:00 pm - 9:00 pm	Janet Robinson	241-0108
398	8:00 am - 8:00 pm	Josh Horn	636-4295
399	8/12 5:00 - 8:00 8/13 8:00 - 4:30	Ann Dilwar	319-6006
400	6:00 am to 6:00 pm	Lori Dorsey	719-4720
401	8/20/11, 8/27/11	7:20 - 11:30	Jessica Deering
402	08/27/11	7:00 - 11:00 am	Kendrick
403	08/27/11 to 08/28/11	12:00 to midnight	Janet Herington
404	07/30, 08/06, 08/13, & 08/20	8:00 am - 5:00 pm	Terry Colby
405	8/30 - 9/1 & 9/6 - 9/7	6:00 pm - 2:00 am	Troy Spitzley
406	9/6/11	5:00 am - 11:00 pm	Ann Marie Dilawar
407	09/13/11	6:30 am - 8:30 pm	Lucinda Sheltrown
408	9/10/11	7:00 am - 4:30 am	Jeri Sanderling
409	09/10/11 - 09/11/11	9 am - 5 pm	Steve Listman
410	09/10/11	7:30 - 6:30	Tina Jensen
411	09/10/11	8:00 am - 2:00 pm	Mike Fildey
412	09/17/11	8:00 am - 4:30 pm	Beulah Burks or Bob Bierwagen
413	09/16/11 - 09/18/11	24 hours	Nish Fhelani and Jaydeep Das
414	9/17/11	6:30 am - 8:00 pm	Tina Ray
415	9/17/11	6:00 am - 3:30 pm	Cheryl Bush
416	9/17/11	7:30 - 5:00	Jeri Sanderling
417	9/17/11	6:00 am - 4:00 pm	Steve Beals
418	9/9/11 - 9/9/12	Lights on until 7:30 pm daily	Lavonne Blonde
419	09/17/11	7:30 am -4:00 pm	Nancy Reinke
420	09/24/11	5:45am - 6:30 pm	Jeri Sanderling
421	9/24/11	7:30 am - 4:30 pm	Jessica Deering
422	08/20/11 - 09/24/11	7:00 am - 4:00 pm	Kathy McCarthy
423	Saturdays 5/21/11 - 09/24/11	08:00 am to 4:00 pm	Celeste Clarkston or Rae Ramsdell
424	Saturdays starting 07/09/11 - 09/24/11	6:00am -3:00 pm	Elaine Pohl

	J
386	Restroom Cleaning
387	Social Security Administration, Disability Determination Service, is initiating a software upgrade for processing client cases. The software is going live on Monday, 07/25/11. Final testing and activation is needed on Sunday, 07/24/11
388	Annual MAIN Disaster Recovery Test
389	LARA Office Services and DTMB movers will be moving the Appellate Commission out of the GOB 1st Floor-Wing B to the Ottawa Building 4th Fl
390	To allow for carpet cleaning to be done in the evening so as to not interupt the service to ORS membership dueing regular business hours
391	Staff overtime
392	LARA Office Services and DTMB movers will be moving the Appellate Commission out of the GOB 1st Floor-Wing B to the Ottawa Building 4th Fl
393	Strip and reseal floors, please have lights and air conditioning on so wax will dry
394	Staff overtime
395	Staff Overtime
396	Restroom scrubbing
397	Staff Overtime
398	M1 computer migration
399	Carpet cleaning
400	To strip & Wax the floors in the Radio Dept. Rooms, Equipment had to be removed and work had to be completed on the weekend
401	780-7666
402	
403	636-0321
404	13914
405	5-0051
406	130*41*25820
407	335-2659
408	810-760-2651
409	241-2613 or 241-4871
410	335-5108
411	517-322-6268
412	Beulah 749-7085 or Bob 313-2177
413	734-355-3190
414	241-0811
415	517-749-7061
416	810-760-2651
417	517-743-7149
418	517-636-6602
419	810-760-2398
420	810.760.2651
421	517-780-7666
422	517-636-4144
423	517-373-4992 or 517-241-2897
424	517-241-7264

	K	L	M	N	O	P
386	Bob Bierwagen					
387	Steve Doty					
388	Bob Bierwagen					
389	Larry Scates					
390	Butch Kimball					
391	Steve Doty					
392	Kyle Peake					
393	Butch Kimball					
394	Neal Droste					
395	Butch Kimball					
396	Bob Bierwagen					
397	Neal Droste					
398	Larry Scates					
399	Kyle Peake					
400	Larry Scates					
401	Staff Overtime					
402	Need to perform Concrete testing for Government Specifications					
403	Sobriety Court Project Implementation					
404	Staff overtime					
405	Carpet replacement					
406	Elevator carpet cleaning					
407	Staff are working Tuesday September 13, 2011 to conduct the September 13th election					
408	Staff overtime					
409	Need access to File drawers to prepare for monitoring on next week.					
410	To work on the time and Expense WAS upgrade for production					
411	Backlog of Renewal By Mail work for License plate tabs require the staff to work overtime on Saturday					
412	High Traffic and elevator are to be extracted on all floors					
413	A major MICSES release will be happening over the weekend					
414	Overtime					
415	Cleaning air bars and vents					
416	Staff overtime					
417	Strip & Reseal floors					
418	Staff overtime					
419	North Staff FAP working overtime					
420	overtime for staff					
421	Staff overtime					
422	To work 11,000 plus backlogs of income tax correspondence.					
423	Medical Marijuana Registry Program staff will be working authorized overtime on Saturdays from May 21, 2011 - September 24, 2011					
424	Increasing Backlog of New Unemployment Appeals					

	A	B
425		ST-9
426		ST-16
427		ST-20
428		ST-2
429		ST-8
430		ST-24
431		ST-3
432		ST-4
433		ST-8
434		ST-9
435		ST-3
436		ST-4
437		ST-9
438		ST-10
439		ST-11
440		ST-12
441		ST-20
442		ST-23
443		ST-4
444		ST-21
445		ST-1
446		ST-4
447		ST-8
448		ST-12
449		ST-33
450		ST-30
451		ST-29
452		ST-28
453		ST-24
454		ST-23
455		ST-17
456		ST-14
457		ST-7
458		ST-6
459		ST-3
460		ST-2
461		ST-1
462		ST-1
463		ST-4
464		ST-14

	C	D
425	DTMB	Agency Support Services
426	DTMB	Peckham
427	DTMB	State
428	DTMB	Enviromental Services
429	DHS	Bureau of Accounting
430	DTMB	AS-DTMB, SBO and Civil Service
431	DTMB	Peckham Enviromental Services
432	DTMB	Peckham Enviromental Services
433	DHS	Bureau of Accounting
434	DHS	Contract Payment unit
435	DCH	Budget and Grants & Purchasing
436	DTMB	Peckham
437	DTMB	Peckham
438	DTMB	Peckham
439	DHS	Federal Reporting
440	DHS	DDS
441	Treasury	Return Processing
442	LARA	MAHS
443	DTMB	ORS
444	DTMB	Facilities
445	State	Finance
446	DTMB	Peckham
447	MDE	OFM
448	DNR	Executive
449	DHS	Accounting
450	DTMB	Executive Office
451	Peckham	Enviromental services
452	DTMB	Peckham
453	Peckham	Enviromental services
454	Peckham	Enviromental services
455	DTMB	Peckham
456	Peckham	Enviromental services
457	DHS	Accounting
458	Peckham	Enviromental services
459	DTMB	Peckham
460	State	Elections
461	State	Elections
462	State	Bureau of Elections
463	DTMB	ORS
464	Treasury	Tax Processing

	E	F
425	Horatio S. Earle Learning Center	1st floor Huron Conference room bathrooms, common area and parking lot lighting
426	Ottawa/Hannah	All Floors
427	SOS Complex	DVRD-South Wind and second floor of the tower Ground and 2nd Floor
428	Austin	4th fl all
429	Grand Tower	11th Floor
430	Romney Bldg	9th
431	GOB	Cafeteria
432	GOB	3rd Fl A-Wing and Hallway
433	Grand Tower	11th Floor entire floor
434	Grand Tower	1st fl STE 1018
435	Cass	4th floor as needed
436	GOB	3rd A wing & Hallway
437	Grand Tower	Basement/1st floor
438	Grand Tower	Basement/1st floor
439	Grand Tower	10th Pillar K5 1001
440	Hannah	3rd floor all
441	Operations Center	1st floor North End only DG13.5, DH13.5, and CD 13.5. We need air handlers too
442	Ottawa	2nd Floor Pillars B6, B7, B8, C7, D7
443	GOB	3rd Fl Bwing and core
444	SOS	1st North & South Wing
445	Austin	4th floor Pillar X-21 - Y-21
446	GOB	2nd floor hall & peckham Office, 3rd Floor b-wingand central hallway.
447	Grand Tower	11th northside
448	Hannah	4th Floor C20
449	SOS	All
450	Romney Bldg	1, 2, 3
451	Romney Bldg	ALL
452	Romney Bldg	12th floor - Ground Floor
453	PTA	All
454	Ottawa	All
455	Mason	All Floors
456	Hannah	All
457	Grand Tower	11th floor North Side
458	GOB	All
459	Austin	1st Floor
460	Austin	1st floor
461	Austin	1st floor U, V & W17 -U, V & W23
462	Austin	1
463	GOB	3
464	MLHC	ALL

	G	H	I
425	09/28/11	9:00 am - 9:00 pm	Yvonne Morrison
426	9/30/11	5:00 pm - 7:30	Anne Marie Dilawar
427	09/21/11 - 09/30/11	6:30 am - 8:00 pm Monday - Friday and 6:30 - 5:00 pm on Saturdays This includes the HVAC system	Maxwell Deh
428	10/08/11	7:00 am - 12:00 pm	cheryl Bush
429	10/08/11	7 am - 5:30 pm	Amie Baugh
430	09/30/11 - 10/01/11	5pm - 7am	Tina Jensen
431	10/14/11	7:00 am - 8:00 pm	Roxanna Mann
432	10/14/11	4:00 pm - 8:00 pm	Steve Beals
433	10/15/11	6:30 am - 5:00 pm	Dawn Guilford
434	10/15/2011	6am -3pm	Amanda Borgman
435	10/21/11 - 10/21/12	24/7	Bob Bierwagen
436	10/22/2011	7:00 am - 4:00 pm	Steve Beals
437	10/23/11	8:30 am - 12:30 pm	Tim Warren
438	10/22/11	8:30 am - 12:30 pm	Tim Warren
439	10/22/11 - 10/23/11	7:00 am - 6:00 pm	Cathy Gosselin
440	Saturdays 8/13/11 - 10/01/11	7:00 am - 3:30 pm as needed	Patrick Garlitz
441	10/29/2011	7:00am-3:00pm	Karin Willson
442	10/1/11 to 10/29	7am - 5pm Saturdays	Rita Canady
443	10/31/11 - 11/01/11	6:00 pm - 5 Am	Pam Ward
444	10/4/11 - 10/20/11	5:00 pm - 3:0 am	Butch Kimball
445	08/15/11 to 10/31/11	5:00 pm to 8:00 pm	Paul Kelly
446	11/5/11	7:00 am - 4:00 pm	Steve Beals
447	11/5/11	8:30 AM	Dave Putman
448	10/09/11 - 11/04/11	7 am - 2 pm Saturday and Sunday	Amy Schmitt
449	11/11/11	6:00 am - 6:00 pm	John Perry
450	11/11/11	8:00 - 5:00	Marsha Quebbeman
451	11/11/11	6:30 am - 4:30 pm	Debbye Kafara
452	11/11/11	8:00 am - 4:30 pm	Beulah Burks
453	11/11/11	6:00 am - 4:00 pm	Steve beals/Marcy Beebe
454	11/11/11	6:00 am - 6:00 pm	Steve Doty
455	11/11/11	7:00am-3:30pm	Cheryl Bush
456	11/11/11	6:00 am - 6:00 pm	Steve Doty
457	11/11/11 - 11/12/11	7:00 am on 11/11 & 7:30 am on 11/12	Margo Yakilin
458	11/11/11	6:00 am - 4:00 pm	Steve beals/Barb Fullerton
459	11/11/11	7:00am-3:30pm	Cheryl Bush
460	11/11/11	8:00 am - 8:00 pm	Mandy Brooke
461	11/8/11	6:30 am - 8:30 pm	Lucinda Sheltrown
462	11/25/11	8:00 am - 5:00 pm	William Pruzinsky
463	11/25/11 - 11/26/11	8:00 am - 5:00 pm	Pam Ward
464	11/19/11	close of business to 2:00 am or until notified	Carol A Payne

	J
425	373-9041
426	517-719-2040
427	517-322-1730
428	517-749-7061
429	517-335-3742
430	517-335-5108
431	402-4120
432	517-743-7149
433	517-335-8227
434	517-241-7037
435	
436	517-743-7149
437	517-749-7163
438	517-749-7163
439	517-335-3724
440	702/5456
441	517-636-4431
442	517-373-8420
443	322-6270
444	517-322-5497
445	241-2646
446	743-7149
447	517-335-3746
448	517-373-4983
449	517-743-7134
450	241-5190
451	517-202-2907
452	517-749-7085
453	517-743-7149/319-6003
454	517-749-7302
455	517-749-7061
456	517-749-7302
457	241-9806
458	517-743-7149/319-6004
459	517-749-7061
460	989-413-0035
461	335-2659
462	517-373-2540
463	517-322-6270
464	517-373-2565 or 285-7822

	K	L	M	N	O	P
425	Online conference broadcast 2 time zones					
426	Carpet cleaning					
427	Units in both areas working late daily and on Saturday's during September to get work caught up to be in compliance with timelines set for Driver and Vehicle Records					
428	extract Carpet					
429	Year End Processing due to applicable overload					
430	Production financial Table Roll-over					
431	Cafeteria cleaning					
432	Clean office Chairs					
433	Year end payment processing to meet required deadlines					
434	OT has been granted to this unit process FY11 payments in time before cut off for year end closing of contract deadlines					
435	Possible uncheduled Budget overtime					
436	Cleaning office chairs					
437	Top strip/recoat lobby					
438	Top strip/recoat lobby					
439	extra working hours to meet the federal reporting deadline 10/30/2011					
440	Staff overtime					
441	Installing new servers and need to do some system testing while vendor is on site					
442	Staff working overtime due to increased workload and backlog					
443	Lighting is needed for effective maintenance carpet cleaning					
444	Contractor work after hours					
445	Books need to be closed by 10/31/11 for FY 11 run the risk of Audit Exception if this is not accomplished					
446	Chair cleaning					
447	Year end closing work.					
448	Year end closeout for Accounting					
449	Carpet Cleaning					
450	Working on State Holiday					
451	Perform Carpet Cleaning/runner cleaning					
452	Scrubbing rest room floors. Also Partition and interior glass					
453	Clean Office area and periodics					
454	Periodic General Cleaning work on 1st and 2nd floor					
455	Clean restrooms					
456	Periodic General Cleaning work on 1st and 2nd floor					
457	Staff overtime					
458	Clean Office area and periodics					
459	Carpet & Chair Cleaning					
460	Chair cleaning					
461	Special election overtime					
462	BOE Staff will be in the office to receive Petitions					
463	Auditor General Staff working to complete Audits					
464	The Jingle Ball - Annual Fundraiser for the Michigan History Education Fund					

	A	B
465		ST-6
466		ST-15
467		ST-21
468		ST-25
469		ST-3
470		ST-5
471		ST-10
472		ST-6
473		ST-9
474		ST-15
475		ST-16
476		
477		ST-14
478		ST-18
479		ST-19
480		ST-1
481		ST-8
482		ST-18
483		ST-1
484		ST-5
485		ST-14
486		ST-10
487		ST-1
488		ST-6
489		ST-8
490		ST-10
491		ST-1
492		ST-18
493		ST-4
494		ST-12
495		ST-14
496		ST-20
497		ST-21
498		ST-3
499		ST-5
500		ST-8
501		ST-10
502		ST-13
503		ST-16
504		ST-18
505		ST-21

	C	D
465	DTMB	FA/BOD
466	MDOT	Finance & Administration
467	DTMB	Office of Financial Management
468	DTMB	AS,SBO and Civil Service
469	DTMB	Peckham
470	DTMB	Peckham
471	Education	
472	LARA	Attorney Generall
473	DHS	Technology & Information Management
474	Peckham	Enviromental Services
475	Peckham	Enviromental Services
476	DTMB	Peckham
477	Lara	Appellate Commission
478	DIT	Agency Services
479	DTMB	BOD
480	DTMB	Peckham
481	MDE	Office of Education Improvement & Innovation
482	Executive	
483	SOS	Exec Office
484	DTMB	ORS
485	DTMB	Telecom
486	DTMB	Telecom
487	DTMB	Peckham
488	DHS	Genesee County
489	Education	
490	Education	Financial Management
491	DTMB	Peckham
492	DTMB	BOD
493	MSP	EMHSD-EMHSTC
494	DTMB	Telecom
495	DTMB	Agency Services
496	OOF	BOD - Zone 4
497	DTMB	Budget Office
498	DTMB	Peckham
499	MSP	EMHSD-EMHSTC
500	DTMB	Peckham
501	DTMB	Peckham
502	DTMB	Peckham
503	DTMB	Building Operations
504	DTMB	Peckham
505	LARA	BHP

	E	F
465	Cass	Basement north end
466	Horatio Earle Training Center	Lobby, Lake Michigan, Lake Huron, Lake Erie, Lake superior and Bathrooms
467	Romney Bldg	E side of 7th Fl, Pillars C1, G3, F2, F4, Whole room Pillar H5 plus Restrooms
468	Romney Bldg	9
469	Cass	Garden
470	Cass	Garden
471	Hannah	4th
472	GOB	2nd floor - A wing pillar B6
473	Grand Tower	13th
474	Lewis Cass	Garden Level
475	Lewis Cass	Garden Level
476	Ottawa	3rd Floor
477	Ottawa	2nd Floor
478	Romney Bldg	9
479	Van Wagoner	1, Parking Garage
480	Austin	2nd floor
481	Hannah	4th
482	Romney Bldg	Floors 1-4 - All
483	Austin Bldg	4th NE corner Exec Area
484	General Office Building	3rd floor Core & AB wings
485	Mason Bldg	3rd & 4th Floors
486	Hannah	1st floor East Wing
487	Austin	All
488	Grand Rapids SOB	Floor 3-5
489	Hannah	4th
490	Hannah	4th floor Southeast corner
491	Austin	All
492	Secretary of State	1st floor North wing
493	EMHSTC Training Center	Classroom, restrooms, kitchenette, garage
494	Mason Bldg	Basement - 3rd floor
495	Operations Center	1st floor Lab Area, rooms 47 & 48 and between pillars FJ6.5 & HK2.5
496	Romney Bldg	6th floor Entire Floor
497	Romney Bldg	6th floor Entire Floor
498	Cass	All Floors
499	EMHSTC Training Center	Classroom, restrooms, kitchenette, garage
500	General Office Building	All Floors
501	Hannah	All Floors
502	Mason	All Floors
503	MDOT C&T	1st floor South 3rd of Building
504	Ottawa	All Floors
505	Ottawa	1st floor East side

	G	H	I
465	12/03/11	7:00 am - 4:00 pm	LT
466	12/03/11	8:00 to 2:00	Susan Taylor
467	10/01/11 - 12/31/11	6:30 am - 8:30 pm	Tina Ray
468	12/3/11	8:00 am - 8:00 pm	Tina Jensen
469	12/9/11	3:30 pm - 8:00 pm	Debbye Kafara
470	12/10/11	6:30 pm - 5:00 pm	Debbye Kafara
471	12/5/11 - 1/30/12	6:00 am - 6:00 pm	James Schilling
472	12/12/11 - open	leave lights on until 10:00 pm	Gerald Whalen
473	Saturdays 7/28/11 - 12/17/11	8:20 am - 3:00 pm	Regina Clopton
474	12/16/11	4:30 pm - 9:00 pm	Debbye Kafara
475	12/17/11	6:30 am - 8:00 pm	Debbye Kafara
476	12/17/11	7:00 am - 3:30 pm	David Pletzke
477	All 2011		Patricia Halm
478	11/10/11 - 12/31/11	leave lights on until 10:00 pm	Terry Horton
479	12/23/11	7:00 am - 3:30 pm	Brian Radigan
480	01/14/12	6:00 am - 3:30 pm	Cheryl Bush
481	09/16/11 - 12/31/11 Saturday's & Sunday	8 am - 5 pm	James Schilling /Ann Mazurek
482	1/16/12	7:00 am - 9:00 pm	Marsha Quebbeman
483	1/18/12	Until 10:00 pm	Bill Pruzinsky
484	1/18/12 - 1/19/12	6:00 pm - 3:00 am	Pam Ward
485	1/21/2012	8:00 am - 5:00 pm	Rudi Semen
486	1/23/12	9:00 pm - 6:00am	Steve Doty
487	1/28/12	7:00 am - 3:30 pm	Cheryl Bush
488	1/28/12	9:00 am - 2:00 pm	Jeri Sanderling
489	12/5/11 - 1/30/12	6:00 am - 6:00 pm	James Schilling
490	10/01/11 - 01/31/12	8 am - 4 pm Saturday and Sunday	Rose Zuker
491	2/4/12	6:00 am - 3:30 pm	Cheryl Bush
492	1/24/12 - 2/3/12	24/7	Butch Kimball
493	2/10/12	5:00pm - 10:00 pm	Carol Wolfinger
494	2/11/12	8:00 am - 5:00 pm	Rudi Semen
495	2/4//12 & 2/7/12	7:00 am - 9:00 pm & 5:00 pm - 1:00 am	Debbi Simon
496	10/29/11 - 02/15/12	All Weekends 7:00 am - 6:00 pm	Phyllis Newby
497	1/16/12 - 2/9/12	5:00 am - 11:00 pm M-Th & 24/7 S-SUN	Connie Minix
498	2/20/12	6:30 am - 4:00 pm	Debbye Kafara
499	2/11/12-2/12/12	7:00am - 5:oopm	Carol Wolfinger
500	2/20/12	6:00 am - 4:00 pm	Steve Beals
501	2/20/12	7:00 am - 4:00 pm	David Pletzke
502	2/20/12	7:00 am - 3:30 pm	Cheryl Bush
503	12/20/11, 12/23/11, 12/26/11, 1/12/12, 1/16/12, 2/20/12	6:00 am - 4:30 pm	Robert Luttrell
504	2/20/12	7:00 am - 4:00 pm	David Pletzke
505	2/20/12	7:30 am - 11:00 am	Jamie Schramski

	J
465	517-819-3404
466	517-636-4086
467	517-241-0811
468	517-335-5108
469	517-202-2907
470	517-202-2907
471	373-8269
472	517-322-1367
473	517-241-9748
474	517-202-2907
475	517-202-2907
476	749-7111
477	241-2982
478	517-373-6999
479	517-202-3696
480	749-7061
481	373-8269 or 335-0531
482	241-5190
483	241-4228
484	322-6270
485	719-1385
486	749-7302
487	749-7061
488	810-760-2651
489	373-8269
490	517-335-2429
491	749-7061
492	322-5497
493	648-8598
494	719-1385
495	517-636-0244
496	517-373-0870
497	373-4978
498	202-2907
499	648-8598
500	743-7149
501	749-7111
502	749-7061
503	517-719-0676
504	749-7111
505	243-0145

	K	L	M	N	O	P
465	Mason Plaster working doing drywall refinishing for Dept. Needs to be done on Saturday and all paperwork is completed for this project.					
466	TRANSPO CLUB annual Children's Christmas Part for employees children					
467	Year end closing for the Office of Financial Management					
468	They will be working on the Earning Statement upgrade					
469	Strip/wax floor					
470	Strip/wax floor					
471	Carpet install					
472	The Assistant Attorneys General often works late, so proper lighting is needed					
473	Staff overtime					
474	After construction clean up of Office of recipient rights area					
475	Strip/wax floor					
476	Carpet cleaning					
477	Overtime					
478	E-MI is working on special Projects for the Govenor's office. This is at the Govenor's Request					
479	Construction					
480	Carpet cleaning					
481	Staff needing to work during year end close					
482	State of the State					
483	Staff overtime					
484	Carpet cleaning					
485	Replacing/upgrading network equipment					
486	Installation of tile in new breakroom					
487	Carpet extraction					
488	Staff overtime					
489	Carpet install					
490	Education will be able to close the FY2011 year out by the deadline set by DTMB					
491	Carpet cleaning					
492	New carpet installation					
493	HAZMAT Tech Course					
494	Udgrade data switches					
495	Staff overtime					
496	State Budget Office Preparing for the FY2013 Budget					
497	State Budget Office Preparing for the executive budget presentation					
498	Special cleaning					
499	HAZMAT Tech Course					
500	Special cleaning					
501	Special cleaning					
502	Special cleaning					
503	AHU & ERU Installation					
504	Special cleaning					
505	Tennants moving					

	A	B
506		ST-22
507		ST-23
508		ST-25
509		ST-27
510		ST-28
511		ST-12
512		ST-1
513		ST-2
514		ST-4
515		ST-8
516		ST-18
517		ST-2
518		ST-4
519		ST-6
520		ST-17
521		ST-18
522		ST-2
523		ST-3
524		ST-5
525		ST-7
526		ST-8
527		ST-11
528		ST-13
529		ST-14
530		ST-18
531		ST-19
532		ST-9
533		ST-3
534		ST-6
535		ST-7
536		ST-2
537		ST-4
538		ST-8
539		ST-2
540		ST-5
541		ST-9
542		ST-5
543		ST-14
544		ST-7
545		ST-9
546		ST-3
547		ST-4

	C	D
506	DTMB	Peckham
507	DTMB	Peckham
508	DTMB	BOD
509	DTMB	Peckham
510	DTMB	Peckham
511	DTMB	Telecom
512	State	Elections
513	State	Executive Office
514	DTMB	Peckham
515	DTMB	ORS
516	DTMB	State Budget Office
517	DTMB	Financial Services
518	DTMB	Peckham
519	DTMB	ORS
520	DTMB	Financial Management
521	DTMB	MiCSES
522	DCH	WIC
523	MSP	EMHSD-EMHSTC
524	Peckham	Enviromental services
525	MDE	Financial Management
526	DHS	DDS
527	DTMB	Peckham
528	Peckham	Enviromental services
529	Peckham	Enviromental services
530	DTMB	Office of Financial Management
531	LARA	MAHS
532	Peckham	Enviromental services
533	State Police	EMHSD
534	DTMB	ORS
535	DTMB	Peckham
536	State	Traffic Safety
537	State Police	EMHSD
538	Peckham	Enviromental Services
539	DTMB	Peckham
540	DHS	Genesee County
541	DHS	Out State Operations
542	Peckham	Environmental Services
543	OOF	BOD-Zone 4
544	DHS	Children's Trust Fund
545	DTMB	Peckham
546	Peckham	Enviromental Services
547	DEQ	Environmental Assistance

	E	F
506	Police Training Academy	All Floors
507	Romney Bldg	1st - 12th floors
508	Romney Bldg	1st Floor
509	Van Wagoner	All Floors
510	Williams	All Floors
511	Mason	8th floor
512	Austin	1st floor Elections area
513	Austin	4th floor U16,, v16 - U23, v23, X22, X23
514	Cass	All floors
515	General Office Building	3rd floor B-wing, K12, K13, M12, M13, n12, N13
516	Romney Bldg	Whole Room by Pillar H5 plus restrooms
517	Cass	2nd floor south Wing
518	Cass	all floors
519	GOB	3rd floor, B-Wing Pillars K12/13, M12/13 & N12/13
520	Romney Bldg	7th floor H8 & Restrooms
521	Romney Bldg	11th floor C3, D3 & 12th floor F11, C1, C3, G9, H7, H8, H9
522	Cass	6th floor South
523	EMHSTC Training Center	Classrooms, restrooms, kitchenette and garage
524	GOB	2nd floor A wing hallway & Peckham office
525	Hannah	4th
526	Hannah Bldg	3rd floor
527	Mason	7th floor
528	Mason	All Floors
529	Mason	4th, 5th, 6th, 7th & 8th floors
530	Ottawa	4th floor A1
531	Ottawa	2nd floor B6-8, C7, D2, D7
532	Mason	7th & 8th Floors
533	EMHSTC Training Center	1st Floor
534	GOB	3rd floor A,B & Core
535	GOB	2nd floor A Wing & Peckham Office
536	Austin	3rd floor center bank
537	EMHSTC Training Center	1st Floor
538	Lewis Cass	All
539	Austin	3rd Floor All
540	Flint S.O.B.	Floors 2-6
541	Jackson	3rd floor
542	GOB	2nd Floor A wing, Hall way and Peckham office
543	Romney	12-Jan
544	Grand Tower	14th floor Suite 1411
545	Mason	Dock & 1st floor
546	Cass	Garden Level, 1st & 2nd
547	Con Hall	Atrium Level - All conf. rooms

	G	H	I
506	2/20/12	6:00 am - 4:00 pm	Steve Beals
507	2/20/12	8:00 am - 4:30 pm	Beulah Burks
508	2/19/12	24/7	Bob Bierewagen
509	2/20/12	7:00 am - 4:00 pm	David Pletzke
510	2/20/12	7:00 am - 4:00 pm	David Pletzke
511	2/25/12	8:00 am - 5:00 pm	Rudi Semen
512	2/28/12 - 2/29/12	6:00 am on 2/28 - 6:00 am on 2/29/12	Sally Williams
513	2/28/12	9:00 - 10:00 pm	William Pruzinsky
514	3/3/12	6:30 am - 3:30 pm	Debbye Kafara
515	2/21/12, 2/23/12, 2/29/12	6:00 am - 8:30 pm	Pam Ward
516	01/01/12 - 02/29/12	6:30 am - 8:30 pm	Tina Ray
517	Various up to 3-7-12	7:30 am - 7"00 pm	Ronald Foss
518	3/17/12	6:30am - 4:30pm	Debbye Kafara
519	3/19/12	6:00pm - 9:00pm	Pam Ward
520	2/29/12 - 3/9/12	6:30 am - 8:00 pm	Tina Ray
521	3/16/12 - 3/17/12	316 - All Day 3/17 - 8:00 am - 5:00 pm	Randy Church
522	12/3-4/12	6:00 am - 11:59 pm	Suzanne Brownell
523	Thursday 03/23/12 & 03/30/12	5:00 pm to 10:00 pm	Carol Wolfinger
524	03/07/12	8:00 am - 4:00 pm	Steve Beals
525	10/01/11 - 003/31/12	9 am - 5 pm Saturdays and Sundays	Catherine McClain
526	Saturdays 3/3/12 - 3/31/12	7:00 am - 5:00 pm	Pat Garlitz
527	3/24/12	7:00 am - 3:30 pm	Cheryl Bush
528	03/31/12	6:00 am - 3:30 p.m.	Cheryl Bush
529	04/07/12	6 am - 3:30 pm	Cheryl Bush
530	10/01/11 - 03/30/12	6:30 am - 3:30 pm	Jameie Schramski
531	Saturdays 1/28/12 - 3/31/12	7:00 am - 6:00 pm	Terry Colby
532	04/14/12	6 am - 3:30 pm	Cheryl Bush
533	4/20/12	5:00 pm -10:00 pm	Carol Wolfinger
534	4/12/12 , 4/19/12	6:00 pm - 3:00 am	Pam Ward
535	4/21/12	8:00 am - 4:00 pm	Steve Beals
536	04/28/12	6:00 am - 6:00 pm	Ramona Putnam
537	4/27/12	5:00 pm -10:00 pm	Carol Wolfinger
538	04/28/12	7:30 am - 12:30 pm	Debbye Kafara
539	05/05/12	6:00 am - 3:30 pm	Cheryl Bush
540	4/30/12 - 5/1/12	6:00 pm - 6:00 am	Jeri Sanderling
541	Tuesdays 03/20/12 - 05/01/12	5:00 pm - 8:30 pm	Jessica Deering
542	05/12/12	7:00 am - 4:00 pm	Steve Beals /Greg Dean
543	05/08/12	8:00 am - 4:30 pm	Beulah Burks
544	05/01/12 - 05/16/12	8:00 am - 12:00 am	Patricia Headley
545	5/12/12	6:00 am - 3:30 pm	Cheryl Bush
546	05-19-12	8:00 am - 4:30 pm	Debbye Kafara
547	5/19/12	8:00 am - 5:00 pm	Thomas Occhipinti

	J
506	743-7149
507	749-7085
508	373-2177
509	749-7111
510	749-7111
511	517-719-1385
512	373-2540
513	241-4228
514	2022907
515	322-6270
516	517-241-0811
517	335-7015
518	517-202-2907
519	322-6270
520	517-241-0811
521	241-8818
522	241-2761
523	517-648-8598
524	517-743-7149
525	241-3147
526	517-702-5456
527	749-7061
528	517-749-7061
529	517-749-7061
530	243-0145
531	241-3914
532	517-749-7061
533	517-648-8598
534	322-6270
535	743-7149
536	517-241-3961
537	517-648-8598
538	517-202-2907
539	517-749-4061
540	810-760-5651
541	517-780-7666
542	743-7149
543	749-7085
544	241-7226
545	517-749-7061
546	202-2907
547	517-373-2379

	K	L	M	N	O	P
506	Special cleaning					
507	Restroom cleaning					
508	New carpet installation					
509	Special cleaning					
510	Special cleaning					
511	Upgrade Network Equipment in Data Closets RFC#43693					
512	Staff Overtime					
513	Staff Overtime					
514	Carpet cleaning					
515	Staff Overtime					
516	Audit of year end closing for the Office of Financial Management					
517	Year end closing activities					
518	Scrub all restroom floors					
519	Staff will be conducting a webinar for customers. The webinar will begin at 4:30 p.m. and staff will not be able to contact Central Control if lights go off at 6:00 p.m.					
520	Year end closing					
521	Project release					
522	Staff overtime					
523	This is first evening of the first weekend of a Hazardous Materials Technician Part 1 course					
524	Clean office chairs					
525	Linda quite frequently has an overflow of work that she is not able to attend to during the week. She finds that coming in on Saturday and Sunday allows her to catch ip and organize the coming week					
526	Staff Overtime					
527	Carpet extraction					
528	Cleaning High Traffic areas					
529	High traffic area					
530	Staff Overtime					
531	Staff overtime					
532	High traffic area					
533	Staff Training					
534	Carpet Cleaning					
535	Cleaning office chairs					
536	required after hours lighting to meet required deadlines					
537	Staff Training					
538	Vacuum conference room chairs					
539	Chair cleaning					
540	Computer software download					
541	Foster Parent training					
542	Clean Office carpets					
543	All High Traffic areas to be extracted					
544	Overtime for signature auction event on May 16					
545	Cleaning dock & 1st floor lobby					
546	Top Strip hard floors					
547	MEECS Training					

	A	B
548		ST-6
549		ST-8
550		ST-11
551		ST-14
552		ST-15
553		ST-16
554		ST-17
555		ST-6
556		ST-9
557		ST-12
558		ST-14
559		ST-9
560		ST-12
561		ST-13
562		ST-4
563		ST-8
564		ST-11
565		ST-14
566		ST-15
567		ST-6
568		ST-7
569		ST-8
570		ST-14
571		ST-2
572		ST-4
573		ST-13
574		ST-14
575		ST-16
576		ST-5
577		ST-11
578		ST-17
579		ST-2
580		ST-4
581		ST-5
582		ST-8
583		ST-9
584		ST-10
585		ST-16
586		ST-17
587		ST-22

	C	D
548	DTMB	Peckham
549	DHS	Human services
550	Peckham	Enviromental Services
551	Peckham	Enviromental Services
552	DTMB	Agency Services
553	Peckham	Enviromental Services
554	Peckham	LARA
555	Peckham	Enviromental Services
556	DTMB	Peckham
557	Peckham	Enviromental Services
558	DTMB	MiCSES
559	Peckham	Enviromental Services
560	Peckham	Enviromental Services
561	Peckham	Enviromental Services
562	DTMB	Peckham
563	DTMB	Peckham
564	Peckham	Enviromental Services
565	DTMB	Peckham
566	Peckham	Enviromental Services
567	DTMB	Peckham
568	DTMB	Agency Services
569	DTMB	Peckham
570	DTMB	Peckham
571	State	Elections
572	DTMB	Peckham
573	DTMB	Peckham
574	DTMB	Peckham
575	DHS	Saginaw County
576	DTMB	PECKHAM
577	Peckham	Enviromental Services
578	DTMB	PECKHAM
579	State	Elections
580	State	Elections
581	State	Executive Offices
582	Peckham	Custodial
583	DEQ	Office of Enviromental Assistance
584	DTMB	Peckham
585	DTMB	Library of Michigan Foundation
586	Education	Library of Michigan Foundation
587	DTMB	Agency Services

	E	F
548	GOB	2nd Floor A wing & Peckham office
549	Jerome T. Hart State office Bldg	1st, 2nd, 3rd, & 4th floors
550	Mason	Dock & 1st floor
551	PTA	Cafeteria/Basement
552	Romney	9th floor NW corner & restrooms
553	SOS	All
554	Ottawa	4th floor
555	Hannah	All
556	Mason	1st floor
557	Ottawa	All
558	Romney	11th & 12th
559	Mason	7th & 8th floor
560	PTA	Cafeteria /basement
561	Van Wagoner	1st floor
562	Cass	All floors & restrooms
563	Hannah	4th floor & UL
564	Mason	3rd, 4th, 5th
565	Ottawa	UL
566	VTS	All floors
567	GOB	3rd A wing
568	Hannah	1st floor G17 & G18
569	Hannah	2nd, 3rd & 4th floors
570	Ottawa	2nd & 3rd floors
571	Austin	1st floor
572	Cass	4th Floor South
573	Ottawa	1st Floor
574	Ottawa/Hannah	all areas
575	Saginaw SOB	2 & 3
576	CASS	ALL FLOORS
577	Mason	1st - 3rd floor
578	OTTAWA HANNAH	ALL FLOORS
579	Austin	1st floor Pillar U, V & W23
580	Austin	Lights and HVAC Please1st Floor U-V 22 - 23
581	Austin	HVAC & Lights 4th floor Pillar U-23 & V-23 through X22 & X23
582	Cass	1st - 6th
583	Constitution Hall	Atrium level
584	Envirometnal Services	1st Floor
585	MLHC	1st floor Forum & Lake Superior Conerence Rooms
586	MLHC	1st Forum, Lake Superior and Rotunda
587	Romney	9th floor

	G	H	I
548	05/19/12	7:00 am - 4:00 pm	Steve Beals
549	05/07/12 - 05/18/12	7:00 am - 7:00pm	Cheryl Kubczak
550	05/26/12	6 am - 3:30 pm	Cheryl Bush
551	06/01/12 - 06/03/12	3:00:00 PM - 10:00 pm	Marcy Beebe
552	5/19/12	4:00 pm - 7:00 pm	Christina Jensen
553	06/02/12	6am - 6 pm	John Perry
554	06/02/12	6:30 am - 5:00 pm	Dave Pletzke
555	06/09/12	6:30 am - 5:00 pm	Tim Warren
556	6/9/12	6:00 am - 3:30 pm	Cheryl Bush
557	06/09/12	6:30 am - 5:00 pm	Tim Warren
558	6/9/12	8:00 am - 5:00 pm	Randy Church
559	06/16/12	6:00 am - 3:30 pm	Cheryl Bush
560	06/08/12 - 06/09/12	3pm to 10 pm on 06/08 and 7am - 4 pm on 06/09	Steve Beals/Marcy Beebe
561	06/16/12	9:00 am - 4:00 pm	Cheryl Bush
562	06/23/12	7:00 am - 3:30 pm	Howard Stanton
563	6/23/12	6:30 am - 5:00 pm	Tim Warren
564	06/30/12	6:00 am - 3:30 pm	Cheryl Bush
565	6/23/12	6:30 am - 5:00 pm	Tim Warren
566	06/30/12	6:00 am - 7:00 pm	John Perry
567	6/30/12	7:00am - 12:00 pm	Steve Beals
568	07/07/12	8 am - 6 pm	Melinda Evelith
569	07/07/12	6:30am-5:00pm	Tim Warren
570	07/07/12	6:30am-5:00pm	Tim Warren
571	06/09/12 - 07/14/12	24/7	Mike Diljak
572	07/14/12	7:00am-3:30pm	Howard Stanton/Jordan Hanifan
573	07/12/12	5:00pm-8:30pm	Tim Warren
574	07/14/12	6:30am-5:00pm	Tim Warren
575	07/14/12	8:00 am - 12:01 pm	Richard Latinen
576	7/21/12	7:00AM-3:30PM	HOWARD (SKIP) STANTON
577	07/21/12	6:00 am to 3:30 pm	Cheryl Bush
578	7/21/12	6:30AM-5:00PM	TIM WARREN
579	08/07/12 & 08/08/12	6:30:00 AM 08/07/12 - 6:30 am on 08/08/12	Lucinda Sheltrown
580	08/04/12	8:00 am - 4:00 p.m.	Lucinda Sheltrown
581	08/07/12	5:00 pm - Midnight	Bill Pruzinsky
582	08/04/12	7:00 am - 3:30 pm	Howard Stanton
583	07/28/12	8:00 am - 5:00 pm	Thomas Occhipinti
584	08-04-12	6:30 a.m. - 2 p.m.	Tim Warren
585	07/25/2012 - 07/27/2012	07/25-07/26/12 until 10 pm and 07/27/12 until 11 pm	Carolyn Sparks
586	07/25/12 - 07/27/12	6:00 pm - 10:30 pm nightly	Carolyn Sparks
587	07/28/12 - 07/30/12	8:00 am - 8:oo am	Tina Jesen

	J
548	517-743-7149
549	989-758-2744
550	749-7061
551	319-6003
552	241-7254
553	749-7134
554	749-7111
555	517-749-7163
556	517-749-7061
557	517-749-7163
558	517-241-8818
559	517-749-7061
560	517-743-7149 517-319-6003
561	517-749-7061
562	749-4353
563	749-7163
564	749-7061
565	749-7163
566	749-7134
567	743-7149
568	517-373-7057
569	517-749-7163
570	517-749-7163
571	514-241-2542
572	517-749-4353/517-749-7194
573	517-749-7163
574	517-749-7163
575	989-758-1217
576	517-749-4353
577	749-7061
578	517-749-7163
579	517-335-2659
580	335-2659
581	517-204-2181
582	749-4353
583	517-373-2379
584	517-749-7163
585	517-373-1297
586	373-1297
587	517-335-1613

	K	L	M	N	O	P
548	Carpet cleaning					
549	Overtime					
550	Top Scrub Basement Lobby					
551	Top strip and refinish cafeteria floor					
552	Staff overtime - DHS-PFOs EFT project implementation work					
553	Top scrub Restrooms					
554	Cleaning of vents					
555	Extract high traffic carpet					
556	Lobby cleaning					
557	Extract high traffic carpet					
558	MiCSES release					
559	Top Scrub 7th & 8th Floor					
560	Top Strip and Refinish Cafeteria hall floor					
561	Scrub cafeteria floor					
562	Top scrubbing all restroom floors					
563	Carpet cleaning					
564	Top scrub 3rd, 4th, 5th					
565	Carpet cleaning					
566	Topstrip and refinish hard floors					
567	Cleaning vents					
568	NEED LIGHTS AND AIR - OMNI Rollout software system					
569	Cleaning air bar vents					
570	Cleaning air bar vents					
571	Testing computer Software					
572	Clean carpet 42 cubicles south side.					
573	Cleaning air bar vents					
574	Cleaning air bar vents & carpeting					
575	Staff Overtime					
576	TOP SCRUB RESTROOM FLOORS/ SOUTH SIDE					
577	Top Scrub lobbies					
578	AIR BAR VENTS/RR SCRUB					
579	Staff are working Tuesday August 7, 2012 to conduct the August 7 election.					
580	QVF Help Desk staff are working to assist clerks to prepare for the August 7th election					
581	Executive Office including the Secretary of state, chief legal counsel, office of communications will be working late for the primary Election					
582	Clean High Traffic Carpet					
583	HVAC will also be needed at this time					
584	Finish Airbars					
585	Need Lights and air on Rehearsal for the Will on 07/25/12 - 07/26/12 and performance of the Will on 07/27/12					
586	Need Lights and air on until 10:30 PM Nightly The Library of Michigan and the Michigan Historical Center are sponsoring The Will: A Civil War Drama					
587	MAIN Disaster Recovery Training					

	A	B
588		ST-2
589		ST-8
590		ST-4
591		ST-10
592		ST-2
593		ST-6
594		ST-8
595		ST-13
596		ST-3
597		ST-11
598		ST-2
599		ST-4
600		ST-8
601		ST-9
602		ST-17
603		ST-18
604		ST-2
605		ST-9
606		ST-10
607		ST-15
608		ST-16
609		ST-18
610		ST-29
611		ST-31
612		ST-32
613		ST-33
614		ST-34
615		ST-3
616		ST-7
617		ST-23
618		ST-24
619		ST-25
620		ST-26
621		ST-27
622		ST-28
623		ST-29
624		ST-30
625		ST-5
626		ST-11
627		ST-15
628		ST-20

	C	D
588	State	Elections
589	DTMB	Peckham
590	DTMB	Peckham
591	DTMB	Peckham
592	DTMB	Peckham
593	DTMB	Peckham
594	DTMB	ORS
595	DTMB	Peckham
596	DTMB	Peckham
597	Treasury	Tax Processing
598	State	Elections
599	DTMB	Peckham
600	DTMB	Telecom
601	DTMB	Peckham
602	DTMB	MiCSES
603	DTMB	Peckham
604	DTMB	Peckham
605	LARA	Tax Tribunal
606	LARA	Tax Tribunal
607	DTMB	Agency Services
608	Peckham	Enviromental Services
609	Peckham	Custodial
610	DTMB	OOF
611	DTMB	Peckham
612	Peckham	Enviromental Services
613	Attorney General	Executive
614	Attorney General	Attorney General
615	MDOT	C&T
616	DHS	Geneee County
617	LARA	
618	Treasury	Income Tax
619	LARA	OHR
620	LARA	MAHS
621	DTMB	Peckham
622	Budget	OFM
623	DTMB	MCSC
624	State	Driver & Vehicle Records
625	LARA	MAHS
626	Human Services	DDS
627	DTMB	Peckham
628	Historical Museum	DNR

	E	F
588	Austin	1st floor U17-22
589	Mason	1st & 7th floor
590	Cass	All Floors
591	Mason	1st & 7th floors
592	Austin	All
593	Cass	3rd floor South wing
594	GOB	3rd fl A wing
595	Mason	All
596	C&T	All
597	Operations Center	Lights and HVAC 1st floor All North End from Pillar A11 -A17 to H11 - H17 Treasury space
598	Austin	1st floor U,V & w 17 - U, V & w 23
599	Cass	3rd flr North
600	Hannah	1st floor
601	Hannah/Ottawa	Hannah- 1st flr, Ottawa- UL and 1st flr
602	Romney	11th and 12th Pilars: F11, C1, C3, G9, H7, H8 and H9 Pilars: F12 D3 and C3
603	Hannah/Ottawa	All Floors
604	Austin	All
605	GOB	1st floor Lights and HVAC entire A wing
606	GOB	1st floor A wing 9:00 am to 6:00 pm
607	Hannah	Ligths and Hvac please 1st floor West Side
608	Hannah	3rd floor Hannah/Ottawa 1st, 2nd, & 3rd floor
609	Lewis Cass	All South side restrooms
610	Romney	1ST-12TH FL ALL FREIGHT ELEVATOR LOBBY
611	Van Wagoner	All
612	Van Wagoner	4th Floor - entire floor
613	Williams	Lights and HVAC entire 7th floor
614	Williams	Please lower the temperature to 69 degrees in Auditorium, 1st floor training room, 2nd floor conference room and 7th floor main hall and Kelley library
615	C&T Laboratory	1st floor Room 124
616	Flint SOB	Floors 1 - 7
617	OPS Center	1st floor South Center area
618	OPS Center	1st fl A11-A17 , H11-H17
619	Ottawa	4th floor E7, E8 F7, F8
620	Ottawa	2nd Fl
621	Ottawa/Hannah	all floors
622	Romney	7th floor Ci1, G3, F2, F4
623	Romney	West side of 9th floor, pillars F8, 9, 10, 11 plus restrooms
624	SOS	LA4-LA10, CC4-CC10
625	GOB	1st fl A wing
626	Hannah	Entire 3rd Floor Lights and HVAC
627	Hannah/Ottawa	all floors
628	MLHC	1, 2, 2M 3, 3M

	G	H	I
588	7/23/12	Until 8:00 pm	Bill Pruzinsky
589	08/11/12	7:00 am - 3:30 pm	Cheryl Bush
590	08/18/12	7:00 am - 3:30 pm	Howard (Skip) Stanton
591	5/18/12	7:00 am - 3:30 pm	Cheryl Bush
592	8/25/12	7:00 am - 3:30 pm	Cheryl Bush
593	08/25/12	7:00 am - 3:30 pm	Larry Herbert
594	8/23/12	5:00 pm - 11:59 pm	Pam Ward
595	8/25/12	7:00 am - 3:30 pm	Cheryl Bush
596	09/01/12	6:00 pm - 6:00 am	John Perry
597	08-11-12 to 08-25-12 Saturdays	7:00 am - 4:00 pm	Ann Luepnitz
598	09/05/12	6:30 am - 9:00 pm	Lucunda Sheltrown
599	09/08/12	7:00 am - 3:30 pm	Skip Stanton
600	09/09/12	6:30 am - 9:00 pm	Ryan Charbonneau
601	09/08/12	7:00 am - 5:00 pm	Tim Warren
602	09/07/12 - 09/08/12	6:00 pm 09/07/12 - 10:00 pm 09/08/12	Mark Jorgensen
603	09/12/12	6:00 am - 6:00 pm	Tim Warren
604	09/15/12	7:00 am - 3:30 pm	Cheryl Bush
605	09/19/12	6:00 p.m. - 8:00 pm	Jamie Schramski
606	09/22/12 - 09/23/12	9:00 am - 6:00 pm	Jamie Schramski
607	09-15-12 - 09-16-12	6 am Saturday - 3 am Sunday	Terry Lippincott
608	09/22/12	5:30 am - 1:00 pm	Tim Warren
609	09/22/12	7:00 am - 3:00 pm	Skip Stanton
610	9/22/12	7:00AM-3:30PM	BEULAH BURKS/BOB BIERWAGEN
611	09/15/12	9:00 am - 5:00 pm	Cheryl Bush
612	09/22/12	7:00 am - 3:30 pm	Cheryl Bush
613	09/12/12 - 09/15/12	5:00 pm to 2:00 am	Bob Ruff
614	09/19/12	10:00 am - 3:00 p.m.	Kathy Knapp
615	8/6/10 - 12/31/12	7:00am-5:00pm	Thomas Woodhouse
616	09/21/12 - 09/23/12	24 hours	Jeri Sanderling
617	9/21-23/12 & 9/28-30/12	6:00 am - 11:00 pm	Pat Willett
618	09/23,29/12	6:00 am - 6:00 pm	Pat Cotter
619	7/16/12 - 9/28/12	9:00 pm - 6:00 am	Margie Holben
620	09/30/12	7:00 am - 8:00 pm	Jamie Schramski
621	Saturday 9/29/12	5:30am- 1:00pm	Tim Warren
622	09/29/12	6:30 am - 8:00 pm	Tina Ray
623	09/29/12	6:30 am to 8:00 pm	Tina Jensen
624	09/15,22,27, 29/12	6:30 am - 4:00 pm	Grace Ueberroth
625	09/30/12	7:00 am - 8:00 pm	Jamie Schramski
626	Monday 08/06/12- Wednesday 08/08/12 & Monday 08/13/12 - Wednesday 08/15/12	6:00 pm -11:00 pm	Patrick garlitz
627	Saturday 9/29/12	5:30am- 1:00pm	Tim Warren
628	09/27/12	7:00 AM	Scott Peters

	J
588	241-4228
589	749-7061
590	749-4353
591	749-7061
592	749-7061
593	517-749-7223
594	322-6270
595	749-7061
596	743-7134
597	517-410-3275
598	335-2659
599	749-4353
600	517-242-3110
601	749-7163
602	241-9900
603	749-7163
604	749-7061
605	243-0145
606	241-0145
607	335-3347
608	517-749-7163
609	517-749-4353
610	BEULAH @ 749-7085 OR 319-6014
611	749-7061
612	517-749-7061
613	719-4754
614	335-6735
615	322-1183
616	810-760-2651
617	636-6308
618	636-4537
619	373-4771
620	243-0145
621	517-749-7163
622	241-0811
623	241-7254
624	322-3440
625	243-0145
626	517-702-5456
627	517-749-7163
628	3352782

	K	L	M	N	O	P
588	Staff overtime					
589	Top Scrubbing					
590	Clean high traffic carpet area in front of north and south restrooms					
591	Top scrubbing					
592	Carpet cleaning					
593	Carpet Cleaning					
594	Staff overtime					
595	Carpet cleaning					
596	Special cleaning					
597	Overtime for Data Entry and imaging staff to catch up on the keying and imaging of Annual Returns in backlog.					
598	Election staffing					
599	Carpet Cleaning					
600	Working on RFC will be in building all day. Requires AC and lights.					
601	Clean chairs, conf rms and elevators					
602	On-site support for MiCSES 8.2 relaease activities					
603	air bars & waxing of freight elevator lobbies					
604	Cleaning high traffic areas					
605	DTMB Movers File cabinets from Ott to GOB					
606	Tax Tribunal will be coming in to unpack					
607	Implementing updated software package					
608	3rd floor cubicle carpet / Waxing freights					
609	Top scrub bathrooms					
610	STRIP ALL FREIGHT ELEVATOR LOBBY 1ST - 12TH					
611	Top scrub bathrooms					
612	Extract Carpet in the Offices					
613	New carpet installation					
614	AG is hosting an even for 250+ guest					
615	Lighting for weekend testing					
616	New Software Download by DTMB					
617	MiTalent initiative					
618	Staff overtime					
619	OHR Staff overtime					
620	Office move					
621	Carpet Cleaning					
622	Year end closing					
623	Annual Year end closeouts					
624	Staff Overtime					
625	Office move					
626	Ensure that the 100% federally fundedSSA program continue to adjudicate cases in a timely anner on behalf of the claimants of Michigan					
627	Carpet Cleaning					
628	There is a filming taking place in the museum and they need the lights on at 7:00 am					

	A	B
629		ST-3
630		ST-2
631		ST-12
632		ST-19
633		ST-20
634		ST-21
635		ST-22
636		ST-19
637		ST-17
638		ST-7
639		ST-8
640		ST-2
641		ST-4
642		ST-8
643		ST-9
644		ST-11
645		ST-12
646		ST-15
647		ST-16
648		ST-22
649		ST-23
650		ST-24
651		ST-26
652		ST-27
653		ST-2
654		ST-2
655		ST-3
656		ST-5
657		ST-6
658		ST-12
659		ST-15
660		ST-19
661		ST-22
662		ST-23

	C	D
629	DTMB	Peckham
630	Enviromental Services	Peckham
631	DTMB	Agency Services
632	DTMB	Peckham
633	DTMB	Peckham
634	DTMB	Peckham
635	DTMB	Peckham
636	DTMB	Peckham
637	DTMB	Peckham
638	DHS	Contract Payments Unit
639	DHS	Accounting
640	Peckham	Enviromental Services
641	DTMB	Peckham
642	Peckham	Enviromental Services
643	DTMB	Ors
644	DHS	Federal Reporting
645	DTMB	Peckham
646	DHS	DDS
647	DHS	Out State Ops
648	DTMB	Peckham
649	Peckham	Enviromental Services
650	DTMB	Peckham
651	MDOT	Asset Management
652	Education	OEII
653	State	Elections
654	State	OHR
655	DTMB	Peckham
656	DTMB	Peckham
657	DTMB	Real Estate Division
658	DTMB	Peckham
659	DTMB	Peckham
660	DTMB	Peckham
661	DTMB	Peckham
662	DTMB	Peckham

	E	F
629	Cass	North Restrooms all floors
630	Austin	All Floors
631	Hannah	1st fl G17 & G18
632	Romney	Cafeteria
633	Romney	1st fl Cafeteria
634	Romney	Hallways between lobby & dock- Basement, 1st & 6th floors
635	Van Wagoner	All
636	Van Wagoner	3rd Floor
637	Romney	1st floor
638	Grand Tower	10th floor Pillar G1 and Amanda Borgman's office
639	Grand Tower	10th fl G1 and Amanda Borgmans office
640	C & T	All Floors, all Main hall ways. RR and Peckham offices
641	Cass	Garden Level M1-H1
642	GOB	All Floors, all Main hall ways. RR and Peckham offices
643	GOB	1st floor full front area of main entrance including the rest rooms & ORS walk- in office next to the main entrance
644	Grand Tower	10th floor
645	Hannah	1st-4th floors
646	Hannah	3rd entire floor Lights and Hvac
647	Jackson	All
648	Ottawa	UL & 1st Floor
649	Photo Lab	All Floors,
650	PTA	Classroom hallways, Gym Ramp/upper gym landing
651	Van Wagoner	3rd floor Pillar D17
652	Con Hall	1st floor, South Tower
653	Austin	1 U & V 22 & 23
654	Austin	4th floor West wing
655	Austin	All
656	Cass	All
657	Constitution Hall	Atrim North and all of 3rd floor
658	Grand Tower	All
659	Hannah	All
660	Mason	All
661	OPS Center	All
662	Ottawa	All

	G	H	I
629	09/29/12	7:00 am - 3:30 pm	Skip Stanton
630	10/06/12	7:00 a.m. - 3:30 p.m.	Cheryl Bush
631	10/06/12	6:00 am - 10:00 pm	Mindy Eleverh
632	10/05/12	5:00 pm - 9:00 pm	David Pletzke
633	10/5/12	5:00 pm - 9:00 pm	David Pletzke
634	10/6/12	6:45am - 4:00pm	David Pletzke
635	10/06/12	7:00 am - 3:30 pm	Cheryl Bush
636	10/11/12	5:00 pm - 9:00 pm	Cheryl Bush
637	10/11/12	5:00 pm - 10:00 pm	David Pletzke
638	Saturday 10/06/12 & 10/13/12	6:00 am - 4 pm	Amanda Borgman
639	10/06/2012 - 10/13/12	6:30 am to 4 Pm	Amanda Borgman
640	10-20-12	11:00 am - 2:00 pm	Steve Beals
641	10/20/12	7:00 am - 3:30 pm	Skip Stanton
642	10-20-12	7:00 am - 12:00 pm	Steve Beals
643	10/23/12 - 10/25/12	6:00 pm - 9:00 pm	Pam Ward
644	10/20-21/12, 10/27-28/12	7:00 am - 5:00 pm	Cathy Gosselin
645	10/19/12	5:00 pm - 9:00 pm	Tim Warren
646	10/28/12	8:30 am - 1:00 pm	Patrick Garlitz
647	09/11,18,25/12 & 10/02,09,16/12	5:00 pm - 8:30 pm	Jessica Deering
648	10/20/12	6:00 am - 5:00 pm	Tim Warren
649	10-20-12	1:00 pm - 3:00 pm	Steve Beals
650	10/20/12	7:00 am - 5:00 pm	Steve Beals
651	10/06/12 - 10/28/12	8:00 am -5:00 pm Weekends	Judy Baker
652	10/27/12	7:00 am - 2:00 pm	James Shilling
653	10/30/12	8:00 am - 5:00 pm	Lucinda Sheltrown
654	10/30/12 - 11/01/12	Until 10:00 pm	Kelly Ciloski
655	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
656	11/06/12	7:00 am - 3:30 pm	Skip Stanton
657	11/06/12	7 am - 5 pm	Larry Johnson
658	11/06/12	6:45 am to 3:45 pm	David Pletzke
659	11/06/12	6:30 am - 4:00 pm	Tim Warren
660	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
661	11/06/12	6:00 AM - 5:00 p.m.	Lori Dorsey
662	11/06/12	6:30 am - 4:00 pm	Tim Warren

	J
629	749-7353
630	749-7061
631	335-0858
632	749-7111
633	749-7111
634	749-7111
635	749-7061
636	749-7061
637	517-749-7111
638	241-7037
639	241-7037
640	749-7143
641	749-4353
642	749-7143
643	322-6270
644	335-3724
645	749-7163
646	517-702-5456
647	517-780-7666
648	749-7163
649	749-7143
650	749-7143
651	373-2250
652	373-8269
653	335-2659
654	335-3051
655	749-7061
656	749-7353
657	517-290-1643
658	749-7111
659	749-7163
660	749-7061
661	719-4720
662	749-7163

	K	L	M	N	O	P
629	Cleaning					
630	Cleaning high traffic areas					
631	Staff Overtime					
632	Cleaning					
633	Periodic work as per contract					
634	Periodic work as per contract					
635	Cleaning					
636	Cleaning					
637	Cleaning					
638	CPU staff to process FY12 estimates and FY12 original bills in time for year end deadline					
639	For CPU staff to process FY 12 estimates and FY12 original bills in time for deadline					
640	Scrub RR					
641	Cleaning					
642	Scrub RR					
643	ORS is implementing legislation that requires 300,000 public school employees to make a selection on retirement benefits. The window for making the selection is open and ORS has regularly been having customers in the building beyond 5:00 p.m. It was determined today, 10/23/12, that to meet customer needs, for the next 3 days ORS would extend walk-in office hours until 7:00 p.m. each day.					
644	Extra working hours are required to complete federal reports. DHS will be cut off from receiving federal revenue if reports are not complete by the 10/30/12 due date.					
645	Waxing freights					
646	DDS is upgrading the Federal Computer system					
647	Parenting training					
648	Carpet Cleaning					
649	Scrub RR					
650	Carpet Cleaning					
651						
652	Moving of MDE staff from Con Hall to Hannah					
653	Overtime election					
654	major hiring process					
655	High Traffic Areas & restroom cleaning					
656	Carpet cleaning					
657	DTMB has requested that we work on Tuesday Election day on modular furniture in Atrium North and all of 3rd floor as part of the restack plan for the building. All employees are currently on the contractor list.					
658	Periodic cleanings					
659	Periodic work, scrubbing bathrooms and cleaning air bars and vents					
660	High Traffic Areas & restroom cleaning					
661	Periodics. Top scrub rest rooms, dusting, air bars					
662	Periodic cleanings					

	A	B
663		ST-24
664		ST-27
665		ST-28
666		ST-29
667		ST-30
668		ST- 31
669		ST-25
670		ST-2
671		ST-4
672		ST-8
673		ST-10
674		ST-11
675		ST-18
676		ST-19
677		ST-23
678		ST-25
679		ST-26
680		ST-27
681		ST-4
682		ST-5
683		ST-16
684		ST-17
685		ST-20
686		ST-21
687		ST-23
688		ST-24
689		ST-25
690		ST-4
691		ST-17
692		ST-23
693		ST-2
694		ST-17
695		ST-3
696		ST-14
697		ST-15
698		ST-24
699		ST-25
700		ST-8
701		ST-1

	C	D
663	DTMB	Executive office
664	DTMB	Peckham
665	DTMB	Peckham
666	DTMB	Peckham
667	DTMB	Peckham
668	DTMB	Peckham
669	DTMB	Peckham
670	DTMB	Peckham
671	DTMB	Real Estate
672	DTMB	Peckham
673	DHS	Accounting
674	DTMB	Peckham
675	DTMB	Peckham
676	DTMB	Peckham
677	Enviromental Services	Peckham
678	OOF	BOD-Zone 4
679	DTMB	Peckham
680	DTMB	Peckham
681	DTMB	Peckham
682	DTMB	Real estate
683	DNR	PRD
684	MDOT	Operation field Division
685	LARA	MAHS
686	Enviromental Services	Peckham
687	DTMB	Agency Services
688	DTMB	OFM
689	DTMB	Executive Office- Constituent Services
690	Custodial	Peckham
691	Peckham	Enviromental services
692	OOF	BOD
693	Treasury	Property Services Division
694	DNR	Historical Museum
695	Peckham	Custodial
696	DTMB	Agency Services
697	DTMB	DDS
698	DTMB	Peckham
699	DTMB	Agency Services
700	DTMB	ORS
701	State	Traffic Safety

	E	F
663	Romney	Ground - 4th floor
664	SOS	All
665	Van Wagoner	All
666	Williams	All
667	OTTAWA & HANNAH	ALL
668	Cass	ALL
669	Romney	All
670	Austin	All
671	Constitution Hall	1st - 3rd floors
672	GOB	All
673	Grand Tower	11th floor North side
674	Grand Tower	All
675	Mason	All
676	MSPTA	All
677	Ottawa/Hannah Building	all
678	Romney	all
679	Van Wagoner	All
680	Williams	All
681	Cass	Garden Level, 1st floor
682	Con hall	1st - 3rd
683	Mason	3rd Fl N2 - S2 West wing
684	MDOT Warehouse	Horatio Earle learning center all
685	Ottawa Building	2nd floor west wing
686	Ottawa Building	all
687	Romney	9th C11 & Restrooms
688	Romney	5th
689	Romney	Ground and all of 2nd floor
690	Cass	Garden Level, 1st and 2nd and breakrooms
691	Operations Center	All
692	Romney	1, 2, 3
693	Austin	2nd Pillar Y16 to X16
694	MLHC	Rotunda, Forum, Museum
695	Cass	Garden Level and 1st Floor
696	Hannah	1st floor Pillar G18
697	Hannah	3rd floor entire floor
698	Romney	Floors 4-12
699	Romney	9th fl North east side of building and restroom
700	GOB	3rd floor A wing & Core G4-G7, A4-A7, A4-G4 A7-G7
701	Austin	3rd Floor Pillar W-16 - W-17

	G	H	I
663	11/6/12	7:00am - 9:00pm	Marsha Quebbeman
664	11/06/12	6:00 AM - 6:00 p.m.	John Perry
665	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
666	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
667	11/12/12	6:30 am - 4:00 pm	Tim Warren
668	11/12/12	7:00 am - 3:30 pm	Skip Stanton
669	11/06/12	7:00 am - 3:30 pm	Beulah Burks
670	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
671	11/12/12	7:00 am - 5:00 pm	Larry Johnson
672	11/12/12	6:00 am - 3:30 pm	Steve Beals
673	11/06/12 & 11/11/12	7:00 am - 5:00 pm	Margo Yaklin
674	11/12/12	6:45 am - 4:00 pm	David Pletzke
675	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
676	11/12/12	6:00 am - 3:30 pm	Steve Beals
677	11/12/12	6:30:00 AM - 4:00 pm	Tim Warren
678	11/12/12	7:00 am - 3:30 pm	Beulah Burks
679	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
680	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
681	12/1/12	7:00 am - 12:00 pm	Chad Antcliff
682	11/23/12	7:00 am - 5:00 pm	Larry Johnson
683	09/20/12 - 11/17/12	6:00 a.m. - 8:00 p.m. weekdays & 8:00 a.m. - 5:00 pm weekends	Cheri Lee
684	12/01/12	7:00 am - 4:00 pm	Sue taylor
685	11/16/12	5:00 pm - 8:00 pm	Jamie Schramski
686	11/16/12	4:30pm-9:00pm	Tim Warren
687	12/01/12	8:00 am - 5:00 pm	Lisa Evani
688	11/17/12	7:30 am - 5:00 PM	Dave Quigley
689	12/1/12 - 12/4/12	24 hours	Marsha Quebbeman
690	12/08/12	7:00 a.m. - 3:30 p.m.	Skip Stanton
691	12/08/12	7 am - 5 pm	Lori Dorsey
692	12/08/12	7:00 am - 3:30 p.m.	Beulah Burks
693	12/01/12 & 12/02/12	8:00 am - 5:00 pm	Heather Cole
694	12/12/12	4:30 p.m. - 11:00 p.m.	Christiana Hanson
695	12/15/12	7:00 a.m. - 3:30 p.m.	Larry Herbert
696	12/15/12	6:00 a.m. - 12:00 a.m.	Mindy Eveleth
697	12/15/12	6:30 a.m. - 4:00 p.m.	Julie Mavis
698	12/15/12	7am - 4pm	Beulah Burks
699	12/13/12	5:00 pm - 9:00 pm	Vishakha Gagli
700	01/01/23 - 12/31/13	6:00 pm - 5:00 am	Pam Ward
701	04/23/12 - 12/31/12	24/7	Ramona Putnam

	J
663	241-5190
664	743-7134
665	749-7061
666	749-7061
667	749-7163
668	749-4353
669	749-7052
670	749-7061
671	290-1643
672	749-7143
673	241-9806
674	749-7111
675	749-7061
676	749-7143
677	517-749-7163
678	749-7085
679	749-7061
680	749-7061
681	749-7194
682	290-1643
683	373-2699
684	636-4086
685	335-58935
686	749-7163
687	
688	241-4195
689	241-5190 or 388-2552
690	749-4353
691	719-4720
692	749-7085
693	373-0675
694	2416852
695	749-7223
696	335-0858
697	702-5571
698	749-7085 or 319-6014
699	335-7752
700	322-6270
701	517-241-3961

	K	L	M	N	O	P
663	Staff will be working. Need to include HVAC					
664	Periodics. Top scrub rest rooms, dusting, air bars					
665	High Traffic Areas & Clean Air Bars & Vent					
666	High Traffic Areas & Clean Air Bars & Vent					
667	PERIODICS					
668	CLEAN HIGH TRAFFIC CARPETING IN FRONT OF RESTROOMS					
669	Air bar & vent cleaning					
670	Periodic cleaning					
671	modular construction					
672	Periodic cleaning					
673	Year end accounting					
674	Periodic cleaning					
675	Periodic cleaning					
676	Periodic cleaning					
677	Peiodics					
678	All rest rooms floors are going to be scrubbed					
679	Periodic cleaning					
680	Periodic cleaning					
681	Cleaning entry mats and runners					
682	Per DTMB and Bob Ruff we are going to be in the building Friday after Thanksgiving removing Power Monuments from the floor in the swing space. This is to minimize Disruptions to employees					
683	Employees will be working late hours due to year end and closing issues. There is also an employee with stands at their work station and the light under the laterals is not enough lighting to work with					
684	Annual Mdot Children's Christmas party					
685	Division move					
686	Carpet Cleaning					
687						
688	Support Services Division need to work on Saturday					
689	Meetings					
690						
691	Top Scrub all rest rooms and finish carpet extraction on 2nd floor					
692	Carpet Clean					
693						
694	After Hours event that will help promote use of & visitation to the Museum					
695						
696	IT work for Red Card application rollout					
697	Staff Overtime					
698	carpet cleaning					
699	Staff overtime					
700	Second shift staffing					
701	As needed including weekends - To prepare conferences and meetings on an as needed basis					

	A	B
702		ST-2
703		ST-4
704		ST-5
705		ST-11
706		ST-12
707		ST-9
708		ST-6
709		ST-20
710		ST-13
711		ST-22
712		ST-23
713		ST-18
714		ST-17
715		ST-5
716		ST-11
717		St-3
718		St-6
719		St-10
720		St-14
721		St-15
722		ST - 1
723		ST - 5
724		ST - 9
725		ST - 11
726		ST - 2
727		ST - 9
728		ST - 12
729		ST - 14
730		ST - 15
731		ST - 1
732		ST - 2
733		ST - 3
734		ST - 5
735		ST - 8
736		ST - 12
737		ST - 14
738		ST - 15
739		ST - 16
740		ST - 17
741		ST - 18
742		ST - 19

	C	D
702	DTMB	Construction Field Services
703	DTMB	ORS
704	DTMB	ORS
705	Education	Financial Management
706	Education	Financial Management
707	DTMB	ORs
708	DTMB	ORS
709	Treasury	TCB
710	DHS	DDS, CSA, ASP
711	DTMB	OFM
712	DTMB	CS/DMB
713	DTMB	Agency Services
714	Treasury	Tax Processing
715	DTMB	Peckhan
716	DTMB	Peckhan
717	DTMB	CIO Office
718	DHS	DDS, CSA, ASP
719	DTMB	Peckham
720	DTMB	OFM
721	Peckham	Enviromental Services
722	DTMB	Peckham
723	Peckham	Enviromental Services
724	DHS	Out state Operations
725	DNR	Historical Museum
726	DTMB	Peckham
727	Peckham	Peckham
728	DTMB	Peckham
729	Peckham	Peckham
730	DTMB	CS
731	DTMB	Peckham
732	Peckham	Enviromental Services
733	DTMB	Peckham
734	DHS	Human services
735	Peckham	Enviromental Services
736	Peckham	Enviromental Services
737	Peckham	Enviromental Services
738	DTMB	OFM
739	DTMB	Peckham
740	DTMB	MICSES
741	Peckham	Enviromental Services
742	Peckham	Custodial

	E	F
702	C&T Laboratory	Light Panel LC
703	GOB	Lights and HVAC 3rd floor Core area between wings - Core area includes rest rooms, and Kitchen area that is utilized by second shift staff
704	GOB	3rd floor Core area between wings
705	Hannah	09/29/12 - 12/31/12
706	Hannah	4th flor C20
707	GOB	A wing & all core
708	GOB	3rd All of A wing and all rooms in the core
709	OPS Center	2nd 2H H4, 2H K4, 2F K5
710	Hannah	3rd fl
711	Romney	7th floor
712	Romney	Lights and HVAC 9th floor North West side (F8- F12 - K8 - K12) building and restrooms
713	OPS Center	1st floor SE Rooms # 46, 47, 48, & SE Corner
714	OPS Center	Entire 2nd Floor
715	Hannah	1st
716	Ottawa	1st
717	GOB	1st floor Lobby, Hallway and Conference Room A
718	Hannah	3rd Floor entire Floor
719	Mason	all Floors
720	Romney	5th Floor Helpdesk Area S.E. corner of building by pillar C3
721	Van Wagoner	all Floors
722	Austin	All Floors
723	Grand Tower	1st floor
724	Jackson	2nd & 3rd
725	MLHC	1, 2, 2M, 3, 3M
726	AUSTIN	1ST & 2ND FLOORS
727	Hannah	1st
728	Mason	ALL FLOORS
729	Ottawa	1st
730	Romney	9th fl North/West corner F8 - F12, K8 - K12, and restrooms
731	Austin	All
732	Austin	All
733	Cass	All Floors, in front of all restrooms
734	Flint SOB	2nd & 3rd floors
735	Grand Tower	All Floors
736	Mason	All
737	PTA	All
738	Romney	7th
739	Romney	Floors 1-12
740	Romney	12th floor - Pilar C3 and D3 and 11th Floor F11, C1, C3, G9, H7, H8 and H9
741	SOS	All
742	Cass	1st and 2nd floors

	G	H	I
702	07/19/12 - 12/31/12	varies	Kendra Barak
703	09/24/12 - 12/30/12	6:00 pm - 9:30 pm	Pam Ward
704	09/24/12 & 12/30/12	6:00 pm - 9:00 pm	Pam Ward
705	09/29/12 - 12/31/12	7:00 am - 6:00 pm	Ann Mazurek
706	09/29/12 - 12/31/12	7:00 am - 6:00 pm	Rose Zucker, Brandon Reed, Lysandra Lang, Amy Schmitt
707	12/10/12 - 01/03/13	6:00 pm - 5:00 am	Pam Ward
708	12/10/12 -01/03/13	6:00 pm - 5:00 am	Pam Ward
709	12/15/12 - 01/05/13	7:00 am - 4:00 pm	Wendy Hufstedler
710	12/22,29/12	6:30 am - 1:00 pm	Pat Garlitz
711	12/27/12 - 12/28/12	24 hours	Tina Ray
712	12/27/2012 - 12/28/12	5:00 p.m. 12/27/12 - 6:00 a.m. 12/28/12	Tina Jensen
713	3/1/12 - 12/31/12	24/7	Mary McClean
714	Thru 12/31/12	6:00 am - 11:59 pm	Ann Luepnitz
715	01/11,13/13	5:00 pm - 9:00 pm	Tim Warren
716	01/11,13/13	5:00 pm - 9:00 pm	Tim Warren
717	1/22/13	4:30 pm - 8:00 pm	Tiziana Galeazzi
718	01/21/13	6:30 am - 3:00 pm	Patrick Garlitz
719	01/19/13	6:00 am - 3:30 pm	Cheryl Bush
720	01/19/13 - 01/19/13	6:30 am - 2:30 p.m.	Tina Ray
721	01/19/13	7:00 am - 3:30	Cheryl Bush
722	01/26/13	6:00 am - 3:30 pm	Cheryl Bush
723	01/26/13	9:00 a.m. - noon	David Pletzke
724	Saturday 01/12/2013 and 01/26/2013	7:30 am - 12:30 pm	Jessica Deering
725	01/25/13	6:00 p.m. - 11:00 p.m.	Carol Payne
726	2/9/13	6:00 AM - 3:30 PM	Cheryl Bush
727	2/1/2013	5:00 p.m. - 8:00 p.m.	Tim Warren
728	2/9/13	6:00 AM - 3:30 PM	Cheryl Bush
729	2/1/2013	5:00 p.m. - 8:00 p.m.	Tim Warren
730	02/01/13 - 02/04/13	4:00 pm Friday - 4 a.m. Monday	Christopher Mitchell
731	02/02/12	6:00 a.m.-3:30 p.m.	Cheryl Bush
732	2/18/2013	7 am - 3:30 pm	Cheryl Bush
733	02/18/13	7:00 am - 3:30 pm	Howard (Skip) Stanton
734	02/09/13 - 02/10/13 & 20/16/13 - 02/17/13	8 am - 5 pm	Mike Milks
735	02/18/13	6:45 am - 4:00 pm	David Pletzke
736	02/18/13	7 am - 3:30 pm	Cheryl Bush
737	2/18/2013	6:00 am - 3:30 pm	Steve Beals
738	Everyday 11/17/12 - 02/17/13	6:00 AM - 8:00 p.m.	Tina Ray
739	02/18/13	6:30 am - 4:00 pm	Beulah Burks
740	02/22/13-02/23/13	7am-11pm on Friday and 7am-7pm on Saturday	Amy Bransch
741	2/18/2013	6:00 a.m.-3:30 p.m.	John Perry
742	2/23/2013	7:00 am - 3:30 pm	Larry Herbert

	J
702	322-1217
703	322-6270
704	322-6270
705	335-0531
706	335-2429
707	322-6270
708	322-6270
709	636-4124
710	702-5456
711	241-0811
712	241-7254
713	517-636-0201
714	636-5335
715	749-7163
716	749-7163
717	749-9496
718	702-5456
719	517-749-7061
720	517-241-0811
721	517-749-7061
722	749-7061
723	517-749-7111
724	517-780-7666
725	3732565
726	517-749-7061
727	517-749-7163
728	5177497061
729	517-749-7163
730	335-1613
731	517-749-7061
732	517-749-7061
733	517-749-4353
734	810-760-2637
735	517-749-7111 or 517-487-6073
736	517-749-7061
737	517-749-7143
738	517-241-0811
739	517-749-7085
740	517-241-1767
741	541-743-7134
742	517-749-7223

	K	L	M	N	O	P
702	Laboratory testing of concrete specimens to meet specification deadlines					
703	ORS is running a second shift staff until 9:00 pm.					
704	Staff Overtime					
705	Fiscal year closeout					
706	Fiscal year closeout					
707	Carpet installation					
708	Carpet installation					
709	Staff Oovertime					
710	Staff overtime					
711	Year end closing for OFM					
712	To Make Sure Payroll runs Properly					
713	Staff overtime - BAM project					
714	SAP Tax system Implementation					
715	Cleaning carpets					
716	Cleaning carpets					
717	Customer service session					
718	Staff overtime					
719	Scrub Restrooms					
720	Process W-9's that have inundated the helpdesk. Please have lights and heat on in restrooms as well					
721	Scrub Restrooms					
722	Stairway Scrubbing					
723	Periodic Work					
724	Overtime for cash Assitance staff to work on all overdue reviews, application processing, and other work that is past due					
725	Michigan History Foundation					
726	CLEANING CHAIRS					
727	Carpet runner cleaner					
728	STRIP/COAT HARD FLOORS					
729	Carpet runner cleaner					
730	Main disaster recovery training					
731	Extract chairs					
732						
733	Cleaning carpet in high traffic areas					
734	Foster care Supervisors are conducting intensive case reads to prepare for Annual licensing Evaluation					
735	Scrubbing bathroom floors and carpeting.					
736						
737	Refinish Café Floor, scrub showers and general cleaning.					
738	Year end closing for OFM					
739	Scrubbing all restroom floors					
740	A major MiCSES release will be happening over this weekend.					
741	Top scrubbing Restrooms					
742	floors in front of restrooms, north & south					

	A	B
743		ST - 21
744		ST - 22
745		ST-13
746		ST-12
747		ST-9
748		ST-8
749		ST-6
750		ST-3
751		ST-1
752		ST-12
753		ST-5
754		ST-7
755		ST-9
756		ST-10
757		ST-8
758		ST-9
759		ST-10
760		ST-8
761		ST-6
762		ST-4
763		ST-7
764		ST-8
765		ST-12
766		ST-17
767		ST-2
768		ST-9
769		ST-12
770		ST-10
771		ST-13
772		ST-18
773		ST-15
774		ST-16
775		ST-7
776		ST-1
777		ST-7
778		ST-8
779		ST-5

	C	D
743	DCH	Children Special Health Care Services
744	Peckham	Enviromental Services
745	Peckham	Enviromental Services
746	Peckham	Enviromental Services
747	Education	Financial Management
748	Peckham	Enviromental Services
749	Peckham	Enviromental Services
750	LARA	Admin Serv. Office
751	DCH	Operations/ Admin Services
752	DTMB	BOD
753	DHS	Out state Operations
754	Dtmb	telecom
755	DTMB	Peckham
756	DTMB	Peckham
757	Peckham	Enviromental Services
758	DTMB	BOD-Zone 4
759	Peckham	Environmental Services
760	Peckham	Environmental Services
761	Peckham	Environmental Services
762	Human Services	DDS, CSA, ASP
763	DTMB	ES/Peckham
764	DTMB	ES/Peckham
765	DTMB	ES/Peckham
766	MDOS	Driver and Vehicle Records
767	LARA	FAS/Office serv.
768	DTMB	ES/Peckham
769	Peckham	Environmental Services
770	DHS	Saginaw County DHS
771	Library	Library of Michigan Foundation
772	Peckham	Environmental Services
773	DTMB	ES/Peckham
774	DTMB	ES/Peckham
775	DTMB	ES/Peckham
776	State	Elections
777	DTMB	ES/Peckham
778	Peckham	Environmental Services
779	DHS	Children's Trust Fund

	E	F
743	Cass	6th floor Pillar C11, G11 & G17 Conference rooms 6119, 6118 & New Conference room
744	ottawa	all floors
745	Mason	all lights and hvac
746	Mason	all Floors- restrooms, elevators, lobbies Lights & HVAC
747	Hannah	2nd & 4th floors
748	Hannah	All Floors- restrooms, elevators, lobbies
749	Grand Tower	12-15th floors & Basement
750	G.O.B.	Lights and HVAC 1st Floor A wing
751	Cass	1st floor , cube 1045 Pillar A11, A7 & C9
752	romney	12th (B)
753	Jackson	3rd
754	Mason	Lights needed in Mason Loading Dock, Mason Upper Level parking ramp, Mason UL PR Generator Room, Generator room @ Mason Dock
755	Ottawa	1st floor
756	Ottawa	1st floor
757	van wagoner	all lights and hvac
758	Romney	ground floor-12th floor
759	Van Wagoner	all
760	PTA	all
761	Mason	all
762	Hannah	3rd Floor entire Floor
763	Hannah	All Floors
764	Hannah	All Floors lights and HVAC
765	Mason	All Floors lights and HVAC
766	SOS Secondary	First Floor South Building
767	Con Hall	1st floor/west side A2-E2 Area, LARA BCS Securities Group
768	Hannah	All Floors
769	Mason	All Floors lights and HVAC
770	Jerome T. Hart SOB	1ST floor Lighting and HVAC
771	MLHC	1 - 3 Forum, Rotunda, Atrium & 3rd Floor Lights and HVAC
772	Williams	All Floors lights and HVAC
773	Ottawa	1st Floor
774	Ottawa	All Floors
775	Hannah	1st Floor
776	Austin	1st floor U, V&W 17-U, V &W23
777	Hannah	UL/3rd Floor
778	Mason	All Floors lights and HVAC
779	Grand Tower	Children's Trust Fund, 14th floor, Suite 1411

	G	H	I
743	2/20/13 & 2/21/13	5pm - 1am	Julie Kelly
744	2/23/13	6am - 12pm	Tim Warren
745	03/09/13	6a.m-3:30pm	Cheryl Bush
746	03/02/13	6 a.m. - 3:30 p.m.	Cheryl Bush
747	3/5/13	6pm - 11pm	James Shilling
748	03/01/13	5:00 pm - 9:00 pm	Tim Warren
749	03/07/13	5;00 pm - 9:00 pm	David Pletzke
750	03/09/13	7:00 - 3:30	Gene Thelen
751	2/23/13, 3/2/13 & 3/9/13	8 am - 5 pm	Julie Kelly
752	3/9/13	6:30am to 4:00pm	Beulah Burks
753	Every Wednesday 02-05-13 - 03-12-13	5:00 pm - 8:30 pm	Jessica Deering
754	03/23/13	8:00-5:00pm	Craig Rutledge
755	03/22/13	5:00-9:00 pm	Tim Warren
756	03/23/13	7:00-5:00 pm	Tim Warren
757	03/16/13	7a.m-3:30pm	Cheryl Bush
758	03/30/13	7:00am - 4:00pm	Bob Bierwagen/ Beulah Burks
759	03/30/13	7:00am - 3:30pm	Cheryl Bush
760	03/30/13	7:00 a.m-3:30pm	Steve Beals
761	03/30/13	6:00 am - 3:30 pm	Cheryl Bush
762	Every Saturday 01/05/13 - 03/30/13	6:30 a.m. -1:30 p.m.	Pat Garlitz
763	04/12/13	5:00 pm - 9:00 pm	Tim Warren
764	04/20/13	5:00 - 9:30 pm	Lorie Curtis
765	04/20/13	6 a.m. - 3:30 p.m.	Cheryl Bush
766	04/27/13	6:30 am - 4:30 pm	Bill Allen
767	04/27/13	6:30a.m.-12:00p.m.	Bryan Russell
768	04/27/13	7:00am - 5:00pm	Tim Warren
769	04/27/13	6:00am-3:30pm	Cheryl Bush
770	04/27/13	7:00am-3:30pm	Cheryl Kubczak
771	04/27/13	7:00 am - 10:00 pm	Carolyn Sparks
772	04/27/13	7:00am-3:30pm	Cheryl Bush
773	04/26/13	5:00pm - 9:00pm	Tim Warren
774	04/27/13	7:00am - 5:00pm	Tim Warren
775	04/26/13	5:00pm - 9:00pm	Tim Warren
776	05/07/13	6:30am-9:00pm	Bill Badgero
777	05/03/13	5:00pm-9:00pm	Tim Warren
778	05/04/13	6:00 a.m. - 3;30 p.m.	Cheryl Bush
779	4/15/13 - 5/8/13	8am - 12am	Patricia Headley

	J
743	517-335-4254
744	517-749-7163
745	749-7061
746	517-749-7061
747	373-8269
748	749-7111
749	749-7111
750	322-6492
751	517-335-4254
752	749-7085 or 319-6014
753	517-780-7666
754	202-7555
755	749-7163
756	749-7163
757	749-7061
758	749-7085 / 319-6014
759	749-7061
760	517-749-3687
761	749-7061
762	702-5456
763	749-7163
764	517-749-3576
765	749-7061
766	517-322-5295
767	335-1819
768	517-749-7163
769	517-749-7061
770	989-758-2744
771	373-1297
772	517-749-7061
773	517-749-7163
774	517-749-7163
775	517-749-7163
776	241-4228
777	517-749-7163
778	517-749-7061
779	241-7226

	K	L	M	N	O	P
743	carpet is being installed after hours in 3 conference rooms due to sensitive allergy issues with employees					
744	scrub restrooms					
745	scub amd wax hard floor					
746	Scrub and wax hard floor					
747	carpet cleaning in elevator lobby areas					
748	Scrub Restrooms					
749	Periodic work per contract					
750	Heavy Work Load					
751	due to work overflow we will be working overtime for the next 3 Saturdays					
752	top striping & refinish all freight elevator lobby & basement. Cannot walk on floor for 24 hours so it can dry.					
753	Foster Parent training					
754	Bridgeway Cummings will be on site to perform preventive maintenance on the TBHC generator located @ the Mason Loading Dock, and the Mason Telecom generator located in the Mason upper level parking ramp.					
755	Carpet Cleaning					
756	Carpet Cleaning					
757	High traffic areas					
758	Carpet Cleaning					
759	high traffic areas					
760	special cleaning of dorm floors					
761	Scrub and wax hard floor					
762	DDS is in emergency status. SSA has issued OT to handle the workload.					
763	Carpet cleaning/Top strip recoats					
764	Waxing Floors					
765	Scrub and wax floor					
766	MDOS/DVRD employees are working overtime on Saturday April 27, 2013					
767	BCS Securities are moving out of Con Hall on Saturday, 04/27/13					
768	Restroom Scrubbing					
769	Scrub and wax floor					
770	15 DHS employees are scheduled to work in the file room					
771	Overtime					
772	high traffic areas					
773	Carpet Cleaning					
774	Restroom Scrubbing					
775	Carpet Cleaning					
776	staff are working to conduct May 7th special election					
777	Carpet Cleaning					
778	high traffic areas					
779	Need lights to be on in order to work and function after hours preparing for our upcoming auction.					

	A	B
780		ST-6
781		ST-5
782		ST-7
783		ST-11
784		ST-12
785		ST-1
786		ST-2
787		ST-26
788		ST-3
789		ST-4
790		ST-10
791		ST-11
792		ST-14
793		ST-15
794		ST-16
795		ST-19
796		ST-21
797		ST-23
798		ST-24
799		ST-26
800		ST- 25
801		ST-5
802		ST-6
803		ST-10
804		ST-12
805		ST-13
806		ST-14
807		ST-7
808		ST-6
809		ST-1
810		ST-10
811		ST-12
812		ST-17
813		ST-1

	C	D
780	DHS	Children's Trust Fund
781	DTMB	ES/Peckham
782	Peckham	Environmental Services
783	DTMB	ES/Peckham
784	State	Driver and Vehicle Records
785	Peckham	Environmental Services
786	DTMB	PECKHAM
787	Peckham	Environmental Services
788	DTMB	ES/Peckham
789	DTMB	PECKHAM
790	DTMB	ES/Peckham
791	DTMB	ES/Peckham
792	Peckham	Environmental Services
793	DTMB	PECKHAM
794	DTMB	Agency Services
795	DTMB	ES/Peckham
796	OOF	BOD-ZONE 4
797	Peckham	Environmental Services
798	Peckham	Environmental Services
799	DTMB	PECKHAM
800	DTMB	PECKHAM
801	DHS	Federal Compliance
802	Human Services	DDS
803	DTMB	ES/Peckham
804	Peckham	Environmental Services
805	OOF	BOD-ZONE 4
806	Peckham	Environmental Services
807	DTMB	ES/Peckham
808	DTMB	ES/Peckham
809	DTMB	peckham
810	Treasury	Data Management
811	DTMB	ES/Peckham
812	Peckham	Environmental Services
813	DTMB	Jones Lang Lasalle

	E	F
780	Grand Tower	14th Floor, Children's Trust Fund Ste. 1411 Lights and HVAC
781	Hannah	All floors
782	Mason	All Floors lights and HVAC
783	Ottawa	All floors
784	SOS	1st floor South
785	Austin	4th floor and hvac
786	AUSTIN	3RD & 4TH FLOORS
787	Austin	all floors
788	Cass	Garden Level, Mailroom, 1st floor breakrooms
789	Cass	Garden Level, Mailroom, 1st floor breakrooms North/South & Vending area
790	Hannah	4th floor
791	Hannah	1st floor
792	Mason	4, 5, 6, 7, 8th floors and hvac
793	MASON	7TH & 8TH FLOORS
794	OPS Center	1st floor SE Rooms # 46, 47, 48, & SE Corner
795	Ottawa	1st floor
796	Romney building 30229	ground floor to 12th floor
797	SOS	all floors and hvac
798	Van Wagoner	all floors and hvac
799	VTS	ALL
800	WILLIAMS	all floors
801	Grand Tower	5th floor, Conference Rooms 5-A & 5-B
802	Hannah	Entire 3rd floor lights and hvac
803	Ottawa	All Floors
804	Van Wagoner	All Floors
805	Romney	12th-G
806	Austin	All Areas
807	Hannah	UL, 201 South
808	Hannah	1st floor
809	cass	1st thru 6th floors
810	OPS Center	1st floor North
811	Ottawa	1st floor
812	Van Wagoner	All
813	Con Hall	1st & 2nd floors lights & HVAC

	G	H	I
780	04/15/13 - 05/08/13	8:00 a.m. - 12:00 a.m.	Patricia Headly
781	05/11/13	7:00am-4:00pm	Tim Warren
782	05/11/13	6:00a-3:30p.m	Cheryl Bush
783	05/11/13	7:00am-4:00pm	Tim Warren
784	05/04/13 and 05/11/13	6:30 a.m - 4:00 p.m.	Bill Allen
785	05/18/13	6am-3:30 pm	Cheryl Bush
786	5/25/13	6am-3:30 pm	Cheryl Bush
787	06/08/13	6am-3:30 pm	Cheryl Bush
788	05/18/13	7:00am - 3:30pm	Larry Hebert
789	5/25/13	7:00am - 3:30pm	Larry Hebert
790	05/16/13	5:00pm - 9:00pm	Tim Warren
791	05/17/13	5:00pm - 9:00pm	Terry Bush
792	05/18/13	6am-3:30 pm	Cheryl Bush
793	5/25/13	6am-3:30 pm	Cheryl Bush
794	01/01/13 - 06/01/13	24/7	Mary McClean
795	05/17/13	5:00pm - 9:00pm	Terry Bush
796	05/18/13	6:45am-3:45 pm	Beulah Burks
797	05/18/13	6am-6pm	John Perry
798	05/18/13	6am-4pm	Cheryl Bush
799	06/08/13	6am-6pm	John Perry
800	5/25/13	7am-4pm	Cheryl Bush
801	5/30/13 - 6/14/13	leave lights on until 10pm during the week and all night on weekends	Vickie Hilbert
802	Saturdays 06/01/13 & 06/08/13	7:00am-1:00pm	Patrick Garlitz
803	06/13/13	5:00pm - 9:30pm	Lorie Curtis
804	06/15/13	7:00 am-4:00pm	Cheryl Bush
805	06/15/13	7:00 am-4:00pm	Beulah Burks
806	06/15/13	6:00 am - 3:30 pm	Cheryl Bush
807	06/21/13	4:00pm - 6:00pm	Tim Warren
808	06/19/13	5:00pm - 9:00pm	Tim Warren
809	6/22/13	7:00 am-3:30pm	Howard (Skip) Stanton
810	Saturdays starting 05/11/13 to 06/22/13	7:00 am-5:00pm	Ann Leupnitz
811	06/19/13	5:00pm - 9:00pm	Tim Warren
812	06/22/13	7:00 am to 4:00 pm	Cheryl Bush
813	07/13/13	7:00 a.m. - 5:00 p.m.	Jim Bentley

	J
780	241-7226
781	517-749-7163
782	749-7061
783	517-749-7163
784	322-5295
785	749-7061
786	749-7061
787	749-7061
788	749-7194
789	749-7194
790	749-7163
791	719-2040
792	749-7061
793	749-7061
794	636-4028
795	719-2040
796	749-7085
797	743-7134
798	749-7061
799	743-7134
800	749-7061
801	335-6151
802	702-5456
803	749-3576
804	749-7061
805	749-7085
806	749-7061
807	749-7163
808	749-7163
809	517-749-4353
810	410-3275
811	749-7163
812	517-749-7061
813	586-219-4422

	K	L	M	N	O	P
780	Need lights on in order to work and function after hours preparing for upcoming auction					
781	Stair Cleaning					
782	high traffic areas					
783	Stair Cleaning					
784	Employees in Driver and Vehicle Records Division/Document Processing Unit are working overtime on the weekends (Saturdays) of 05/4/13 and 05/11/13.					
785	Extract carpet					
786	Extract Carpet					
787	extract chairs and clean carpet					
788	Top-strip & refinish hard floors					
789	Top-strip & refinish hard floors					
790	Chair Cleaning					
791	Elevator Cleaning					
792	Extract Carpet					
793	Extract Carpet					
794	Multiple People are working on a high priority project (BAM) that has very tight time constraints. The project cannot be completed without extended work hours into the evenings and early mornings. This request is for the time period of January 1, 2013 – June 1, 2013.					
795	Elevator Cleaning					
796	scrubbing restroom floors					
797	scrubbing stairwells					
798	scrubbing stairwells					
799	Top strip and refinish hard floors					
800	TOP SCRUB RESTROOM					
801	We are preparing for a Title IV-E Federal review. All case files are in these conference rooms & staff will be working late & on weekends until the review is finished on 6-14-13					
802	Overtime to develop claims					
803	Air Bar Cleaning					
804	cleaning offices					
805	extracting high traffic carpet					
806	extract carpet					
807	Carpet Cleaning					
808	Scrub Entrances					
809	cleaning high traffic carpet areas					
810	Data management section overtime for seven consecutive Saturdays					
811	Scrub Entrances					
812	High traffic areas					
813	Moving 100 people from 2nd floor to 1st floor. Need lights and HVAC please					

	A	B
814		ST-7
815		ST-15
816		ST-16
817		St-17
818		ST-20
819		ST-19
820		ST-10
821		ST-12
822		ST-16
823		ST-8
824		ST-2
825		ST-3
826		ST-4
827		ST-1
828		ST-11
829		ST-12
830		ST-14
831		ST-18
832		ST-21
833		ST-22
834		ST-20
835		ST-23
836		ST-24
837		ST-20
838		ST-1
839		ST-4
840		ST-7
841		ST-8
842		ST-9
843		ST-10

	C	D
814	Human Services	DDS, Central Service Agency (CSA) and Administrative Support Program (ASP)
815	DNR	Archives of Michigan
816	Peckham	Environmental Services
817	Peckham	Environmental Services
818	Peckham	Environmental Services
819	Peckham	Environmental Services
820	Peckham	Environmental Services
821	DTMB	Agency Services
822	Peckham	Enviromental Services
823	Peckham	Enviromental Services
824	Peckham	ES
825	State	Elections
826	Peckham	Enviromental Services
827	State	Elections
828	DTMB	peckham
829	Supreme Court	Reporter's Office
830	Peckham	Enviromental Services
831	DTMB	OFM
832	Peckham	Enviromental Services
833	Peckham	Enviromental Services
834	Peckham	Enviromental Services
835	Peckham	Environmental Services
836	Transportation	Construction field services
837	DVRD	State
838	MDARD & DEQ	Lansing District Office, Food & Dairy,Animal Industry,Ag Development,Environmental Stewardship & Executive
839	DHS	DHS
840	DTMB	Agency Services
841	Education	BAA
842	State Police	EMHSTC
843	DHS	Out State Operations

	E	F
814	Hannah	3rd floor
815	MLHC	2nd floor
816	Ottawa/Hannah	all
817	Williams	all
818	Williams	all
819	Austin	all
820	Ottawa	4th floor
821	Romney	9th floor
822	Williams	all
823	Hannah	3rd Floor
824	Austin	all floors and HVAC
825	Austin	1st floor U, V, & W17 - U, V & W23 lights and HVAC
826	Cass	Entire 1st Floor
827	Austin	1st floor - pillars U, V & W 17 - U, V & W 23
828	Hannah/Ottawa	all floors
829	HOJ	4th North
830	Mason	All Floors
831	Romney	7th and 5th floors - all floors including bathrooms
832	VTS	All
833	Williams	all floors and HVAC
834	Van Wagoner	all floors and HVAC
835	Van Wagoner	all
836	van Wagoner	1st Rooms 113, 122, and 125
837	SOS	2
838	Con Hall	6 South, 6 North, 5 North, 4 North, 3 North, 1 North, & Atrium North
839	Flint SOB	Entire Facility
840	Grand Tower	3rd floor
841	Hannah	2nd Floor B13 - B16
842	Haz Mat	1st floor all
843	Jackson SOB	3rd floor

	G	H	I
814	07/13/13	7:00 am to 1:00 pm	Patrick Garlitz
815	07/12/13	5:00pm-10:30pm	Kris Rzepcynski
816	07/13/13	7:30am - 5:00pm	Tim Warren
817	07/13/13	7:00 am - 4:00 p.m.	Cheryl Bush
818	07/20/13	7:00 am - 4:00 pm	Cheryl Bush
819	07/20/13	6:00 am - 3:30 pm	Cheryl Bush
820	06/28/13	5:00 pm - 9:00 pm	Mark Allen
821	6/29/13-6/30/13	11:00am-11:00pm	Satish Chidura
822	07/27/13	7:00 am - 4:00 pm	Cheryl Bush
823	07/24/13	4:30 p.m. - 9:00 p.m.	Tim Warren
824	07/31/13	5p.m. - 8p.m.	Cheryl Bush
825	08/06/13	6:30 a.m. - 9:00 p.m.	Lucinda Sheltrown
826	07/27/13	7:00 am - 3:30 PM	Skip Stanton
827	08/06/13	6:30 am - 9:00 pm	Lucinda Sheltrown
828	8/3/13	7:00am - 3:30pm	Tim Warren
829	07/29/13 - 08/02/13	5:00 pm - 10:00 pm	Dave Palazzolo
830	08/03/13	6:00 a.m. - 4:00 p.m.	Cheryl Bush
831	07/27/13 - 07/29/13	6:00 am 07/27/13 through 6:00 am 07/29/13	Tina Ray
832	08/03/13	8 a.m. - 6:00 p.m.	John Perry
833	08/03/13	7:00 a.m. - 4:00 p.m.	Cheryl Bush
834	08/03/13	7:00 a.m. - 4:00 p.m.	Cheryl Bush
835	08/31/13	7:00 a.m. - 4:30 p.m.	Cheryl Bush
836	08/31/13 - 09/01/13 6:00 a.m. to 6:30 pm	6;00 a.m. - 6:00 p.m.	Christopher Gembel
837	08/24/13	7:00 a.m. - 3:30 p.m.	JoLynn Peck
838	08/17/2013	7:00 am - 9:00 pm	Jim Bentley
839	08/29/13 @ 6:00 p.m. - 09/02/13 @ 8:00 a.m.	6:00 p.m.Thursday - 8:00 a.m. Monday	Steve Cooper
840	Saturdays starting 8/14/13	6:00a - 7:00p	Jessica VanWinkle
841	Monday - Thursday 05/28/13 - 08/15/13	6:00 p.m. - 8:00 p.m.	Tammy Triplett
842	08/26/2013 - 08/27/2013	5:30 p.m. - 10:00 p.m.	David Winter
843	08/20/13	5:30 pm - 7:30 pm	Jessica Deering

	J
814	517-702-5456
815	373-9191
816	749-7163
817	749-7061
818	749-7061
819	749-7061
820	749-7163
821	373-1917
822	749-7061
823	749-7163
824	749-7061
825	335-2659
826	749-4353
827	335-2659
828	749-7163
829	373-5541
830	749-7061
831	241-0811
832	749-7134
833	749-7061
834	749-7061
835	749-7061
836	810-394-7866
837	667-1699
838	586-219-4422
839	810-614-5167
840	3-8452
841	373-0048
842	231-388-5166
843	780-7666

	K	L	M	N	O	P
814	The SSA has authorized the use of overtime, funded by 100% federal funds, to develop claims filed by the people of the State of Michigan claiming disability. The DDS office is under an emergency status to the end of the 2013 fiscal year due to backlogs of SSD claims. It is in the interest of the clients as well as the SSA to process the claims as timely as possible					
815	The Archives is hosting an after-hours Genealogy Lock-in that evening (Friday, July 12) from 6pm - 10pm.					
816	Numerous projects					
817	Strip/Coat Hard floor					
818	Strip/Coat Hard floor					
819	Vacuuming conf. room chairs					
820	Chair Cleaning					
821	To roll out Time and Expense Phase 3A project					
822	Strip/coat hard floor					
823	Carpet					
824	Extract carpet in offices					
825	Staff working to conduct the August 6th primary election.					
826	Custodial					
827	Staff are working Tuesday, August 6th 2013 to conduct the August 6th primary election. Election Staff will be working early and late that day to assist clerks with election problems and assist them with opening and closing the pollsa nd reporting election results.					
828	air bars					
829	Supreme Court term ends next week. The Reporter's office stays late the last week to close out the term for Court.					
830	Strip & refinish					
831	Windows 7 migration and technicians need to physically upgrade computers on both floors					
832	High Traffic areas					
833	Extract carpet in hallways					
834	Extract carpet in hallways					
835	Strip and refinish					
836	Completion of Project High Priority					
837	Saturday overtime from 7:00am to 3:30pm for CDL Help Desk staff					
838	We have a 200 person Move on Saturday August 17th					
839	Microsoft Security patch Distribution- Forced Reboot Created at 8/21/2013 12:51 PM by Spalding, Teresa (DHS) last modified at 8/28/2013 11:41 AM by Spalding, Teresa (DHS)					
840	Contractors must work after hours to minimize additional delays and cost for the project.					
841	Four interns will be working 10 hour days					
842	The EMHSTC building will be used by MSP Recruits for fire scenario training					
843	Facilitating a foster parent training					

	A	B
844		ST-17
845		ST-16
846		ST-23
847		ST-1
848		ST-11
849		ST-23
850		ST-15
851		ST-18
852		ST-22
853		ST-6
854		ST-1
855		ST-2
856		ST-3
857		ST-4
858		ST-10
859		ST-13
860		ST-14
861		ST-17
862		ST-18
863		ST-21
864		ST-8
865		ST-5
866		ST-6
867		ST-9
868		ST-10
869		ST-27
870		ST-28
871		ST-29
872		St-18
873		St-20
874		St-21
875		St-1
876		St-2
877		St-3
878		St-5
879		St-6

	C	D
844	OOF	BOD-ZONE 4
845	DTMB	IT, MCSC
846	Peckham	Enviromental Services
847	Peckham	Enviromental
848	DHS	Child Welfare
849	SOS	Driver and Vehicle DIV
850	Treasury	Data management
851	DTMB	MCSC
852	State	Driver and Vehicle DIV
853	Peckham	Custodial
854	State	Elections
855	DTMB	Peckham
856	MDOS	Occupancy
857	ES	Peckham
858	ES	Peckham
859	ES	Peckham
860	GOB	Enviromental Services
861	ES	Peckham
862	DTMB	Peckham
863	ES	Peckham
864	DTMB	Peckham
865	DTMB/ES	Peckham
866	DTMB/ES	Peckham
867	DTMB	ORS
868	DTMB/ES	Peckham
869	DNR	
870	DEQ	
871	AG	
872	Enviromental Services	Peckham
873	Enviromental Services	Peckham
874	Enviromental Services	Peckham
875	Enviromental Services	Peckham
876		CFS
877	Treasury	treasury University
878	Community Health	Finance and accounting
879	DHS	OHR

	E	F
844	ROMNEY	Basement floor
845	Romney	9th floor South West corner and restrooms lights and HVAC
846	van Wagoner	All floors
847	Austin	all
848	Grand Tower	4th elevator area to SE Corner of 4th floor
849	SOS south building	1st Floor all
850	OPS Center	all 1st Floor North End air and lights
851	Romney	West side of 9th floor Pillars F8, F9, F10 & F11 plus restrooms and Ground floor After-Hours Exit and Air
852	SOS	1ST
853	Cass	4th, 5th, & 6th
854	Austin	1st floor U, V, & W 17 & U, V, & W23
855	Austin	all
856	Austin	4th
857	Austin	All floors
858	Cass	All floors
859	GOB	all floors lights and hvac
860	GOB	3 B, 3 hallway, 2 floor hallway, and Peckham Office
861	Hannah	all floors lights and hvac
862	Hannah/Ottawa	All floors
863	Ottawa	all floors lights and hvac
864	Cass	all
865	Cass	All Floors
866	Con Hall	All Floors
867	GOB	Entire 3rd Floor
868	GOB	1st,2nd & 3rd flr hallways & main stairwell
869	Constitution Hall	1st floor south and 4th&5th floors north
870	Constitution Hall	1st floor south and 4th&5th floors north
871	Constitution Hall	1st floor south and 4th&5th floors north
872	SOS	Entire Building
873	van Wagoner	Entire floor
874	van Wagoner	All
875	Austin	All
876	C&T	Rooms 113, 122, and 125
877	Cadillac Place	2nd floor all lights and HVAC
878	Cass	Entire North side of 4th floor and Pillar A15
879	Flint SOB	7th

	G	H	I
844	08/24/13	7:00-4:00	Beulah Burks
845	09/14/13	6:00 a.m. - 5:30 p.m.	Tina Jensen
846	09/14/13	6:00 a.m. - 4:00 p.m.	Cheryl Bush
847	10/05/13	6:00 a.m. - 3:30 p.m.	Cheryl Bush
848	09/12/13 - 09/30/13	9:00 p.m. - 11:00 p.m.	Erika Engel
849	08/17/13 - 09/28/13	7:00 a.m. - 4:00 p.m.	Bill Allen
850	Saturdays 08/24/13 - 09/28/13	7:00 a.m. - 5:00 p.m.	Ann Leupnitz
851	09/30/2013 - 10/01/2013	6:00 a.m. -6:00 p.m.	Tina Jensen
852	8/17/13 - 9/28/13	6:30AM-4:00PM	John Lorencen or Pat Crosby
853	10/05/13	7:00 am - 3:30 pm	Skip Stanton
854	11/05/13	6:30 a.m. - 9:00 p.m.	Lucinda Sheltrown
855	10/26/13	6:00 a.m. - 3:30 p.m.	Cheryl Bush
856	10/26/2013	6:45 a.m. - 5:00 p.m.	Pamela Shaw
857	11/02/13	6:00 a.m. - 3:30 p.m.	Cheryl Bush
858	11/02/2013	7:00 a.m. - 3:30 p.m.	Skip stanton
859	10/19/13	6:00 am - 3:30 pm	Steve Beals
860	10/26/13	6:00 am. - 3:30 p.m.	Barb Fullerton
861	10/18/13	5:00-9:00 pm	Will Ward
862	10/26/13	6:00am - 5:00pm	Will Ward
863	10/18/13	5:00-9:00pm	Will Ward
864	10/26/13	7:00 a.m. - 3:30 p.m.	Skip stanton
865	11/11/13	7:00am-3:30pm	Howard (Skip) Stanton
866	11/11/13	7:00am-3:30pm	Howard (Skip) Stanton
867	11/11/13	7:30 a.m. - 6:00 p.m.	Pam Ward
868	11/11/13	6:00am-3:30pm	Steve Beals
869	11/11/13	7:00am - 6:00pm	Dereck Couzins
870	11/11/13	7:00am - 6:00pm	Dereck Couzins
871	11/11/13	7:00am - 6:00pm	Dereck Couzins
872	Saturday, 11/16/13	6:00 am - 6:00 pm	John Perry
873	Saturday 11/16/13	9:00 am - 5:30 pm	Cheryl Bush
874	11/23/13	7:00 a.m. - 4:30 pm	Cheryl Bush
875	11/23/13	7:00 am - 7:00 pm	Cheryl Bush
876	09/12/13 - 12/31/13	6:00 a.m. - 7:00 p.m.	Christopher Gembel
877	09/14/13 - 12/31/13	5:00 P.m. - 10:00 p.m.	Ann Luepnitz
878	10/26/13 - 11/30/13 Saturdays and Sundays	8:00 a.m. - 5:00 p.m.	Mary Lou Lehman
879	Weekends starting 6/28/13 -12/31/13	6:00 am - 5:00 pm	Sue King

	J
844	749-7085
845	335-4426
846	749-7061
847	517-749-7061
848	335-1318
849	322-5295
850	410-3275
851	241-7254
852	322-5309 OR 322-5290
853	749-4353
854	335-2659
855	749-7061
856	241-2646
857	517-749-7061
858	749-4363
859	749-7149
860	319-6004
861	749-3576
862	749-3576
863	749-3576
864	749-4353
865	749-4353
866	749-4353
867	322-6270
868	749-7149
869	517-243-0643
870	517-243-0643
871	517-243-0643
872	7437134
873	749-7061
874	749-7061
875	749-7061
876	810-394-7866
877	517-410-3275
878	241-5627
879	335-4874

	K	L	M	N	O	P
844	top strip basement floor					
845	Field service techs need lights on so they can upgrade computers to windows					
846	strip and refinish floor					
847	Extract Carpets					
848	Finalize plans for the Michigan Leadership summit					
849	Overtime every Saturday					
850	Data Management OT					
851	Year end testing					
852	working every Saturday except Aug 31 from now until Sept 28					
853	Custodial work					
854	: Staff will be working Tuesday, November 5, 2013 to conduct the November 5th general election (11/5/2013). Election Staff will be working early and late that day to assist clerks with election problems and assist them with opening and closing the polls and reporting election results. HVAC is requested as well.					
855	High traffic areas					
856	Correct end of year travel vouchers before deadline					
857	High traffic areas					
858	All floors in front of the restrooms					
859						
860	clean chairs 3B wing					
861	Top/strip and recoat floors					
862	Top/strip and recoat floors- scrub restrooms					
863	Top/strip and recoat floors					
864	Hallways in front of restroo,					
865	Veterans Day cleaning					
866	Veterans Day cleaning					
867	Carpet cleaning will be done and lighting is needed to allow to properly assess and clean					
868	Detail R/Rs and scrub main stairwell. Please have ventilation on for main stairwell.					
869	need lights to work on the floors building modular furniture					
870	need lights to work on the floors building modular furniture					
871	need lights to work on the floors building modular furniture					
872	Top Scrub Restrooms					
873	Dusting Baseboards, runners & mats					
874	High traffic Areas and Clean Chairs					
875	High traffic Areas and Clean Chairs					
876	Maintaining ft amL.A. abrasions					
877	Classes for Treasury University are going to be held in 7 week intervals					
878	Due to year end closing and auditing process, staff is required to work additional hours to meet various deadlines, including those for the State of Michigan Comprehensive Annual Fiscal Report					
879	Staff overtime					

	A	B
880		St-7
881		St-10
882		
883		St-11
884		St-13
885		St-14
886		St-16
887		St-17
888		St-18
889		St-19
890		St-20
891		St-5
892		St-7
893		ST-8
894		ST-10
895		ST-12
896		ST-13
897		St-3
898		
899	1	DCH
900	2	DTMB
901	3	DTMB
902	4	DEQ
903	5	MDOT
904	6	MDOT
905	7	Attorney General
906	8	

	C	D
880	DTMB	ORS
881	Treasury	Collections
882	DHS	DDS
883	DTMB	HR
884	MSHDA	Hardest Hit Program
885	DTMB	OFM
886	DTMB	MiCSES
887	Enviromental Services	Peckham
888	Treasury	treasury University
889	State	OCS
890	MSHDA	Homeownership - Hardest Hit Funds Program
891	Peckham	Environmental Service
892	Peckham	Environmental Service
893	DTMB	ORS
894	ES	Peckham
895	Peckham	Enviromental Services
896	LARA	WCA-Funds Admin
897	DTMB	ORS
898		
899	Community Health	Budget & Contracts
900	DTMB	ORS
901		Mailing Services
902	DEQ	Environmental Science and Services Division
903	Executive	
904	Attorney General	All
905	Attorney General	All
906	ES	Peckham

	E	F
880	GOB	3rd All of A wing and all rooms in the core
881	Grand Rapids 350 Ottawa St, NW	2nd Floor Center Conference room and lobby lights and HVAC
882	Hannah	Entire 3rd Fl Hannah
883	Mason	6th floor East A2, A3, A4 & B4
884	Romney	Entire East half of 8th floor and restrooms
885	Romney	7th floor H5 the entire room and restrooms
886	Romney	11th Floor, F11, C1, C3, G9, H7, H8 and H9. 12th Floor D3 and C3
887	Romney	Basement
888	Saginaw	2nd floor all lights and HVAC
889	SOS	1st Floor North Quadrant of O-3, S-3, S-9, O-9
890	van Wagoner	Entire East half of 8th floor and restrooms
891	mason/austin	all floors lights and hvac
892	Romney	Freight elevator lobby, floors 1 - 12
893	GOB	Wing A-Pillars G1-G5, G1-A1, A1-A4
894	Hannah and Ottawa	UL's and 1st floors
895	Ottawa	2nd - 4th Floors
896	GOB	1st floor, B Wing from pillar H-13 thru M-15
897	GOB	All of A wing
898	Grand Tower	Following Floors 1,2,3,7,8,9,13,14
899	Cass	4th flr, Central Control has list of people & their pillar numbers
900	GOB	3rd Floor, A-Wing, Pillars A4 to G4 & A7 to G7, C6 & C7
901	GSB	1sr flr OPC rm
902	State Lab	Bsmt (Rm 1), 1st (102-104) & 3rd (All)
903	Van Wagoner	4th floor, Pillars B19-C19
904	VanWagoner	All Attorney General work areas
905	Williams	All Attorney General work areas
906	Austin	Austin all floors

	G	H	I
880	01/01/13 - 12/31/13	6:00 pm - 5:00 am	Pam Ward
881	Mondays and Wednesdays beginning 05/13/13 to 12/31/13	5:00-10:00pm	Ann Leupnitz
882	Sunday, 01/05/14	8:00 a.m. to 1:00 p.m	Patrick Garlitz
883	3/21/11 - 12/31/13	5:00 pm - 10:00 pm	Judy Tkaczyk
884	Saturdays from 07/06/13 to 12/28/13	7:00 am to 2:00 pm	Chad Coffman
885	11/02/13 - 12/31/13	6:00 a.m. - 8:00 p.m.	Tina Ray
886	12/6/13 thru 12/7/13	5:00PM-midnight 12/6 & midnight -7pm 12/7	Dave Reinhard
887	12/14/13	6:50 a.m. - 3:40 p.m.	Beulah Burkes
888	09/14/13 - 12/31/13	5:00 P.m. - 10:00 p.m.	Ann Luepnitz
889	05/10/13 - 01/01/14	Wednesdays5:00 p.m. -8:00p.m. And Saturdays 8:00 a.m. - 1:00 p.m.	John Osborn
890	Saturdays from 07/06/13 to 12/28/13	7:00 am - 2:00 pm	Chad Coffman
891	01/11/14	6:00am-3:00pm	Cheryl Bush
892	01/11/14	6:50am - 3:40pm	Beulah Burks / Bob Bierwagen
893	1/11/14	9:00am-6:00pm	Pam Ward
894	01/17/14	5:00-9:00 pm	Will Ward
895	07/24/13	4:30 - 9:00 p.m.	Tim Warren
896	12/9/13 thru 1/5/15	until 7:30pm each night	Janice Remer
897	Saturdays 12/14/13-01/18/14	9:00 a.m. - 9:00 p.m.	Don Williams
898	1/23/14-1/25/14	8:00am-12am	Kemal Tekinel
899	1/31/2014	As requested	Central Control has list of people & their pillar numbers
900	1/31/14	24/7	Pam Ward
901	1/31/2014	Sun-Thurs:11:30P-6A	William Doxie
902	1/31/2014	8-5 Sat and all other days 24/7 as needed	Julie Smith
903	1/31/2014	As requested	Tom Briggs
904	1/31/2014	24/7	Joyce Macauley
905	1/31/2014	24/7	Joyce Macauley
906	1/8/2014	7:00a.m-6:00p.m.	Leon Arthur

	J
880	322-6270
881	410-3275
882	702-5456
883	373-0046
884	517-335-9031
885	241-0811
886	241-5825
887	749-7085
888	517-410-3275
889	636-0930
890	335-9031
891	517-749-7061
892	749-7085 / 319-6014
893	517-322-620
894	517-749-3576
895	749-7163
896	636-6610
897	322-6071
898	517-614-6666
899	241-2330
900	2-6270
901	322-6764
902	335-8850
903	373-0453
904	373-1114
905	373-1114
906	993-8249

	K	L	M	N	O	P
880	ORS has staff working 6:00 p.m. to 5:00 a.m. Monday - Friday that require Lighting and Air conditioning					
881	Treasury University Classes video conferencing					
882	DDS has a Federal software upgrade installation on that weekend					
883	Overtime					
884	expansion of hours of operation for 10-60 members for the Hardest Hit Funds program					
885	*Auditors Working on the CAFR for December deadline*					
886	A major MiCSES release will be happening over this weekend.					
887						
888	Classes for Treasury University are going to be held in 7 week intervals					
889	Staff assist Branch offices on Wednesday evenings and Saturday Mornings.					
890	MSHDA's Step Forward Program woul dlike to request to have lighting and HVAC services available during their Saturday working hours from 7:00 am - 2:00 pm. This will allow for expansion of office hours for 10 - 60 staff members of the Step Forward Program.					
891	moving supplies from Mason to the Austin					
892	Total stripping of all freight elevator lobbies 12th to 1st floors.					
893	IT Migrating Computers					
894	*carpet runners*					
895	Carpet					
896	We have staff who work past 6:00pm on a daily basis					
897	Completing the migration of technology applictions that willl allow SOM staff to better serve the citizens of Michigan.					
898	This weekend we have major implementation and there will be a lot of resources will be in the building to support the implementation activities.					
899	Staff are required to work extra hours frequently due to meet required deadlines					
900	ORS Support Staff running computer program Monday through Sunday					
901	Night shift to meet mandated mailing dates					
902	24/7 emergency stand-by operation					
903	To install a light switch over the copy area, to reduce amount of lighting used.					
904	Irregular and unscheduled work hours are often required					
905	Irregular and unscheduled work hours are often required					
906						

	A	B
907	9	DTMB
908	10	Step forward
909	11	State Budget Office
910	12	Transportation
911	13	DTMB
912	14	MDOT
913	15	DTMB
914	16	OOF
915	17	Peckham
916	18	Peckham
917	19	Peckham
918	20	Peckham
919	21	DTMB
920	22	Peckham
921	23	Peckham
922	24	Peckham
923	25	Peckham
924	26	Peckham
925		Peckham
926	Lighting requests moved from active tab to expired	DTMB
927	29	Peckham
928	30	ES
929	31	ES
930	32	ES
931	33	DNR
932	34	DTMB
933	35	Peckham
934	36	Peckham
935	37	Peckham
936	38	DTMB
937	39	DTMB
938	40	DTMB
939	41	MDOS
940	42	DTMB
941	43	DTMB
942	44	DTMB
943	45	DHS

	C	D
907	Peckham	CASS
908	MSHDA	Romney
909	N/A	Romney
910	Construction Field Services	C&T
911	PECKHAM	Cass
912	Executive Office	Van Wagoner
913	OFM	Romney Building
914	BOD-Zone 4	Romney Building
915	Environmental Services	GOB
916	Environmental Services	C&T
917	Environmental Services	Forensic Lab
918	Environmental Services	PTA
919	BOD	Lewis Cass
920	Environmental Services	Austin
921	Environmental Services	Cass
922	Environmental Services	Hannah
923	Environmental Services	Ottawa
924	Environmental Services	Williams
925	Environmental Services	Vanwagoner
926	PECKHAM	Van Wagoner
927	Environmental Services	SOS
928	Peckham	Williams & Vanwagoner
929	Peckham	Austin
930	Peckham	Austin
931	Law Enforcement	Mason
932	BOD	Cass
933	Enviromental Services	C&T
934	Enviromental Services	Cass
935	Enviromental Services	MDOT Warehouse
936	Peckham	Romney
937	Peckham	Austin
938	Peckham	Cass
939	Secretary of State	SOS
940	Peckham	Van Wagoner
941	Peckham	Williams
942	OFM	Romney Building
943	Saginaw	Saginaw SOB

	E	F
907	Garden Level	2/1/14
908	Entire East half of 8th floor and restrooms	12/01/2013 - 01/31/2014
909	entire 6th floor	1/31/14-2/04/14
910	Zone A-D Room 113, 122, 125	1/31/2014
911	Garden Level Mailroom	2/8/2014
912	4th Floor A15 - E23	
913	7th floor southeast section of the floor. The accounting and financial division	2/15-2/17
914	All foors	2/17/2014
915	3rd floor A & B wings and main stairwell	2/17/2014
916	1st floor	2/17/2014
917	1st floor	2/17/2014
918	All floors as needed	2/17/2014
919	Stairwells and surrounding areas	2/17/2014
920	ALL FLOORS	2/17/2014
921	all floors, aisles in front of restrooms	2/17/2014
922	All floors as needed	2/17/2014
923	All floors as needed	2/17/2014
924	All floors as needed	2/17/2014
925	All floors as needed	2/17/2014
926	All floors as needed	2/15/2014
927	All floors as needed	2/17/2014
928	All floors needed	3/1/2014
929	All floors needed	3/1/2014
930	All floors needed	3/1/2014
931	7th flr, A1-A4 & A1-D1	
932	WILL VARY	10/7/13-3/1/14
933	all floors	3/15/2014
934	all floors	3/15/2014
935	all floors	3/15/2014
936	all floors	3/22/2014
937	all floors - elevator lobbies	3/21/2014
938	all floors	3/22/2014
939	1st floor	3/22/2014
940	all floors	3/29/2014
941	all floors	3/29/2014
942	southeast section of the floor The accounting and finanical reporting division	3/29/2014
943	1st, 2nd and 3rd floors	3/22/2014-3/30/14

	G	H	I
907	7:00 am - 3:30 pm	Howard (Skip) Stanton	749-4353
908	7:00 am - 7:00 pm	Chad Coffman	335-9031
909	5pm-7am	Connie Minix	517-373-4978
910	6:00am to 7:00pm	Christopher Gembel	810-394-7866
911	7:00am - 3:30pm	Howard (Skip) Stanton	749-4353
912	as required	Pam Sebenick	241-2674
913	24/7	Tina Ray	517-241-0811
914	6:50am to 3:40p.m	Beulah Burks	517-749-7085
915	6:00am-3:30pm	Steve Beals/ Barb Fullerton	517-749-7149/517-319-6004
916	8:00am-3:30pm	Steve Beals	517-749-7149/517-319-6004
917	6am to 3:30pm	Steve Beals	517-749-7149/ 517-319-6003
918	6am-3:30pm	Steve Beals	517-749-7149/ 517-319-6003
919	24/7	Greg Post	517-812-4353
920	6:00am - 6:00pm	Leon Arthur	517.993.8249
921	7:00am - 3:30pm	Chad Antcliff	517.749.7194
922	6:00am - 6:00pm	Will Ward	517.749.3576
923	6:00am - 6:00pm	Will Ward	517.749.3576
924	6:00am - 6:00pm	Andy Yeadon	517.749.7165
925	6:00am - 6:00pm	Andy Yeadon	517.749.7165
926	6:00 am to 6:00 pm	Andy Yeadon	517-749-7165
927	6am-6pm	John Perry	517-743-7134
928	7:00am5:00pm	Andy Yeadon	517-749-7165
929	5:00pm-9:00pm	Leon Arthur	517-9938249
930	5:00pm-9:00pm	Leon Arthur	517-993-8249
931	24/7	Jim Hurst	
932	WILL VARY	LAUX CONSTRUCTIOIN	GREG POST 517-812-4353 and Beau Jackson
933	7am-3:30pm	Steve Beals	517-749-7149
934	7:00am - 3:30pm	Howard (Skip) Stanton	517-749-4353
935	7am-12pm	Lori Dorsey or Joyce Dean	517-719-4720
936	7:00am to 3:30pm	Dave Schuiling	749-7061 or 319-6014
937	5:00 pm - 9:00 pm	Tim Warren	749-7163
938	7:00 am - 3:30 pm	Howard (Skip) Stanton	749-4353
939	7:00am to 2:00pm	Michael Filday	517-322-6268
940	7:00 am - 5:00 pm	Andy Yeadon	517.749.7165
941	7:00 am - 5:00 pm	Andy Yeadon	517.749.7165
942	6:00am to 3:00pm	Tina Ray	517-241-0811
943	7:30am to 5:00pm	Rick Latinen	(989) 758-1217

	J
907	Strip & Refinish hard floor in the mail room
908	
909	Preparation for FY 2015 Executive Budget. Staff will be working at any time over the weekend and possibly Monday night as well.
910	Maintaining FT and L.A. Abrasion Submissions
911	Strip & refinish hard floors in mailroom
912	Staff overtime
913	The AFR Division is working on the MAIN Encryption project over the weekend
914	All rest rooms are being cleaned.
915	Scrub stairwells. Detail vac. And dust 3 A & B wings
916	Vent Cleaning of C&T
917	Vent Cleaning of C&T
918	Chair cleaning and floor care
919	Laux Construction work
920	Top strip/re-coat lobby floors
921	clean floors
922	clean carpeting/ scrub restrooms
923	clean carpeting/ scrub restrooms
924	top scrub bathrooms
925	top scrub bathrooms
926	clean air bars/vents
927	Carpet cleaning, base boards, air bars and vents
928	Scrub restrooms
929	Chair cleaning
930	Lobby/Restroom scrub
931	Report all poaching program call center
932	TO KEEP PROJECT ON TIME LINE
933	Dust / Vac. vents please make sure lights and ventilation is on.
934	clean aisles in front of restrooms
935	Sealing new tile floor in hall
936	extract all floors
937	cleaning elevator carpeting
938	cleaning hallways in front of all restrooms
939	Staff Overtime
940	High traffic carpet cleaning
941	High traffic carpet cleaning
942	Statewide single audit coordinator is working on the statewide single audit
943	Please note we are requesting approval for two Saturdays even though the form only allows one date. We are requesting approval for Saturday March 22, 2014 from 7:30am to 5:00pm and Saturday March 29th, 2014 from 7:30 to 5:00pm

	K	L	M	N	O	P
907						
908						
909						
910	Christopher Gembel					
911	Bob Bierwagen					
912	Bob Ruff					
913	Tina Ray					
914	Bob Bierwagen					
915	Kirk Brennan					
916	Kirk Brennan					
917	Kirk Brennan					
918	Kirk Brennan					
919	Greg Post					
920	Neal Droste					
921	Bob Bierwagen					
922	Steve Doty					
923	Steve Doty					
924	Bob Ruff					
925	Bob Ruff					
926						
927	Kirk Brennan					
928						
929						
930						
931	Jim Hurst					
932						
933		3/16/2014				
934		3/16/2004				
935		3/16/2015				
936		3/23/2014				
937		3/22/2014				
938		3/23/2014				
939		3/23/2014				
940		3/30/2014				
941		3/30/2014				
942		3/30/2014				
943		3/30/2014				

	A	B
944	46	MDOS
945	47	LARA
946	25	DTMB
947	26	Peckham
948	27	Peckham
949	28	Peckham
950	28	Michigan Supreme Court
951	29	DTMB
952	30	DTMB
953	31	DTMB
954	32	DTMB
955	33	DTMB
956	27	ES
957	28	DTMB
958	29	DTMB
959	28	Peckham
960	29	Peckham
961	25	Michigan Supreme Court
962	27	Civil Service Commission
963	28	State
964	29	DHS
965	30	DTMB
966	31	SBO
967	32	DTMB
968	23	DHS
969	27	Peckham
970	26	DTMB
971		DTMB
972	25	DTMB
973		ES
974	32	ES
975		ES
976		ES
977	31	DHS
978	31	DHS
979	28	DTMB
980	27	DTMB/ES
981	29	DHS

	C	D
944	Bureau of Elections	Austin
945	Executive Office	Ottawa
946	Customer Service DHS	Grand tower
947	Enviromental Services	VanWagoner and Williams
948	Enviromental Services	VTS
949	Enviromental Services	Romney
950	Judicial	Hall of Justice
951	ES/Peckham	Hannah
952	ES/Peckham	Ottawa
953	ES/Peckham	Hannah
954	ES/Peckham	Ottawa
955	ES/Peckham	Austin
956	Peckham	Lewis Cass
957	ES/Peckham	Austin
958	Peckham	Lewis Cass
959	Environmental Services	Vehicle and Travel Services
960	ES	Cass
961	Judicial	Hall of Justice
962		Horatio S. Earle Learning Center
963	Elections	Austin
964	Out State Operations	Jackson
965	Peckham	Hannah
966	OFM	Romney Building
967	Telecom	VanWagoner
968	Children's trust fund	Grand tower
969	Environmental Services	GOB
970	ES/Peckham	Austin
971	Peckham	Energy Center
972	MiCSES	Romney
973	Peckham	Romney
974	Peckham	Austin
975	Peckham	Austin
976	Peckham	Austin
977	Department of Human Services	Flint SOB
978	Department of Human Services	Flint SOB
979	Peckham	Romney
980	Peckham	Energy Center
981	Accounting	Grand Tower

	E	F
944	1st floor U-17 and U-18	3/29/2014 - 03/30/14
945	H6 Exec Office	
946	1st, 2nd, 3rd, 8th, 9th, 13th and 14th floors Lights and HVAC	03/19/14 - 04/02/14
947	All Floors	4/5/2014
948	All floors	4/5/2014
949	All Floors	4/5/2014
950	6th floor	4/5/201-4/6/2014
951	all floors	4/11/2014
952	all floors	4/11/2014
953	all floors	4/12/2014
954	all floors	4/12/2014
955	all floors	4/12/2014
956	all	4/19/2014
957	All floors	4/26/2014
958	All floors	4/25/2014
959	All floors/pillars	5/3/2014
960	Garden level	5/3/2014
961	6th floor	4/12/14-5/3/14
962	1st floor common area & Lake Huron Room	5/11/2014
963	Bureau of Elections: U, V, 17-U, V & W23	5/6/2014
964	2nd & 3rd floor	05/10/14, 05/17/14, 05/31/14, 06/07/14, 06/14/14, 06/21/14, 06/28/14
965	1st floor	5/6/2014
966	7th floor	5/10/2014
967	3rd floor	5/10/2014
968	14th floor Children's trust fund ste. 1411	04/01/14 - 05/14/14
969	1st, 2ed and 3ed floor main hallways and R/Rs	5/17/2014
970	all foors as needed	5/23/2014
971	all floors	6/7/2014
972	12 floor Pillars D3 and C3	06/06/14 to 06/08/14
973	all floors	6/14/2014
974	1st floor	6/12/2014
975	all floors	6/14/2014
976	all floors	6/13/2014
977	4 and 5	6/14/2014
978	4 and 5	6/14/2014
979	all floors	6/7/14 and 6/14/14
980	All floors and restrooms	6/21/2014
981	10th floor pillar K5 and J2	6/21/2014

	G	H	I
944	7 am - 5 pm	Lucinda sheltrown	517-373-0941
945	As needed.	Karen Towne	517-373-9495
946	24/7	Kemal Tekinel	517-241-5779
947	7:00 a.m. - 5 p.m.	Andy Yeadon	517-749-7165
948	6am-6pm	John Perry	517-743-7134
949	7:00am - 3:30pm	David Schuiling	517.749.7061
950	12am-12pm	Ryan Tomlinson	517-373-7492
951	5:00pm - 9:00pm	Will Ward	517.749.3576
952	5:00pm - 9:00pm	Will Ward	517.749.3576
953	6:00am - 6:00pm	Will Ward	517.749.3576
954	6:00am - 6:00pm	Will Ward	517.749.3576
955	6:00am - 6:00pm	Leon Arthur	517.993.8249
956	6:00 a.m. - 6:00 p.m	Debbye Kafara	517-202-2907
957	7:00am - 6:00pm	Leon Arthur III	517.993.8249
958	6:00pm-9:00pm	Debbye Kafara	517-202-2907
959	6am-6pm	John Perry	517-743-7134
960	7:00am-12:00pm	Debbye Kafara	517-202-2907
961	8am-5pm	Dave Palazzolo	517-373-5541
962	12:00pm to 6:00pm	John VanHoesen	517-284-5015
963	6:30am-9:00pm	Lucinda Sheltrown	517-335-2659
964	8:00am-12:00pm	James Tippin	517-780-7040
965	5:00 pm - 9:00 pm	Tim Warren	517-749-7163
966	6:00 a.m. - 2:00 pm	Tina Ray	241-0811
967	6:00am - 3:00pm	Peggy Thacker	242-4754
968	8:00 am - 12:00 am	Christina Medina	517-3734320
969	6:00am-3:00pm	Steve Beals	517-749-7149
970	5:00 - 9:00 pm	Leon Arthur III	517.993.8249
971	6:00am-6:00pm	John Perry	517-743-7134
972	6:00pm until 5:00pm	Don Van Buhler	517-392-8182
973	6:00am-6:00pm	Debbye Kafara	517-202-2907
974	5:00 pm - 9:00 pm	Leon Arthur	517-993-8249
975	6:00 am - 6:00 pm	Leon Arthur	517-993-8249
976	5:00 pm to 9:00 pm	Will Ward	517-749-3576
977	8 am - 5pm	Mike Milks	810-760-2637
978	8 am - 5pm	Mike Milks	810-760-2637
979	7:00am-4:00pm	Mofi	517-749-7232
980	6:00am - 6:00pm	John Perry	517.743.7134
981	7:00 a.m. - 2:30 pm	Colleen or Christy Mouser	517 -335-6007 517-373-2021

	J
944	Employees working for the weekend
945	As needed for emergency management
946	After Hours employees
947	Cleaning High Traffice areas
948	Strip and reseal hard floors
949	Top strip and refinish all hard floors
950	The justices of law clerks will be working Saturday and Sunday
951	Carpet Cleaning all floors
952	Carpet Cleaning all floors
953	Carpet Cleaning all floors
954	Carpet Cleaning all floors
955	Carpet Cleaning all floors
956	Strip & re-finish hard floors
957	Elevators/Stair/Carpet cleaning
958	Touch up hard floors
959	Carpet cleaning, Restrooms, Stairs, Air bars and vents
960	touch up hard floors
961	Only on Saturdays from 8am-5pm. Only for the 6th floor.
962	Quality of Life Agencies are hosting a 3 day training session May 12-14. The trainer has a significant quantitiy of materials/resources that require 3-4 hours of setup time to arrange and prepare ahead of the start of training. Training session is scheduled to begin at 8:00am May 12.
963	Staff are working to conduct the May 6th election.
964	We have been given overtime on these days for cash assistance staff to work.
965	Abdikadir Munganga will be cleaning chairs on the fidrst floor
966	Statewide Single Audit coordinator working on Statewide single audit
967	Telecom Work
968	Preparation for upcoming auction May 14, 2014
969	Scrub all R/Rs GOB
970	scrub/clean stairs
971	Chair cleaning, floor strip and seal
972	A major MiCSES release will be happening over this weekend.
973	Extract carpet
974	Waxing
975	Wax stairways
976	
977	OT Implementation of Automated child Welfare Information system
978	OT Implementation of Automated child Welfare Information system
979	Extract all high traffic areas and scrub all restrooms
980	Floor seal, top scrub restrooms
981	Please turn on lights and HVAC on 06/21/14 for crosswalk Coding work

	K	L	M	N	O	P
944		3/31/2014				
945		3/31/2014				
946		4/3/2014	.			
947		4/6/2014				
948		4/6/2014				
949		4/6/2014				
950		4/8/2014				
951		4/13/2014				
952		4/13/2014				
953		4/13/2014				
954		4/13/2014				
955		4/13/2014				
956		4/20/2014				
957		4/27/2014	BCJ			
958		4/26/2014	MM			
959		5/4/2014	MM			
960		5/4/2014	MM			
961		5/3/2014				
962		5/12/2014	NT			
963		5/7/2014	MM			
964		6/29/2014	MM			
965		5/7/2014	AB			
966		5/11/2014	ab			
967		5/11/2014	bcj			
968		5/15/2014				
969		5/18/2014	MM			
970		5/24/2014	BCJ			
971		6/8/2014	MM			
972		6/9/2014	MM			
973		6/15/2014	MM			
974		6/13/2014	AB			
975		6/15/2014	AB			
976		6/14/2015	AB			
977		6/15/2014	AB			
978		6/15/2014				
979		6/15/2014	MM			
980		6/22/2014	BCJ			
981		6/23/2014	Ab			

	A	B
982	28	DTMB/ES
983	29	DTMB/ES
984	27	DTMB/ES
985	26	LARA
986	27	MSP
987	24	DTMB
988	25	MDOT
989	27	ES
990	26	DNR
991	29	Human Services
992	30	MSP
993	24	Peckham
994	26	DTMB
995	24	State
996	25	DNR
997	26	DHS
998	27	DTMB
999	28	Treasury
1000	29	DHS
1001	30	State
1002	31	ES
1003	32	ES
1004	33	ES
1005	32	MDOT
1006	28	DTMB
1007	34	DTMB
1008	33	Peckham
1009	34	Human Services

	C	D
982	Peckham	Hannah
983	Peckham	Ottawa
984	Peckham	Romney
985	UIA CUSTOMER SERVICE	Cadillac Place
986	CJIC	MSP HQ
987	OFM	Romney
988	Construction Field Services	C&T
989	PECKHAM	Ottawa/Hannah
990	Archives of Michigan	MLHC
991	NA	State Office Building
992	EMHSD	HAZMAT
993	Environmental Services	Romney
994	CS- DMB, MCSC	ROMNEY
995	Election	Austin
996		Michigan Library and Historical Center
997	SACWIS	Flint State Office Building
998	MiCSES	Romeny
999	Tax Compliance	Saginaw SOB
1000	Out State Operations	Jackson State Office Building
1001	Elections	Austin
1002	Peckham	Williams & Vanwagoner
1003	Peckham	Austin
1004	Peckham	Austin
1005	Construction Field Services	Construction Field Svcs.
1006	Peckham	Romeny
1007	Peckham	Austin
1008	Environmental Services	Grand Tower
1009	Out State Operations	Jackson State Office Building

	E	F
982	All floors	6/27/2014
983	All floors	6/27/2014
984	All floors and restrooms	6/28/2014
985	All lights and air handlers 1st and 8th Floors; Pillars L-385, 8-100, 8-150, 8-220, 8-250	06/21/14 & 06/28/14
986	1ST FLOOR	6/28/13 - 6/27/14
987	7th floor	5/27/14-7/3/14
988	1st floor, room 124, panel C	
989	All floors	7/12/2014
990	Archives of Reading Rooms and Reception area	7/18/2014
991	4th and 5th floor	7/19/2014
992	training and excerise	7/20/2014
993	All floors	7/26/2014
994	9TH FLOOR	7/25/14 - 7/28/14
995	U,V & W17-U,V & W 23	8/5/2014-8/6/14
996	1st, 2nd, Event lighting	8/9/2014
997	4th and 5th floor	8/9/2014
998	12, 112 floor Pillars D3 and C3	8/8//14-8/9/14
999	Treasury Offices	3/10/2014-6/25/14
1000	3rd floor	March: 4, 11, 18, 25 April: 1, 8, 15, 22
1001	U, V & W 17-U, V& W 23	2/24/2014-2/25/2015
1002	All floors needed	3/1/2014
1003	All floors needed	2/28/2014
1004	All floors needed	3/1/2014
1005	1st	8/11/14 - 8/11/15
1006	all floors	8/16/2014
1007	all floors	8/16/2014
1008	ALL	8/23/14-8/30/14
1009	2nd & 3rd floors	Every Saturday from 7/12/14 thru 8/23/14

	G	H	I
982	5:00 pm - 10:00pm	Will Ward	517-749.3576
983	5:00 pm - 10:00pm	Will Ward	517-749.3576
984	7:00 a.m. - 4:00 p.m.		517.749.7232
985	7:00 a.m. - 3:30 p.m.	Gail Loving	313-456-2401
986	9:00PM- 6:00AM	PLETRO SEMLFERO	241-0829
987	6:00am-9:00pm	Tina Ray	517-241-0811
988	6:00am to 7:00pm	Ernst Nelson	322-1183
989	6:00am-4:30pm	Abdikadir Murnganga	517-749-3576
990	5:00pm-10:30pm	Kris Rzepczynski	517-373-9191
991	10:30 - 2:30	Mike Milks	810-760-2637
992	7:35-8:30am	Gary Brannock	517-375-2130
993	7:00-5:00pm	MOFI	517-749-7232
994	8:00PM - 4:00AM	CHRIS MITCHELL	517-335-1613
995	6:30am-6:30pm	Lucinda Sheltrown	517-335-2659
996	5:00 p.m. - 11:00 p.m.	Carol Payne	517-373-2565
997	8:00am - 12:00pm	Mike Milks	810-760-2637
998	5:00 pm until 3:00pm	Don Van Buhler	517-392-8182
999	5:00-10:00pm	Kevin Robishaw	989-758-1403
1000	5:00pm-8:30pm	Jessica Deering	517-780-7666
1001	6:30am-9:00pm	Lucinda Sheltrown	517-335-2659
1002	7:00am5:00pm	Andy Yeadon	517-749-7165
1003	5:00pm-9:00pm	Leon Arthur	517-9938249
1004	5:00pm-9:00pm	Leon Arthur	517-993-8249
1005	6:00am - 7:00pm	Kendra Barak / Ernst Nelson	322-1217 / 322-1183
1006	7:00am - 5:00pm	MOFI	517-749-7232
1007	6:00am - 5:00pm	Jennifer Buskirk	517.993.8249
1008	7am-5pm	Tim Hyatt	517-204-7604
1009	8:00am - 5:00pm	James Tippin	517-780-7040

	J
982	carpet cleaning
983	carpet cleaning
984	Scrub restrooms on all floors
985	Mandatory Overtime for Customer Service for tw Saturdays
986	We have 2nd & 3rd shift employees who leave via the elevators. The motion detectors do not turn on the lights until you make it around the corner & into the hallway. Unless someone has just entered the building from that direction, that leaves staff fumbling in the dark & walking into things. We need at least minimal lighting in the elevator lobby. (The lights on the display case would suffice.)
987	Working on ERP projet and other OFM staff are here until 6pm
988	Material testing must be performed at specific times and dates to be in compliance with specifications. Failure to meet these strict time requirements may result in loss of Federal funding for construction projects.
989	Restroom Scrubbing
990	Lighting required for archives of Michigan after-hours event
991	SACWIS OT
992	Training
993	Vacuum all conference room furniture
994	Annual MAIN Disaster Recovery Test.
995	*Staff are working Tuesday, August 5, 2014 to conduct the August 5th primary election (8/5/2014). Election Staff will be working (24 hours) early and thru the next day to assist clerks with election problems and assist them with opening and closing the polls and reporting election results.*
996	After hours and exterior lighting for an after-hours event at the Museum which benefits the Michigan History Foundation.
997	SACWIS OT
998	A major MiCSES release will be happening over this weekend.
999	Staff is attending on-line university classes in our office. Class runs until after 9:00pm. Currenly this class is running on Monday night. This would be the only night we would need after hours lighting.
1000	We will be facilitating a foster parent training on the above dates.
1001	Staff are working Tuesday, Febuary 24th, 2014 to conduct the February 25th election (2/25/2014). Election staff will be working early and late tha that day to assit clerks with election problems and assit them with opening and closing the polls and reporting election results.
1002	Scrub restrooms
1003	Chair cleaning
1004	Lobby/Restroom scrub
1005	Material Testing must be performed at specific times and dates to be in compliance with specifications. Failure to meet these strict requirements may result in loss of federal funding for construction projects.
1006	Top strip and finish all floors
1007	carpet cleaning
1008	Scrub all restrooms and high traffic areas
1009	We have been given overtime on these days for cash assistance staff work.

	K	L	M	N	O	P
982		6/28/2014	bcj			
983		6/28/2014	bcj			
984		6/28/2014	nik			
985		6/29/2014	AB			
986		6/27/2014				
987		7/4/2014	MM			
988	Brenda J O'Brien	7/6/2014				
989		7/13/2014	EK			
990		7/19/2014	EK			
991		7/20/2014	EK			
992		7/21/2014	EK			
993		7/27/2014	ML			
994		7/28/2014	NT			
995		8/6/2014	MM			
996		8/10/2014	EK			
997		8/10/2014	bcj			
998		8/10/2014	EK			
999		6/25/2014				
1000	Jessica Deering	4/22/2014				
1001		2/26/2014				
1002		3/2/2014				
1003		2/29/14				
1004		3/2/2014				
1005		8/12/2015	bcj			
1006		8/17/2014	nt			
1007		8/17/2014	bcj			
1008		8/31/2014	EK			
1009		9/1/2014				

	A	B
1010	33	SOS
1011	30	DTMB
1012	40	DTMB
1013		
1014		
1015		
1016		
1017		
1018		
1019		
1020		
1021		
1022		
1023	26	Human Services
1024	44	Peckham

	C	D
1010	Driver and Vehicle Records Division	Secretary of State
1011	MICSES	ROMNEY
1012	DHS- ELIGIBILITY	GRAND TOWER
1013		
1014		
1015		
1016		
1017		
1018		
1019		
1020		
1021		
1022		
1023	Out State Operations	Jackson State Office Building
1024	Environmental Services	Secretary of State

	E	F
1010	1st Floor South Building and 2nd Floor Tower	9/6/2014
1011	12th	09/05/14 to 09/06/14
1012	ENTIRE FLOORS: 1, 2, 3, 4, 8, 9 & 14	10/25/14-10/26/14
1013		
1014		
1015		
1016		
1017		
1018		
1019		
1020		
1021		
1022		
1023	3rd floor	9/9/2014-10/28/14
1024	All	11/4/2014

	G	H	I
1010	6:00am-5pm	Lorencen, John	(517) 322-5309
1011	5:00 pm until 7:00pm(on the 6th)	Dave Reinhart	517-241-5825
1012		Kemal Tekinel	241-5779
1013		#VALUE!	MDOS
1014		#VALUE!	Peckham
1015		34	DTMB
1016		35	DCH
1017		36	Human Services
1018		37	DHS
1019		38	DHS
1020		36	DTMB
1021		31	Supreme Court
1022		33	MDOT
1023	5:00p.m-9:00p.m	Brenda Cros	517-780-7171
1024	6am to 6pm	John Perry	517-743-7134

	J
1010	Reducing backlogs in Conversion, Vehicle Update, Document Processing, Microfilm Processing, and Operations Support Units
1011	A major MiCSES release will be happening over this weekend.
1012	Bridges Realease Implementation
1013	CSA/DVRD
1014	Enviormental Services
1015	Driver and Vehicle Records
1016	Reimbursement
1017	Out State Operations
1018	DDS
1019	Children's Trust Fund
1020	CS-DMB-MCSC
1021	Judicial
1022	Construction Field Services
1023	Pride Training every Tuesday evenings from 5-9pm beginning 9/9/14-10/28/14
1024	Building Cleaning

	K	L	M	N	O	P
1010		9/7/2013	EK			
1011		9/7/2014	EK			
1012		10/26/2014	nik	24/7	John Lorencen	(517) 322-6599
1013	SOS	1st floor South Building and 2nd floor Tower, H-J 14-15A	9/20/2014	6:30am - 3:45pm	John Lorencen	517.322.5309
1014	Romey	All floors	9/20/2014	7am-5pm	MOFI	517-749-7232
1015	SOS	1st and 2nd floors, H14A-15A I14A-15A J14A-15A	9/27/2014	7:00am-5:00pm	John Lorencen	(517) 322-5309
1016	Cass	Garden level, NW Office suite, Adjacent the Guard Station	9/13-20,27	24/7	Carrie Budd or Pauline Brussel	517-241-3722
1017	Jackson State Office Building	2nd & 3rd floors	Every Saturday from 8/9/14 thru 9/27/14	7:00am - 4:00pm	James Tippin	517-780-7040
1018	Hannah	All of 3rd floor Hannah	1/18/14-9/27/14	7:00am-1:00pm	Patrick Garlitz	517-702-5456
1019	Grand Tower	4th floor	8/4/14 - 9/30/14	24/7	Christina Medina	517-373-3420
1020	Romney Building	9th floor west side pillars F8-9,10,11 and restrooms	9/30/2014	6:00am-6:00pm	Tim Hyde	517-241-7411
1021	Hall of Justice	1st, 2nd and 6th throughout entire floors	10/8/2014	5:00pm-9:30pm	Dave Palazzolo	517-373-5541
1022	C&T	Room 112, Room 130A and front restrooms	10/16/14 - 10/20/14	5:00pm Oct 16 through 7:00am Oct 20	Lori Wieber	322-1085
1023		10/29/2014	EK			
1024		11/4/2014	EK			

	Q	R	S	T
1010				
1011				
1012	Reducing backlogs in Conversion, Vehicle Update, Document Processing, Microfilm Process, and Operations Support Units.		9/14/2014	EK
1013	Reducing backlogs in Conversion, Vehicle Update, Document Processing, and Microfilm Processing		9/21/2014	BCJ
1014	High traffic areas for overtime		9/21/2014	EK
1015	Reducing backlogs in Conversion, Vehicle Update, Document Processing, Microfilm Processing, and Operations Support Units		9/28/2014	EK
1016	DMB-624 Security Access Forms are in the process of being completed for Saturday work and will be delivered to the Cass Facility office tomorrow, I will endorse them on Monday when I return to the office		9/28/2014	EK
1017	We have been given overtime on these days for cash assistance staff work.		9/28/2014	bcj
1018	The social security admin. Has authorized overtime		9/27/2014	
1019	preparing for FY15 direct services grant application		10/1/2014	bcj
1020	Production Financial Table Roll-Over		10/1/2014	EK
1021	Lights need to remain on 9:30pm this day		10/9/2014	EK
1022	From 5:00pm, October 16th through 7:00am Monday, October 20 some employees will be working in the above stated rooms. Please make arrangements to have heat and lights on during this entire period along with the front restrooms.		10/21/2014	nik
1023				
1024				

	A	B
1025	43	Peckham
1026	42	Peckham
1027	41	Peckham
1028	40	Peckham
1029	39	SOS
1030	38	SOS
1031	28	DHS
1032	26	GOVERNOR'S OFFICE
1033	30	State
1034	31	DTMB
1035	40	ES
1036	39	Peckham
1037	38	Peckham
1038	37	Peckham
1039	34	Peckham
1040	33	Peckham
1041	28	DNR
1042	26	DHS
1043	29	DCH
1044	31	DCH
1045	31	DHS
1046	29	Civil Service
1047	27	DMOT
1048	28	DTMB
1049	31	Michigan Supreme Court
1050	30	DNR
1051	28	MDCH
1052	29	Peckham
1053	22	LARA

	C	D
1025	Environmental Services	C&T
1026	Environmental Services	GOB
1027	Environmental Services	PTA
1028	Environmental Services	OPS Center
1029	Occupancy Services	SOS
1030		Austin
1031	Foster Care Unit	Grand Tower
1032		ROMNEY
1033	Elections	Austin
1034	MDOS Systems Development	OPS Center
1035	PECKHAM	Cass
1036	Environmental Services	PTA
1037	Environmental Services	GOB
1038	Environmental Services	C&T
1039	Environmental Services	ROMNEY
1040	Environmental Services	Grand Tower
1041	Historical Museum	MLHC
1042	Accounting	Grand Tower
1043	MSA	Cass
1044	MSA	Lewis Cass
1045	DDS	Hannah
1046	Human Resources	Horatio
1047	Operations Field Services	MDOT Warehouse
1048	MiCSES	romney
1049	Judicial	HOJ
1050	Historical Museum	MLHC
1051	Operations/admin services	Cass
1052	Environmental Services	Romeny
1053	Michigan Administrative Hearing System	Ottawa

	E	F
1025	all	11/4/2014
1026	all	11/4/2014
1027	all	11/4/2014
1028	1st and 2nd floors	11/4/2014
1029	1st, 2nd, 4th and 3rd floor	11/1/14-11/4/2014
1030	4th and 3rd floor Y-16-U16 to Y22-U22 1st floor bureau of elections	11/4/2014
1031	1st floor, The entire 1st floor of the Grand Tower, including the Dempsey Room, bathrooms, and hallway area.	11/4/2014
1032	GROUND-4TH FLOORS	11/4/2014
1033	1st floor U, V & W17 & W23	11/4/14-11/5/14
1034	1st Floor	11/4/14-11/5/14
1035	all floor	11/11/2014
1036	all	11/11/2014
1037	all	11/11/2014
1038	all	11/11/2014
1039	all floors	11/4/14-11/11/14
1040	All Floors	11/4/14 11/11/14
1041	All areas of all requested floors	11/12/2014
1042	10th floor	9/27/14-11/15/14
1043	north end of third floor	10/25/2014
1044	north end of third floor	10/25/14-11/22/14
1045	Pillars A-C (East Section)	11/28/2014
1046	1st floor training center in lake huron room	11/30/14 - 12/3/15
1047	1st floor Michigan, Huron, Superior, restrooms, kitchen (whole facility)	12/6/2014
1048	12th floor, pillars D3/C3	12/5/2014
1049	1, 2nd, 6th	12/3/2014
1050	1, 2, 2M, 3, 3M, Event lighting, All areas of all requested floors	12/8/2014
1051	4th floor	12/13/14-12/20/14
1052	all floors	12/20/2014
1053	Pillars F6, C6, B5, B3, F2	3/29/14-12/31/14

	G	H	I
1025	6am to 3:30pm	Steve Beals	517-749-7149
1026	6am to 3:30pm	Steve Beals	517-749-7149
1027	6am to 3:30pm	Steve Beals	517-749-7149
1028	7am-4pm	Lori Dorsey or Joyce Dean	517-322-0098
1029	6am-9pm	James Fackler	517-636-0949
1030	7am-9pm	William Badgero	517-241-4228
1031	5:00am-5:00pm	Amanda Doane	517-335-6869
1032	7:00AM - 5:00pm	MARSHA QUEBBEMAN	241-5190 OR 517-388-2552
1033	24/7	Lucinda Sheltrown	517-335-2659
1034	7am-9pm	Kathleen Stevenson	(517) 242-3632
1035	7:00am - 6:00pm	Chad Antcliff	749-7194
1036	6am to 3:30pm	Steve Beals	517-749-7149
1037	6am to 3:30pm	Steve Beals	517-749-7149
1038	6am to 3:30pm	Steve Beals	517-749-7149
1039	7:30am-4:00pm	MOFI	517-749-7232
1040	7:30am-4:00pm	Tim Hyatt	517-204-7604
1041	5:30p.m-11:00pm	Cindy Hales	373-2565
1042	6:30am-4:00pm	Christy Mouser	517-373-2021
1043	7am-noon	Terri Chamberlain	517-335-5493
1044	7am-noon	Terri Chamberlain	517-335-5493
1045	8a.m.-2p.m.	Steve Miller	517-702-5521
1046	12:00pm-5:00pm	Tami Eyer	517-930-6888 or 517-284-5032
1047	7:00am-2:00pm	Sue Taylor	517-636-4086
1048	5:00pm-5:00pm	Vince Smoker	517-241-8818
1049	6am-10:30pm	Dave Palazzolo	517-373-5541
1050	5:00 p.m. - 10:00 p.m.	Alexandra Raven	517-241-7080
1051	8 am- 2pm	Julie Kelly	517-335-4254
1052	7 am - 3:30 pm	Mofi	749-7232
1053	weekends and Holiday as needed	Rita Canady	(517) 373-8420

	J
1025	Scrubbing R/Rs, detailing shop areas.
1026	Carpet cleaning, dusting and edging building wide
1027	Scrub R/Rs dusting building wide
1028	Cleaning all day as a normal work day and doing some periodic work
1029	These floors need to be climate controlled and the lights need to be on
1030	Election staff located on 4th floor and 3rd floors working overtime
1031	The Office of Child Welfare Policy & Programs is hosting a 3-day Family Nurturing/Bavolek Training in the Grand Tower-Dempsey Room. One of the dates, 11/4, is a state holiday, and therefore we will need lighting and heat in the building in order to host this training on 11/4.
1032	STAFF WORKING ELECTION DAY
1033	Election staff are working on November 4th-5th 24/7 to assit with elections issue
1034	Gubernatorial election support for staff located throughout the 1st Floor, Southeast Corner of the Operations Center.
1035	Restroom floors
1036	Scrub R/Rs, Detail dorm rooms.
1037	Scrub R/Rs, dusting and edging building wide
1038	Detail office areas, detailing shop areas.
1039	On 11/4/14 we will be scrubbing all restrooms on all floors, cleaning air bars and on 11/11/14 we will be doing high traffic areas
1040	11/4/14 cleaning air bars on all floors 11/11/14 we will be scrubbing restrooms on all floors and vacuum runners and clean stairwells
1041	This is an event sponsored by the Michigan History Foundation to raise funds to support Museum operations.
1042	Please turn on lights for the entire 10th floor for the next eight saturdays from 9/27/14-11/15/14
1043	PE is working to catch up on the backlog created by the ACA which was approved by the director
1044	PE is working to catch up on the backlog created by the ACA which was approved by the director
1045	Contract work
1046	The QOL Departments are hosting Dr. Pfau and his Executive Speaking session for 3 days. I will need access to the building Sunday afternoon to allow Dr. Pfau to set up and be ready for training that begins 8:30am on December 1st.
1047	Annual MDOT Transpo Cludb Children's Christmas Party
1048	A major MiCSES release will be happening over this weekend.
1049	Lights remain on until 10:30pm during this day
1050	This is an event sponsored by the Michigan History Museum. Please leave lights on at the end of the day and turn on event lighting.
1051	Due to work overtime
1052	scrub all stariwells and glass
1053	These administrative law judges find it necessary to work past 5:00 pm on week days, work weekends as well holidays based on the cases they have and the extra work required. The dates and times are unpredictable. (See attached letter from Peter Plummer)

	K	L	M	N	O	P
1025		11/5/2014	EK			
1026		11/5/2014	EK			
1027		11/5/2014	EK			
1028		11/5/2014	EK			
1029		11/5/2014	EK			
1030		11/5/2014	EK			
1031		11/5/2014	EK			
1032		11/5/2014	NIK			
1033		11/6/2014	EK			
1034		11/5/2014	EK			
1035		11/12/2014	EK			
1036		11/12/2014	EK			
1037		11/12/2014	EK			
1038		11/12/2014	EK			
1039		11/12/2014	EK			
1040		11/12/2014	EK			
1041		11/13/2014	EK			
1042		11/16/2015	EK			
1043		11/23/2014	EK			
1044		11/23/2014	EK			
1045	Steve Miller	11/29/2014	EK			
1046		12/3/2014	nik			
1047		12/7/2014	EK			
1048		12/7/2014	nik			
1049		12/4/2014	EK			
1050		12/9/2014	EK			
1051	Julie Kelly	12/21/2014	EK			
1052		12/21/2014	nik			
1053		12/31/2014				

	A	B
1054	23	SBO
1055	26	Justices Offices
1056	30	sos
1057	31	DNR
1058	25	LARA
1059	30	MDCH
1060	28	ES
1061	24	Treasury
1062	25	STATE
1063	26	LARA
1064	24	Peckham
1065	4	State
1066	#REF!	DCH
1067	#REF!	DCH
1068	#REF!	MDOT
1069	#REF!	DNR
1070	#REF!	DTMB
1071	#REF!	DTMB
1072	11	Asset Management
1073	12	Treasury
1074	#REF!	DCH
1075	#REF!	MDOT
1076	#REF!	MDOT
1077	#REF!	MDOT
1078	21	DHS
1079	24	Peckham
1080	9	State Budget Office
1081	22	Peckham
1082	21	Peckham

	C	D
1054	OFM	Romeny
1055	Supreme Court	Hall of Justice
1056	Occupancy Services	Austin
1057	Historical Museum	MLHC
1058	Michigan Administrative Hearing System	Ottawa
1059	Operations/Administrative services	Lewis Cass
1060	Peckham	Austin
1061	Data Management	OPS Center
1062	CSA/BDVP/Traffic Safety Division	Austin
1063	Funds Administration	GOB
1064	Environmental Services	Grand Tower
1065	Occupancy Services	Austin
1066	Budget & Grants & Purchasing	Cass
1067	Budget & Grants & Purchasing	Cass
1068	Highway Operations-Office of Operations Administrative Serives	Van Wagoner
1069	Finance and Operations	Constitution Hall
1070	BOD	Energy Center
1071	OSS/ LOS/PRINTING SERVICES	GSB
1072	Data Collections	MDOT Warehouse
1073	Executive Office	OPS Center
1074	Bureau of Laboratories	State Lab
1075	Executive Office	VanWagoner
1076	Transportation (AG)	VanWagoner
1077	AG	VanWagoner
1078	HR	Grand Tower
1079	DEQ	Romney
1080	N/A	Romney Building
1081	Enviomental Services	Forensic Lab
1082	Enviomental Services	PTA

	E	F
1054	7th floor, bathrooms and auditor general room, East side of 7th floor, pillars - C1, G3, F2, F4, plus restrooms Ground Floor After-Hours Exit	7-31-12-31-14
1055	6th floor, 1st, 2nd north and south tower	11/2/2014-12/31/14
1056	1st & 4th	1/1/2015
1057	1,2,2m,3,3m,event lighting	1/1/2015
1058	Pillars F6, C6, B5, B3, F2	3/29/14-1/16/15
1059	m-10 m-8 m-4	1/10/2015
1060	all floors	1/10/2015
1061	1st floor	1/3/15-1/10/15
1062	3rd fl Y17	2/7/2014
1063	1st floor B-wing pillar H-13 thru M-15	12/09/13 - 01/05/2015
1064	ALL	1/17/2015
1065	4th floor	1/23/2013
1066	4th floor	
1067	4th floor	2/5/15-1/31/15
1068	1st floor A8-A11 & A13-A15	2/3/14-1/31/15
1069	3, 4, 5 north tower	
1070	1st flr & basement of Boiler Plant	
1071	Consolidated Print Center	
1072	1st floor, Room 129, 130 & 131	
1073	1st floor conference room a/b/c and adjacent hallways to rest rooms lights and HVAC	Mondays and Wednesdays beginning 05/13/13 -indefinitely
1074	Basement, 1st, 2nd & ground level	
1075	4th floor executive suite	
1076	4th flr, pillar A12	
1077	4th, D20-D21	
1078	7th floor entire floor	12/8/14-1/31/15
1079	All	1/31/2015
1080	6th floor entire floor	2/6/2015-2/9/15
1081	all	2/16/2015
1082	all	2/16/2015

	G	H	I
1054	6:00am-8:00pm	Tina Ray	517-241-0811
1055	8am-6pm Saturday and Sunday	Dave Palazzolo	517-373-5541
1056	10 am- 5 pm	Kathy Knapp	3356735
1057	11am-4:30 pm	Alexandra Raven	2417080
1058	weekends and Holiday as needed	Rita Canady	(517) 373-8420
1059	630am-3pm	Julie Kelly	3354254
1060	7am-4pm	Jennifer Buskirk	517-993-8249
1061	7:00am-6:00pm	Bruce Hanses	517-636-6434
1062	As needed.	Ramona Putman	241-3961
1063	5:00 pm - 7:30 pm	Lavonne Blonde	636-6602
1064	7:00-3:30pm	Tim Hyatt	517-204-7604
1065	5:00pm to 7:00pm	William Badgero	241-4228
1066	Call as needed	Contact list	517-241-2330
1067	Call as needed	Suzanne Brownwell	517-241-2330
1068	as required	Penny Hunt	373-3015
1069	6am to 7pm	Sharon Schafer	517-284-5961
1070	24/7	Scott Davis	517-636-0520
1071	24/7	Kristin Hampton	322-5488
1072	24/7 Including Weekends & Holidays	Alan Jerome	332-1716
1073	5:00pm-10:00pm	Ann Leupnitz	410-3275
1074	24/7	Judy Smith	517-202-1843
1075	As requeseted	Keith Belonga	243-3908
1076	As needed.	Keith Belonga	517-243-3908
1077	when requested	Keith Belonga	517-243-3908
1078	All day	Michelle Holloway	517-241-2969
1079	7am-3:30pm	MOFI	517-749-7232
1080	5:00pm-8:00am	Connie Minix	(517) 373-4978
1081	6am-330pm	Steve Beals	517-749-7149
1082	6am-330pm	Steve Beals	517-749-7149

	J
1054	Working on the CAFR and some staff are on AWS where they are here past six.
1055	Supreme court term starts next week. The justices and staff work on weekends during the team
1056	SOS hosting inaugural event
1057	Event for DNR
1058	These administrative law judges find it necessary to work past 5:00 pm on week days, work weekends as well holidays based on the cases they have and the extra work required. The dates and times are unpredictable. (See attached letter from Peter Plummer)
1059	Work overflow
1060	Extract carpet in elevators
1061	Staff Overtime
1062	Special Project
1063	Staff working until 7:30 p.m.
1064	Scrub all restrooms
1065	We have executive level staff in this area of the 4th floor who often return to work at or after 5pm from being in the field.
1066	Due to often overtime requests.
1067	Due to numerous, unscheduled, last minute deadlines from the State Budget Office, Governor's office, House of Fiscal Agency, and Senate Fiscal Agency, staff are required to work extra hours in order to meet required deadlines.
1068	Staff overtime
1069	The DNR has many employees with alternate work schedules and many managers who work on a regular basis past 6:00p.m. Leaving the lights on will create a safe environment for those employees working later hours.
1070	We Work 24/7/365 and lighting is crucial to our operations
1071	CPC and PGS night shifts
1072	The nature of our work often requires someone to be here after normal business hours and on weekends/holidays
1073	Treasury University classes
1074	The State Lab is a 247 day 365 days a year operation
1075	Chief Deputy and governmental need lights to be on
1076	Overtime
1077	AG in-charge is required to work nights and weekends as needed.
1078	Staff in need of lights
1079	High Traffic
1080	State Budget Office staff will be working all weekend getting ready for the budget presentation on February 11. It would be nice if all normal ventilation be left on as well. :-)
1081	carpet cleaning & conference room 122
1082	Hard floors, Kitchen

	K	L	M	N	O	P
1054		1/1/2015	EK			
1055		1/1/2015	EK			
1056		1/1/2015	AP			
1057		1/1/2015	AP			
1058	Jerry Keeder	1/16/2015	EK			
1059	Julie Kelly	1/10/2015	AP			
1060		1/10/2015	AP			
1061	Bruce Hanses	1/11/2015	EK			
1062	Ramona Putman	1/7/2015				
1063		1/5/2015				
1064	Tim Hyatt	1/18/2015	EK			
1065		1/23/2015				
1066	Wanda Rademacher	1/28/2015				
1067	Wanda Rademacher	1/31/2015				
1068	Penny Hunt	1/31/2015				
1069		2/1/2015				
1070	Scott Davis	2/1/2015				
1071	Kristin Hampton	2/1/2015				
1072	Alan Jerome	2/1/2015				
1073		2/1/2015				
1074	Judy Smith	2/1/2015				
1075	Keith Belonga	2/1/2015				
1076	Keith Belonga	2/1/2015				
1077	Keith Belonga	2/1/2015				
1078		2/1/2015	EK			
1079	MOFI	2/1/2015	EK			
1080	Connie Mnix	2/10/2015	EK			
1081	kirk brennan	2/17/2015	nik			
1082	kirk brennan	2/17/2015	nik			

	A	B
1083	20	Peckham
1084	20	Peckham
1085	19	Peckham
1086	16	DTMB
1087	15	DTMB
1088	14	sbo
1089	13	ES
1090	11	DHS
1091	10	Peckham
1092	12	DTMB
1093	11	DSRS
1094	15	State
1095	11	DTMB
1096	13	DTMB
1097	12	Human Services
1098	11	Peckham
1099	15	DHS
1100	14	Peckham
1101	13	ES
1102	12	DTMB
1103	10	Peckham
1104	13	DNR
1105	11	Peckham
1106	10	Peckham
1107	12	DTMB
1108	13	Peckham
1109	10	MDOS
1110	9	Treasury
1111	15	Peckham
1112	16	State
1113	16	State
1114	15	Peckham
1115	16	Peckham
1116	12	DTMB
1117	16	MDOS
1118	15	ES

	C	D
1083	Enviomental Services	GOB
1084	Enviomental Services	GOB
1085	Enviomental Services	C & T
1086	Peckham	Hannah & Ottawa
1087	Peckham	Austin
1088	ofm	Romney Building
1089	Peckham	Cass
1090	N/A	Grand Tower
1091	Enviomental Services	Romney Building
1092	DHS	Grand Tower
1093	BBOS	SOS
1094	Elections	Austin
1095	ORS	GOB
1096	DHS	Grand Tower
1097	Disability Determination Service	Hannah
1098	Enviormnetal Services	Romney
1099	Children's Services	Grand Tower
1100	Environmental Services	VTS
1101	PECKHAM	Austin
1102	Customer Service-DHS	Grand Tower
1103	Environmental Services	Grand Tower
1104	Historical	MLHC
1105	Austin	All floors
1106	Enviromental Services	Romney
1107	Procurement	Con Hall
1108	Enviromental Services	Lewis Cass
1109	DVRD	SOS
1110	Special Taxes	OPS Center
1111	Enviromental Serivces	Grand Tower
1112	DVRD	SOS
1113	DVRD	SOS
1114	Enviromental Services	Romney
1115	Enviromental services	Grand Tower
1116	BOD	Cass
1117	DVRD	SOS
1118	Pekham	Hannah and Ottawa

	E	F
1083	all	2/16/2015
1084	all	2/16/2015
1085	all	2/16/2015
1086	All floors	2/16/2015
1087	All Floors	2/16/2015
1088	H2 including bathrooms	2/14/2015
1089	All floors	2/16/2015
1090	13th floor	2/16/2015
1091	All	2/16/2015
1092	2,3,4,8,9,13,14	2/21/2015
1093	1st floor	2/21/2015
1094	1st	2/24/2015
1095	From entrance, through cafeteria seating and conference room B at back of cafeteia area	2/24/2015
1096	Entire Floors	3/6/2015
1097	3rd floor H-18-H20	3/8/2015
1098	All	3/7/2015
1099	14th floor, children's trust fund	3/14/2015
1100	All	3/14/2015
1101	All	3/14/2015
1102	1,2,3,4,7,8,9,13,14	3/14/2015
1103	All	3/14/2015
1104	1,2m, 2, 3, 3m event lighting	3/19/2015
1105	All floors as needed	3/21/2015
1106	All	3/21/2015
1107	1st floor NE, Rachel Carson Conference Room, Atrium level	3/23/2015
1108	1st & 2nd	3/28/2015
1109	1st floor, south end of building	3/28/2015
1110	2nd floor	2/14/15-3/28/15
1111	All	4/4/2015
1112	south building	411/15
1113	south building	411/15
1114	All	4/11/2015
1115	ALL	4/18/2015
1116	3-south	4/6/15-4/9/15
1117	south building	4/18/2015
1118	All Floors	4/18/2015

	G	H	I
1083	6am-330pm	Steve Beals	517-749-7149
1084	6am-330pm	Steve Beals	517-749-7149
1085	6am-330pm	Steve Beals	517-749-7149
1086	6:30am-6pm	Tim Warren/Leon Arthur	517-749-3576
1087	6:30-6:00pm	Tim Warren/Jennifer Buskirk	517-749-3576
1088	8am-1pm	Tina Ray	241-0811
1089	6:30am-6pm	Chad Antcliff	517-749-7194
1090	24/7	Michelle Holloway	517-241-2989
1091	7:00am-3:30pm	MOFI	517-749-7232
1092	6:00am-7:00pm	Kemal Tekinel	517-614-6666
1093	6:00am-2:00pm	Lona Angel	517-636-4422 or 517-614-8234
1094	6:30am-8:30pm	Lucinda Sheltrown	517-335-2659
1095	6:00pm-9:00pm	Pam Ward	517-322-6270
1096	6am-7pm	Kemal Tekinel	517-614-6666
1097	8:00am-2:00pm	Patrick Garlitz	517-702-5456
1098	7am-3:30pm	MOFI	517-749-72-32
1099	9:00am-11:00pm	Sylvia Brown Jones	517-241-7792
1100	6:00am-6:00pm	John Perry	517-743-7134
1101	6:30am-6pm	Arnulfo Macias	517-993-8249
1102	7am-11am	Eric Robbins	517-230-6653
1103	7am-3:30pm	Tim Hyatt	517-204-7604
1104	5:00p.m-10:00pm	Kathy Knapp	335-6735
1105	6:30am-6:00pm	Jennifer Buskirk	517-993-8249
1106	7am-3:30pm	MOFI	517-749-7232
1107	7:00am-9:00pm	Mary Ostrowski	517-284-7021
1108	6am-5pm	Chad Antcliff	517-749-7194
1109	24/7	Tonia Council	517-322-6599
1110	6am-6pm	Barb Thelen/Heather Holley	Bard: 517-636-5337 Heather: 617-636-7839
1111	7am-330pm	Tim Hyatt	517-204-7604
1112	8am-4:30pm	Tonia Council	517-322-6599
1113	8am-4:30pm	Tonia Council	517-322-6599
1114	7am-4pm	MOFI	517-749-7232
1115	7am-3:30pm	Tim Hyatt	517-204-7604
1116	6pm-1am	Bob Bierwagen	517-373-2177
1117	24/7	Tonia Council	517-322-6599
1118	6am-5pm	Leon Arthur	517-749-3576

	J
1083	Scrub R/Rs, dusting and edging building wide, stairwells
1084	Scrub R/Rs, dusting and edging building wide, stairwells
1085	detail office areas, detailing shop areas
1086	Various cleaning tasks
1087	Various cleaning tasks
1088	Working on statewide single audit
1089	Top strip floors
1090	Please keep lights on the 13th floor, as DBI will doing modular work on the State Holiday
1091	Scrub Restrooms
1092	DHS will be working on 2/21 and DTMB will giving support
1093	Unit working overtime
1094	Staff is working to conduct election
1095	ORS is working with customer focus group (Project: When I'm 65, DPTV focus group) and will be meeting in conference room B. Please ensure lights and heat remain on until 9:00pm.
1096	Scanning team is working
1097	Upgrade of the Federal computer software system. Sunday, 03/08/15, will be the go live testing for the Social Security, Disability Determination Service, computer system. Lights are necessary during the timeperiod of 8:00 a.m. to 2:00 p.m.
1098	High Traffic Areas
1099	Need to work this weekend in preparation for direct service grantee training day
1100	Clean high traffic carpet and air bars and vents
1101	carpet
1102	Bridges march release
1103	Dust Cleaning Blinds
1104	This is an event sponsored by the Michigan History Foundation. Please leave lights on at the end of the day and turn on EVENT LIGHTING. Please retain daytime heating until event is over.
1105	Carpet cleaning
1106	Top Strip and Refinish
1107	This request is to keep lighting on, in and around Rachel Carson conference room where necessary. (Lighting tends to regulary shut off around 6pm on weekday) I will be holiding oral presentation all thru the evening where the last is scheduled from 5-8:30pm. Guests will be entering the building around 4:45 pm when security is present at the main entrance
1108	N/A
1109	We need lights on for Saturday Overtime
1110	Overtime Staff
1111	Scrub Restrooms
1112	overtime
1113	overtime
1114	Dust/Clean Bathrooms
1115	High Traffic
1116	Removal of old carpet and installation of new carpet
1117	We need lights on Saturday for overtime
1118	Air Bars

	K	L	M	N	O	P
1083	kirk brennan	2/17/2015	nik			
1084	kirk brennan	2/17/2015	nik			
1085	kirk brennan	2/17/2015	nik			
1086	Tim Warren	2/17/2015	EK			
1087	Tim Warren	2/17/2015	EK			
1088	Mike Moody	2/14/2015	ap			
1089		2/17/2015	ap			
1090	Michelle Holloway	2/17/2015	EK			
1091	MOFI	2/17/2015	EK			
1092	Kemal Tekinel	2/22/2015				
1093	Lona Angel	2/22/2015	EK			
1094		2/24/2015	AP			
1095	Pam Ward	2/25/2015	EK			
1096	Kemal Tekinel	3/6/2015	AP			
1097	Patrick Garlitz	3/9/2015	EK			
1098		3/8/2015	EK			
1099	Sylvia Brown-Jones	3/15/2015	EK			
1100	John Perry	3/15/2015	EK			
1101		3/14/2015	AP			
1102	Kemal Tekinel	3/14/2015	AP			
1103	Tim Hyatt	3/15/2015	EK			
1104	Kathy Knapp	3/20/2015	EK			
1105	Jennifer Buskrik	3/22/2015	EK			
1106		3/21/2015	AP.			
1107	Mary Ostrowski	3/24/2015	EK			
1108		3/28/2015	AP			
1109	Tonia Council	3/29/2015	EK			
1110	Barb Thelen	3/29/2015	EK			
1111		4/4/2015	AP			
1112	John Harris	411/15	AP			
1113	John Harris	411/15	AP			
1114		4/11/2015	AP			
1115		4/13/2015	AP			
1116	Bob Bierwagon	4/9/2015	AP			
1117	Tonia Council	4/19/2015	EK			
1118		4/19/2015	AP			

	A	B
1119	14	DTMB/Infrastructure Protection
1120	12	Michigan State Police
1121	21	Peckham
1122	19	State
1123	8	DHS
1124	20	DHS
1125	17	DHS
1126	9	Michigan Court of Appeals
1127	21	MDOS
1128	18	State
1129	20	Treasury
1130	11	DTMB
1131	12	Peckham
1132	9	Human Services
1133	8	Education
1134	16	DTMB
1135	15	Peckham
1136	17	Peckham
1137	13	Civil Service
1138	10	Peckham
1139		
1140	9	Treasury
1141	5	State Police
1142	11	DTMB
1143	14	Peckham
1144	15	Peckham
1145	12	Attorney General
1146	6	Justices
1147	9	SOS
1148	10	Supreme Court

	C	D
1119	Infrastructure Protection	Con Hall
1120	EMHSD/EMHSTC	HazMat Center
1121	Environmental Services	Romney
1122	DVRD	SOS
1123	Out State Operations	Jackson State office Building
1124		Grand Tower
1125		Flint State Office Building
1126	Security	Hall of Justice
1127	DVRD	SOS
1128	Elections	Austin
1129	Treasury	Operations Center
1130	BOD	Cass
1131	Enviromental Services	Grand Tower
1132	Children's Trust Fund	Grand Tower
1133	Tax Processing	Hannah
1134	MDHHS-Customer Service	Grand Tower
1135	Environmental Services	Romney
1136	Environmental Services	Romney
1137	Quality of Life Group	Mdot Warehouse
1138	Environmental Services	Grand Tower
1139		
1140	Treasury / Operations Center	OPS Center
1141	Criminal Justice Information Center	MSP HQ
1142	Customer Service	Grand Tower
1143	Enviromental Services	Romney
1144	Enviromental Services	Grand Tower
1145	Human Division	Williams
1146	Supreme Court	HOJ
1147	Elections	Austin
1148	Reporters Office	HOJ

	E	F
1119	Antrim Level, Con Con A&B	4/18/2015
1120	Entire First Floor	4/10/15-4/12/15 and 4/17/15-4/19/15
1121	All floors	4/26/2015
1122	1st floor	4/25/2015
1123	3rd floor	3/03/15-4/28/15
1124	2nd floor	4/29/2015
1125	2 &3	4/18/15-5/2/15
1126	2nd floor & 3rd floor	4/29/15-4/30/15
1127	1floor	5/2/2015
1128	1st floor, U, V&W 17-U, V &W23	5/5/2015-5/6/15
1129	1st floor	5/9/2015
1130	3-South	5-13-15/5-14-15
1131	ALL	5/16/2015
1132	Suite 1411 14th floor	4/11/15-4/14/15
1133	4fl/ UP Level	4/3/15-5/18/15
1134	All Third floor	5/16/15-5/17/15
1135	ALL	5/23/2015
1136	All	5/30/2015
1137	Main-Lake Huron Conference Room	5/31/2015
1138	All	6/6/2015
1139		
1140	1st floor	5/16/15 through 6/13/15
1141	2nd floor	6/28/14-6/27/15
1142	3rd floor	July 11-12th
1143	All Floors	7/25/2015
1144	All	7/25/2015
1145	4th and 5th floor	7/25/2015
1146	6th floor Northa and South	1/8/15-7/31/15 Weekends
1147	U, V& W 17 – U, V & W 23	August 1st
1148	4th floor North End	7-20-15/ 8-01-15

	G	H	I
1119	6:30am-5:30pm	Kathy Knapp	517-335-6735
1120	7am-5pm	Phil Salinas	619-485-9879
1121	7:00am-4:00pm	4/25/2015	517-749-7232
1122	24/7	Tonia Council	517-322-6599
1123	5:00pm-9:00pm	Brenda Cros	517-780-7171
1124	6:00am-9:00pm	DeMona Willingham-Davis	810-760-2346
1125	8am-5pm	Demetrius Starling	810-760-2637
1126	24/7	Jimmy Patrick	517-373-3970
1127	8:00am-12:00 pm	Tonia Council	517-322-6599
1128	6:30am-9:00pm	Lucinda Sheltrown	518-335-2659
1129	7am-530pm	Keith Bullinger	517-294-7118
1130	6pm-1am		
1131	7an-4pm	Tim Hyatt	517-204-7604
1132	8:00am-12:00am	Anne Stokes	517-373-7008
1133	7am-6pm	James Shilling	517-373-8269
1134	7am-8pm	Nicole Sparcio	917-757-1516
1135	7am-4pm	MOFI	517-749-7232
1136	7am-4pm	MOFI	517-749-7232
1137	All Day	John Van Hoesen	517-575-5007
1138	7am-4pm	Tim Hyatt	517-204-7604
1139			
1140	7AM – 5:30PM	Keith Bullinger	517-294-7118
1141	9:00 p.m-6:00 a.m.	Gregory Rivet	517-241-0626
1142	7am-8pm	Nicole Sparacio	917-757-1516
1143	7am-4:30pm	Mofi	517-749-7232
1144	7am-4pm	Leon Arthur	517-204-7604
1145	7:30am-3pm	Joyce Macauley	517-282-7792
1146	8am-6pm	Dave Palazzolo	517-373-5541
1147	24/7	Lucinda Sheltrown	517-335-2659
1148	Until 10pm weekday Nights	Dave Palazzolo	517-373-5541

	J
1119	MDARD is hosting a meeting from 7:00 a.m. to 5:00 p.m. the meeting is Wild-Forged Mushroom Training and Certification. They have submitted an event application and will pay for necessary staffing.
1120	Training
1121	Clean all Blinds
1122	We need lights on for Satyrday due to overtime
1123	Foster Care Training every Tuesday evening from 5-9pm beginning 3/3/15-4/28/15 no training on March 31st due to spring break
1124	First Aid/CPR training for our foster parents
1125	Mandatory Overtime for Foster Care staff
1126	Lights are needed to be left on until 11:00pm on April 29. 2015. This will allow for Peckham cleaning crew to clean the conference room and DTMB to move tables, and chairs to the third floor rotunda
1127	Overtime
1128	Staff will be working Tuesday, May 6, 2014 to conduct the May 5h election)5/5/15. Election Staff will be working early and late that day to assist clerks with election problems problems and assist them with opening and closing the polls and reported election results
1129	
1130	Removing old carpet and installing new carpet
1131	Top Strip & Refinish
1132	Need lights to be on in order to work and function after hours preparing for our upcoming auction
1133	MDE project needing overtime
1134	Bridges scanning and indexing over time
1135	Scrub Bathrooms
1136	High Traffic
1137	Set up for Speaking Session June 1
1138	Clean air bars
1139	
1140	We are hoping to be authorized to work Saturdays at the operations center in Dimondale until we are finished with the project (starting this Saturday 5/16/15). Please see the attached request form.
1141	2nd and 3rd shift employees who leave via the elevators. The motion detectors on the 1st floor do not turn on the lights until you make it around the corner and into the hallway. Unless someone has just entered the building from that direction, that leaves staff fumbling in the dark & walking into things. We need at least minimal lighting in the elevator lobby. (The lights on the display case would suffice.)
1142	Overtime
1143	High Traffic
1144	Scrub all restrooms
1145	Merging of divisions
1146	Supreme court justices and staff work on weekends during the term
1147	Staff are working Saturday, August 1, 2015 and Sunday, August 2, 2015 in preparation for the August 4th primary election. Election Staff will be working both days from 9 AM – 4 PM to assist clerks with election problems and assist them with getting ready for the election.
1148	Finishing term reports

	K	L	M	N	O	P
1119	Kathy Knapp	4/19/2015	EK			
1120	Amanda Bresler	4/19/2015	AP			
1121	Dave Schulling	4/26/2015	EK			
1122	Tonia Council	4/26/2015	EK			
1123	Brenda Cros	4/29/2015	EK			
1124	DeMona Willingham Davis	4/30/2015	EK			
1125	Demetrius Starling	5/3/2015	EK			
1126	Jimmy Patrick	5/1/2015	EK			
1127	Keith Browning	5/3/2015	AP			
1128	William Badgero	5/7/2015	EK			
1129		5/10/2015	AP			
1130	Bob Bierwagen	5/15/2015	AP			
1131		5/17/2015	AP			
1132	Anne Stokes	5/15/2015	EK			
1133	James Shilling	5/18/2015	AP			
1134	Kemal Tekinel	5/18/2015	AP			
1135	MOFI	5/24/2015	EK			
1136		5/31/2015	AP			
1137	Tamara Eyer	6/1/2015	AP			
1138	Tim Hyatt	6/7/2015	EK			
1139						
1140	Keith Bullinger	6/14/2015	EK			
1141		6/28/2015	EK			
1142	Nicole Sparacio	7/13/2015	EK			
1143		7/26/2015	AP			
1144	Leon Arthur	7/26/2015	EK			
1145	Julie Campbell	7/26/2015	AP			
1146	Dave Palazzolo	7/31/2015	AP			
1147	Lucinda Sheltrown	8/2/2015	EK			
1148	Dave Palazzolo	8/2/2015	AP			

	A	B
1149	11	MDOS
1150	13	Peckham
1151	7	SOS
1152	8	Peckham
1153	9	Peckham
1154	8	LARA0
1155	11	DTMB
1156	11	DTMB
1157	10	DTMB
1158	9	DTMB
1159	14	DTMB
1160	17	Peckham
1161	16	Peckham
1162	15	DNR
1163	15	DNR
1164	16	Peckham
1165	14	LARA
1166	21	Peckham
1167	19	DTMB
1168	20	Peckham
1169	18	Peckham
1170	6	Health and Human Services
1171	13	Peckham
1172	11	Civil Service
1173	10	DTMB/Agency Service
1174	9	Education
1175	7	DTMB
1176	18	Peckham
1177	16	Peckham
1178	12	Supreme Court
1179	8	Supreme Court
1180	14	Natural Resources
1181	15	Peckham
1182	15	Peckham

	C	D
1149	Customer Records	SOS
1150	Enviromental Services	Grand Tower
1151	Elections	Austin
1152	Enviromental Services	Romney
1153	ES	Austin/Mason
1154	Professional Licensing	Ottawa Building
1155	Peckham	Cass
1156	Peckham	Cass
1157	Peckham	Grand Tower
1158	Peckham	Grand Tower
1159	peckham	Grand Tower
1160	Enviromental Services	Romney
1161	Enviromental Services	Cass
1162	Michigan Historical Foundation	MLHC
1163	Michigan Historical Foundation	MLHC
1164	Enviromental Services	Romney
1165	Bureau of Services	Grand Tower
1166	Enviromental Services	Romney
1167	Bridges	Grand Tower
1168	Enviromental Services	Grand Tower
1169	Enviromental Services	Cass
1170	Disability Determination Service	Hannah
1171	Environmental Services	Grand Tower
1172	Human Resources	MDOT Warehouse
1173		Romney
1174	Office of Imrprovement & Innovation	MLHC
1175	SBO-OFM	Romney
1176	Enviromental Services	Grand Tower
1177	Enviromental Services	Grand Tower
1178	Justices Offices	Hall of Justice
1179	Justives Offices	Hall of Justice
1180	Marketing & Outreach	Con Hall
1181	Enviromental Services	Ottawa & Hannah
1182	Enviromental Services	Ottawa & Hannah

	E	F
1149	1st floor south end	8/1/2015
1150	4th, 5th, 6th, 7th & 8th	8/1/2015
1151	U, V& W 17 – U, V & W 23	4-Aug-15
1152	ALL	8/8/2015
1153	All	8/8/2015
1154	3rd floor	8/22/2015
1155	ALL	8/29/2015
1156	ALL	8/29/2015
1157	ALL	8/30/2015
1158	All	8/29/2015
1159	2,3,4,5,6	9/5/2015
1160	All	9/12/2015
1161	all	9/12/2015
1162	1st	9/11/2015
1163	1st	9/11/2015
1164	All	9/19/2015
1165	1st	9/20/2015
1166	All	9/26/2015
1167	3rd floor	9/26/2015-9/27/15
1168	1st floor	9/26/2015
1169	all	9/26/2015
1170	3rd floor	4/18/15-9/26/15
1171	1st floor	10/3/2015
1172	All	9/27/15-9/30/15
1173	NW Corner of 9th Floor Romney K8 - K12 - F12 - F8 and the men's and women's bathroom	9/30/2015
1174	Main Floor	9/30/2015
1175	7th floor C1, G3, F2, F4	9/29/15-10/2/15
1176	All	10/17/2015
1177	Lobby	10/10/2015
1178	1st floor and 6th floor	10/17/2015
1179	1st, 2nd and 6th floors	10/14/2015
1180	5 north J1-K1	10/17-10/18
1181	ALL	10/24/2015
1182	ALL	10/24/2015

	G	H	I
1149	24/7	Trina Pline	517-322-5297
1150	7am-4pm	Enviromental Services	517-204-7604
1151	6:30 am – 11:00 pm	Lucinda Sheltrown	517-335-2659
1152	7am-4pm	MOFI	517-749-7232
1153	24/7	Camille Brown	517-898-1682
1154	5:45am-5:30pm	Kathleen Sly	517-241-6447
1155	6am-6pm	Debbye Kafara	517-202-2907
1156	6am-6pm	Debbye Kafara	517-202-2907
1157	7am-4pm	Jennifer	517-203-7604
1158	7am-4pm	Jennifer	517-204-7604
1159	7am-4pm	Jennifer	517-204-7604
1160	7am-4pm	Mofi	517-749-7232
1161	6am-6pm	Debbye Kafara	517-202-2907
1162	6:00am-11:30pm	Carol Payne	517-373-2565
1163	6:00am-11:30pm	Carol Payne	517-373-2565
1164	7am-3:30pm	Mofi	517-749-7232
1165	517-402-3750	Richard Heisser	517-402-3750
1166	7am-3:30pm	Mofi	517-749-7232
1167	8am-6pm	Pete Eckman	517-304-9280
1168	7am-3:30pm	Jennifer	517-204-7604
1169	6am-6pm	Debbye Kafara	517-202-2907
1170	6:30am-2pm	Patrick Garlitz	517-702-5456
1171	7am-3:30pm	Jennifer	517-204-7604
1172	24/7	Tami Eyer	517-930-6888
1173	(517) 373-0656	Anne Tseng	517-241-7411
1174	517-241-4285	Vonda Combs	517-284-7958
1175	24/7	Kim Gardner	517-241-0811
1176	7am-4pm	Jennifer	517-204-7604
1177	6am-7pm	Debbye Kafara	517-202-2907
1178	12pm-6pm	Dave Palazzolo	517-373-5541
1179	until 10pm that night	Dave Palazzolo	517-373-5541
1180	8am-5pm	Hollie Dietz	517-284-6077
1181	24/7	Leon Arthur	517-749-3576
1182	24/7	Leon Arthur	517-749-3576

	J
1149	Overtime
1150	Scrub all restrooms
1151	Staff will be working Tuesday, August 4, 2015 to conduct the August 4th Primary Election (8/4/2015). Election Staff will be working early and late that day to assist clerks with election problems and assist them with opening and closing the polls and reporting election results.
1152	Vacuuming
1153	Floor waxing
1154	Employees will be on the 3rd floor working on backlogged files. Also, can we please have the air conditioning turned on.
1155	Scrub Restroom Floors
1156	Scrub Restroom Floors
1157	High Traffic Areas
1158	High Traffic Areas
1159	High Traffic Areas
1160	Scrub all restrooms
1161	Strip and wax womens lounges
1162	Michigan Historical Foundation
1163	Michigan Historical Foundation
1164	Top Strip all floors
1165	Dropping off fresh produce for the week ahead and prep work.
1166	Top Strip
1167	Bridges release weekend
1168	Diamond Disc
1169	Extract Carpet and Chairs
1170	Overtime
1171	Diamond Disc
1172	The QDL Departments are hosting Dr. Pfau and his executive speaking session for 3 days. I will need access to the builidng Sunday afternoon to all Dr. Pfau to set and be ready for training that begins 8:30 a.m. on September 28th.
1173	Financial Table Rollover
1174	This will be a public information session to answer questions regarding the proposed Social Studies and Science Standards revisions. The Lake Superior Room will be used as one breakout room and the Forum will be another, after the general session in the Forum.
1175	Year-end closing staff working late
1176	Scrub All Restrooms
1177	Polish stone floor
1178	Justice Zahra function in HOJ
1179	Advocates Guild dinner with justices
1180	Overtime due to year end
1181	Carpet/RR Scrubs
1182	Carpet/RR Scrubs

	K	L	M	N	O	P
1149	Trina Pline	8/2/2015	EK			
1150	Jennifer	8/2/2015	EK			
1151	Lucinda Sheltrown	8/4/2015	EK			
1152		8/9/2015	AP			
1153	Camille Brown	8/9/2015	EK			
1154	Kathleen Sly	8/23/2015	EK			
1155		8/30/2015	AP			
1156		8/30/2015	AP			
1157	Jennifer	8/31/2015	EK			
1158		8/30/2015	AP			
1159		9/6/2015	AP			
1160		9/13/2015	AP			
1161		9/13/2015	AP			
1162	Carol Payne	9/12/2015	EK			
1163	Carol Payne	9/12/2015	EK			
1164		9/20/2015	AP			
1165	Neal Droste	9/21/2015	EK			
1166		9/27/2015	AP			
1167	Peter Eckman	9/27/2015	EK			
1168		9/27/2015	AP			
1169		9/27/2015	AP			
1170		9/26/2015	AP			
1171	Jennifer	10/4/2015	EK			
1172	Tami Eyer	10/1/2015	EK			
1173	Cathy Dufrense	10/1/2015	EK			
1174	Vonda Combs	10/1/2015	EK			
1175	Kim Gardner	10/2/2015	AP			
1176		10/13/2015	AP			
1177	Neal Droste	10/11/2015	AP			
1178	Dave Palazzolo	10/18/2015	EK			
1179	Dave Palazzolo	10/15/2015	EK			
1180	Hollie Diets	10/19/2015	AP			
1181	Leon Arthur	10/1/2515	EK			
1182	Leon Arthur	10/1/2515	EK			

	A	B
1183	14	Peckham
1184	11	DTMB
1185	5	DNR
1186	9	Peckham
1187	10	Peckham
1188	11	LARA
1189	9	Sec of State
1190	10	Romney
1191	11	DTMB
1192	12	DTMB
1193	13	DTMB
1194	14	DTMB
1195	9	TED/MSHDA
1196	10	Peckham
1197	11	DNR
1198	7	DTMB
1199	13	DTMB
1200	12	MSHDA
1201	8	DHHS
1202	16	Peckham
1203	21	DTMB
1204	20	DTMB
1205	19	DTMB
1206	18	DTMB
1207	17	MSHDA
1208	14	MDOT
1209	12	DTMB
1210	11	MDHHS
1211	10	DTMB
1212	9	MSHDA
1213	4	Treasury
1214	3	Attorney General
1215	2	Treasury
1216	1	Treasury
1217	8	SBO

	C	D
1183	Enviromental Services	Romney
1184		MLHC
1185	Historical	MLHC
1186	Enviromental Services	Grand Tower
1187	ES	Ausin/Mason
1188	Construction Codes	Ottawa
1189	Bureau of Elections	Austin
1190	Peckham	Romney
1191	Peckham	Grand Tower
1192	Peckham	Construction & Technology
1193	Peckham	Police Training Academy
1194	Peckham	Cass
1195	Homeownership	Romney
1196	Environmental Services	VTS
1197	Archives of Michigan	MLHC
1198	MiCSES	Romney
1199	ORS	Mason
1200	Homeownership	Romney
1201	Accounting	Grand Tower
1202	E.S.	Romney
1203	Peckham	GOB
1204	Peckham	Cass
1205	Peckham	Mason
1206	Peckham	Romney
1207	Homeownership	Romney
1208		Earle Center/ MDOT Warehouse
1209	Eligibility	Grand Tower
1210	Accounting	Grand Tower
1211	Peckham	GOB
1212	Homeownership	Romney
1213	Tax Processing	OPS Center
1214	ALL	Grand Rapids, Van Wagoner, Cadillac and Williams
1215	Departmental Services	Austin
1216	Executive	Austin
1217	OFM	Romney

	E	F
1183	ALL	10/24/2015
1184	1st floor Rotunda and Museum	10/24/2015
1185	throughout entire building	1/2/15-10/24/15
1186	All	10/17/2015
1187	all	10/31/2015
1188	First East Wing	10/31/15-11/1/15
1189	1st floor	10/3/2015
1190	All	11/11/2015
1191	All	11/12/2015
1192	All	11/11/2015
1193	All	11/11/2015
1194	all	11/1/2015
1195	8th	11/14/2015
1196	all	11/14/2015
1197	4-Feb	11/13/2015
1198	12th	11/13/15-11/15/15
1199	core area between wings 3 south and 5east	11/18/2015
1200	8th floor entire east half of 8th floor (A-1 to A-7 through K-1 to K-7)	11/21/2015
1201	10	10/10/15-11/22/15
1202	ALL	12/12/2015
1203	All Floors	12/5/15-12/6/15
1204	3rd floor	12/5/2015
1205	3rd and 5th floor	12/5/2015
1206	ALL	12/5/2015
1207	8th floor A-1 to A-7 through K-1 to K-7	12/5/2015
1208		12/5/2015
1209	1,2,3,4,13	entire floor
1210	10th floor	entire floor
1211	1st floor all, hallway and peckham office	12/8/15-12/10/15
1212	8th floor A-1 to A-7 through K-1 to K-7	12/12/15 and 12-19-15
1213	Entire 2nd Floor all lights & All air handlers need to be operational	2/7/2014-12/31/14
1214	All Attorney General work areas	12/11/14-12/31/15
1215	1st: U10-Y10 thru U23-Y23, All of 2nd: U10-Y10 thru U23-Y23, 3rd: U10-Y10 thru U16-Y16	2/7/2014
1216	entire north-west wing of 1st floor	2/7/2014
1217	7th	entire floor

	G	H	I
1183	7am-4pm	MOFI	517-749-7232
1184	4pm-11pm	Carol Payne	517-373-2565
1185	5:00pm-10:00pm	Carole Payne	517-373-2565
1186	7am-4pm	Jennifer	517-204-7604
1187	24/7	Tim Warren	517-749-7163
1188	24/7	Hillary Cushman	517-241-9314
1189	6am-11pm	Rose Jarois	517-241-4228
1190	8am-4:30pm	MOFI	517-749-7232
1191	8am-4:30pm	Jennifer	517-204-7604
1192	6am-3:30pm	Steve Beals	517-749-7143
1193	6am-6pm	Steve Beals	517-749-7143
1194	6am-7pm	Debbye Kafara	517-202-2907
1195	7am-1pm	Chad Coffman	616-460-0347
1196	6am-6pm	John Perry	517-743-7134
1197	6pm-10:30pm	Kris Rzepczynski	517-373-9191
1198	6pm-6pm	Dgreg Yarmoluk	517-241-9023
1199	5:30PM-1AM	Dave DesRochers	517-284-4523
1200	7am-1pm	Chad Coffman	616-460-0347
1201	7am-4pm	Marilyn Carey	517-335-6008
1202	7am-4pm	MOFI	517-749-7061
1203	6am-4pm	Steve Beals	517-749-7149
1204	6am-7pm	Debbye Kafara	517-202-2907
1205	7am-5pm	David ReRochers	517-284-4523
1206	7am-4pm	Mofi	517-749-7061
1207	7am-1pm	Chad Coffman	616-460-0347
1208	7am-2pm	Sue Taylor	517-667-6451
1209	12/12/2015	8am-8pm	517-373-7287
1210	12/12/2015	Christy Mouser	517-373-2021
1211	4pm-8pm	Steve Beals	517-749-7149
1212	7am-1pm	Chad Coffman	616-460-0347
1213	24/7 and include ALL holidays	Ann Luepnitz	636-5335 after hours 517-410-3275
1214	24/7	Joyce Macauley	517-335-7431
1215	24/7 and include ALL holidays	Ann Luepnitz	517-636-5335
1216	24/7 and include ALL holidays	Ann Luepnitz	517-636-5335
1217	11/26/15-12/31/15	Kim Gardner	24/7

	J
1183	Air Bars, runners, and mats
1184	CPAN event
1185	This is an event sponsored by the Michigan History Foundation. Please leave lights on at the end of the day and turn on event lighting.
1186	Scrub all restrooms
1187	Restroom floors scrubbed
1188	Staff Over Time
1189	1st floor in the NE wing of the building (entire bureau of electons suite). Lighting and HVAC requestef from 6am-11pm
1190	MOFI
1191	Runners and mats, high traffic area, dust and clean
1192	Scrub Restrooms, dust building wide
1193	Hard Floors, kitchen, general cleaning
1194	Periodics
1195	Staff working extra hours on Hardest Hit Found Program loan applications
1196	Strip and wax break rooms and offices
1197	Genalogy research
1198	A major MiCSES release will be happening over this weekend.
1199	ORS conducting application installs.testing
1200	Overtime
1201	Overtime
1202	High traffic
1203	Clean carpets and strip lobby floor
1204	Extract Carpet
1205	Office of Retirement services is conducting server testing and will require lights and air/heat in the indicated areas.
1206	High Traffic
1207	Working after hours
1208	MDOT Transpo Club Christmas Party
1209	This is for our Immediate Release
1210	Please have lights on for the entire 10th floor, Grand Tower on Saturday 12/12/15 from 9:30am-4:30pm
1211	Strip lobby floors
1212	Working after hours
1213	Project staff switching tax systems to SAP
1214	Irregular and unschueduled work hours are often required
1215	Staff overtime
1216	Staff overtime
1217	Auditors will be working through holidays and weekends. Please keep lights on during weekend, thanksgiving and christmas holidays

	K	L	M	N	O	P
1183	Dave Schuiling	10/25/2015	AP			
1184		10/25/2015	AP			
1185	Carole Payne	10/25/2015	EK			
1186		10/28/2015	AP			
1187	Tim Warren	11/1/2015	EK			
1188	Barbara Kunkel	11/2/2015	AP			
1189	William Badgero	11/4/2015	EK			
1190	MOFI	11/12/2015	EK			
1191	Jennifer	11/12/2015	EK			
1192	Kirk Brennan	11/12/2015	AP			
1193	Kirk Brennan	11/12/2015	AP			
1194	Debbye Kafara	11/12/2015	EK			
1195	Chris Hudson	11/15/2015	AP			
1196	John Perry	11/15/2015	EK			
1197		11/14/2015	AP			
1198	Dgreg Yarmoluk	11/16/2015	EK			
1199	Pamie Ward	11/20/2015	AP			
1200	Chris Hudson	11/22/2015	AP			
1201	`Marilyn Carey	11/23/2015	AP			
1202	MOFI	12/13/2015	EK			
1203	Kirk Brennan	12/7/2015	AP			
1204		12/6/2015	AP			
1205	David ReRochers	12/6/2015	EK			
1206	Dave Schuling	12/6/2015	AP			
1207	Chris Hudson	12/6/2015	AP			
1208	Keith Belonga	12/6/2015	AP			
1209	Sanjay Srivastava	12/13/2015	EK			
1210	Christy Mouser	12/13/2015	EK			
1211	Kirk Brennen	12/11/2015	AP			
1212	Chris Hudson	12/20/2016	AP			
1213	Ann Leupnitz	12/31/2015				
1214	Joyce Macauley	12/31/2015				
1215	Ann Luepnitz	12/31/2015				
1216	Ann Luepnitz	12/31/2015				
1217	Kim Gardner	1/1/2016	EK			

	A	B
1218	7	DTMB
1219	9	DTMB
1220	6	MSHDA

	C	D
1218	Peckham	Grand Tower
1219	Peckham	Romney
1220	Homeownership	Romeny

	E	F
1218	All	1/9/2017
1219	All	1/16/2016
1220	Entire East half of 8th floor (A-1 to A-7 through K-1 to K-7)	1/9/16 and 1/16/16

	G	H	I
1218	7am-3:30pm	Jennifer	204-7604
1219	7am-3:30pm	Mofi	517-746-7061
1220	7am-1pm both dates	Chad Coffman	6164600347

	J
1218	Scrub all Restrooms
1219	High Traffic
1220	20 staff working after hours

	K	L	M	N	O	P
1218	Dave Schuiling	1/10/2017	AP			
1219	Dave Shilling	1/17/2016	AP			
1220	Chris Hudson	1/17/2016	AP			

	A	B	C	D
1	**After Hours Lighting Exemption**			
2	**#**	**Depart.**	**Division**	**Building**
3	1	Supreme Court	Justives Offices	Hall of Justice
4	2	MDOT	Construction Field Services	C&T
5	3	Treasury	exec office	Austin
6	4	Treasury	Departmental Services	Austin
7	5	Treasury	Tax Processing	OPS Center
8	6	State	Elecations	Austin
9	7	Executive	Constituent Relations	Romney
10	8	MDHHS	Accounting	Grand Tower
11	9	MSHDA	Homeownership- hardest hit program	Romney

	E	F	G
1			
2	**Location**	**Date**	**Time**
3	6th floor	8/10/15-7/1/16	8am-6pm
4	1st floor room 124, light panel C	8/26/15-8/15/16	24/7
5	1st floor	1/4/16-12/31/16	24/7
6	All of 1st and 2nd floors and the west half of 3rd floor, U10-Y10 thru U23-Y23. All of 2nd. U10-Y10 thru U23-Y23. 3rd floor U10-Y10 thru U16-Y16	1/4/16-12/31/16	24/7
7	All of 2nd floor to have lights and air flow	1/4/16-12/31/16	24/7
8	1st	3/8/2016	6am-7pm
9	1, 2, 3, 4	1/16/16-2/16/16	6am-10pm
10	entire 10th floor	1/16/16 and 1/18/16	6:30am-4:30pm
11	Entire east half of 8th floor (A1-A18 through K1-K7)	1/23/16-2/26/17	7am-1pm

	H	I
1		
2	**Contact**	**Phone #**
3	Dave Palazzolo	517-373-5541
4	Kendra Barak	517-322-1217
5	Ann Luepnitz	517-636-5335 and after hours 517-410-3275
6	Ann Luepnitz	517-636-5335, after hours call 517-410-3285
7	Ann Luepnitz	517-636-5335, after hours call 517-410-3285
8	Lucinda Sheltrown	517-335-2659
9	Melissa Ball	517-241-5588
10	Christy Mouser	517-373-2021
11	Chad Coffman	517-335-9031 or cell 616-460-0347

	J	K
1		
2	**Reason**	**Approval**
3	Overtime	Dave Palazzolo
4	Material testing must be performed as specfic times and dates to be in compliance with specfications. Failure to meet these strict time requirements may result in loss of federal funding for construction.	Kendra Barak
5	This is a carryover from AY15 that will expire Dec. 31, 2016, no changes needed. Executive Office staff work after hours and on weekends. The Exec office staff, often without notice, may have the need to do work in their office. Issues relating to the budget, revenues and tax policy may need to be addressed at any given day and/or time.	Ann Luepnitz
6	This is a carryover from AY15 that will expire on Dec. 31, 2016. Treasury staff may need to work after normal business hours and on weekends. Therefore, Treasury staff needs to have the ability to call central control to have the lights turned on.	Ann Luepnitz
7	This request is a carryover from AY15 that will expire on Dec. 31, 2016. there is no change to the existing lighting needed. Impentations of the new SAP tax system. Need lights and air 7 days a week from 6am-11:59 p.m., including weekends and holidays	Ann Luepnitz
8	Staff will be working Tuesday, March 8, 2016 to conduct the March 8th Presidential Primary Election (3/8/16). Election staff will be working early and late that day to assist them with opening and closing the polls and reporting election results. Time requested is from 6am-11pm on March 8th only for both lighting and HVAC.	Lucinda Sheltrown
9	Working on the Flint water crisis	Melissa Ball
10	Overtime	Deborah Christopher
11	An estimated 20 staff will be working after hours between the times of 7am and 1pm lighting and HVAC cwill be needed during this time	Chad Coffman

	L	M
1		
2	**EXPIRATION - 1 YEAR MAX**	Initial
3	7/2/2016	EK
4	8/15/2016	EK
5	12/31/2016	EK
6	12/31/2016	EK
7	12/31/2016	EK
8	3/8/2016	EK
9	2/16/2016	EK
10	1/19/2016	AP
11	3/1/2016	EK

	A	B
1		**EXPIRED Long-Term Lighting Exemption Requests**
2	**#**	**Dept**
3		DLEG
4		DIT
5		DIT
6		DIT
7		DIT
8		DIT
9		DIT
10		FIA
11		FIA
12		DIT
13		DIT
14		DMB
15		DMB
16		Lt. Gov's Office
17		Senate
18		Senate
19		State
20		MDOT
21		DHS
22		MDOT
23		Attorney General
24		DCH
25		DCH
26		DCH
27		DCH
28		DHS
29		DHS
30		DHS
31		DIT
32		DIT
33		DIT
34		DIT
35		DOS
36		State
37		Treasury

	C	D
1		
2	**Division**	**Building**
3	Office of Finance, Tax & Field Audit	Cadillac Place
4	Infrastructure Services DPO	Grand Tower
5		Grand Tower
6	IS/DCO/LOA Operations	Grand Tower
7	IS/DCO/LOA Operations	Grand Tower
8	IS/DCO/LOA Operations	Grand Tower
9	IS/Client Service Center	Grand Tower
10	Bureau of Legal Affairs & Financial Integrity	Grand Tower
11	Executive Office	Grand Tower
12	DCS/LAO	Operations Center
13	Infrastructure Services DPO	Operations Center
14	Budget Offices	Romney
15	State Budget Office	Romney
16	Executive Office	Romney
17	Secretary, Majority Policy & Communications and Democratic Staff	Romney
18	Secretary of the Senate Majority Policy Office	Romney
19	Customer Services Administration	SOS
20	Executive	VanWagoner
21	DDS, CSA, ASP	Hannah
22	Office of Operations Administrative Services	VanWagoner
23	All	Escanaba
24	Mental Health & Substance Abuse	Cass
25	Bureau of CMH Services	Cass
26	Mental Health Admin/Bureau of CMH Services	Cass
27	Mental Health & Substance Abuse Administration	Cass
28	OTIM	Grand Tower
29	HR	Grand Tower
30	**Suite 204**	**Grand Tower**
31	DPO Operations	Operations Center
32	Infrastructure Services DPO	Operations Center
33	Enterprise Systems Division	SOS
34	Enterprise Systems Division	Austin
35	Information Center - Field Support	SOS
36	Bureau of Driver & Vehicle Records	SOS
37	Student Financial Services	Austin

	E	F
1		
2	**Location**	**Date**
3	Lightings in work areas (ceilings), printers, copiers and computers	
4	2nd flr Suite 212	
5	7th flr, West side computer room 713	
6	7th flr	
7	2nd flr, zone 4	
8	2nd flr, zone 2	
9	3rd flr	
10	15th flr, suite 1518	
11	15th flr, suite 1512	
12	1st flr - INE & 40, 41	
13	1st flr, INE	
14	6th flr	
15	7th floor ALL	
16	5th flr, Lt. Gov's Office, pillar E12 and the women's restroom in Main	
17	11th and 12th flrs	
18	11th & 12th floors	
19	Entire 2nd flr & 1st flr, pillars A1-G in South Bldg + pillars M1-T in North Bldg	
20	4th flr, pillars A20-D22	
21	Entire 3rd Floor as requested	
22	1st floor, SW wing, pillars C10-E10	
23	All Attorney General work areas	
24	5th flr, zone 3	
25	5th Floor	
26	5th floor, zone 2 pillar A-11	
27	5th flr, Zone 3	
28	13th pillar D-12	
29	7th floor	
30	Community Action & Economc Support	
31	1st flr Central Core, pillar C F10.5	
32	1st flr, pillar B J14	
33	1st flr South East Corner	
34	4th flr DCO Development/DR computer rms	
35	1st Floor	
36	2nd flr Tower & 1st flr of south bldg (all areas), north bldg server rm & south bldg BDVR Resource rm which also houses computer servers	
37	3rd Floor, Pillar U12	

	G	H	I
1			
2	**Time**	**Contact**	**Phone #**
3	All Saturdays 6/7/03-12/27/03, 7a-3:30p	Rodger M. Palm	313-456-6120
4	24/7	Doug Walker	241-8762
5	24/7	David Thomason	335-6035
6	24/7	Gwen Bowersox	335-8751
7	Lights should be on 11p Sunday night to 1a Sunday morning	Gwen Bowersox	335-8751
8	Lights should be on 11p Sunday night to 1a Sunday morning	Gwen Bowersox	335-8751
9	Every Saturday 8:30a-1:30a	Teresa Spalding	335-1223
10	M-F until 9p Sat. & Sun. 8a-5p	Eva Gross	373-2082
11	M-F until 9p Sat. & Sun. 8a-5p	Barb Allen	335-6121
12	Mon-Fri until 1am	Joseph Czubak	241-4388
13	Saturdays noon-6pm	Joseph Czubak	241-4388
14	9a-5p Jan.-March, every weekend all year	Connie Minnix	373-0870
15	5:30a-6:00p on: Nov 3, 10, 12, 17, 23, 24 and Dec 1, 8, 15, 22, 24, 29	Adel Beachnau	241-0811
16	Every Saturday 10:00a-7:00p	Annette Rodgers	241-2990
17	6/04-12/04 to Midnight	Bettie Trice	373-6528
18	June, July and December until 12a(Midnight)	Bettie Trice	373-6528
19	1/12/05-1/12/06	Yvonne Young McConnell	322-5460
20	9/03-9/04, as needed	Ann Edinger-Menerey	373-2114
21	Through 09/26/09	Patrick Garlitz	335-3053
22	through 4/20/10	Kelly Bastian	373-0315
23	24/7	Doug Bramble	373-1114
24	Will call Central Control as needed	Carol A. Danieli / Patrick Barrie	335-0196
25	Various days	Teri Johnson & Irene Kazieczko	5-5100
26	As needed.	Pam Werner	335-4078
27	24/7 - As needed, will call Central Control when needed	Carol A. Danieli or Patrick Barrie	335-0196
28	Every Saturday thru 12/17/11, 8:30-3:00pm	Regina Clopton	241-9748
29	6:00:00 AM 7:00 am	Sally Van Vyve	373-8869
30	**Saturdays & Sundays 9:00 am - 5:00 pm**	**Steve Listman**	**Jan-13**
31	Mon-Fri 5a-6p (excluding holidays)	Sharon Civils	636-0292
32	Mon-Fri 9p-11p	Jan Hartsoe	636-5113
33	24/7	Joe Carter	322-6346
34	when requested	Joe Carter	322-6346
35	All Saturday's 8:00a - 1:00p	Victoria Dittmer	322-1482
36	9p-3:30a & 5:30a-6a Mon-Fri, 5:30a on Saturday to 12:30a on Sunday	Richard Gilchrist	322-6127
37	24/7 As Needed	Bruce Hanses	5-0967

	J
1	
2	**Reason**
3	Overtime needed to process checks to meet federal mandate
4	Computer operations require staffing on a 24 hour basis
5	Supports critical FIA applications,maintenance performed during off hours on nights and weekends
6	Change room to switch control rather than computer control
7	Area is staffed 24hrs/day, 6 days per week
8	Area is staffed 24hrs/day, 6 days per week
9	Client Service Center staff must be on-site every Saturday to provide technical support for the Dept. of State
10	Deputy Director Musette A. Michael regularly works beyond 8p during the week and is regularly in the office on weekends
11	Kristen McDonald-Stone frequently works irregular hours
12	Lights needed for individuals working 2nd shift
13	Lights needed for individuals working Saturdays for WIC onlines
14	Preparation of state budget requires work on weekends and after hours
15	Year-end closing and state of MI conprehensive annual financial report
16	Lynda Rossi is in the office working each weekend and needs lighting to accomplish her work
17	Permanent exemption to provide appropriate lighting for staff who work after hours due to late-hour sessions of the Legislature
18	To provide appropriate lighting for staff who work after hours due to late-hour sessions of the Legislature
19	CSA has evening staff as well as Saturday staff
20	Executive personnel often work late hours compiling info for Governor's Office and legislators
21	Federally Funded Overtime for the Social Security Administration
22	Additional hours required to effectively manage the assets of the Operations area of MDOT and to comply with the Executive Directives and ARRA funding.
23	Irregular and unscheduled work hours are often required
24	Deputy Director Barrie occasionally arrives at work as early as 4a and stays as late as 10p
25	Occasionally working early and late
26	Periodically the work area requires lighting beyond the normal hours due to the I ndividual's travel schedule, workload and job assignments.
27	Deputy Director Patrick Barrie sometimes comes to work on irregular hours
28	Operates Bridges Help desk on Saturday
29	Office opens at 6:00am daily
30	**Staff Overtime**
31	These are the hours of critical operation, deadlines will not permit work hours to be shifted in the morning - the period btwn 5a and 8a is intense
32	2nd shift Info. Tech. on duty year round to provide support for Treasury data entry systems
33	The systems and their efficient operation are critical to the state's computing infrastructure requirements, employee work and safety
34	Data Center Operations Production site staffed 24/7, 365 days/yr -- Treasury computer rm is Disaster Recovery & Development facility, staffed 7a-6p Mon-Fri
35	Provide in-house assistance to SOS branch offices open on Saturday mornings
36	2nd shift + overtime is necessary on 90% of Saturdays
37	Completion of the year end closing/audit of MHESLA and various bonding transactions for MHESLA

	K	L	M	N	O	P
1						
2	**Approval**					
3	Dan Plawecki					
4	Denise Rhadigan					
5	Karen Tarrant					
6	Gwen Bowersox					
7	Gwen Bowersox					
8	Gwen Bowersox					
9						
10	Musette A. Michael					
11	Kristen McDonald-Stone					
12						
13						
14	Rose Wilson					
15	Nancy Duncan					
16	Lynda Rossi					
17	Carol Viventi					
18	Carol Vivanti					
19	William Pruzinsky					
20	Gloria J. Jeff					
21	Brian Hengesbach					
22	Myron Frierson					
23	Doug Bramble					
24	Janet Olszewski					
25	Janet Olszewski					
26	Janet Olzewski					
27	Janet Olzewski					
28	Bob Bierwagen					
29	Bob Bierwagen					
30	**Doug Church**					
31	Denise Rhadigan					
32	Denise Rhadigan					
33	Denise Rhadigan					
34	Denise Rhadigan					
35	Bill Pruzinsky					
36	Duane Berger					
37	Bruce Hanses					

	A	B
38		Treasury
39		LT-10
40		LT-21
41		LT-22
42		Auditor General
43		DCH
44		DCH
45		DELEG
46		DELEG
47		DHS
48		DHS
49		DHS
50		DHS
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81		DHS

	C	D
38	Executive Office	Austin
39	DCH	Budget & Contracts
40	HAL	Michigan Historical Center
41	HAL	Michigan Historical Center
42	Audit Operations	Van Wagoner
43	Accounting	Cass
44	Environmental	Cass
45	Board of Review	Ottawa
46	MES Board of Review	Ottawa
47	Out State Operations	Flint
48	Out State Operations	Flint
49	Outstate Operations	Flint
50	North District	Flint
51	North District	Flint
52	North District	Flint
53	Outstate Operatios	Flint
54	North District	Flint
55	Children's District	Flint
56	Outstate Operations	Flint S.O.B.
57	Out State Operations	Flint SOB
58	Out State Operations	Flint SOB
59	Operations	Flint SOB
60	Out State Operations	Flint SOB
61	North District	Flint State Building
62	Out State Operations	Flint State Office
63	Out State Operations	Flint State Office
64	North District	Flint State Office
65	Out State Operations	Flint State Office
66	Outstate Operations	Flint State Office Building
67	Out State Operations	Flint State Office Building
68	Out State Operations	Flint State Office Building
69	Out State Ops	Flint State Office building
70	Bridges	Grand Tower
71	BRIDGES	Grand Tower
72	Chief Administration Office	Grand Tower
73	DHS Systems Development	Grand Tower
74	Systems Development	Grand Tower
75	Systems Development	Grand Tower
76	Chief Administration Office	Grand Tower
77	Bridges	Grand Tower
78	Bridges	Grand Tower
79	Bridges	Grand Tower
80	Bridges	Grand Tower
81	Bridges	Grand Tower

	E	F
38	2nd floor U16-Y16 & U21-Y21 The entire east end needs to be able to call CC after hours to turn on lights.	
39	Cass	
40	MLHC	
41	MLHC	
42	4th Floor, Between Pillars C-15 & C-16	Through 12/27/08
43	4th Floor	10/18/08 - 1/3/09
44	1st Floor, South Central Pillar C-17	Through 05/15/09
45	4th Floor, Pillars B2 - E2	02-13-10, 02-20-10
46	4th floor, Pillars B2 - E2	5-29-10, 6-5-10, 6-12-10, 6-19-10
47	4th & 5th flrs	March 15, 22, 29, 2008
48	2, 3, 4 & 6th flrs	April 12 & 19, 2008
49	Floors 4 & 5	10-17-09 10-24-09
50	4th & 5th Floors	01-16-10, 01-23-10, 01-23-10
51	4th and 5th floors	04-10-10, 04-17-10, 04-24-10
52	4th & 5th	6-5-10, 6-12-10, 6-19-10
53	Floors 2, 3, 4 & 5	6-26-10
54	2,3,4,6 floors	7/31, 8/2, 8/3, 8/4, 8/5, 8/7, 8/9, 8/10, 8/11, 8/12, 8/14
55	2nd, 3rd, 4th, 6th	8/23, 8/24, 8/25, 8/26, 8/30, 8/31
56	Floors 2, 3, 4, 5, 6	05/30/09
57	Floors 2 through 6	
58	2nd & 3rd flrs	5/17/2008
59	Floors 2, 3, 4, 5, 6	6-27-09
60	2nd, 3rd, 4th, 5th and 6th floors	7-11-09
61	4th and 5th floors	2/20/10 & 2/27/10
62	2nd, 3rd, 4th, 5th and 6th floors	8-29-09
63	Floors 2, 3, 4, 5 & 6	08-15-09
64	4th and 5th floors	12/19/09
65	2nd, 3rd, 4th, 5th and 6th floors	6-6-09
66	Floors 2, 3, 4, 5 & 6	12/06/08 & 12/20/08
67	2nd, 3rd, 4th, 5th and 6th floors	1/17, 1/24, 1/31, 2/7, 2/14, 2/21, 2/28
68	4th and 5th floors	5/2/09 and 5/9/09
69	2nd, 3rd, 4th, 5th and 6th floors	7-18-09
70	1st, 2nd & 3rd floors	11/11/2008
71	Floors: 2, 3, 6, 7, 8, 9, 13, 14	1/2/08 to 3/31/08
72	8th Floor, Pillars D-12, E-13 to H-13, K-13	01/07/09 and 01/14/09
73	6th, Suite 611	1-8-09 1-15-09
74	6th Floor	1/14/2009
75	6th Floor	1/15/2009
76	8th Floor, Pillars D-12, E-13 to H-13, K-13	1/15/2009
77	Floors 2, 3, 6, 8, 10, 13, 14	5/15/09 through 05/19/09
78	Floors 2, 3, 6	08/07/09 through 08/12/09
79	Floors 2, 3, 6, 8, 10	07-25-09, 08-01-09, 08-08-09
80	2nd, 3rd , 6th and 13th floors	8-21-09 through 8-24-09
81	Floors 2, 3, 6, 7, 8	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09

	G	H	I
38	24/7	Ann Luepnitz	636-5335
39	4th Floor	24/7 - As needed, will call Central Control when needed	Tim Becker
40	1st, 2nd and 3rd flrs (exhibit areas and store)	Saturday 9a-5p Sunday 12p-5:30p	Janet Laverty
41	1st, 2nd, 3rd and 4th flrs (all areas housing library books & materials available to the public)	Saturday 8a-5:30p Sunday 12p-5:30p	Janet Laverty
42	6a - 5p Inluding Weekends and Holidays	Rod Wlock	1-4722
43	24/7	Mary Lou Lehman	1-5627
44	5:30 p - 6:30 a	Brian Radigan	202-3696
45	7:00a - 3:00p	Elaine Pohl	1-7264
46	8:00a - 4:00p	Elaine Pohl	1-7264
47	8:00a-1:00p	Jeri Sanderling	810-760-2651
48	6am-1pm	Jeri Sanderling	810-760-2651
49	7:00a - 4:00p	Linda Best	810-760-2737
50	8:00a - 2:00p	Cleo Spates	810-760-2737
51	7:00a - 6:30p	Cleo Spates	810 760-2737
52	8:00am - 1:00pm	Cleo Spates	810-760-2737
53	7:30a - 4:00p	Cleo Spates	810 760-2737
54	Saturdays 7:00a - 5:00p Mon - Thur 5:00p- 9:30p	Cleo Spates	810-760-2737
55	5:00p - 8:00p	Cleo Spates	810 760-2737
56	7:00a - 5:00p	Ruth Johnson	810-760-2737
57	8a-1p	Ruth Johnson	(810)760-2737
58	8a-2p	Ruth Johnson	(810)760-2737
59	7:00a - 5:00p	Ruth Johnson	810-760-2737
60	9a - 12p	Ruth Johnson	760-2737
61	7:00a - 6:30p	Cleo Spates	810 760-2737
62	8:00a - 4:00p	Linda Best	810-760-2737
63	8:00a - 4:00p	Ruth Johnson	810 760-2737
64	7:00a - 1:30p	Cleo Spates	810 760-2737
65	7:00a - 5:00p	Ruth Johnson	810 760-2737
66		Linda Best	810-760-2651
67	7:00a - 5:00p	Ruth Johnson	810-760-2737
68	8:00 a - 1:00p	Ruth Johnson	810 760-2737
69	8:00a-4:00p	Ruth Johnson	810 760-2737
70	8a - 6p	Jeff Huskell	1402899
71	weekdays until 9p, weekends 10a-9p	Arthur Kurtze	3-6098
72	5:00p to Midnight	Mark Pullano	1-8976
73	4:30p - 11:30p 4:30p - 11:30p	John Black	5-2819
74	4:30p - 11:30p	John Black	5-2819
75	4:30p - 11:30p	John Black	5-2819
76	5:00p to Midnight	Mark Pullano	1-8976
77	5p - 11p	Kamal Tekinel	1-5779
78	24/7	Kemal Tekinel	1-5779
79	8:00a - 6:00p	Kemal Tekinel	1-5779
80	24/7	Kemal Tekinel	241-5779
81	24/7	Kemal Tekinel	1-5779

	J
38	Staff overtime
39	241-2330
40	373-1550
41	373-1550
42	Statewide Audit for State Financial Records
43	Overtime for year end closing and auditing
44	Construction/Environmental Analysis
45	Overtime
46	Working overtime
47	Approved OT
48	Approved OT
49	Approved Overtime
50	Bridges Overtime
51	Staff working on bridges
52	Staff working bridges overtime
53	Overtime work on Bridges
54	Bridges overtime
55	Children's District CPS staff working overtime for case completions
56	Approved overtime for children's services
57	Approved OT
58	Approved OT
59	Approved OT for Children's Services
60	Approved OT for Children's Services
61	Staff working on bridges
62	Approved overtime
63	Approved overtime
64	Staff working overtime for BRIDGES
65	Approved Over Time for Children's Services and FISES staff.
66	Approved Overtime
67	Children's foster care and PSW workers approved over time.
68	Bridges over time for FIS/ES/Administrative Support
69	Approved overtime for FIS?ES staff.
70	Deloitte, PCO, PMO and the state will all have resources working.
71	BRIDGES requires off-hour facilities support
72	DIT MI/Migration Central Office
73	DIT MI/Migration being completed for Payments Aarea staff spit over both evenings.
74	DIT MI/Migration being completed for Payments Aarea staff spit over both evenings.
75	DIT MI/Migration being completed for Payments Area staff moved to 1-15-09.
76	DIT MI/Migration Central Office
77	Bridges over time for wave 1 conversion
78	Bridges team working off hours for facilities support
79	Bridges team working off hours for facilities support
80	BRIDGES Self Service Implementation
81	Bridges team working during furlough days

	K	L	M	N	O	P
38	**Bob Ruff**					
39	Numerous, unscheduled, last minute deadlines from State Budget Office, Gov's Office, House Fiscal Agency and Senate Fiscal Agency - need to work extra hours to meet					
40	Historical Center is open to general public 7 days/week					
41	Library of Michigan is open to general public 7 days/week					
42	Leon Hank					
43	Tim Becker					
44	Larry Franklin					
45	Bob Bierwagen					
46	Bob Bierwagen					
47	Jeri Sanderling					
48	Jeri Sanderling					
49	Dave Stevens					
50	Dave Stevens					
51	Dave Stevens					
52	Martin Stone					
53	Marty Stone					
54	Marty Stone					
55	Marty Stone					
56	Stacie Bowers					
57	Steve Gleason					
58	Steve Gleason					
59	Ronnie Logan					
60	Larry Franklin					
61	Dave Stevens					
62	Dave Stevens					
63	Ronnie Logan					
64	Dave Stevens					
65	Dave Stevens					
66	Diane David					
67	Ron Logan					
68	Ronnie Logan					
69	Larry Franklin					
70	Brian Hengesback					
71	Brian Hengesbach					
72	John Sorbet					
73	Nancy Freserki					
74	Nancy Freserki					
75	Jess Layman					
76	John Sorbet					
77	Dave Stevens					
78	Brian Hengesbach					
79	Brian Hengesbach					
80	Dave Stevens					
81	Dave Stevens					

	A	B
82		DHS
83		DHS
84		DHS
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121		DIT
122		DIT

	C	D
82	Child Welfare	Grand Tower
83	Disability Determination	Grand Tower
84	DDS, Central Service Agency	Hannah
85	DDS	Hannah
86	DDS	Hannah
87	DDS, CSA & ASP	Hannah
88	DDS, CSA, ASP	Hannah
89	DDS	Hannah
90	DDS, CSA, ASP	Hannah
91	DDS, CSA, ASP	Hannah
92	DDS, CSA,ASP	Hannah
93	DDS	Hannah
94	DDS, CSA	Hannah
95	DDS	Hannah
96	Saginaw	Jerome T Hart
97	Saginaw County	Jerome T. Hart
98	Saginaw County	Jerome T. Hart
99	North District	Union Street
100	North District	Union Street
101	Executive	Con. Hall
102	Agency Services	GOB
103	Agency Services	GOB
104	Agency Services	Grand Tower
105	Agency Services	Grand Tower
106	Agency Services	Grand Tower
107	Telecom	Hannah
108	DIT Agency Services	Operations Center
109	AS/MDOS	Operations Center
110	Design & Delivery	Operations Center
111	Agency Services	Operations Center
112	Agency Services	Operations Center
113	AS	Operations Center
114	Agency Services	Operations Center
115	Design & Delivery Servcies	Ops Center
116	Agency Services	Romney
117	Agency Services	Romney
118	Executive	Romney
119	Agency Services	Romney
120	MBSii	Romney
121	Agency Services	Romney
122	Michigan Business One Stop	Romney

	E	F
82	1st Floor, Dempsey Room	04-27-10
83	10th & 11th floor	8-7-10
84	3rd flr	03/01/08 & 03/15/08
85	All of 3rd floor	9/27/2008
86	Entire 3rd Floor	11/2/2008
87	3rd Floor	12/20/2008
88	3rd Floor	1/17/2009
89	Entire 3rd Floor	2/28/2009
90	3rd floor	3/14/2009
91	3rd floor	4/4/2009
92	3rd floor	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
93	3rd Floor	02-07-10
94	Upper Level, DDS Server Room C!6	6/13/10
95	3rd floor	8/16/10 thru 8/19/10
96	2nd & 3rd floors	11/16/09 through 11/19/09, 11/23/09 through 11/25/09 and 11/30/09
97	2nd, 3rd & 4th Floors	02-06-10, 02-13-10, 02-20-10, 02-27-10
98	2nd, 3rd & 4th Floors	03-06-10, 03-13-10, 03-20-10, 03-27-10
99	4 & 5 floors	11/14/09
100	4 & 5 floors	11/21/09
101	1st Floor NW Corner 5th floor, Pillars K-14 & J14	9/20/2008
102	3rd flr, B wing	January - March 2008
103	3rd flr, A or B wing	2/1/08-6/30/08
104	11th and 12th floors north and south teledata rooms on each floor	9-2-09
105	Floors 1, 2, 10, 15	08-19-09
106	3rd and 4th floors, north and south teledata rooms	10-7-09
107	1st Floor, east wing	6-27-09
108	2nd floor Room 299 2DL12 & 2DL13	11-14-08 - 11-16-08
109	1st floor, SE corner	1-31-09, 2-7-09, 2-14-09, 2-21-09, 2-28-09, 3-7-09, 3-14-09, 3-21-09, 3-28-09
110	1st floor, CE 11, EE7, DH11, and FH7	6-19-09, 7-6-09, 7-24-09, 8-7-09, 8-21-09, 9-4-09
111	1st Floor, Southeast Corner	10-17-09
112	1st floor SE corner rooms #46 &47	10/30/09 thru 10/31/09
113	1st floor, SE Corner rooms 46 & 47	1-18-10
114	1st Floor, rooms 46 & 47	2-15-10
115	1st floor, middle section	6-19-09
116	9th Floor, pillars F-8, F-9, F-10, F-11. Restrooms & Ground Floor Emergency exit.	7/26/2008 - 7/28/08
117	9th flr, pillars F8-F11, Ground floor emergency exits and restrooms	8/19/2008
118	4th, 8th & 12th Floors	9/18/08 9/20/08
119	9th floor, pillars F8-F11, ground floor emergency exits and restrooms	9/30/2008
120	12th floor/West side	Through 01/31/09
121	9th Floor, West side, Pillars F2, F8, F9, F10, F11 Ground Floor Emergency Exit and restrooms on both floors	4/18/2009
122	12th floor, west side	06-03-09

	G	H	I
82	5:00p - 8:30p	Saragen Gross	1-8082
83	7:30 am-3:30pm		243-5647
84		Patrick Garlitz	5-3053
85	7:00am - 1:00pm	Patrick Garlitz	5-3053
86	800a - 5:00p	Patrick Garlitz	421247
87	7:00a - 1:00p	Patrick Garlitz	5-3053
88	7:00a - 1:00p	Patrick Garlitz	5-3053
89	7:00a - 1:00p	Patrick Garlitz	5-3053
90	7:00a - 1:00p	Patrick Garlitz	5-3053
91	7:00a -1:00p	Patrick Garlitz	5-3053
92	7:00a - 6:00p	Patrick Garlitz	5-3053
93	7:00a - 7:00p	Patrick Garlitz	5-3053
94	8:00a - 7:00p	Patrick Garlitz	5-3053
95	5:00p - 12:30a	Patrick Garlitz	5-3053
96	7:00a - 8:00a and 5:30p - 7:00p	Richard Latinen	989 758-1217
97	8:00a - 5:00p	Richard Latinen	989-758-1217
98	7:00a - 6:30p	Richard Latinen	989-758-1217
99	8:00a -2:30p	Colleen Hayes	810 760-2447
100	8:00a -1:00p	Michele Chockley	810-760-2242
101	8:00a - 11:00p	Linda Baker	202-6219
102		Ginger Czubak	6-5099
103	As needed	Ginger Czubak	636-5099
104	6:00p - 12:00a	Paula Palmatier	335-6382
105	7:00p - 12:00a	Paula Palmatier	5-6382
106	7:00p - midnight	Paula Palmatier	335-6382
107	6:00a - 1:00p	Jack Harris	241-7565
108	until midnight	Ryan Sadler	927-8326
109	6:00a - 4:00p	Mary McClean	6-0201
110	6:00a - 6:00p	R. Surapaneni	636-0329
111	6:00a - 6:00p	Mary McClean	636-0201
112	5:00p - midnight	Mary McClean	636-8201
113	6:00a - midnight	Mary McClean	636-0201
114	6:00a - 6:00p	Mary McClean	636-0201
115	6:00a - 6:00p	R. Surapaneni	636-0329
116	8:00a through 8:00a	Jan Foster	5-5108
117	6p-11p	Jan Foster	5-5108
118	6p - 11p 8a - 11p	Linda Baker	202-6219
119	5:00pm - 7:00am	Jan Foster	
120	Mon-Fri 6:00a - 9:00p Sat & Sun 8:00a - 5:00p	Terry Horton	1-8258
121	8:00a - 4:00p	Jan Foster	335-5108
122	6:00p - 11:00p	Terry Horton	1-8258

	J
82	Child Welfare Advisory Board Meeting
83	Installing new computers
84	Federally funded overtime
85	Overtime for Social Security Administration
86	Dry Run of upgraded software to ensure it works correctly
87	Approved Overtime
88	The SSA has autorized overtime, to develop claims filed by the people of Michigan claiming a disability.
89	Federally funded overtime.
90	The Social Security Administration has authorized the use of overtime, funded 100% by federal funds, to develop claims filed by people of the State of MI claiming disability.
91	The Social Security Administration has authorized the use of overtime, funded 100% by federal funds, to develop claims filed by people of the State of MI claiming disability.
92	Requesting lights and HVAC Ensures that the 100% federally funded SSA program continues to adjudicate cases in a timely and cost effective manner on behalf of the claimants of Mi.
93	Federally funded SSA Overtime
94	Federally funded overtime
95	Ensure that the 100% federally funded SSA program continues to adjudicate cases in a timely and cost effective manner on behalf of the claimants of Michigan.
96	Approximately 100 employees working ot on the second and third shifts to complete BRIDGES activities.
97	Bridges Overtime
98	Bridges Overtime
99	Staff working overtime on BRIDGES
100	Staff working overtime on BRIDGES
101	PC Migration
102	Critical software development
103	Web Self Service Project for ORS
104	MDIT Telecommunications will be upgrading the LAN equipment.
105	Telecom LAN equipment upgrade
106	MDIT Telecommunications will be upgrading the LAN equipment.
107	PBX Consolidation Project
108	DIT application work for MBT eService application development for Siebel Call Center for Treasury
109	Staff Working OT
110	Coverage for messaging - critical application.
111	High Priority Project with short deadline
112	working on a mandated project w/ a tight timeline
113	To complete Legislative mandated project (BAM)
114	High Priority Project with short deadline
115	Coverage for Messaging
116	Annual MAIN Disaster Recovery Test
117	Annual Escheats run
118	PC Migration
119	Year End Testing
120	High profile project for the Governor's office.
121	Multiple EFT Going Live
122	Critical deadlines for Governor's Business One Stop project

	K	L	M	N	O	P
82	Steve Doty					
83	Steve Doty					
84						
85	Byron Haskins					
86	Byron Haskins					
87	Byron Harkins					
88	Bryon Hawkins					
89	Bryon Haskins					
90	Bryon Haskins					
91	Bryon Haskins					
92	Dave Stevens					
93	Dave Stevens					
94	Neal Droste					
95	Bob Bierwagen					
96	Dave Stevens					
97	Dave Stevens					
98	Dave Stevens					
99	Stacie Bowens					
100	Dave Stevens					
101	Troy Spitzley					
102						
103	Tim McCormick					
104	Troy Spitzley					
105	Troy Spitzley					
106	Troy Spitzley					
107	Jack Harris					
108	David Borzewski					
109	Beth Dean					
110	Troy Spitzley					
111	Larry Franklin					
112	Troy Spitzley					
113	Troy Spitzley					
114	Dave Stevens					
115	Larry Franklin					
116	Troy Spitzley					
117	Troy Spitzley					
118	Troy Spitzley					
119	Troy Spitzley					
120	Troy Spitzley					
121	Larry Franklin					
122	Troy Spitzley					

	A	B
123		DIT
124		DIT
125		DIT
126		DIT
127		DIT
128		DIT
129		DIT
130		DIT
131		DIT
132		DIT
133		DIT
134		DIT
135		DLEG
136		DLEG
137		DLEG
138		DLEG
139		DLEG
140		DLEG
141		DLEG
142		DLEG
143		DLEG
144		DLEG
145		DLEG
146		DMB
147		DMB
148		DMB
149		DMB
150		DMB
151		DMB
152		DMB
153		DMB
154		DMB
155		DMB
156		DMB
157		DMB
158		DMB
159		DMB
160		DMB
161		DMB
162		DMB
163		DMB
164		DMB
165		DMB
166		DMB
167		DMB

	C	D
123	Agency Services	Romney
124	E-Michigan	Romney
125	Agency Services	Romney
126	E-Michigan	Romney
127	Agency Services	Romney
128	Michigan One Stop	Romney
129	Agency Services	Romney
130	MBSii	Romney
131	MBSII	Romney
132	MBSii	Romney
133	MBSii	Romney
134	MBSii/Mi One Stop Project	Romney
135	MIOSHA	GOB
136	MIOSHA	GOB
137	MIOSHA	GOB
138	Office Services	GOB
139	MES	Ottawa
140	MES	Ottawa
141	MES	Ottawa
142	MES	Ottawa
143	Director's Office	Ottawa
144	OFIR	Ottawa
145	Tax Tribunal	Ottawa
146	Director's Office	Cass
147	Operations	Cass
148	Operations	Cass
149	Peckham	Cass
150	Peckham	Cass
151	Operations	Cass
152	Operations	Cass
153	Operations	Cass
154	Operation	Cass
155	Operation	Cass
156	Operations	Cass
157	Operations	Cass
158	FA/BOD	Cass
159	FA/BOD	Cass
160	Facilities	GOB
161	FA	GOB
162	Operations	Grand Tower
163	Buidling Operations	Hannah
164	FA	Hannah
165	Operations	Mason, Austin, Hannah, Ottawa, Van Wagoner, Grand Tower, Con Hall
166	Operations	MLHC
167	Operations	MLHC

	E	F
123	9th floor west side pillars f8, f9, f10, f11 ground flr emergency exit and restrooms on both floors	7-25-09 through 07-27-09
124	9th floor column D1 and D3 and column G11	7-23-09
125	9th floor	8-18-09
126	9th floor	8-6-09, 8-7-09, 8-8-09, 8-9-09
127	Entire 11th & 12th floors	6-19-09, 7-6-09, 7-24-09, 8-7-09, 8-21-09, 9-4-09
128	12th floor, west side	9-1-09 through 9-3-09
129	9th floor west side pillars f8, f9, f10, f11, ground floor emergency exit, and restrooms on both floors	9-30-09 through 10-1-09
130	12th Floor, West Side	12-12-09 & 12-19-09
131	12th Floor, West Side	01-27-10
132	12th floor, west side	4-17-10, 4-24-10, 5-1-10,
133	12th floor, west side	5-19-10
134	12th floor west side	6-23-10
135	2nd Floor B-Wing	8/16/08 & 8/23/08
136	2nd Floor B-Wing	10/11/2008
137	2nd floor, all B Wing	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
138	1st Floor, A Wing, NE Corner	12-12-09
139	4th Flr	3/8/08
140	4th Flr, pillars B2-E2	3/15/2008
141	4th Flr, pillars B2-E2	3/22/2008
142	4th Flr, pillars B2-E2	3/29, 4/5, 4/12, 4/19, 4/26
143	4th floor, Director's suite Pillar H8	11-25-08 11-26-08 - 11-30-08
144	3rd floor, pillars F5 & G5	5-30-09
145	2nd Floor, Pillars E7 and F7	Through 12/31/09
146	1st Floor, North Wing	11/22/2008
147	Garden Level	7-23-09 Thru 9-30-09
148	1st and 2nd floor, North side	09-28-10 Thru 10-09-09
149	5th Floor	10-17-09
150	Basement & 5th Floor	10-31-09
151	1st Floor South	10-01-09 through 11-09-09
152	1at floor	11/11/09
153	all floors	11/11/09
154	Basement	11-10-09 until 12-30-09
155	Basement	11-10-09 until 12-30-09
156	All floors	2/15/10
157	Garden Level	03/01/10
158	4th floor	3/19/10 through 3/21/10
159	4th floor	3/26/10 through 3/28/10
160	3rd Floor, B Wing, North Side	4/27/2009
161	Pillars H, K, M and N10 - N16	39937
162	All floors	2/15/10
163	1st floor, Parking office	3-14-09 & 3-15-09
164	1st Floor, NE side, Pillars A-15, B-14-15, C-13-16	6-3-09, 6-4-09, 6-5-09
165	1st Floor	7-23-09 Thru 9-30-09
166	4th Floor Library- North & South Sides	04/19/09 through 07/23/09
167	5th Floor, Library, North Wing & Lobby	01-13-10, 01-14-10

	G	H	I
123	24/7	Jan Foster	335-5108
124	7:30p - 4:00 a	Roana Smith	373-6999
125	6:00p - 12:00p	Jan Foster	335-5108
126	24/7	Roana Smith	373-6999
127	8:00a - 5:00p	Pratin Travedl	1-9637
128	6:00a - 12:00a	Terry Horton	1-8258
129	5:00p - 7:00a	Jan Foster	335-5108
130	8:00a - 9:00p	Terry Horton	1-8258
131	6:00p - 6:00a	Terry Horton	1-8258
132	8:00a - 6:00p	Terry Horton	1-8258
133	6:00p - 3:00a	Terry Horton	1-8258
134	5:00p - 12:00a	Terry Horton	1-8258
135		Leanne Haeck	2-1833
136	6a-12p	Leanne Haeck	2-1833
137	6:30a - 6:00p	Doug Kalinowski	2-1817
138	7:00a - 1:00p	Dave Thomas	1-1449
139	7:00a-4:00p	Elaine Pohl	1-7264
140	7:00a-4:00p	Elaine Pohl	1-7264
141	7:00a-4:00p	Elaine Pohl	1-7264
142	7:00a-3:00p	Elaine Pohl	1-7264
143	until 10:00 p.m until 7:00 p.m	Carolyn Hutting	241-7124
144	12:00o - 7:00p	Kathy Lafleur	1-1559
145	24/7	Patti Halm	1-2982
146	9:00a - 3:00p	Linda Norlock	241-8619
147	5:00p - 6:00a	Tim Crawford	206-0339
148	5:00 p.m. - 7:00 a.m.	Brian Radigan	202-3696
149	8:00a - 5:00p	Terry Bush	719-2040
150	8:00a - 5:00p	Terry Bush	719-2040
151	5:00p - 7:00a	Brett Eberhard	517-719-5886
152	as needed	Brian radigan	202-3696
153	7:00a - 3:30p	Debbye Kafara	202-2907
154	5:30 a.m.	Brandon Philip	5-4110
155	5:30 a.m.	Brandon Philip	5-4110
156	6:00a - 4:00p	Steve Doty or John Speice	3-2177 or 1-4703
157	5:30p - 11:00p	Mick Sowle	490-3530
158	3/19/10 6:00p - 12:00a 3/21/10 8:00a - 6:30p	John Spiece	1-4703
159	3/26/10 6:00p - 12:00a 3/27/10 & 3/28/10 8:00a - 6:30p	John Spiece	1-4703
160	4:30p - 1:00a	Karin Carver	2-1499
161	5:00p - 10:00p	Kelly Minton	290-1643
162	6:00a - 4:00p	Steve Doty or John Speice	3-2177 or 1-4703
163	8:00a - 5:00p	Dave Dunn	719-0912
164	5:00p - 8:00a	Larry Rosenbrook	3-2163
165	5:00p - 6:00a	Tim Crawford	206-0339
166	3:00p - 12:00a	Anita Stevens Bob Littrell	373-7110 719-0676
167	5:00p - 12:00a	Anita Stevens	3-7110

	J
123	Disaster Recovery Testing
124	To upgrade the intranet, connect.michigan.gov, so state employees will be able to access the intranet
125	Annual eschears run.
126	To upgrade the internet, connect.michigan.gov so state employees will be able to access the internet
127	Requesting lights and HVAC MiCSES application development during furlough days
128	Project release is scheduled to be released on that evening. Everyone has to be up, running and on board for any issues that arise when the release to the website goes out.
129	Year end testing
130	Critical tasks needed to be complete by Jan. 1st deadling
131	Critical Task for Governor's Project
132	Critical tasks need to be finished for Governor's project.
133	Critical tasks need to be finished for Governor's project.
134	Governor's project
135	Inspection file deadline
136	Overtime to complete year end inspection
137	Requesting lights and HVAC. MIOSHA is required to maintain continuous operations Monday thru Friday. 50% will be working on furlough days.
138	Wage & Hour division is moving into the GOB and needs lighting for safety
139	Working OT
140	Working OT
141	Working OT
142	Working OT
143	DLEG Director will be working until 10:00 p.m. tonight and until 7:00 p.m. every other night until 11-30-08
144	Insurance assignments have to be completed prior to opening of business on Monday.
145	Overtime for Tax Tribunal Judges
146	To light area in order to organize, lay out a publication - DMB annual report
147	Capitol Complex Lobby Security Upgrade Project
148	Painting/fire suppression system work
149	Carpet extracting - Willcall only if lights are needed to clean carpet in office areas
150	Carpet Extracting & Hard Floor Maintenance - Will call only if lights are needed
151	Phase 1 Abatement & Demo
152	1st floor north & south renovation project.
153	Refinishing tile floors on 2nd and the garden level, carpet extracting, 5th & 4th floors, cleaning restroom stall walls on all floors. Will call when lights are needed.
154	Parking lot is wired to this circuit. Need lights on in building so customers can access the parking lot
155	Parking lot is wired to this circuit. Need lights on in building so customers can access the parking lot
156	Cleaning of high traffic areas
157	Grinding concrete floor in cafeteria
158	removal of asbestos in west stairwell, safety and health needs to be done afterhours.
159	removal of asbestos in west stairwell, safety and health needs to be done afterhours.
160	Construction Work
161	Set the masking system that was installed last week. Work over head and with sound system.
162	Cleaning of high traffic areas
163	In an effort to minimize down time and disruption of services to its customers, the bulk of the modular renovation to the Parking office/customer service center will be performed afterhours on a weekend.
164	Demolition of Walls for construction project
165	Capitol Complex Lobby Security Upgrade Project
166	Construction - Moore Trosper will contact CC each night to have lights turned off
167	Lansing Tile Staff doing after hours work

	K	L	M	N	O	P
123	Troy Spitzley					
124	Troy Spitzley					
125	Troy Spitzley					
126	Troy Spitzley					
127	Troy Spitzley					
128	Dave Stevens					
129	Troy Spitzley					
130	Troy Spitzley					
131	Troy Spitzley					
132	Steve Doty					
133	Steve Doty					
134	Troy Spitzley					
135	Allan Pohl					
136	Allan Pohl					
137	Dave Stevens					
138	Dave Stevens					
139	Allan Pohl					
140	Allan Pohl					
141	Allan Pohl					
142	Allan Pohl					
143	Allan Pohl					
144	Allan Pohl					
145	Allan Pohl					
146	Patty Ruso					
147	Dave Stevens					
148	Dave Stevens					
149	Dave Stevens					
150	Larry Franklin					
151	Dave Stevens					
152	Dave Stevens					
153	Dave Stevens					
154	Dave Stevens					
155	Dave Stevens					
156	Steven Doty					
157	Steve Doty					
158	Steven Doty					
159	John Spiece					
160	Larry Franklin					
161	Dave Stevens					
162	Steven Doty					
163	Dave Stevens					
164	Dave Stevens					
165	Dave Stevens					
166	Dave Stevens					
167	Dave Stevens					

	A	B
168		DMB
169		DMB
170		DMB
171		DMB
172		DMB
173		DMB
174		DMB
175		DMB
176		DMB
177		DMB
178		DMB
179		DMB
180		DMB
181		DNR
182		DNR
183		DNR
184		DNR
185		DNRE
186		DOS
187		DOS
188		DOS
189		DOS
190		DOS
191		DOS
192		DTMB
193		DTMB
194		DTMB
195		DTMB
196		DTMB
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203		DTMB
204		DTMB
205		DTMB
206		DTMB
207		DTMB
208		DTMB
209		DTMB
210		DTMB
211		Education

	C	D
168	BOD	MLHC
169	Operations	Ottawa
170	Budget Office	Romney
171	Budget Office	Romney
172	Financial Management	Romney
173	Office of Financial management	Romney
174	Office of Financial management	Romney
175	Office of Financial Mgt, Acct and Financial Reporting	Romney
176	State Budget Office	Romney
177	Accounting and Financial Reporting	Romney
178	Budget Office	Romney
179	Operations	Romney
180	Office of Financial Mgt	Romney
181	Law enforcement	Mason
182	Michigan History Foundation	MLHC
183	Communications	MLHC
184	Communications	MLHC
185	Communications	MLHC
186	Driver Program	Austin
187	Elections	Austin
188	Elections	Austin
189	Elections	Austin
190	Legal and regulatory services	Austin
191	Information Center - Field Support	SOS
192	DCO	Austin
193	Operations	Cass
194	BOD	Cass
195	OOF	Cass
196	ORS	GOB
197	Peckham	Grand Tower
198	Operations	MLHC
199	Data Center Services	Operations Center
200	TS	Operations Center
201	Data Center	Operations Center
202	Fin Mgt	Romney
203	Agency Services	Romney
204	Agency Services	Romney
205	Facilities Admin	Romney
206	Agency Services	Romney
207	Agency Services	Romney
208	MBSii	Romney
209	Facilities Admin	Van Wagoner
210	FA	Van Wagoner
211	Office of School Improvement	Hannah

	E	F
168	2nd floor library pillars H1-H10	8-30-09 through 01-10-10
169	All floors	2/15/10
170	6th flr	1/25-1/31 2/1-2/3 2/4-2/6
171	Entire 6th Floor	Through June 27th
172	All of 7th floor, including restrooms and breakroom	9/30/08 - 10/1/08
173	7th floor everything including rest rooms and break rooms	11/4, 11/8, 11/11, 11/15, 11/22, 11/28 11/29, 12/6, 12/13, 12/20, 12/24, 12/27, 12/31
174	7th floor everything including rest rooms and break rooms	12/28/2008
175	7th floor, all offices including restrooms and breakroom	4/18/2009
176	6th floor	9/29/09 thru 9/30/09
177	7th floor, east side, pillars c1, g3, f2, f4 include restrooms and breakrooms	9-30-09 through 10-1-09
178	6th Floor	01-15-10 through 02-10-10. including Holidays & Weekends
179	All floors	2/15/10
180	7th floor, including restrooms and break rooms	1/9/10, 1/16/10, 1/23/10, 1/30/10, 2/6/10, 2/13/10, 2/20/10, 2/27/10, 3/6/10, 3/13/10, 3/20/10, 3/27/10
181	7th floor, east wing, rap room	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
182	All Floors	12-18-09
183	Museum Side, Floors 1, 2, 2M, 3, 3M & Cafeteria	01-16-10 to 01-17-10
184	Museum Side, Floors 1, 2, 2M, 3, 3M & Cafeteria, and forum	2-5-10 through 2-6-10
185	Museum Side, Floors 1, 2, 2M, 3, 3M & Cafeteria	03/06/10 through 03/07/10
186	West - U-Y16 to U-Y10	23-Feb
187	1st Floor, Pillars W-21, W-22 & W-23	11/1/2008
188	1st Floor, NE Wing Pillars U17-U23, V17-V23, W17-W23	2/24/2009
189	1st Floor, Northeast Wing, Pillars W 21, 22,23	5/2/2009
190	4th floor	9/25/09 through 11/2/09
191	1st Floor	11-11-09, 11-27-09, 12-24-09, 12-31-09, 01-18-10, 02-15-10
192	4th Floor, Traverse Bay Hosting Center	04-24-10
193	All	04-24-10
194	1st & 2nd floors, North and South	5-15-10
195	1st floor South Wing	June 26
196	3rd Floor, B Wing	05-15-10 through 06-30-10
197	All	8/14/10
198	1st Floor North & 3rd floor, library	5-4-10 through 8-15-10
199	1st Floor, Hosting Center	03/27/10
200	1st Floor	8/27-8/28
201	1st floor	8/28/10
202	7th & 9th	5-2-10
203	11th & 12th	5-29-10 through 5-31-10
204	11th floor	6-26-10 & 6-27-10
205	11th floor	July 3 - July 5
206	9th floor	7/24/10 thru 7/26/10
207	11th floor	July 17, 18, 24, 25, 31 & Aug 1
208	12th floor	9/8/10 - 9/9/10
209	1st Floor	6-30 thru 7-2
210	1st Floor	Aug 5 - Aug 7
211	Upper Level, Conference Room 5	7/15/2008

	G	H	I
168	6:00p - 12:00a	Anita Stevens	3-7110
169	6:30a - 4:00p	Jerry Arnold	719-8233
170	7a-9p 7a-11p 7a-9p	Connie Minix	3-0870
171	5:00p-12:00a	Vickie Wesley	3-4978
172	5p - 7am	Adel Beachnau	1-0811
173	5:45a-6:00p	Adel Beachnau	1-0811
174	10:00a - 6:00 p	Adel Beachnau	1-0811
175	8:00a - 4:00p	Adel Beachnau	241-0811
176	6:00a - 12:00p	Connie Minix	3-0870
177	24/7	Adel Beachnau	241-0811
178	7:00a - 11:00p	Connie Minix	3-0870
179	6:00a - 4:00p	Steve Doty or John Speice	3-2177 or 1-4703
180	6:00a - 7:00p	Adel Beachnau	1-0811
181	24/7	David Grimm	372-9028
182	6:30p - 9:30p	Carol Payne	3-2565
183	5:00p - 9:00p	Alexandra Raven	1-0708
184	5:00p - 9:00a	Alexandra Raven	1-0708
185	5:00p - 10:00p	Alexander Raven	1-0708
186	8a-1:30p	Lorraine Finison	3-9067
187	8:30a - 2:30p	Sandra Shenkus-Pasik	1-1379
188	6:30a - 8:30p	Lucinda Sheltrown	5-2659
189	8:30 a - 2:00 p	Lucinda Sheltrown	5-2659
190	as needed	Kelly Cilski	1-3463
191	8:00a - 1:00p	Victoria Dittmer	2-1482
192	8:00a - 5:00p	Bill Bacalis	6-4090
193	7:00a - 5:00p	John Spiece	204-6917
194	7:00a - 5:00p	John Spiece	1-4703
195	7:00am - 3:30pm	Steve Doty	3-2177
196	24/7	Fred Covert Kathy Tober Connie Morse	2-6014
197	6:30a - 5:00p	Terry Bush	719-2040
198	6:00P - 4:30a	Bob Luttrell	719-0676
199	7:00a - 5:00p	Bill Bacalis	6-4090
200	6:00pm-12:00am	David Wade	517-636-4073
201	7:00am - 6:00pm	Bill Bacalis	636-4090
202	7:00a - 7:00p	Adel Beachnau	1-0811
203	24/7	Maary Bresnahan	1-9179
204	6:00a -6:00p	James Piecuch	1-5863
205	24/7	James Piecuch	241-5863
206	24/7	Jan Foster	5-5108
207	7:00a - 6:00p	James Piecuch	1-5863
208	6:00pm - 3:00am	Terry Horton	241-8258
209	5:00pm - 7:00am	Jud Sorensen	335-1477
210	5pm - 7am	Jud Sorensen	335-1477
211	5:00p-9:00p	Cheryl Fortin	1-3147

	J
168	Moore Trosper will begin working a 2nd shift schedule for a sprinkler pipe replacement project.
169	Cleaning of high traffic areas
170	2009 Executive Budget
171	Staff working late with the Legislature
172	Year End Closing
173	OAG working on CAFR audit
174	OAG working on CAFR audit
175	Multiple EFT going into production
176	completion of FY 2010 - or 30 day continuation budget.
177	Year end closing activities.
178	2011 Executive Budget
179	Cleaning of interior glass.
180	Office of Auditor General working on the CAFR.
181	Rap room requires lighting 24/7
182	After Hours Event for the Michigan History Foundation
183	Muesum Overnight Program
184	Muesum Overnight Program
185	Museum Overnight Program
186	Training rm is being used to offer a Saturday session of the Driver Education Curriculum Workshop
187	QVF Help Desk needs to be opwn to assist clerks for Nov. 4 Election
188	Election staff working to cover for an Election
189	QVF Election Help Desk to prepare for May 5 Election
190	The DOS, Legal and Regulatory Services Administration, Office of the Great Seal must enter all bills signed by the Governor to fulfill the legal requirements of enacting a bill into law. 2010 budget bill may be signed after hours and the staff will require lights to finalize the paperwork.
191	Provide in-house assistance to SOS branch offices open on Saturday mornings
192	Repaits for Austin Generator and 4th Floor Computer Room
193	Fire Systems Test
194	Fire system work
195	Maintain State Buildings
196	ORS Customer Education Schedule
197	Carpet extraction
198	sprinkler construction
199	Under Floor Cleaning in Computer Room
200	Application upgrade
201	Data Center Maintenance
202	MAIN FACS testing.
203	per Steve Doty
204	Working overtime
205	MICES work
206	MAIN Disaster Recovery Testing (MAIN DR Test)
207	Work on the MiCSES is needed to provide support to children/families.
208	Integration Release
209	Asbestos Abentment
210	Asbestos abatement
211	MDE Employee's meeting

	K	L	M	N	O	P
168	Dave Stevens					
169	Bob Bierwagen					
170	Nancy Duncan					
171	Robert Emerson					
172	Nancy Duncan					
173	Nancy Duncan					
174	Nancy Duncan					
175	Larry Franklin					
176	Dave Stevens					
177	Nancy Duncan					
178	Nancy Duncan					
179	Steven Doty					
180	Nancy Duncan					
181	Larry Franklin					
182	Rodney Stokes					
183	Rodney Stokes					
184	Jamie Uphaus					
185	Jamie Uphaus					
186	Bill Pruzinsky					
187	Bill Pruzinsky					
188	William Pruzinsky					
189	Bill Pruzinsky					
190	Dave Stevens					
191	Bill Pruzinsky					
192	Mike Noonan					
193	Steve Doty					
194	John Spiece					
195	Steve Doty					
196	Larry Scates					
197	Steve Doty					
198	Jamie Uphaus					
199	Troy Spitzley					
200	Larry Scates					
201	Larry Scates					
202	Steve Doty					
203	Steve Doty					
204	Steve Doty					
205	Steve Doty					
206	Steve Doty					
207	Steve Doty					
208	Steve Doty					
209	Mike Noonan					
210	Bob Ruff					
211	Carol Wolenberg					

	A	B
212		Education
213		Education
214		Education
215		Education
216		Education
217		Education
218		Education
219		Education
220		Education
221		Education
222		Education
223		Education
224		Education
225		Governor's Exe office
226		HAL
227		HAL
228		HAL
229		HAL
230		HAL
231		Human Services
232		Human Services
233		Human Services
234		Human Services
235		MDOT
236		MDOT
237		MDOT
238		MDOT
239		MDOT
240		MDOT
241		MDOT
242		MI Supreme Court
243		MI Supreme Court
244		MLHC
245		MLHC
246		MSP
247		MSP
248		MSP
249		MSP
250		MSP
251		MSP
252		MSP
253		OOF
254		State

	C	D
212	Financial Management	Hannah
213	OSI	Hannah
214	School Improvement	Hannah
215	OEII	Hannah
216	Education Improvement & Innovation	Hannah
217	Education Improvement & Innovation	Hannah
218	Office of the Superintendent	Hannah
219	Education Improvement & Innovation	Hannah
220	Education Improvement & Innovation	Hannah
221	Education Assessment	Hannah
222	OEAA	Hannah
223	Education Improvement & Innovation	Hannah
224	Library of Michigan Foundation	MLHC
225	Economic Recovery	Romney
226	Foundation/ Museum	MLHC
227	Library of Michigan Foundation	MLHC
228	Foundation	MLHC
229	Foundation	MLHC
230	Foundation	MLHC
231	DHS	Grand Tower
232	Chief Administrative Office	Grand Tower
233	CSA	Hannah
234	DDS, CSA & ASP	Hannah
235	Financial Operations	Earle Center
236	HR	MDOT Warehouse
237	PED Transportation	MDOT Warehouse
238	Directors Office	MDOT Warehouse
239	Executive	Van Wagoner
240	Design Division	Van Wagoner
241	Contract Services	Van Wagoner
242	Reporter's Office	HOJ
243	Justices	HOJ
244	Executive	MLHC
245	Museum	MLHC
246	EMHSD	Emergency Management & Homeland Security Training Center
247	EMHSD - EMHSTC	EMHSTC
248		First District Headquarters
249	Firebsuc Science Division	Forensic Lab
250	Forensic Science Division	Lansing Forensic Laboratory
251	Uniform	Lansing Post
252	Training Division	PTA
253	Zone 4	Romney
254	Elections	Austin

	E	F
212	4th Floor, Pillars C-19 & C-20	11-11-09, 11-14-09
213	4th Floor Pillars G-18 & F-19	11-15-09
214	4th Floor, Pillar G-18 & F-18	12-06-09, 12-13-09, 12-20-09, 12-27-09, 01-03-10, 01-10-10
215	4th Floor	11/29/09
216	4th Floor, Pillars D19-20, E19-20, H18-19, G18-19, F18-20	01/22/10, 01/23/10 01/24/10, 01/27/10, 01/28/10, 01/29/10, 01/30/10, 01/31/10, 02/03/10, 02/04/10, 02/05/10
217	4th Floor, Pillar G-18	05-08-10 & 05-09-10
218	2nd & 4th floors	5-7-10
219	4th Floor, Pillar H-19	5-15-10 & 5-16-10
220	4th floor, Pillar H-19, enclosed office of Director OEII (linda Forward)	On 06/13/2010
221	2nd floor	June 26-27
222	2nd, SE Corner	7-10-10 & 7-11-10
223	4th Floor Pillar H-19 enclosed office	6-19-10 through 9-6-10
224	Library 1st & 2nd Floor, Rotunda & Forum	04-17-10
225	3rd floor, pillars F#, H3, H5, H7, K5	10-9-09 and 10-10-09
226	1st, 2nd & 3rd flrs Forum, Rotunda & Museum	12/5/2008
227	2nd floor library, Roundra Forum	4/18/2009
228	1st, 2nd, 3rd floor museum & rotunda	9/30/2009
229	1st, 2nd and 3rd flrs museum, forum and rotunda	11-21-09
230	1st, 2nd, 3rd floors, museum, forum and rotunda	04-09-10
231	Floors 2,3,6,8,10,13	8/15/085 - 8/25/08
232	10th, 11th & 15th floor	
233	Entire 3rd Floor	8/24/2008
234	3rd floor	12/6/2008
235	1st floor, whole building	weekends 1-16-10 through 2-28-10
236	1st Floor	11/23/2008
237	Earle Learning Center	12/6/2008
238	1st Floor, Horatio Earle Center	12-05-09
239	1st Floor East End Pillars D17-D20, E17-E20	2/10/2009
240	2nd floor, pillars A17-A20, A13-15, A^	6-19-09
241	1st Floor, Pillars A-16 and B-16	08-08-09 through 08-30-09
242	4th floor, North and 3rd Floor cnter library	7-13-10 through 7-31-10
243	4th & 6th floors	7-31-10
244	1st floor, Lake Superior and Lake Erie	3/18/2009
245	Museum Side, floors 1, 2, 2M, 3, 3M	3-14-09 & 3-15-09
246	Classroom, restrooms & garage	05/09/09 & 05/10/09
247	Classrooms, restrooms and the garage	10/24/08 10/25 - 10/26
248	1st, rooms 114, 115, 116, 117, 124, 126, 127, hallways, conference room	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
249	1st floor, entire building	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
250	1st floor, entire building	6-19-09
251	Entire Post	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
252	1st floor, dorms, café, auditorium & TA staff offices	6-19-09
253	Basement	7/31/10
254	1st flr, all Bureau of Elections areas	1/12/08

	G	H	I
212	7:00a - 5:00p	Rose Zukar	335-2429
213	8:00a - 6:00p	Mary Brinks	1-0247
214	10:00a - 6:00p	Mary Brinks	3-8480
215	10:00a - 6:00p	Mary Brinks	3-8480
216	6:00a - 10:00p	Mark Brinks or Bill Witt	3-8480
217	9:00a - 6:00p	Linda Forward	1-4553
218	6:00p - 12:00a	Karen Zarka	5-0011
219	9:00a - 5:00p	Linda Forward	1-3232
220	9am - 5pm	Catherine McClain	1-3147
221	8:00-5:00-- & 10:00-5:-00	Kim Mull	1-2734
222	8:00a - 5:00p 7/10 & 10:00a - 5:00p 7/11	Kim Mull	1-2734
223	9am - 5pm	Catherine McClain	241-3147
224	5:00p - 12:00a	Joyce Ruttan	3-2977
225	24/7	Leslee Fritz	896-9096
226	6:00a-11:00p	Carol Payne	3-2565
227	5:00p - 11:00p	Judith Moore or Joyce Ruttan	373-4470 or 373-2977
228	6:00p -11:00p	Carol Payne	373-2565
229	7p-11p (event additional hrs needed for tear down)	Carol Payne	373-2565
230	6:00p - 10:00p	Carol Payne	3-2565
231		Jeff Haskell	1-5741
232		Janet Reed	3-7787
233	8:00a-5-00p	Patrick Garlitz	5-3053
234	7:00a - 1:00p	Patrick Garlitz	5-3053
235	6:00a - 6:00p	Bill Ragla	5-2377
236	1:30p - 8:00p	Staci Grover	3-1533
237	9:00am-1:00pm	Delia McGregor	591694
238	6:00a - 6:00p	Jan Pohl	3-9571
239	12:30a - 2:30a	Dennis Armstead	1-4919
240	6:00a - 6:00p	Roberta Tisdale	1-2731
241	24/7	Sylvia Alexander	373-1885
242	M-F until 12a weekends 8a - 5p	Dave Palazzolo	3-5541
243	8:00a - 7:00p	Dave Palazzolo	3-5541
244	6:00p - 9:00p	Anne Bischoff	3-2486
245	5:30p - 9:00a	Alexandra Raven	241-0708
246	8:00 a - 5:00 p	Renee Osborn	2-5519
247	5:00 - 10:00 p 8:00a - 5:00 p	T. Renee Osborn	2-5519
248	6:00a - 5:00p	Sgt. Dwayne Gill	322-5573
249	6:00a - 6:00p	Michelle Dunkerley	322-6700
250	6:00a - 6:00p	Michelle Dunkerley	322-6700
251	24/7	Edward Hay	694-5312
252	7:00a-6:00p	Daniel Atkinson	322-1501
253	7:30a - 4:30p	Beulah Burks	749-7085
254	7a-4p	Ruth Lee	3-2540

	J
212	Year End Closing
213	Alternative Work Schedule
214	Office Consolidation
215	Clean-up of year ending files
216	Project after hours to meet deadline
217	Office Move for MDE
218	MDE is applying for Race to the Top Phase 2 grant funding. Due to accelerated deadlines to submit the application, deparment staff will be working overtime.
219	Office Move for MDE, school improvement grant work
220	Program file reviews and tranfers
221	Creat Meap Books
222	MEAP test booklet composition
223	Overtime for transition
224	Night for Notables after hours event
225	To complete federal reporting deadline due midnight October 10th.
226	After-hours event
227	Night for Notables clebrating Michigan Notable Books and Authors of these books.
228	This is a revenue producing event that helps fund the programs of the MHC w non general fund money generated from the private sector. (MSU Radiology)
229	This event is part of the Foundations fundraising program to raise funds for the MHCL w Non-General fund money generated from the private sector.
230	This is a revenue producing event that helps fund the programs of the MHC w non general fund money generated from the private sector. (MSU/LCC East Central Writing Center Assn)
231	Bridges Wave 1 conversion
232	MI Migration
233	Software upgrade for federal DDS system
234	To develop claims filed by the people of the State of Michigan claiming disability.
235	Work needs to be completed on the final stages of testing one of MDOT's critical IT applications Project Accounting & Billing (PAB).
236	Recruitment initiatives
237	Transpo Club Christmas Party for Employees Children
238	TRAC Training for Lansing Area Teachers
239	Investigatory conference
240	To complete work for ARRA (American Recovery and Reinvestment Act)
241	IT system implementation
242	Justices end of term opinions need to be done by end of the month. Reporter's office will be working late hours preparing them for publication.
243	Last day for the Supreme Court to put out opinions for this calendar year.
244	Legislators gathering for a Lincoln Leadership Roundtable discussion with Dr. Bill Anderson, Chair of the Lincoln Leadership Series
245	This is a revenue producing program for the Museum and has been approved through the event application process.
246	HAZMAT Response Training
247	Emergency Response to Hazardous Material Incidents course
248	MSPTA contract does not require furlough days.
249	Troopers and Sergeants will be working on furlough days.
250	Troopers and Sergeants will be working on furlough days.
251	Furlough days do not apply to MSPTA members. Maintain public safety
252	Involved with the Advanced Trooper School for approx 119 troopers.
253	Area floors need to be stripped and waxed.
254	Presidential primary

	K	L	M	N	O	P
212	James Shilling					
213	James Shilling					
214	James Shilling					
215	James Shilling					
216	James Shilling					
217	Bob Bierwagen					
218	Neil Droste					
219	Bob Bierwagen					
220	Neal Droste					
221	Bob Bierwagen					
222	Bob Bierwagen					
223	Bob Bierwagen					
224	Janet Laverty					
225	Dave Stevens					
226	Janet Laverty					
227	Dave Stevens					
228	Dave Stevens					
229	Dave Stevens					
230	Dave Stevens					
231	Mary Kay Hawes					
232	John Sorbet					
233	Byron Haskins					
234	Byron Harkins					
235	Bill Ragla					
236	Kirt Steudle					
237	Roberta Tisdale					
238	Leon Hank					
239	Thomas Briggs					
240	Larry Franklin					
241	Myron Frierson					
242	Jamie Uphaus					
243	Jamie Uphaus					
244	Mark Hoffman					
245	Phillip Kwiatkowski					
246	Michael Johnson					
247	Dan Sibo					
248	Larry Franklin					
249	Jerri McClure					
250	Larry Franklin					
251	Dave Stevens					
252	Dave Stevens					
253	Steve Doty					
254	William Pruzinsky					

	A	B
255		State
256		State
257		State
258		State
259		State
260		State
261		State
262		State
263		State
264		State Budget Office
265		Transportation
266		Treasury
267		Treasury
268		Treasury
269		Treasury
270		Treasury
271		Treasury
272		Treasury
273		Treasury
274		Treasury
275		Treasury
276		Treasury
277		Treasury
278		Treasury
279		Treasury
280		Treasury
281		DELEG
282		DTMB
283		DTMB
284		DHS
285		DHS
286		DTMB
287		DTMB
288		OOF
289		State
290		Treasury
291		DTMB
292		DOT
293		DTMB
294		DTMB
295		State
296		DTMB
297		DTMB
298		DTMB
299		DHS
300		DTMB

	C	D
255	Elections	Austin
256	Elections	Austin
257	Bureau of Elections	Austin
258	Bureau of Elections	Austin
259	Bureau of Elections	Austin
260	Bureau of Elections	Austin
261	Elections	Austin
262	Legal & Regulatory Services	GOB
263	Document Assembly Unit	SOS
264		Romney
265	Highway delivery	C&T
266	Bureau of Elections	Austin
267	Bureau of Elections	Austin
268	Tax Processing	Austin
269	Office of Revenue & Tax Analysis	Austin
270	Program Management	Operations Center
271	Program Management	Operations Center
272	Program Management	Operations Center
273	Program Management	Operations Center
274	Program Management	Operations Center
275	Program Management	Operations Center
276	Return Processing	Operations Center
277	Customer Contact	Operations Center
278	Return Processing	Operations Center
279	Revenue Bureau	Operations Center
280	Technical Services	Operations Center
281	SOAHR	Ottawa
282	Agency Services	Grand Tower
283	Agency Services	Grand Tower
284	North District	Flint
285	Outstate Operations	Jackson SOB
286	AS/MDOS	Operations Center
287	Financial Management	Romney
288	BOD	Romney
289	Document Assembly	SOS
290	Tech Services	OPS
291	Environmental Services	Cass
292	DSD	Van Wagoner
293	Agency Services	Operations Center
294	Peckham	Grand Tower
295	Executive Office	Austin
296	Building Operations	Austin
297	Environmental Services	Cass
298	Building Operations	Con Hall
299	North District	Flint
300	Environmental Services	Grand Tower

	E	F
255	1st flr, all Bureau of Elections areas	1/15/08 & 1/16/08
256	1st flr, U17/V17 - U23/V23	5/22/2008
257	1st flr, pillars U17-U23, V17-V23 & W17-W23	07/12, 13, 18 & 19
258	1st flr, pillars U17-U23, V17-V23 & W17-W23	07/07/08-07/24/08
259	1st flr, pillars U21-U23, V21-V23 & W21-W23	8/2/2008
260	1st flr, pillars U17-U23, V17-V23 & W17-W23	8/5/08 - 8/6/08
261	1st floor, U, V, W17 through U, V, W23	08/03/10
262	1st floor	3/28/2009
263	South Wing	9/11/10
264	6rh floor	11-11-09
265	Room 131, soils lab	5/29/10
266	1st flr, pillars V17-V23, U17, U18, U21, U23, W17 & W23	4/12/2008
267	1st flr, pillars V17-V23, U17, U18, U21, U23, W17 & W23	05/03/08 05/06/08
268	2nd flr, Pillars U16, U21, U22 & W18	8/02/08 - 12/13/08
269	2nd flr, pillars U14-U15	Through April 2009
270	2nd flr, rooms 276 & 277 and MBT/MIITAS Project Area - pillars 2E E7 and 2E E8	10/22/07 - 4/30/09
271	2nd flr - 2BH15	1/2/08 - 4/30/09
272	2nd flr - 2BH15	7/18/08 - 4/30/09
273	2nd flr, rooms 276 & 277 - pillars 2E E8 and 2B H15	7/22/08 - 12/31/09
274	2nd Floor, Pillars 2E E7, 2E E8, 2B H15	9/1/08 - 12/31/09
275	2nd Floor, Pillars 2E E7, 2E E8, 2B H15	Through 12/31/09
276	2nd floor, Pillars 2EB4, 2EA4, 2EB7, 2EA7	4/18/09, 4/25/09, 5/2/09, 5/9/09
277	2nd floor, 2C E10, 2C E11	5/2/09, 5/9/09, 5/16/09, 5/23/09, 5/30/09, 6/6/09, 6/13/09
278	2nd floor, 2E B4, 2E A4, 2E B7, 2E A7, 2C E9	6-13-09, 6-27-09
279	2nd floor, 2E E7, 2E E8, 2B H15	Through 12/31/09
280	2nd Floor, Pillars 2G C1 through 2G D1.5 & 2G C2 through 2G D2.5	04-29-10 through 05-22-10
281	2nd floor, B8 - D7	8/21, 8/28, 9/4, 9/11, 9/18
282	5,8,9	9/17 - 9/19
283	Floors 4, 5, 8, 9, 13	9/17/10 through 9/19/10
284	4,5	9/11,9/18,9/25
285	2nd & 3rd floor	9/11, 9/18, 9/25
286	1st floor, SE Corner	09/30/10
287	1,7,9	9/18 - 10/1
288	12th floor	09/25/10
289	South wing	09/25/10
290	2nd, 2G C1, 2G D1 & D2	Saturdays 7/31/10 through 9/25/10
291	5th floor	10/09/10
292	1st floor Room 124	10/08-10/9
293	1st floor Room 48	10/16/10
294	All	10/16/10
295	4th floor	11/2/10 to 11/3/10
296	Entire building	11/02/10 & 11/11/10
297	Entire building	11/11/10
298	Entire building	11/02/10 & 11/11/10
299	4th & 5th Floors	Saturdays 10/9, 10/16, 10/23, 10/30
300	ALL	11/11/10

	G	H	I
255	6a to 8a	Ruth Lee	3-2540
256	6p-10p	Rayan Anastor	3-3429
257	7:30a-5:30p	Evelyn Quiroga	5-2790
258	6p-8:30p	Lucinda Sheltrown	5-2659
259	8a-3p	Lucinda Sheltrown	5-2659
260	6:00a through 6:00p	Lucinda Sheltrown	5-2659
261	24/7	Lucinda Sheltrown	5-2659
262	8:00a - 4:30p	Jennette Sawyer	1-8322
263	6:30a - 4:00p	Bill Allen	2-5295
264	7:30a - 6:00p	Connie Minix	3-0870
265	7:00a - 6:00p	Bill Redmond	322-1208
266	7:30a-2:30p	Lydia Valles	1-4662
267	7:30a-3:00p 6:00a-10:00p	Lydia Valles	1-4662
268	6a - 10p	Sheila Rolandson	6-5476
269	6p-11p	Phillip Wippel / Ann Simon	3-6277
270	until 10p	Shelly Brooks	6-4248
271	until 10p M-F	Shelly Brooks	6-4249
272	until 10p M-S & Holidays	Shelly Brooks	6-4249
273	until Midnight M-F	Shelly Brooks	6-4248
274	until 10p 7 days a week & holidays	Floyd Schmitzer	810-223-5461
275	24/7 including holidays	Floyd Schmitzer	810-223-5461
276	6:00a - 6:00p	Floyd Schmitzer	636-4280
277	6:00 a - 6:00p	Floyd Schmitzer	6-4280
278	6:00a - 6:00p	Floyd Schmitzer	6-4280
279	6:00a - 12:00p	Floyd Schmitzer	810-223-5461
280	6:00a - 6:00p	Renee Stokes	6-4230
281	8:00a - 5:00p	Terry Colby	1-3914
282	6:00 pm - 9:00 pm	Micole Schrauben	335-3124
283	24/7	Nicole Schrauben	5-3124
284	7:00 am - 5:00 pm	Cleo Spates	810-760-2737
285		Pamela Roxberry	517-780-7650
286	24/7	Mary McClean	6-0201
287	24/7	Adel Beachnau	241-0811
288	7:30a - 4:30p	Beulah Burks	749-7085
289	6:30a - 4:00p	Bill Allen	322-5295
290	7:00a - 6:00p	Renee Stokes	636-4230
291	6:30a - 4:00p	Debbye Kafara	202-2907
292	6:00pm to midnight & all day Saturday	keith Belonga	243-3908
293	8:00a - 8:00p	Mary McClean	6-0201
294	10:00 am - 6:00 pm	Tim Warren	749-7163
295	24/7	Bill Pruzinsky	1-4228 or 204-2181
296	7:00a - 7:00p	Mike Noonan	1-2708
297	7:00a - 5:00p	Debbye Kafara	202-2907
298	7:00a - 7:00p	Mike Noonan	1-2708
299	7:00a - 5:00p	Cleo Spates	810-760-2737
300	7:30a - 5:00p	Tim Warren	749-7163

	J
255	Presidential primary
256	Working on recall petitions to finalize recommendation for Board of State Canvasser meeting
257	Programming equipment for election
258	Programming equipment for election
259	Preparation for Statewide Primary Election 8/5/08
260	Statewide Primary Election 8/5/08
261	BOE staff are working through the night for the primary election.
262	The Department of State and Motorcycle Safety Foundation are conducting a professional development training for the RiderCoach Trainers certified through the MI Motorcycle Safety Program.
263	OT has been authorized tohave the unit catch up regarding compliance issues.
264	State Budget Office Employees will be working on Veteran's Day
265	Testing of "select backfill" required to be completed in a timely manner to help keep project on track
266	Ballot testing & programming for May 2008 school elections
267	School elections
268	MBT/MIITAS Project for implementation of the new SAP tax system
269	Tax analysis for Governor's Office and 2008 budget
270	MBT/MIITAS Project for implementation of the new SAP tax system
271	MBT/MIITAS Project for implementation of the new SAP tax system
272	MBT/MIITAS Project for implementation of the new SAP tax system
273	MBT/MIITAS Project for implementation of the new SAP tax system
274	MBT/MIITAS Project for implementation of the new SAP tax system
275	MBT/MIITAS Project for implementation of the new SAP tax system
276	To work on MBT returns.
277	Working MBT clarification and accounts payable work list errors.
278	Process MBT returns that were backlogged
279	Michigan Business Tax overtime
280	Assisting the Tax Processing Bureau with their IIT and SUW backlogs
281	Approved over time
282	Model Payment system rollout
283	Model Payment system rollout
284	FAP Overtime
285	DHS Overtime
286	Implementing large project and need lights.
287	Year End closing
288	High area carpet cleaning is been extractd and floors are been waxed.
289	Ovetime to clear the backlog due to year end clsoing.
290	Assisting the Customer Service Bureau with their IIT correspondence backlog.
291	Extract carpet on entire floor
292	Installation of new carpet
293	High priority could fall behind in schedule.
294	Cleaning air/bar vents
295	Department is responsible for the election and compiling election results.
296	Janitors will be cleaning rest rooms and break rooms on all floors.
297	Strip & Recoat Floors
298	Janitors will be cleaning rest rooms and break rooms on all floors.
299	Staff working overtime
300	Finish strip/re-coat floors.

	K	L	M	N	O	P
255	William Pruzinsky					
256	William Pruzinsky					
257	Bill Pruzinsky					
258	Bill Pruzinsky					
259	Bill Pruzinsky					
260	Bill Pruzinsky					
261	Mike Noonan					
262	William Pruzinsky					
263	Larry Scates					
264	Nancy Duncan					
265	Larry Scates					
266	Bill Pruzinsky					
267	Bill Pruzinsky					
268	Floyd Schmitzer					
269	Phillip Wippel					
270	Phillip Wippel					
271	Bruce Hanses					
272	Dawn Shuttuck					
273	Dawn Shuttuck					
274	Bruce Hanses					
275	Bruce Hanses					
276	Bruce Hanses					
277	Ann Luepnitz					
278	Bruce Hanses					
279	Bruce Hanses					
280	Dave Stevens					
281	Bob Bierwagen					
282	Steve Doty					
283	Steve Doty					
284	Marty Stone					
285	Marty Stone					
286	Larry Scates					
287	Steve Doty					
288	Steve Doty					
289	Larry Scates					
290	Larry Scates					
291	John Spiece					
292	Mike Noonan					
293	Larry Scates					
294	John Spiece					
295	Mike Noonan					
296	Mike Noonan					
297	Steve Doty					
298	Mike Noonan					
299	Marty Stone					
300	Steve Doty					

	A	B
301		DTMB
302		DTMB
303		DTMB
304		DTMB
305		DTMB
306		DIT
307		OOF
308		DTMB
309		DTMB
310		State
311		State
312		DTMB
313		DTMB
314		DHS
315		DHS
316		DNRE
317		DNRE
318		DTMB
319		DTMB
320		Operations
321		DHS
322		MDOT
323		DNRE
324		DTMB
325		DTMB
326		DHS
327		DHS
328		Treasury
329		DELEG
330		DTMB
331		DTMB
332		DTMB
333		DHS
334		DTMB
335		DELEG
336		DTMB
337		DTMB
338		DHS
339		DTMB
340		DHS
341		DTMB

	C	D
301	Environmental Services	Hannah
302	Agency Services	Operations Center
303	Environmental Services	Ottawa
304	Mi one stop project	Romney
305	Budget Office	Romney
306	MBSii/Mi One Stop Project	Romney
307	BOD - Zone 4	Romney
308	Building Operations	Van Wagoner
309	Environmental Services	Williams
310	Bureau of Elections	Austin
311	Legal & Regulatory Services Administration	Austin
312	Environmental Services	Mason
313	Agency Services	Romney
314	North District	Saginaw
315	Out State Ops	Jackson
316	History Foundation	MLHC
317	Historical Programs Division	MLHC
318	Facilties Admin	Romney
319	Environmental Services	Cass
320	Executive Office	Romney
321	DDS	Hannah
322	PED - Finance and Administration	MDOT Warehouse
323	Historical Programs	MLHC
324	State Budget Office	Romney
325	Budget Office	Romney
326	North District	Flint State Office
327	outstate Operations	Jackson
328	Return Processing	Operations Center
329	MES Board of Review	Ottawa
330	Agency Services	Romney
331	e-Michigan Web Development	Romney
332	Mi One Stop	Romney
333	North District	Flint
334	Environmental Services	Mason
335	SOAHR	Ottawa
336	Accounting & Financial Reporting Division	Romney
337	Budget Office	Romney
338	North District	Flint
339	Peckham	Mason
340	Childrens Trust Fund	Grand Tower
341	MICSES	Romney

	E	F
301	Entire building	11/02/10 & 11/11/10
302	1st floor south east area	11/05 & 11/06
303	Entire building	11/02/10 & 11/11/10
304	12th floor	10/2, 10/9, 10/16, 10/23, 10/30, 11/6
305	6th floor	11/2/10 & 11/11/10
306	12th floor, West side	11/11/10
307	12th floor	11/11/10
308	Entire building	11/02/10 & 11/11/10
309	Entire building	11/02/10 & 11/11/10
310	1st floor, U17 - W17 & U23 - W23	11/2/10 & 11/3/10
311	3rd floor, U15 - Y15 thru U23 - Y23	11/2/10 to 11/3/10
312	Entire building	11/02/10 & 11/11/10
313	11th & 12th Floor	11/11, 11/13, 11/14
314	4th & 5th Floors	11/06 & 11/13
315	1st & 2nd Floors	11/06 & 11/20
316	Entire building	11/20/10
317	All	11/19/10
318	Ground thru 12th	11/20/10
319	All	11-20-10
320	Ground thru 5th	11-26 & 11-27
321	3rd	12/05/10
322	Earle Training Center, Lobby, Lake MI & Lake Huron, Lake Erie, Lake Superior, & bathrooms	12/04/10
323	All	12/1/10
324	6th floor	12/4/10 & 12/5/10
325	6th floor	11/13, 11/14, 11/20, 11/21, 11/26 -11/28
326	4th & 5th	12/4, 12/11, 12/18
327	1st & 2nd Floor	12/4, 12/11, 12/18
328	A A16, A B15.5, A B16, D H13.5, B H14.5, D G13.5, A D15.5, A C15.5, C D13.5, A D14.5, A C14.5, C C13.5, A B15, A A15.5 A A15	12-11, 12/18
329	4th floor	12/11/10 & 12/18/10
330	12th floor	12/10/10 thru 12/12/10
331	9th floor	12/17/10 thru 12/20/10
332	12th floor	12/15 - 12/16
333	4 & 5	2/12/11
334	2nd Floor	2/12/11
335	2nd floor	2/5, 2/12, 2/19, 2/26
336	Ground & 7th floor	1/8/11, 1/15/11, 1/17/11, 1/22/11, 1/29/11, 2/5/11, 2/12/11, 2/19/11, 2/21/11, 2/26/11
337	6th Floor	1/11-2/10 Weeknights 7-10 1/11-2/10 Weekends 7-7 2/11-2/13 all lights 24/7 2/14-2/17 7-10 2/18 - resume normal
338	4 & 5	3-5-11
339	3rd floor	3/12/11
340	14th Floor	3/19 - 3/20
341	11th & 12th	3/18 - 3/19

	G	H	I
301	8:00a - 4:30p	Skip Stanton	319-6006
302	5:00p - 11:59p	Michael Spagnuolo	636-0249
303	8:00a - 4:30p	Skip Stanton	319-6006
304	8:00 am - 6:00pm	Tetty Horton	241-8258
305	7:00a - 5:00p	Connie Minix	3-0870
306	7:00a - 7:00p	Terry Horton	1-8258
307	8:00a - 4:30p	Beulah Burks	749-7085
308	7:00a - 7:00p	Mike Noonan	1-2708
309	8:00a - 4:30p	David Pletzke	319-6001
310	24/7	Bill Pruzinsky	1-4228 or 204-2181
311	24/7	Bill Pruzinsky	1-4228 or 204-2181
312	8:00a - 4:30p	Cheryl Bush	749-7061
313	24hrs	Michael Taylor	241-1890
314	7:30 - 3:00	Cleo Spates	810-760-2737
315	7:30 - 1:00	Pamela Roxberry	782-4921
316	5:00pm - 2:00am	Carol Payne	373-2565
317	5:00p - midnight	Maria Leiby	
318	8:00am-4:30pm	Beulah Burks	517-749-7085
319	7:00a - 5:00p	Debbye Kafara	202-2907
320	7:00a - 7:00p	Sarah Garcia	1-5850
321	8:00a - 5:00p	Patrick Garlitz	5-3053
322	8:00a - 2:00p	Susan Taylor	636-4086
323	5:00pm - 11:00pm	Sandra Clark	
324	8:00a - 5:00p	Connie Minix	3-0870
325	7:00a - 5:00p	Connie Minix	3-0870
326	7:00a - 3:00p	Cleo Spates	810-760-2737
327	7:30a - 11:30a	Pamela Roxberry	517-780-7650
328	7:00a - 4:00p	Floyd Schmitzer	636-4428
329	8:00a - 4:00p	Elaine Pohl	1-7264
330	24/7 on 12/10 & 12/11 8:00a - 5:00p on 12/12	Nish Ghelani	1-1767
331	7:00p 12/17 thru 6:00a on 12/20	Roana Smith	3-6999
332	6:00 pm - 2:00am	Terry Horton	1-8258/
333	7:30a - 2:300p	Cleo Spates	810-760-2737
334	6am-12pm	Cheryl Bush	517-749-7061
335	8am - 5pm	Terry Colby	
336	6:00a - 7:00p	Adel Beachnau	1-0811
337		Connie Minix	3-0870
338	7:30 am - 2:30 pm	Cleo Spates	810-760-2737
339	6:00am - 3:30pm	Cheryl Bush	749-7061
340	8:00 am - 7:00 pm & 8:00 am - 3:30 pm	Sylvia Brown Jones	1-7792
341	6:00 pm on 3/18 - 11:59 pm on 3/19	Jaydeed Das	517-241-0200

	J
301	Detail cleaning.
302	Driver LID program imblementation
303	Detail cleaning.
304	Critical tasks to complete program
305	Staff will be working on 11/2 & 11/11 on transition issures for the next administration.
306	Without working these dates the project will not meet the deadlines. Governor's project.
307	Area flood are being top scrub and cleaned.
308	Janitors will be cleaning rest rooms and break rooms on all floors.
309	Detail cleaning.
310	Department is responsible for the election and compiling election results.
311	Department is responsible for the election and compiling election results.
312	Detail cleaning.
313	MiCSES
314	DHS Overtime
315	DHS Overtime
316	History Education Fundraiser
317	The museum is open to provide tours and activities in conjuntion with the City's Silver Bells in the City celebration and the lighting of the State's Christmas Tree.
318	Special Cleaning
319	Strip & re-coat floors
320	
321	Ensures that the SSA Disability program continues to adjudicate cases in a timely and cost effective manner on behalf of the claimants of the State of Michigan.
322	TRANSPO Club annual Children's Christmas party for employees children. Cost is entriely paid for by the TRANSPO Club.
323	Judge Whitbeck reception
324	Transition meetings
325	Budget Office Staff will be working on weekends in November as well as the Friday after Thanksgiving getting ready for the gubernatorial transition and working on the executive budget recommendation.
326	FAP/Bridges overtime
327	Cash assistance overtime
328	Garnishment processing
329	Working overtime.
330	Work on the MiCSES is needed to provide support to children/families.
331	Migration on the State of Michigan portal.
332	Project Overtime
333	Overtime
334	Chair Extraction
335	Staff overtime
336	Office of the Auditor General working on the CAFR audit
337	State budget overtime
338	Bridges Overtime
339	Chari Cleaning
340	CTF Staff Overtime
341	Micses Release - Overtime

	K	L	M	N	O	P
301	Bob Bierwagen					
302	Larry Scates					
303	Bob Bierwagen					
304	John Spiece					
305	Steve Doty					
306	Steve Doty					
307	Steve Doty					
308	Mike Noonan					
309	Bob Bierwagen					
310	Mike Noonan					
311	Mike Noonan					
312	Bob Bierwagen					
313	Steve Doty					
314	Marty Stone					
315	Marty Stone					
316	Jamie Uphaus					
317	Jamie Uphaus					
318	Steve Doty					
319	Steve Doty					
320	Steve Doty					
321	Bob Bierwagen					
322	Larry Scates					
323	Jamie Uphaus					
324	Steve Doty					
325	Steve Doty					
326	Marty Stone					
327	Marty Stone					
328	Larry Scates					
329	Bob Bierwagen					
330	Steve Doty					
331	Steve Doty					
332	Steve Doty					
333	Mike Noonan					
334	Steve Doty					
335	Neal Droste					
336	Steve Doty					
337	Steve Doty					
338	Mike Noonan					
339	Steve Doty					
340	Bob Bierwagen					
341	Bob Bierwagen					

	A	B
342		Peckham
343		Peckham
344		DELEG
345		DTMB
346		DTMB
347		DHS
348		ES
349		DHS
350		DTMB
351		DTMB
352		MDOS
353		MDOS
354		MDOS
355		DTMB
356		DTMB
357		DTMB
358		ES
359		
360		St-1
361		DTMB
362		DTMB
363		DTMB
364		DTMB
365		DTMB
366		DTMB
367		DTMB
368		DTMB
369		DTMB
370		Exec. Office
371		DTMB
372		DTMB
373		DTMB
374		DHS/CSC
375		DHS
376		Education
377		DTMB
378		Peckham
379		LARA
380		DTMB
381		DTMB
382		DHS
383		ES
384		LARA
385		DTMB

	C	D
342	Enviromental Services	Mason
343	Custodial	Ottawa
344	MES	Ottawa
345	BOD/ODC	Romney
346	Peckham	Austin
347	North District	Flint State Office BLDG
348	Peckham	Grand Tower
349	Childrens Trust Fund	Grand Tower
350	Agency Services	OPS Center
351	AS	Romney
352	DSIC	SOS
353	DSIC	SOS
354	DSIC	SOS
355	DTMB	Peckham
356	DTMB	Peckham
357	DTMB	BOD
358	ES	Peckham
359		
360	DHS	Children's District
361	Peckham	Austin
362	Peckham	Austin
363	Telecom	Grand Tower
364	Telecom	Hannah
365	Lansing Tile & Mosaic	Lewis Cass
366	Peckham	Lewis Cass
367	Telecom	Mason
368	Peckham	Mason
369	TRANE	Romney
370	Administrative Services	Romney
371	MiCSES	Romney
372	Peckham	Austin
373	Peckham	Grand Tower
374	OHR	Grand Tower
375	Outstate Operations	Jackson
376	Library Operations	MLHC
377	AS -DTMB, SBO and CS	Romney
378	Enviromental services	Lewis Cass
379	MES board of Review	Ottawa
380	Peckham	C&T
381	Peckham	Cass
382	North District	Flint
383	Peckham	Grand Tower
384	Energy	Ottawa
385	Peckham	C&T

	E	F
342	All floors	04/23/11
343	Cafeteria	04/15/11 - 04/16/11
344	4th Floor	Saturdays starting 1/8/11 - 3/19/11
345	1st floor	4/13/11 - 4/18/11
346	2nd floor	5/20/11
347	4th & 5th Fl	05/07/11, 05/14/11, 05/21/11
348	All floors	05/14/11
349	14th floor	5/13 - 5/18
350	1st floor Rooms 46,47,48, SE Corner	4/01/11 - 5/30/11
351	9th floor	05/20/11 until 10 pm, 05/21/11 7 am - 10 pm, 05/22/11 8 am - 5 pm
352	1st floor O3, S3, O9, S8	5-19-11
353	1st floor O3, S3, O9, S8	5-20-11
354	1st floor O3, S3, O9, S8	5-23-11
355	Austin	All floors
356	Austin	1st Fl
357	Austin	UL Lobby
358	Grand Tower	All floors
359		
360	125 E. Union St Flint	6-Jan
361	all	06/11/11
362	All	6/18/11
363	Basement switch room	06/11/11 - 06/12/11
364	1st Fl	06/11/11 - 06/12/11
365	Garden level North Entrance	06/06/11 - 06/07/11
366	All	06/18/11
367	Basement switch room	06/11/11 - 06/12/11
368	1-4 floors	5/21/11
369	Penthouse	05/23/11 - 05/27/11
370	2nd Floor	06/10/11 - 06/13/11
371	11th floor C1, C3, G9, H7, H8, H9. 12th floor C3	6/10/11 - 6/11/11
372	All	6/22/11
373	basement and 1st fl	Saturday 6/25/11
374	7th fl	06/28/11
375	2nd & 3rd	6/4, 6/11, 6/18, 6/25
376	2nd floor	6/23/11
377	9th Fl	06/25/11
378	4th and garden A-16	07/01/11
379	4th Fl	Saturdays Starting 4/2/11 - 7/2/11
380	All	7/16/11
381	All	7/16/11
382	4th and 5th floor	07/16/11
383	all	07/16/11
384	4th Fl Pillar H5 to H2 and F5 to F2 The Northwest side of the 4th Fl	07/16/11 - 07/17/11
385	All	7/23/11

	G	H	I
342	6:00 am - 4:30 pm	Cheryl Bush	749-7061
343	4:00pm - 8:00pm Fri 6:00am -2:30pm Saturday	Howard Stanton	517-749-4353
344	6:00am - 2:00pm	Elaine Pohl	1-7264
345	24hrs	Bill Kunkle	749-7520
346	5:00 pm - 7:00 pm	Cheryl Bush	749-7061
347	7:30 am - 2:30pm	Cleo Spates	810-760-2737
348	6:30 am - 4:30 pm	Tim Warren	517-749-7163
349	8:00 am - 12:00am	Patricia Headley	241-7226
350	24/7	Mary Mcclean	636-0201
351	5/21until 10 pm, 05/21/11 7 am - 10 pm, 05/22/11 8 am - 5 pm	Christina Jensen	517-335-5108
352	6:00 pm - 8:00 pm	Bud Driver	6-6304
353	6:00 pm - 8:00 pm	Bud Driver	6-6304
354	6:00 pm - 8:00 pm	Bud Driver	6-6304
355	5/28/11	6:00 am - 3:30 pm	Cheryl Bush
356	05/28/11	6:00 am - 3:30 pm	Cheryl Bush
357	5/28/11	7:00 am - 1:00 pm	Todd Merideth
358	05/28/11	6:30 am - 4:30 pm	Tim Warren
359			
360	06/04/11 - 06/07/11	7:30 am - 5:30 Pm	Sheryl Thompson
361	06:00 am - 3:30 pm	Cheryl Bush	517-749-7061
362	6:00 - 3:30	Cheryl Bush	749-7061
363	lights on from 6 am on 06/11 until 10pm on 6/12	Darrin Fogg	30099
364	lights on from 6 am on 06/11 until 10pm on 6/12	Darrin Fogg	30099
365	5:00 pm - 12:00 am	Tony Bruno	517-908-1376
366	08:00 - 4:30 pm	Debbye Kalara	517-202-2907
367	lights on from 6 am on 06/11 until 10pm on 6/12	Darrin Fogg	30099
368	7:00 am - 1:00 pm	Cheryl Bush	749-7061
369	4:00 pm to 10:00 pm	Dick Cowles	517-204-5091
370	6:00 pm - 6:00 am	Marsha Quebbman	517-241-5588
371	247	Randy Church	248-240-3510
372	3:30 - 7:30	Cheryl Bush	749-7061
373	7:30 am to 5:00 pm	Tim Warren	517-749-7163
374	Daily 24/7	Susan King	
375	7:30am - 4:00pm	Jessica Deering	517-750-7666
376	5:00pm - 11:00 pm	Neal Droste	749-7465
377	7:30 - 12:30	Tina Jensen	517-335-5108
378	3:00 pm - 7:30 pm	Debbye Kafara	517-202-2907
379	6:00 - 3:00	Elaine Pohl	517-241-7264
380	6:00 am - 6:00 pm	John Perry	743-7134
381	6:30 am - 4:00 pm	Debbye Kafara	202-2907
382	7:30 am to 2:30 pm	nancy Reinke	810-760-2803
383	7:00 am - 5:00 pm	Tim Warren	517-749-7163
384	7:00 am to 12:00 am	Jan Patrick	241-6153
385	6:00am -4:00 pm	Steve Beals	517-743-7149

	J
342	Clean High Traffic Carpet and scrub restrooms
343	Cleaning the Cafteria Hard Floors
344	Overtime
345	Governors Office transition work
346	Special Cleaning
347	Staff working FAP overtime
348	Scrub Restrooms
349	Staff overtime
350	BAM Project Overtime
351	HRMN Server Replacement
352	Staff Overtime
353	Staff Overtime
354	Staff Overtime
355	749-7061
356	517-749-7061
357	712-0889
358	517-749-7163
359	
360	8107602737
361	Extract Carpets & Top scrub Restrooms
362	Carpet extractions
363	Telecom is conducting 2 cut-overs over the weekend to be taking place on both Saturday and Sunday merging EPN 1 from Grand Tower to Capital Switch and Migrating SOM voicemail to a new voicemail system.
364	Telecom is conducting 2 cut-overs over the weekend to be taking place on both Saturday and Sunday merging EPN 1 from Grand Tower to Capital Switch and Migrating SOM voicemail to a new voicemail system.
365	Floor Polishing in progress
366	Extract High traffic Carpet and Runners
367	Telecom is conducting 2 cut-overs over the weekend to be taking place on both Saturday and Sunday merging EPN 1 from Grand Tower to Capital Switch and Migrating SOM voicemail to a new voicemail system.
368	Carpet cleaning
369	Romney Chiller Rebuild
370	Carpet work in Executive Offices Please program HVAC to run during this time
371	MiCSES overtime
372	Carpet cleaning
373	Outdoor Glass Cleaning
374	Must have lighting for weekend Overtime purposes
375	Staff Overtime
376	Lobby tile work
377	Production Archive
378	Perform request for Office Cleaning
379	Ever increasing back log of new unemployment appeals - along with reduction in staff
380	Special Cleaning
381	Restroom Cleaning
382	North Staff FAP working overtime
383	Cleaning exterior glass and High traffic carpet areas
384	The energy Bureau is preparing for a move early next week. Staff is packing this weekend. Jan will call Central Control if the lights are needed. X30193
385	Strip & Reseal Offices

	K	L	M	N	O	P
342	Steve Doty					
343	Steve Doty					
344	Bob Bierwagen					
345	Bob Bierwagen					
346	Neal Droste					
347	Mike Noonan					
348	Bob Bierwagen					
349	Bob Bierwagen					
350						
351	Steve Doty					
352	Butch Kimball					
353	Butch Kimball					
354	Butch Kimball					
355	Special Cleaning					
356	Extract Offices and Extract chairs on First fL					
357	Change panel					
358	Scrub Restrooms					
359						
360	Children's Supervisor overtime					
361	Neal Droste					
362	Neal Droste					
363	Bob Bierwagen					
364	Larry Scates					
365	Bob Bierwagen					
366	Bob Bierwagen					
367	Neal Droste					
368						
369	Bob Bierwagen					
370	Bob Bierwagen					
371	Bob Bierwagen					
372	Neal Droste					
373	Bob Bierwagen					
374	Doug Church					
375	Michael noonan					
376	Neal Droste					
377	Bob Bierwagen					
378	Larry Scates					
379	Steve Doty					
380	Butch Kimball					
381	Bob Bierwagen					
382	Mike Noonan					
383	Doug Church					
384	Kyle Peake					
385	Butch Kimball					

	A	B
386		DTMB
387		Human services
388		DTMB
389		LARA
390		DTMB
391		Supreme Court
392		LARA
393		Peckham
394		State
395		LARA
396		DTMB
397		State
398		Treasury
399		DTMB
400		Peckham
401		ST-7
402		ST-10
403		ST-13
404		ST-17
405		ST-8
406		ST-16
407		ST-1
408		ST-5
409		ST-9
410		ST-18
411		ST-23
412		ST-26
413		ST-23
414		ST-22
415		ST-2
416		ST-4
417		ST-5
418		ST-6
419		ST-28
420		ST-3
421		ST-11
422		ST-14
423		ST-16
424		ST-17

	C	D
386	Peckham	Cass
387	DDS	Hannah
388	AS-DTMB, SBO and Civil Service	Romney
389	Appellate Commission	GOB
390	ORS	GOB
391	Reporters Office	Hall Of Justice
392	Appellate Commission	Ottawa
393	Enviromental Services	Photo Lab
394	Elections	Austin
395	Public Service Commission	GOB
396	Peckham	Cass
397	Executive Office	Austin
398	Return Processing	OPS Center
399	Peckham	Ottawa/Hannah
400	Vehicle & travel Services	VTS
401	DHS	Out State Operations
402	MDOT	MDOT
403	DTMB	Agency Services
404	LARA	MAHS
405	DTMB	Telecom
406	DTMB	Peckham
407	State	Elections
408	DHS	Out State Operations
409	DHS	Bureau of Community Action & Economic Opport
410	DTMB	AS-DTMB, SBO, Civil Service
411	State	Renewal by mail
412	OOF	BOD-Zone 4
413	DTMB	MICSES
414	DTMB	OFM
415	DTMB	Peckham
416	DHS	Genesee County
417	DTMB	Peckham
418	LARA	Funds Administration
419	DHS	North District
420	DHS	Genesee County
421	DHS	Out State Operations
422	Treasury	Discovery
423	LARA	Bureau of Health Professions/Medical Marijuana
424	LARA	MES board of Review

	E	F
386	All	7/23/11
387	3rd floor/Upper Level	07/24/11
388	9th	7/23/2011 - 07/25/11
389	1st floor wing B	07/30/11
390	Full 3rd Fl	07/11/11 - 07/29/11
391	4th Floor north	7/13/11 - 7/31/11
392	4th floor - G-2	07/30/11
393	All	07/30/11
394	1st U, V & W 17 - U, V, & W 23	8/2/11
395	1st floor A&B Wings	8/1/11
396	All	8/6/11
397	4th floor U22	8/8/11
398	1st floor Pillars 1AA17 through 1AF17 to pillars 1AA12 through 1AF12 - Zone A and half of Zone C	6/6/11 - 8/14/11
399	UL	8/12/11 - 8/13/11
400	1st Floor	08/13 & 08/14
401	Jackson	2nd & 3rd floor
402	MDOT C&T	1st Floor
403	OPS CENTER	1st floor entire area between Pillars F K6.5 - H K2.5
404	Ottawa	2nd Floor between Pillar B8 & C7
405	Hannah	East End 1st fl
406	Ottawa/Hannah	All Floors - Elevators
407	Austin	1st Floor pillar U, V & W17 - U, V & W 23
408	Flint SOB	Floors 2-5
409	Grand Tower	Floor 2 Suite 204
410	Romney Bldg	9th floor NE side of Bldg
411	Secretary of State Secondary Complex	Secondary Complex 1st Floor
412	Romney Bldg	12th floor - G Floor
413	Romney Bldg	11th floor pillar C1, C3, G9, H7, H8, and H9 & 12th Floor Pillar C3
414	Romney Bldg	7th C1 & restrooms
415	Austin	All
416	Flint SOB	floors 2-6
417	General Office Building	All
418	General Office Building	1st floor A Wing A4 - C-6
419	Som 125 E Union Flint	4 & 5
420	Flint	Floors 2-6
421	Jackson SOB	2nd & 3rd floor
422	OPS Center	2nd fl
423	Ottawa	1st FL
424	Ottawa	4th Floor

	G	H	I
386	6:30 am - 4:00 pm	Debbye Kafara	202-2907
387	7:30am - 3:30 pm	Heather Torrance	517-643-4023
388	8:00 am on 07/23 to 8:00 am on 7/25	Tina Jensen	517-335-5108
389	7:00 am - 2:00 pm	Jamie Schramski	517-243-0145
390	6:00 pm - 2:00 am	Pam Ward	517-322-6270
391	Until 11:00 pm nightly	Dave Palazzolo	373-5541
392	9:30 am - 2:00 pm	Jamie Schramski	517-243-0145
393	6:00 am to 4:00 pm	Steve Beals	517-743-7149
394	6:30am -8:30 pm	Lucinda Sheltrown	335-2659
395	6:00 pm - 11:59 pm	Jamie Schramski	243-0145
396	6:30am -4:00 pm	Debbye Kafara	202-2907
397	6:00 pm - 9:00 pm	Janet Robinson	241-0108
398	8:00 am - 8:00 pm	Josh Horn	636-4295
399	8/12 5:00 - 8:00 8/13 8:00 - 4:30	Ann Dilwar	319-6006
400	6:00 am to 6:00 pm	Lori Dorsey	719-4720
401	8/20/11, 8/27/11	7:20 - 11:30	Jessica Deering
402	08/27/11	7:00 - 11:00 am	Kendrick
403	08/27/11 to 08/28/11	12:00 to midnight	Janet Herington
404	07/30, 08/06, 08/13, & 08/20	8:00 am - 5:00 pm	Terry Colby
405	8/30 - 9/1 & 9/6 - 9/7	6:00 pm - 2:00 am	Troy Spitzley
406	9/6/11	5:00 am - 11:00 pm	Ann Marie Dilawar
407	09/13/11	6:30 am - 8:30 pm	Lucinda Sheltrown
408	9/10/11	7:00 am - 4:30 am	Jeri Sanderling
409	09/10/11 - 09/11/11	9 am - 5 pm	Steve Listman
410	09/10/11	7:30 - 6:30	Tina Jensen
411	09/10/11	8:00 am - 2:00 pm	Mike Fildey
412	09/17/11	8:00 am - 4:30 pm	Beulah Burks or Bob Bierwagen
413	09/16/11 - 09/18/11	24 hours	Nish Fhelani and Jaydeep Das
414	9/17/11	6:30 am - 8:00 pm	Tina Ray
415	9/17/11	6:00 am - 3:30 pm	Cheryl Bush
416	9/17/11	7:30 - 5:00	Jeri Sanderling
417	9/17/11	6:00 am - 4:00 pm	Steve Beals
418	9/9/11 - 9/9/12	Lights on until 7:30 pm daily	Lavonne Blonde
419	09/17/11	7:30 am -4:00 pm	Nancy Reinke
420	09/24/11	5:45am - 6:30 pm	Jeri Sanderling
421	9/24/11	7:30 am - 4:30 pm	Jessica Deering
422	08/20/11 - 09/24/11	7:00 am - 4:00 pm	Kathy McCarthy
423	Saturdays 5/21/11 - 09/24/11	08:00 am to 4:00 pm	Celeste Clarkston or Rae Ramsdell
424	Saturdays starting 07/09/11 - 09/24/11	6:00am -3:00 pm	Elaine Pohl

	J
386	Restroom Cleaning
387	Social Security Administration, Disability Determination Service, is initiating a software upgrade for processing client cases. The software is going live on Monday, 07/25/11. Final testing and activation is needed on Sunday, 07/24/11
388	Annual MAIN Disaster Recovery Test
389	LARA Office Services and DTMB movers will be moving the Appellate Commission out of the GOB 1st Floor-Wing B to the Ottawa Building 4th Fl
390	To allow for carpet cleaning to be done in the evening so as to not interupt the service to ORS membership dueing regular business hours
391	Staff overtime
392	LARA Office Services and DTMB movers will be moving the Appellate Commission out of the GOB 1st Floor-Wing B to the Ottawa Building 4th Fl
393	Strip and reseal floors, please have lights and air conditioning on so wax will dry
394	Staff overtime
395	Staff Overtime
396	Restroom scrubbing
397	Staff Overtime
398	M1 computer migration
399	Carpet cleaning
400	To strip & Wax the floors in the Radio Dept. Rooms, Equipment had to be removed and work had to be completed on the weekend
401	780-7666
402	
403	636-0321
404	13914
405	5-0051
406	130*41*25820
407	335-2659
408	810-760-2651
409	241-2613 or 241-4871
410	335-5108
411	517-322-6268
412	Beulah 749-7085 or Bob 313-2177
413	734-355-3190
414	241-0811
415	517-749-7061
416	810-760-2651
417	517-743-7149
418	517-636-6602
419	810-760-2398
420	810.760.2651
421	517-780-7666
422	517-636-4144
423	517-373-4992 or 517-241-2897
424	517-241-7264

	K	L	M	N	O	P
386	Bob Bierwagen					
387	Steve Doty					
388	Bob Bierwagen					
389	Larry Scates					
390	Butch Kimball					
391	Steve Doty					
392	Kyle Peake					
393	Butch Kimball					
394	Neal Droste					
395	Butch Kimball					
396	Bob Bierwagen					
397	Neal Droste					
398	Larry Scates					
399	Kyle Peake					
400	Larry Scates					
401	Staff Overtime					
402	Need to perform Concrete testing for Government Specifications					
403	Sobriety Court Project Implementation					
404	Staff overtime					
405	Carpet replacement					
406	Elevator carpet cleaning					
407	Staff are working Tuesday September 13, 2011 to conduct the September 13th election					
408	Staff overtime					
409	Need access to File drawers to prepare for monitoring on next week.					
410	To work on the time and Expense WAS upgrade for production					
411	Backlog of Renewal By Mail work for License plate tabs require the staff to work overtime on Saturday					
412	High Traffic and elevator are to be extracted on all floors					
413	A major MICSES release will be happening over the weekend					
414	Overtime					
415	Cleaning air bars and vents					
416	Staff overtime					
417	Strip & Reseal floors					
418	Staff overtime					
419	North Staff FAP working overtime					
420	overtime for staff					
421	Staff overtime					
422	To work 11,000 plus backlogs of income tax correspondence.					
423	Medical Marijuana Registry Program staff will be working authorized overtime on Saturdays from May 21, 2011 - September 24, 2011					
424	Increasing Backlog of New Unemployment Appeals					

	A	B
425		ST-9
426		ST-16
427		ST-20
428		ST-2
429		ST-8
430		ST-24
431		ST-3
432		ST-4
433		ST-8
434		ST-9
435		ST-3
436		ST-4
437		ST-9
438		ST-10
439		ST-11
440		ST-12
441		ST-20
442		ST-23
443		ST-4
444		ST-21
445		ST-1
446		ST-4
447		ST-8
448		ST-12
449		ST-33
450		ST-30
451		ST-29
452		ST-28
453		ST-24
454		ST-23
455		ST-17
456		ST-14
457		ST-7
458		ST-6
459		ST-3
460		ST-2
461		ST-1
462		ST-1
463		ST-4
464		ST-14

	C	D
425	DTMB	Agency Support Services
426	DTMB	Peckham
427	DTMB	State
428	DTMB	Enviromental Services
429	DHS	Bureau of Accounting
430	DTMB	AS-DTMB, SBO and Civil Service
431	DTMB	Peckham Enviromental Services
432	DTMB	Peckham Enviromental Services
433	DHS	Bureau of Accounting
434	DHS	Contract Payment unit
435	DCH	Budget and Grants & Purchasing
436	DTMB	Peckham
437	DTMB	Peckham
438	DTMB	Peckham
439	DHS	Federal Reporting
440	DHS	DDS
441	Treasury	Return Processing
442	LARA	MAHS
443	DTMB	ORS
444	DTMB	Facilities
445	State	Finance
446	DTMB	Peckham
447	MDE	OFM
448	DNR	Executive
449	DHS	Accounting
450	DTMB	Executive Office
451	Peckham	Enviromental services
452	DTMB	Peckham
453	Peckham	Enviromental services
454	Peckham	Enviromental services
455	DTMB	Peckham
456	Peckham	Enviromental services
457	DHS	Accounting
458	Peckham	Enviromental services
459	DTMB	Peckham
460	State	Elections
461	State	Elections
462	State	Bureau of Elections
463	DTMB	ORS
464	Treasury	Tax Processing

	E	F
425	Horatio S. Earle Learning Center	1st floor Huron Conference room bathrooms, common area and parking lot lighting
426	Ottawa/Hannah	All Floors
427	SOS Complex	DVRD-South Wind and second floor of the tower Ground and 2nd Floor
428	Austin	4th fl all
429	Grand Tower	11th Floor
430	Romney Bldg	9th
431	GOB	Cafeteria
432	GOB	3rd Fl A-Wing and Hallway
433	Grand Tower	11th Floor entire floor
434	Grand Tower	1st fl STE 1018
435	Cass	4th floor as needed
436	GOB	3rd A wing & Hallway
437	Grand Tower	Basement/1st floor
438	Grand Tower	Basement/1st floor
439	Grand Tower	10th Pillar K5 1001
440	Hannah	3rd floor all
441	Operations Center	1st floor North End only DG13.5, DH13.5, and CD 13.5. We need air handlers too
442	Ottawa	2nd Floor Pillars B6, B7, B8, C7, D7
443	GOB	3rd Fl Bwing and core
444	SOS	1st North & South Wing
445	Austin	4th floor Pillar X-21 - Y-21
446	GOB	2nd floor hall & peckham Office, 3rd Floor b-wingand central hallway.
447	Grand Tower	11th northside
448	Hannah	4th Floor C20
449	SOS	All
450	Romney Bldg	1, 2, 3
451	Romney Bldg	ALL
452	Romney Bldg	12th floor - Ground Floor
453	PTA	All
454	Ottawa	All
455	Mason	All Floors
456	Hannah	All
457	Grand Tower	11th floor North Side
458	GOB	All
459	Austin	1st Floor
460	Austin	1st floor
461	Austin	1st floor U, V & W17 -U, V & W23
462	Austin	1
463	GOB	3
464	MLHC	ALL

	G	H	I
425	09/28/11	9:00 am - 9:00 pm	Yvonne Morrison
426	9/30/11	5:00 pm - 7:30	Anne Marie Dilawar
427	09/21/11 - 09/30/11	6:30 am - 8:00 pm Monday - Friday and 6:30 - 5:00 pm on Saturdays This includes the HVAC system	Maxwell Deh
428	10/08/11	7:00 am - 12:00 pm	cheryl Bush
429	10/08/11	7 am - 5:30 pm	Amie Baugh
430	09/30/11 - 10/01/11	5pm - 7am	Tina Jensen
431	10/14/11	7:00 am - 8:00 pm	Roxanna Mann
432	10/14/11	4:00 pm - 8:00 pm	Steve Beals
433	10/15/11	6:30 am - 5:00 pm	Dawn Guilford
434	10/15/2011	6am -3pm	Amanda Borgman
435	10/21/11 - 10/21/12	24/7	Bob Bierwagen
436	10/22/2011	7:00 am - 4:00 pm	Steve Beals
437	10/23/11	8:30 am - 12:30 pm	Tim Warren
438	10/22/11	8:30 am - 12:30 pm	Tim Warren
439	10/22/11 - 10/23/11	7:00 am - 6:00 pm	Cathy Gosselin
440	Saturdays 8/13/11 - 10/01/11	7:00 am - 3:30 pm as needed	Patrick Garlitz
441	10/29/2011	7:00am-3:00pm	Karin Willson
442	10/1/11 to 10/29	7am - 5pm Saturdays	Rita Canady
443	10/31/11 - 11/01/11	6:00 pm - 5 Am	Pam Ward
444	10/4/11 - 10/20/11	5:00 pm - 3:0 am	Butch Kimball
445	08/15/11 to 10/31/11	5:00 pm to 8:00 pm	Paul Kelly
446	11/5/11	7:00 am - 4:00 pm	Steve Beals
447	11/5/11	8:30 AM	Dave Putman
448	10/09/11 - 11/04/11	7 am - 2 pm Saturday and Sunday	Amy Schmitt
449	11/11/11	6:00 am - 6:00 pm	John Perry
450	11/11/11	8:00 - 5:00	Marsha Quebbeman
451	11/11/11	6:30 am - 4:30 pm	Debbye Kafara
452	11/11/11	8:00 am - 4:30 pm	Beulah Burks
453	11/11/11	6:00 am - 4:00 pm	Steve beals/Marcy Beebe
454	11/11/11	6:00 am - 6:00 pm	Steve Doty
455	11/11/11	7:00am-3:30pm	Cheryl Bush
456	11/11/11	6:00 am - 6:00 pm	Steve Doty
457	11/11/11 - 11/12/11	7:00 am on 11/11 & 7:30 am on 11/12	Margo Yakilin
458	11/11/11	6:00 am - 4:00 pm	Steve beals/Barb Fullerton
459	11/11/11	7:00am-3:30pm	Cheryl Bush
460	11/11/11	8:00 am - 8:00 pm	Mandy Brooke
461	11/8/11	6:30 am - 8:30 pm	Lucinda Sheltrown
462	11/25/11	8:00 am - 5:00 pm	William Pruzinsky
463	11/25/11 - 11/26/11	8:00 am - 5:00 pm	Pam Ward
464	11/19/11	close of business to 2:00 am or until notified	Carol A Payne

	J
425	373-9041
426	517-719-2040
427	517-322-1730
428	517-749-7061
429	517-335-3742
430	517-335-5108
431	402-4120
432	517-743-7149
433	517-335-8227
434	517-241-7037
435	
436	517-743-7149
437	517-749-7163
438	517-749-7163
439	517-335-3724
440	702/5456
441	517-636-4431
442	517-373-8420
443	322-6270
444	517-322-5497
445	241-2646
446	743-7149
447	517-335-3746
448	517-373-4983
449	517-743-7134
450	241-5190
451	517-202-2907
452	517-749-7085
453	517-743-7149/319-6003
454	517-749-7302
455	517-749-7061
456	517-749-7302
457	241-9806
458	517-743-7149/319-6004
459	517-749-7061
460	989-413-0035
461	335-2659
462	517-373-2540
463	517-322-6270
464	517-373-2565 or 285-7822

	K	L	M	N	O	P
425	Online conference broadcast 2 time zones					
426	Carpet cleaning					
427	Units in both areas working late daily and on Saturday's during September to get work caught up to be in compliance with timelines set for Driver and Vehicle Records					
428	extract Carpet					
429	Year End Processing due to applicable overload					
430	Production financial Table Roll-over					
431	Cafeteria cleaning					
432	Clean office Chairs					
433	Year end payment processing to meet required deadlines					
434	OT has been granted to this unit process FY11 payments in time before cut off for year end closing of contract deadlines					
435	Possible uncheduled Budget overtime					
436	Cleaning office chairs					
437	Top strip/recoat lobby					
438	Top strip/recoat lobby					
439	extra working hours to meet the federal reporting deadline 10/30/2011					
440	Staff overtime					
441	Installing new servers and need to do some system testing while vendor is on site					
442	Staff working overtime due to increased workload and backlog					
443	Lighting is needed for effective maintenance carpet cleaning					
444	Contractor work after hours					
445	Books need to be closed by 10/31/11 for FY 11 run the risk of Audit Exception if this is not accomplished					
446	Chair cleaning					
447	Year end closing work.					
448	Year end closeout for Accounting					
449	Carpet Cleaning					
450	Working on State Holiday					
451	Perform Carpet Cleaning/runner cleaning					
452	Scrubbing rest room floors. Also Partition and interior glass					
453	Clean Office area and periodics					
454	Periodic General Cleaning work on 1st and 2nd floor					
455	Clean restrooms					
456	Periodic General Cleaning work on 1st and 2nd floor					
457	Staff overtime					
458	Clean Office area and periodics					
459	Carpet & Chair Cleaning					
460	Chair cleaning					
461	Special election overtime					
462	BOE Staff will be in the office to receive Petitions					
463	Auditor General Staff working to complete Audits					
464	The Jingle Ball - Annual Fundraiser for the Michigan History Education Fund					

	A	B
465		ST-6
466		ST-15
467		ST-21
468		ST-25
469		ST-3
470		ST-5
471		ST-10
472		ST-6
473		ST-9
474		ST-15
475		ST-16
476		
477		ST-14
478		ST-18
479		ST-19
480		ST-1
481		ST-8
482		ST-18
483		ST-1
484		ST-5
485		ST-14
486		ST-10
487		ST-1
488		ST-6
489		ST-8
490		ST-10
491		ST-1
492		ST-18
493		ST-4
494		ST-12
495		ST-14
496		ST-20
497		ST-21
498		ST-3
499		ST-5
500		ST-8
501		ST-10
502		ST-13
503		ST-16
504		ST-18
505		ST-21

	C	D
465	DTMB	FA/BOD
466	MDOT	Finance & Administration
467	DTMB	Office of Financial Management
468	DTMB	AS,SBO and Civil Service
469	DTMB	Peckham
470	DTMB	Peckham
471	Education	
472	LARA	Attorney Generall
473	DHS	Technology & Information Management
474	Peckham	Enviromental Services
475	Peckham	Enviromental Services
476	DTMB	Peckham
477	Lara	Appellate Commission
478	DIT	Agency Services
479	DTMB	BOD
480	DTMB	Peckham
481	MDE	Office of Education Improvement & Innovation
482	Executive	
483	SOS	Exec Office
484	DTMB	ORS
485	DTMB	Telecom
486	DTMB	Telecom
487	DTMB	Peckham
488	DHS	Genesee County
489	Education	
490	Education	Financial Management
491	DTMB	Peckham
492	DTMB	BOD
493	MSP	EMHSD-EMHSTC
494	DTMB	Telecom
495	DTMB	Agency Services
496	OOF	BOD - Zone 4
497	DTMB	Budget Office
498	DTMB	Peckham
499	MSP	EMHSD-EMHSTC
500	DTMB	Peckham
501	DTMB	Peckham
502	DTMB	Peckham
503	DTMB	Building Operations
504	DTMB	Peckham
505	LARA	BHP

	E	F
465	Cass	Basement north end
466	Horatio Earle Training Center	Lobby, Lake Michigan, Lake Huron, Lake Erie, Lake superior and Bathrooms
467	Romney Bldg	E side of 7th Fl, Pillars C1, G3, F2, F4, Whole room Pillar H5 plus Restrooms
468	Romney Bldg	9
469	Cass	Garden
470	Cass	Garden
471	Hannah	4th
472	GOB	2nd floor - A wing pillar B6
473	Grand Tower	13th
474	Lewis Cass	Garden Level
475	Lewis Cass	Garden Level
476	Ottawa	3rd Floor
477	Ottawa	2nd Floor
478	Romney Bldg	9
479	Van Wagoner	1, Parking Garage
480	Austin	2nd floor
481	Hannah	4th
482	Romney Bldg	Floors 1-4 - All
483	Austin Bldg	4th NE corner Exec Area
484	General Office Building	3rd floor Core & AB wings
485	Mason Bldg	3rd & 4th Floors
486	Hannah	1st floor East Wing
487	Austin	All
488	Grand Rapids SOB	Floor 3-5
489	Hannah	4th
490	Hannah	4th floor Southeast corner
491	Austin	All
492	Secretary of State	1st floor North wing
493	EMHSTC Training Center	Classroom, restrooms, kitchenette, garage
494	Mason Bldg	Basement - 3rd floor
495	Operations Center	1st floor Lab Area, rooms 47 & 48 and between pillars FJ6.5 & HK2.5
496	Romney Bldg	6th floor Entire Floor
497	Romney Bldg	6th floor Entire Floor
498	Cass	All Floors
499	EMHSTC Training Center	Classroom, restrooms, kitchenette, garage
500	General Office Building	All Floors
501	Hannah	All Floors
502	Mason	All Floors
503	MDOT C&T	1st floor South 3rd of Building
504	Ottawa	All Floors
505	Ottawa	1st floor East side

	G	H	I
465	12/03/11	7:00 am - 4:00 pm	LT
466	12/03/11	8:00 to 2:00	Susan Taylor
467	10/01/11 - 12/31/11	6:30 am - 8:30 pm	Tina Ray
468	12/3/11	8:00 am - 8:00 pm	Tina Jensen
469	12/9/11	3:30 pm - 8:00 pm	Debbye Kafara
470	12/10/11	6:30 pm - 5:00 pm	Debbye Kafara
471	12/5/11 - 1/30/12	6:00 am - 6:00 pm	James Schilling
472	12/12/11 - open	leave lights on until 10:00 pm	Gerald Whalen
473	Saturdays 7/28/11 - 12/17/11	8:20 am - 3:00 pm	Regina Clopton
474	12/16/11	4:30 pm - 9:00 pm	Debbye Kafara
475	12/17/11	6:30 am - 8:00 pm	Debbye Kafara
476	12/17/11	7:00 am - 3:30 pm	David Pletzke
477	All 2011		Patricia Halm
478	11/10/11 - 12/31/11	leave lights on until 10:00 pm	Terry Horton
479	12/23/11	7:00 am - 3:30 pm	Brian Radigan
480	01/14/12	6:00 am - 3:30 pm	Cheryl Bush
481	09/16/11 - 12/31/11 Saturday's & Sunday	8 am - 5 pm	James Schilling /Ann Mazurek
482	1/16/12	7:00 am - 9:00 pm	Marsha Quebbeman
483	1/18/12	Until 10:00 pm	Bill Pruzinsky
484	1/18/12 - 1/19/12	6:00 pm - 3:00 am	Pam Ward
485	1/21/2012	8:00 am - 5:00 pm	Rudi Semen
486	1/23/12	9:00 pm - 6:00am	Steve Doty
487	1/28/12	7:00 am - 3:30 pm	Cheryl Bush
488	1/28/12	9:00 am - 2:00 pm	Jeri Sanderling
489	12/5/11 - 1/30/12	6:00 am - 6:00 pm	James Schilling
490	10/01/11 - 01/31/12	8 am - 4 pm Saturday and Sunday	Rose Zuker
491	2/4/12	6:00 am - 3:30 pm	Cheryl Bush
492	1/24/12 - 2/3/12	24/7	Butch Kimball
493	2/10/12	5:00pm - 10:00 pm	Carol Wolfinger
494	2/11/12	8:00 am - 5:00 pm	Rudi Semen
495	2/4//12 & 2/7/12	7:00 am - 9:00 pm & 5:00 pm - 1:00 am	Debbi Simon
496	10/29/11 - 02/15/12	All Weekends 7:00 am - 6:00 pm	Phyllis Newby
497	1/16/12 - 2/9/12	5:00 am - 11:00 pm M-Th & 24/7 S-SUN	Connie Minix
498	2/20/12	6:30 am - 4:00 pm	Debbye Kafara
499	2/11/12-2/12/12	7:00am - 5:oopm	Carol Wolfinger
500	2/20/12	6:00 am - 4:00 pm	Steve Beals
501	2/20/12	7:00 am - 4:00 pm	David Pletzke
502	2/20/12	7:00 am - 3:30 pm	Cheryl Bush
503	12/20/11, 12/23/11, 12/26/11, 1/12/12, 1/16/12, 2/20/12	6:00 am - 4:30 pm	Robert Luttrell
504	2/20/12	7:00 am - 4:00 pm	David Pletzke
505	2/20/12	7:30 am - 11:00 am	Jamie Schramski

	J
465	517-819-3404
466	517-636-4086
467	517-241-0811
468	517-335-5108
469	517-202-2907
470	517-202-2907
471	373-8269
472	517-322-1367
473	517-241-9748
474	517-202-2907
475	517-202-2907
476	749-7111
477	241-2982
478	517-373-6999
479	517-202-3696
480	749-7061
481	373-8269 or 335-0531
482	241-5190
483	241-4228
484	322-6270
485	719-1385
486	749-7302
487	749-7061
488	810-760-2651
489	373-8269
490	517-335-2429
491	749-7061
492	322-5497
493	648-8598
494	719-1385
495	517-636-0244
496	517-373-0870
497	373-4978
498	202-2907
499	648-8598
500	743-7149
501	749-7111
502	749-7061
503	517-719-0676
504	749-7111
505	243-0145

	K	L	M	N	O	P
465	Mason Plaster working doing drywall refinishing for Dept. Needs to be done on Saturday and all paperwork is completed for this project.					
466	TRANSPO CLUB annual Children's Christmas Part for employees children					
467	Year end closing for the Office of Financial Management					
468	They will be working on the Earning Statement upgrade					
469	Strip/wax floor					
470	Strip/wax floor					
471	Carpet install					
472	The Assistant Attorneys General often works late, so proper lighting is needed					
473	Staff overtime					
474	After construction clean up of Office of recipient rights area					
475	Strip/wax floor					
476	Carpet cleaning					
477	Overtime					
478	E-MI is working on special Projects for the Govenor's office. This is at the Govenor's Request					
479	Construction					
480	Carpet cleaning					
481	Staff needing to work during year end close					
482	State of the State					
483	Staff overtime					
484	Carpet cleaning					
485	Replacing/upgrading network equipment					
486	Installation of tile in new breakroom					
487	Carpet extraction					
488	Staff overtime					
489	Carpet install					
490	Education will be able to close the FY2011 year out by the deadline set by DTMB					
491	Carpet cleaning					
492	New carpet installation					
493	HAZMAT Tech Course					
494	Udgrade data switches					
495	Staff overtime					
496	State Budget Office Preparing for the FY2013 Budget					
497	State Budget Office Preparing for the executive budget presentation					
498	Special cleaning					
499	HAZMAT Tech Course					
500	Special cleaning					
501	Special cleaning					
502	Special cleaning					
503	AHU & ERU Installation					
504	Special cleaning					
505	Tennants moving					

	A	B
506		ST-22
507		ST-23
508		ST-25
509		ST-27
510		ST-28
511		ST-12
512		ST-1
513		ST-2
514		ST-4
515		ST-8
516		ST-18
517		ST-2
518		ST-4
519		ST-6
520		ST-17
521		ST-18
522		ST-2
523		ST-3
524		ST-5
525		ST-7
526		ST-8
527		ST-11
528		ST-13
529		ST-14
530		ST-18
531		ST-19
532		ST-9
533		ST-3
534		ST-6
535		ST-7
536		ST-2
537		ST-4
538		ST-8
539		ST-2
540		ST-5
541		ST-9
542		ST-5
543		ST-14
544		ST-7
545		ST-9
546		ST-3
547		ST-4

	C	D
506	DTMB	Peckham
507	DTMB	Peckham
508	DTMB	BOD
509	DTMB	Peckham
510	DTMB	Peckham
511	DTMB	Telecom
512	State	Elections
513	State	Executive Office
514	DTMB	Peckham
515	DTMB	ORS
516	DTMB	State Budget Office
517	DTMB	Financial Services
518	DTMB	Peckham
519	DTMB	ORS
520	DTMB	Financial Management
521	DTMB	MiCSES
522	DCH	WIC
523	MSP	EMHSD-EMHSTC
524	Peckham	Enviromental services
525	MDE	Financial Management
526	DHS	DDS
527	DTMB	Peckham
528	Peckham	Enviromental services
529	Peckham	Enviromental services
530	DTMB	Office of Financial Management
531	LARA	MAHS
532	Peckham	Enviromental services
533	State Police	EMHSD
534	DTMB	ORS
535	DTMB	Peckham
536	State	Traffic Safety
537	State Police	EMHSD
538	Peckham	Enviromental Services
539	DTMB	Peckham
540	DHS	Genesee County
541	DHS	Out State Operations
542	Peckham	Environmental Services
543	OOF	BOD-Zone 4
544	DHS	Children's Trust Fund
545	DTMB	Peckham
546	Peckham	Enviromental Services
547	DEQ	Environmental Assistance

	E	F
506	Police Training Academy	All Floors
507	Romney Bldg	1st - 12th floors
508	Romney Bldg	1st Floor
509	Van Wagoner	All Floors
510	Williams	All Floors
511	Mason	8th floor
512	Austin	1st floor Elections area
513	Austin	4th floor U16,, v16 - U23, v23, X22, X23
514	Cass	All floors
515	General Office Building	3rd floor B-wing, K12, K13, M12, M13, n12, N13
516	Romney Bldg	Whole Room by Pillar H5 plus restrooms
517	Cass	2nd floor south Wing
518	Cass	all floors
519	GOB	3rd floor, B-Wing Pillars K12/13, M12/13 & N12/13
520	Romney Bldg	7th floor H8 & Restrooms
521	Romney Bldg	11th floor C3, D3 & 12th floor F11, C1, C3, G9, H7, H8, H9
522	Cass	6th floor South
523	EMHSTC Training Center	Classrooms, restrooms, kitchenette and garage
524	GOB	2nd floor A wing hallway & Peckham office
525	Hannah	4th
526	Hannah Bldg	3rd floor
527	Mason	7th floor
528	Mason	All Floors
529	Mason	4th, 5th, 6th, 7th & 8th floors
530	Ottawa	4th floor A1
531	Ottawa	2nd floor B6-8, C7, D2, D7
532	Mason	7th & 8th Floors
533	EMHSTC Training Center	1st Floor
534	GOB	3rd floor A,B & Core
535	GOB	2nd floor A Wing & Peckham Office
536	Austin	3rd floor center bank
537	EMHSTC Training Center	1st Floor
538	Lewis Cass	All
539	Austin	3rd Floor All
540	Flint S.O.B.	Floors 2-6
541	Jackson	3rd floor
542	GOB	2nd Floor A wing, Hall way and Peckham office
543	Romney	12-Jan
544	Grand Tower	14th floor Suite 1411
545	Mason	Dock & 1st floor
546	Cass	Garden Level, 1st & 2nd
547	Con Hall	Atrium Level - All conf. rooms

	G	H	I
506	2/20/12	6:00 am - 4:00 pm	Steve Beals
507	2/20/12	8:00 am - 4:30 pm	Beulah Burks
508	2/19/12	24/7	Bob Bierewagen
509	2/20/12	7:00 am - 4:00 pm	David Pletzke
510	2/20/12	7:00 am - 4:00 pm	David Pletzke
511	2/25/12	8:00 am - 5:00 pm	Rudi Semen
512	2/28/12 - 2/29/12	6:00 am on 2/28 - 6:00 am on 2/29/12	Sally Williams
513	2/28/12	9:00 - 10:00 pm	William Pruzinsky
514	3/3/12	6:30 am - 3:30 pm	Debbye Kafara
515	2/21/12, 2/23/12, 2/29/12	6:00 am - 8:30 pm	Pam Ward
516	01/01/12 - 02/29/12	6:30 am - 8:30 pm	Tina Ray
517	Various up to 3-7-12	7:30 am - 7"00 pm	Ronald Foss
518	3/17/12	6:30am - 4:30pm	Debbye Kafara
519	3/19/12	6:00pm - 9:00pm	Pam Ward
520	2/29/12 - 3/9/12	6:30 am - 8:00 pm	Tina Ray
521	3/16/12 - 3/17/12	316 - All Day 3/17 - 8:00 am - 5:00 pm	Randy Church
522	12/3-4/12	6:00 am - 11:59 pm	Suzanne Brownell
523	Thursday 03/23/12 & 03/30/12	5:00 pm to 10:00 pm	Carol Wolfinger
524	03/07/12	8:00 am - 4:00 pm	Steve Beals
525	10/01/11 - 003/31/12	9 am - 5 pm Saturdays and Sundays	Catherine McClain
526	Saturdays 3/3/12 - 3/31/12	7:00 am - 5:00 pm	Pat Garlitz
527	3/24/12	7:00 am - 3:30 pm	Cheryl Bush
528	03/31/12	6:00 am - 3:30 p.m.	Cheryl Bush
529	04/07/12	6 am - 3:30 pm	Cheryl Bush
530	10/01/11 - 03/30/12	6:30 am - 3:30 pm	Jameie Schramski
531	Saturdays 1/28/12 - 3/31/12	7:00 am - 6:00 pm	Terry Colby
532	04/14/12	6 am - 3:30 pm	Cheryl Bush
533	4/20/12	5:00 pm -10:00 pm	Carol Wolfinger
534	4/12/12 , 4/19/12	6:00 pm - 3:00 am	Pam Ward
535	4/21/12	8:00 am - 4:00 pm	Steve Beals
536	04/28/12	6:00 am - 6:00 pm	Ramona Putnam
537	4/27/12	5:00 pm -10:00 pm	Carol Wolfinger
538	04/28/12	7:30 am - 12:30 pm	Debbye Kafara
539	05/05/12	6:00 am - 3:30 pm	Cheryl Bush
540	4/30/12 - 5/1/12	6:00 pm - 6:00 am	Jeri Sanderling
541	Tuesdays 03/20/12 - 05/01/12	5:00 pm - 8:30 pm	Jessica Deering
542	05/12/12	7:00 am - 4:00 pm	Steve Beals /Greg Dean
543	05/08/12	8:00 am - 4:30 pm	Beulah Burks
544	05/01/12 - 05/16/12	8:00 am - 12:00 am	Patricia Headley
545	5/12/12	6:00 am - 3:30 pm	Cheryl Bush
546	05-19-12	8:00 am - 4:30 pm	Debbye Kafara
547	5/19/12	8:00 am - 5:00 pm	Thomas Occhipinti

	J
506	743-7149
507	749-7085
508	373-2177
509	749-7111
510	749-7111
511	517-719-1385
512	373-2540
513	241-4228
514	2022907
515	322-6270
516	517-241-0811
517	335-7015
518	517-202-2907
519	322-6270
520	517-241-0811
521	241-8818
522	241-2761
523	517-648-8598
524	517-743-7149
525	241-3147
526	517-702-5456
527	749-7061
528	517-749-7061
529	517-749-7061
530	243-0145
531	241-3914
532	517-749-7061
533	517-648-8598
534	322-6270
535	743-7149
536	517-241-3961
537	517-648-8598
538	517-202-2907
539	517-749-4061
540	810-760-5651
541	517-780-7666
542	743-7149
543	749-7085
544	241-7226
545	517-749-7061
546	202-2907
547	517-373-2379

	K	L	M	N	O	P
506	Special cleaning					
507	Restroom cleaning					
508	New carpet installation					
509	Special cleaning					
510	Special cleaning					
511	Upgrade Network Equipment in Data Closets RFC#43693					
512	Staff Overtime					
513	Staff Overtime					
514	Carpet cleaning					
515	Staff Overtime					
516	Audit of year end closing for the Office of Financial Management					
517	Year end closing activities					
518	Scrub all restroom floors					
519	Staff will be conducting a webinar for customers. The webinar will begin at 4:30 p.m. and staff will not be able to contact Central Control if lights go off at 6:00 p.m.					
520	Year end closing					
521	Project release					
522	Staff overtime					
523	This is first evening of the first weekend of a Hazardous Materials Technician Part 1 course					
524	Clean office chairs					
525	Linda quite frequently has an overflow of work that she is not able to attend to during the week. She finds that coming in on Saturday and Sunday allows her to catch ip and organize the coming week					
526	Staff Overtime					
527	Carpet extraction					
528	Cleaning High Traffic areas					
529	High traffic area					
530	Staff Overtime					
531	Staff overtime					
532	High traffic area					
533	Staff Training					
534	Carpet Cleaning					
535	Cleaning office chairs					
536	required after hours lighting to meet required deadlines					
537	Staff Training					
538	Vacuum conference room chairs					
539	Chair cleaning					
540	Computer software download					
541	Foster Parent training					
542	Clean Office carpets					
543	All High Traffic areas to be extracted					
544	Overtime for signature auction event on May 16					
545	Cleaning dock & 1st floor lobby					
546	Top Strip hard floors					
547	MEECS Training					

	A	B
548		ST-6
549		ST-8
550		ST-11
551		ST-14
552		ST-15
553		ST-16
554		ST-17
555		ST-6
556		ST-9
557		ST-12
558		ST-14
559		ST-9
560		ST-12
561		ST-13
562		ST-4
563		ST-8
564		ST-11
565		ST-14
566		ST-15
567		ST-6
568		ST-7
569		ST-8
570		ST-14
571		ST-2
572		ST-4
573		ST-13
574		ST-14
575		ST-16
576		ST-5
577		ST-11
578		ST-17
579		ST-2
580		ST-4
581		ST-5
582		ST-8
583		ST-9
584		ST-10
585		ST-16
586		ST-17
587		ST-22

	C	D
548	DTMB	Peckham
549	DHS	Human services
550	Peckham	Enviromental Services
551	Peckham	Enviromental Services
552	DTMB	Agency Services
553	Peckham	Enviromental Services
554	Peckham	LARA
555	Peckham	Enviromental Services
556	DTMB	Peckham
557	Peckham	Enviromental Services
558	DTMB	MiCSES
559	Peckham	Enviromental Services
560	Peckham	Enviromental Services
561	Peckham	Enviromental Services
562	DTMB	Peckham
563	DTMB	Peckham
564	Peckham	Enviromental Services
565	DTMB	Peckham
566	Peckham	Enviromental Services
567	DTMB	Peckham
568	DTMB	Agency Services
569	DTMB	Peckham
570	DTMB	Peckham
571	State	Elections
572	DTMB	Peckham
573	DTMB	Peckham
574	DTMB	Peckham
575	DHS	Saginaw County
576	DTMB	PECKHAM
577	Peckham	Enviromental Services
578	DTMB	PECKHAM
579	State	Elections
580	State	Elections
581	State	Executive Offices
582	Peckham	Custodial
583	DEQ	Office of Enviromental Assistance
584	DTMB	Peckham
585	DTMB	Library of Michigan Foundation
586	Education	Library of Michigan Foundation
587	DTMB	Agency Services

	E	F
548	GOB	2nd Floor A wing & Peckham office
549	Jerome T. Hart State office Bldg	1st, 2nd, 3rd, & 4th floors
550	Mason	Dock & 1st floor
551	PTA	Cafeteria/Basement
552	Romney	9th floor NW corner & restrooms
553	SOS	All
554	Ottawa	4th floor
555	Hannah	All
556	Mason	1st floor
557	Ottawa	All
558	Romney	11th & 12th
559	Mason	7th & 8th floor
560	PTA	Cafeteria /basement
561	Van Wagoner	1st floor
562	Cass	All floors & restrooms
563	Hannah	4th floor & UL
564	Mason	3rd, 4th, 5th
565	Ottawa	UL
566	VTS	All floors
567	GOB	3rd A wing
568	Hannah	1st floor G17 & G18
569	Hannah	2nd, 3rd & 4th floors
570	Ottawa	2nd & 3rd floors
571	Austin	1st floor
572	Cass	4th Floor South
573	Ottawa	1st Floor
574	Ottawa/Hannah	all areas
575	Saginaw SOB	2 & 3
576	CASS	ALL FLOORS
577	Mason	1st - 3rd floor
578	OTTAWA HANNAH	ALL FLOORS
579	Austin	1st floor Pillar U, V & W23
580	Austin	Lights and HVAC Please1st Floor U-V 22 - 23
581	Austin	HVAC & Lights 4th floor Pillar U-23 & V-23 through X22 & X23
582	Cass	1st - 6th
583	Constitution Hall	Atrium level
584	Envirometnal Services	1st Floor
585	MLHC	1st floor Forum & Lake Superior Conerence Rooms
586	MLHC	1st Forum, Lake Superior and Rotunda
587	Romney	9th floor

	G	H	I
548	05/19/12	7:00 am - 4:00 pm	Steve Beals
549	05/07/12 - 05/18/12	7:00 am - 7:00pm	Cheryl Kubczak
550	05/26/12	6 am - 3:30 pm	Cheryl Bush
551	06/01/12 - 06/03/12	3:00:00 PM - 10:00 pm	Marcy Beebe
552	5/19/12	4:00 pm - 7:00 pm	Christina Jensen
553	06/02/12	6am - 6 pm	John Perry
554	06/02/12	6:30 am - 5:00 pm	Dave Pletzke
555	06/09/12	6:30 am - 5:00 pm	Tim Warren
556	6/9/12	6:00 am - 3:30 pm	Cheryl Bush
557	06/09/12	6:30 am - 5:00 pm	Tim Warren
558	6/9/12	8:00 am - 5:00 pm	Randy Church
559	06/16/12	6:00 am - 3:30 pm	Cheryl Bush
560	06/08/12 - 06/09/12	3pm to 10 pm on 06/08 and 7am - 4 pm on 06/09	Steve Beals/Marcy Beebe
561	06/16/12	9:00 am - 4:00 pm	Cheryl Bush
562	06/23/12	7:00 am - 3:30 pm	Howard Stanton
563	6/23/12	6:30 am - 5:00 pm	Tim Warren
564	06/30/12	6:00 am - 3:30 pm	Cheryl Bush
565	6/23/12	6:30 am - 5:00 pm	Tim Warren
566	06/30/12	6:00 am - 7:00 pm	John Perry
567	6/30/12	7:00am - 12:00 pm	Steve Beals
568	07/07/12	8 am - 6 pm	Melinda Evelith
569	07/07/12	6:30am-5:00pm	Tim Warren
570	07/07/12	6:30am-5:00pm	Tim Warren
571	06/09/12 - 07/14/12	24/7	Mike Diljak
572	07/14/12	7:00am-3:30pm	Howard Stanton/Jordan Hanifan
573	07/12/12	5:00pm-8:30pm	Tim Warren
574	07/14/12	6:30am-5:00pm	Tim Warren
575	07/14/12	8:00 am - 12:01 pm	Richard Latinen
576	7/21/12	7:00AM-3:30PM	HOWARD (SKIP) STANTON
577	07/21/12	6:00 am to 3:30 pm	Cheryl Bush
578	7/21/12	6:30AM-5:00PM	TIM WARREN
579	08/07/12 & 08/08/12	6:30:00 AM 08/07/12 - 6:30 am on 08/08/12	Lucinda Sheltrown
580	08/04/12	8:00 am - 4:00 p.m.	Lucinda Sheltrown
581	08/07/12	5:00 pm - Midnight	Bill Pruzinsky
582	08/04/12	7:00 am - 3:30 pm	Howard Stanton
583	07/28/12	8:00 am - 5:00 pm	Thomas Occhipinti
584	08-04-12	6:30 a.m. - 2 p.m.	Tim Warren
585	07/25/2012 - 07/27/2012	07/25-07/26/12 until 10 pm and 07/27/12 until 11 pm	Carolyn Sparks
586	07/25/12 - 07/27/12	6:00 pm - 10:30 pm nightly	Carolyn Sparks
587	07/28/12 - 07/30/12	8:00 am - 8:oo am	Tina Jesen

	J
548	517-743-7149
549	989-758-2744
550	749-7061
551	319-6003
552	241-7254
553	749-7134
554	749-7111
555	517-749-7163
556	517-749-7061
557	517-749-7163
558	517-241-8818
559	517-749-7061
560	517-743-7149 517-319-6003
561	517-749-7061
562	749-4353
563	749-7163
564	749-7061
565	749-7163
566	749-7134
567	743-7149
568	517-373-7057
569	517-749-7163
570	517-749-7163
571	514-241-2542
572	517-749-4353/517-749-7194
573	517-749-7163
574	517-749-7163
575	989-758-1217
576	517-749-4353
577	749-7061
578	517-749-7163
579	517-335-2659
580	335-2659
581	517-204-2181
582	749-4353
583	517-373-2379
584	517-749-7163
585	517-373-1297
586	373-1297
587	517-335-1613

	K	L	M	N	O	P
548	Carpet cleaning					
549	Overtime					
550	Top Scrub Basement Lobby					
551	Top strip and refinish cafeteria floor					
552	Staff overtime - DHS-PFOs EFT project implementation work					
553	Top scrub Restrooms					
554	Cleaning of vents					
555	Extract high traffic carpet					
556	Lobby cleaning					
557	Extract high traffic carpet					
558	MiCSES release					
559	Top Scrub 7th & 8th Floor					
560	Top Strip and Refinish Cafeteria hall floor					
561	Scrub cafeteria floor					
562	Top scrubbing all restroom floors					
563	Carpet cleaning					
564	Top scrub 3rd, 4th, 5th					
565	Carpet cleaning					
566	Topstrip and refinish hard floors					
567	Cleaning vents					
568	NEED LIGHTS AND AIR - OMNI Rollout software system					
569	Cleaning air bar vents					
570	Cleaning air bar vents					
571	Testing computer Software					
572	Clean carpet 42 cubicles south side.					
573	Cleaning air bar vents					
574	Cleaning air bar vents & carpeting					
575	Staff Overtime					
576	TOP SCRUB RESTROOM FLOORS/ SOUTH SIDE					
577	Top Scrub lobbies					
578	AIR BAR VENTS/RR SCRUB					
579	Staff are working Tuesday August 7, 2012 to conduct the August 7 election.					
580	QVF Help Desk staff are working to assist clerks to prepare for the August 7th election					
581	Executive Office including the Secretary of state, chief legal counsel, office of communications will be working late for the primary Election					
582	Clean High Traffic Carpet					
583	HVAC will also be needed at this time					
584	Finish Airbars					
585	Need Lights and air on Rehearsal for the Will on 07/25/12 - 07/26/12 and performance of the Will on 07/27/12					
586	Need Lights and air on until 10:30 PM Nightly The Library of Michigan and the Michigan Historical Center are sponsoring The Will: A Civil War Drama					
587	MAIN Disaster Recovery Training					

	A	B
588		ST-2
589		ST-8
590		ST-4
591		ST-10
592		ST-2
593		ST-6
594		ST-8
595		ST-13
596		ST-3
597		ST-11
598		ST-2
599		ST-4
600		ST-8
601		ST-9
602		ST-17
603		ST-18
604		ST-2
605		ST-9
606		ST-10
607		ST-15
608		ST-16
609		ST-18
610		ST-29
611		ST-31
612		ST-32
613		ST-33
614		ST-34
615		ST-3
616		ST-7
617		ST-23
618		ST-24
619		ST-25
620		ST-26
621		ST-27
622		ST-28
623		ST-29
624		ST-30
625		ST-5
626		ST-11
627		ST-15
628		ST-20

	C	D
588	State	Elections
589	DTMB	Peckham
590	DTMB	Peckham
591	DTMB	Peckham
592	DTMB	Peckham
593	DTMB	Peckham
594	DTMB	ORS
595	DTMB	Peckham
596	DTMB	Peckham
597	Treasury	Tax Processing
598	State	Elections
599	DTMB	Peckham
600	DTMB	Telecom
601	DTMB	Peckham
602	DTMB	MiCSES
603	DTMB	Peckham
604	DTMB	Peckham
605	LARA	Tax Tribunal
606	LARA	Tax Tribunal
607	DTMB	Agency Services
608	Peckham	Enviromental Services
609	Peckham	Custodial
610	DTMB	OOF
611	DTMB	Peckham
612	Peckham	Enviromental Services
613	Attorney General	Executive
614	Attorney General	Attorney General
615	MDOT	C&T
616	DHS	Geneee County
617	LARA	
618	Treasury	Income Tax
619	LARA	OHR
620	LARA	MAHS
621	DTMB	Peckham
622	Budget	OFM
623	DTMB	MCSC
624	State	Driver & Vehicle Records
625	LARA	MAHS
626	Human Services	DDS
627	DTMB	Peckham
628	Historical Museum	DNR

	E	F
588	Austin	1st floor U17-22
589	Mason	1st & 7th floor
590	Cass	All Floors
591	Mason	1st & 7th floors
592	Austin	All
593	Cass	3rd floor South wing
594	GOB	3rd fl A wing
595	Mason	All
596	C&T	All
597	Operations Center	Lights and HVAC 1st floor All North End from Pillar A11 -A17 to H11 - H17 Treasury space
598	Austin	1st floor U,V & w 17 - U, V & w 23
599	Cass	3rd flr North
600	Hannah	1st floor
601	Hannah/Ottawa	Hannah- 1st flr, Ottawa- UL and 1st flr
602	Romney	11th and 12th Pilars: F11, C1, C3, G9, H7, H8 and H9 Pilars: F12 D3 and C3
603	Hannah/Ottawa	All Floors
604	Austin	All
605	GOB	1st floor Lights and HVAC entire A wing
606	GOB	1st floor A wing 9:00 am to 6:00 pm
607	Hannah	Ligths and Hvac please 1st floor West Side
608	Hannah	3rd floor Hannah/Ottawa 1st, 2nd, & 3rd floor
609	Lewis Cass	All South side restrooms
610	Romney	1ST-12TH FL ALL FREIGHT ELEVATOR LOBBY
611	Van Wagoner	All
612	Van Wagoner	4th Floor - entire floor
613	Williams	Lights and HVAC entire 7th floor
614	Williams	Please lower the temperature to 69 degrees in Auditorium, 1st floor training room, 2nd floor conference room and 7th floor main hall and Kelley library
615	C&T Laboratory	1st floor Room 124
616	Flint SOB	Floors 1 - 7
617	OPS Center	1st floor South Center area
618	OPS Center	1st fl A11-A17 , H11-H17
619	Ottawa	4th floor E7, E8 F7, F8
620	Ottawa	2nd Fl
621	Ottawa/Hannah	all floors
622	Romney	7th floor Ci1, G3, F2, F4
623	Romney	West side of 9th floor, pillars F8, 9, 10, 11 plus restrooms
624	SOS	LA4-LA10, CC4-CC10
625	GOB	1st fl A wing
626	Hannah	Entire 3rd Floor Lights and HVAC
627	Hannah/Ottawa	all floors
628	MLHC	1, 2, 2M 3, 3M

	G	H	I
588	7/23/12	Until 8:00 pm	Bill Pruzinsky
589	08/11/12	7:00 am - 3:30 pm	Cheryl Bush
590	08/18/12	7:00 am - 3:30 pm	Howard (Skip) Stanton
591	5/18/12	7:00 am - 3:30 pm	Cheryl Bush
592	8/25/12	7:00 am - 3:30 pm	Cheryl Bush
593	08/25/12	7:00 am - 3:30 pm	Larry Herbert
594	8/23/12	5:00 pm - 11:59 pm	Pam Ward
595	8/25/12	7:00 am - 3:30 pm	Cheryl Bush
596	09/01/12	6:00 pm - 6:00 am	John Perry
597	08-11-12 to 08-25-12 Saturdays	7:00 am - 4:00 pm	Ann Luepnitz
598	09/05/12	6:30 am - 9:00 pm	Lucunda Sheltrown
599	09/08/12	7:00 am - 3:30 pm	Skip Stanton
600	09/09/12	6:30 am - 9:00 pm	Ryan Charbonneau
601	09/08/12	7:00 am - 5:00 pm	Tim Warren
602	09/07/12 - 09/08/12	6:00 pm 09/07/12 - 10:00 pm 09/08/12	Mark Jorgensen
603	09/12/12	6:00 am - 6:00 pm	Tim Warren
604	09/15/12	7:00 am - 3:30 pm	Cheryl Bush
605	09/19/12	6:00 p.m. - 8:00 pm	Jamie Schramski
606	09/22/12 - 09/23/12	9:00 am - 6:00 pm	Jamie Schramski
607	09-15-12 - 09-16-12	6 am Saturday - 3 am Sunday	Terry Lippincott
608	09/22/12	5:30 am - 1:00 pm	Tim Warren
609	09/22/12	7:00 am - 3:00 pm	Skip Stanton
610	9/22/12	7:00AM-3:30PM	BEULAH BURKS/BOB BIERWAGEN
611	09/15/12	9:00 am - 5:00 pm	Cheryl Bush
612	09/22/12	7:00 am - 3:30 pm	Cheryl Bush
613	09/12/12 - 09/15/12	5:00 pm to 2:00 am	Bob Ruff
614	09/19/12	10:00 am - 3:00 p.m.	Kathy Knapp
615	8/6/10 - 12/31/12	7:00am-5:00pm	Thomas Woodhouse
616	09/21/12 - 09/23/12	24 hours	Jeri Sanderling
617	9/21-23/12 & 9/28-30/12	6:00 am - 11:00 pm	Pat Willett
618	09/23,29/12	6:00 am - 6:00 pm	Pat Cotter
619	7/16/12 - 9/28/12	9:00 pm - 6:00 am	Margie Holben
620	09/30/12	7:00 am - 8:00 pm	Jamie Schramski
621	Saturday 9/29/12	5:30am- 1:00pm	Tim Warren
622	09/29/12	6:30 am - 8:00 pm	Tina Ray
623	09/29/12	6:30 am to 8:00 pm	Tina Jensen
624	09/15,22,27, 29/12	6:30 am - 4:00 pm	Grace Ueberroth
625	09/30/12	7:00 am - 8:00 pm	Jamie Schramski
626	Monday 08/06/12- Wednesday 08/08/12 & Monday 08/13/12 - Wednesday 08/15/12	6:00 pm -11:00 pm	Patrick garlitz
627	Saturday 9/29/12	5:30am- 1:00pm	Tim Warren
628	09/27/12	7:00 AM	Scott Peters

	J
588	241-4228
589	749-7061
590	749-4353
591	749-7061
592	749-7061
593	517-749-7223
594	322-6270
595	749-7061
596	743-7134
597	517-410-3275
598	335-2659
599	749-4353
600	517-242-3110
601	749-7163
602	241-9900
603	749-7163
604	749-7061
605	243-0145
606	241-0145
607	335-3347
608	517-749-7163
609	517-749-4353
610	BEULAH @ 749-7085 OR 319-6014
611	749-7061
612	517-749-7061
613	719-4754
614	335-6735
615	322-1183
616	810-760-2651
617	636-6308
618	636-4537
619	373-4771
620	243-0145
621	517-749-7163
622	241-0811
623	241-7254
624	322-3440
625	243-0145
626	517-702-5456
627	517-749-7163
628	3352782

	K	L	M	N	O	P
588	Staff overtime					
589	Top Scrubbing					
590	Clean high traffic carpet area in front of north and south restrooms					
591	Top scrubbing					
592	Carpet cleaning					
593	Carpet Cleaning					
594	Staff overtime					
595	Carpet cleaning					
596	Special cleaning					
597	Overtime for Data Entry and imaging staff to catch up on the keying and imaging of Annual Returns in backlog.					
598	Election staffing					
599	Carpet Cleaning					
600	Working on RFC will be in building all day. Requires AC and lights.					
601	Clean chairs, conf rms and elevators					
602	On-site support for MiCSES 8.2 relaease activities					
603	air bars & waxing of freight elevator lobbies					
604	Cleaning high traffic areas					
605	DTMB Movers File cabinets from Ott to GOB					
606	Tax Tribunal will be coming in to unpack					
607	Implementing updated software package					
608	3rd floor cubicle carpet / Waxing freights					
609	Top scrub bathrooms					
610	STRIP ALL FREIGHT ELEVATOR LOBBY 1ST - 12TH					
611	Top scrub bathrooms					
612	Extract Carpet in the Offices					
613	New carpet installation					
614	AG is hosting an even for 250+ guest					
615	Lighting for weekend testing					
616	New Software Download by DTMB					
617	MiTalent initiative					
618	Staff overtime					
619	OHR Staff overtime					
620	Office move					
621	Carpet Cleaning					
622	Year end closing					
623	Annual Year end closeouts					
624	Staff Overtime					
625	Office move					
626	Ensure that the 100% federally fundedSSA program continue to adjudicate cases in a timely anner on behalf of the claimants of Michigan					
627	Carpet Cleaning					
628	There is a filming taking place in the museum and they need the lights on at 7:00 am					

	A	B
629		ST-3
630		ST-2
631		ST-12
632		ST-19
633		ST-20
634		ST-21
635		ST-22
636		ST-19
637		ST-17
638		ST-7
639		ST-8
640		ST-2
641		ST-4
642		ST-8
643		ST-9
644		ST-11
645		ST-12
646		ST-15
647		ST-16
648		ST-22
649		ST-23
650		ST-24
651		ST-26
652		ST-27
653		ST-2
654		ST-2
655		ST-3
656		ST-5
657		ST-6
658		ST-12
659		ST-15
660		ST-19
661		ST-22
662		ST-23

	C	D
629	DTMB	Peckham
630	Enviromental Services	Peckham
631	DTMB	Agency Services
632	DTMB	Peckham
633	DTMB	Peckham
634	DTMB	Peckham
635	DTMB	Peckham
636	DTMB	Peckham
637	DTMB	Peckham
638	DHS	Contract Payments Unit
639	DHS	Accounting
640	Peckham	Enviromental Services
641	DTMB	Peckham
642	Peckham	Enviromental Services
643	DTMB	Ors
644	DHS	Federal Reporting
645	DTMB	Peckham
646	DHS	DDS
647	DHS	Out State Ops
648	DTMB	Peckham
649	Peckham	Enviromental Services
650	DTMB	Peckham
651	MDOT	Asset Management
652	Education	OEII
653	State	Elections
654	State	OHR
655	DTMB	Peckham
656	DTMB	Peckham
657	DTMB	Real Estate Division
658	DTMB	Peckham
659	DTMB	Peckham
660	DTMB	Peckham
661	DTMB	Peckham
662	DTMB	Peckham

	E	F
629	Cass	North Restrooms all floors
630	Austin	All Floors
631	Hannah	1st fl G17 & G18
632	Romney	Cafeteria
633	Romney	1st fl Cafeteria
634	Romney	Hallways between lobby & dock- Basement, 1st & 6th floors
635	Van Wagoner	All
636	Van Wagoner	3rd Floor
637	Romney	1st floor
638	Grand Tower	10th floor Pillar G1 and Amanda Borgman's office
639	Grand Tower	10th fl G1 and Amanda Borgmans office
640	C & T	All Floors, all Main hall ways. RR and Peckham offices
641	Cass	Garden Level M1-H1
642	GOB	All Floors, all Main hall ways. RR and Peckham offices
643	GOB	1st floor full front area of main entrance including the rest rooms & ORS walk- in office next to the main entrance
644	Grand Tower	10th floor
645	Hannah	1st-4th floors
646	Hannah	3rd entire floor Lights and Hvac
647	Jackson	All
648	Ottawa	UL & 1st Floor
649	Photo Lab	All Floors,
650	PTA	Classroom hallways, Gym Ramp/upper gym landing
651	Van Wagoner	3rd floor Pillar D17
652	Con Hall	1st floor, South Tower
653	Austin	1 U & V 22 & 23
654	Austin	4th floor West wing
655	Austin	All
656	Cass	All
657	Constitution Hall	Atrim North and all of 3rd floor
658	Grand Tower	All
659	Hannah	All
660	Mason	All
661	OPS Center	All
662	Ottawa	All

	G	H	I
629	09/29/12	7:00 am - 3:30 pm	Skip Stanton
630	10/06/12	7:00 a.m. - 3:30 p.m.	Cheryl Bush
631	10/06/12	6:00 am - 10:00 pm	Mindy Eleverh
632	10/05/12	5:00 pm - 9:00 pm	David Pletzke
633	10/5/12	5:00 pm - 9:00 pm	David Pletzke
634	10/6/12	6:45am - 4:00pm	David Pletzke
635	10/06/12	7:00 am - 3:30 pm	Cheryl Bush
636	10/11/12	5:00 pm - 9:00 pm	Cheryl Bush
637	10/11/12	5:00 pm - 10:00 pm	David Pletzke
638	Saturday 10/06/12 & 10/13/12	6:00 am - 4 pm	Amanda Borgman
639	10/06/2012 - 10/13/12	6:30 am to 4 Pm	Amanda Borgman
640	10-20-12	11:00 am - 2:00 pm	Steve Beals
641	10/20/12	7:00 am - 3:30 pm	Skip Stanton
642	10-20-12	7:00 am - 12:00 pm	Steve Beals
643	10/23/12 - 10/25/12	6:00 pm - 9:00 pm	Pam Ward
644	10/20-21/12, 10/27-28/12	7:00 am - 5:00 pm	Cathy Gosselin
645	10/19/12	5:00 pm - 9:00 pm	Tim Warren
646	10/28/12	8:30 am - 1:00 pm	Patrick Garlitz
647	09/11,18,25/12 & 10/02,09,16/12	5:00 pm - 8:30 pm	Jessica Deering
648	10/20/12	6:00 am - 5:00 pm	Tim Warren
649	10-20-12	1:00 pm - 3:00 pm	Steve Beals
650	10/20/12	7:00 am - 5:00 pm	Steve Beals
651	10/06/12 - 10/28/12	8:00 am -5:00 pm Weekends	Judy Baker
652	10/27/12	7:00 am - 2:00 pm	James Shilling
653	10/30/12	8:00 am - 5:00 pm	Lucinda Sheltrown
654	10/30/12 - 11/01/12	Until 10:00 pm	Kelly Ciloski
655	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
656	11/06/12	7:00 am - 3:30 pm	Skip Stanton
657	11/06/12	7 am - 5 pm	Larry Johnson
658	11/06/12	6:45 am to 3:45 pm	David Pletzke
659	11/06/12	6:30 am - 4:00 pm	Tim Warren
660	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
661	11/06/12	6:00 AM - 5:00 p.m.	Lori Dorsey
662	11/06/12	6:30 am - 4:00 pm	Tim Warren

	J
629	749-7353
630	749-7061
631	335-0858
632	749-7111
633	749-7111
634	749-7111
635	749-7061
636	749-7061
637	517-749-7111
638	241-7037
639	241-7037
640	749-7143
641	749-4353
642	749-7143
643	322-6270
644	335-3724
645	749-7163
646	517-702-5456
647	517-780-7666
648	749-7163
649	749-7143
650	749-7143
651	373-2250
652	373-8269
653	335-2659
654	335-3051
655	749-7061
656	749-7353
657	517-290-1643
658	749-7111
659	749-7163
660	749-7061
661	719-4720
662	749-7163

	K	L	M	N	O	P
629	Cleaning					
630	Cleaning high traffic areas					
631	Staff Overtime					
632	Cleaning					
633	Periodic work as per contract					
634	Periodic work as per contract					
635	Cleaning					
636	Cleaning					
637	Cleaning					
638	CPU staff to process FY12 estimates and FY12 original bills in time for year end deadline					
639	For CPU staff to process FY 12 estimates and FY12 original bills in time for deadline					
640	Scrub RR					
641	Cleaning					
642	Scrub RR					
643	ORS is implementing legislation that requires 300,000 public school employees to make a selection on retirement benefits. The window for making the selection is open and ORS has regularly been having customers in the building beyond 5:00 p.m. It was determined today, 10/23/12, that to meet customer needs, for the next 3 days ORS would extend walk-in office hours until 7:00 p.m. each day.					
644	Extra working hours are required to complete federal reports. DHS will be cut off from receiving federal revenue if reports are not complete by the 10/30/12 due date.					
645	Waxing freights					
646	DDS is upgrading the Federal Computer system					
647	Parenting training					
648	Carpet Cleaning					
649	Scrub RR					
650	Carpet Cleaning					
651						
652	Moving of MDE staff from Con Hall to Hannah					
653	Overtime election					
654	major hiring process					
655	High Traffic Areas & restroom cleaning					
656	Carpet cleaning					
657	DTMB has requested that we work on Tuesday Election day on modular furniture in Atrium North and all of 3rd floor as part of the restack plan for the building. All employees are currently on the contractor list.					
658	Periodic cleanings					
659	Periodic work, scrubbing bathrooms and cleaning air bars and vents					
660	High Traffic Areas & restroom cleaning					
661	Periodics. Top scrub rest rooms, dusting, air bars					
662	Periodic cleanings					

	A	B
663		ST-24
664		ST-27
665		ST-28
666		ST-29
667		ST-30
668		ST- 31
669		ST-25
670		ST-2
671		ST-4
672		ST-8
673		ST-10
674		ST-11
675		ST-18
676		ST-19
677		ST-23
678		ST-25
679		ST-26
680		ST-27
681		ST-4
682		ST-5
683		ST-16
684		ST-17
685		ST-20
686		ST-21
687		ST-23
688		ST-24
689		ST-25
690		ST-4
691		ST-17
692		ST-23
693		ST-2
694		ST-17
695		ST-3
696		ST-14
697		ST-15
698		ST-24
699		ST-25
700		ST-8
701		ST-1

	C	D
663	DTMB	Executive office
664	DTMB	Peckham
665	DTMB	Peckham
666	DTMB	Peckham
667	DTMB	Peckham
668	DTMB	Peckham
669	DTMB	Peckham
670	DTMB	Peckham
671	DTMB	Real Estate
672	DTMB	Peckham
673	DHS	Accounting
674	DTMB	Peckham
675	DTMB	Peckham
676	DTMB	Peckham
677	Enviromental Services	Peckham
678	OOF	BOD-Zone 4
679	DTMB	Peckham
680	DTMB	Peckham
681	DTMB	Peckham
682	DTMB	Real estate
683	DNR	PRD
684	MDOT	Operation field Division
685	LARA	MAHS
686	Enviromental Services	Peckham
687	DTMB	Agency Services
688	DTMB	OFM
689	DTMB	Executive Office- Constituent Services
690	Custodial	Peckham
691	Peckham	Enviromental services
692	OOF	BOD
693	Treasury	Property Services Division
694	DNR	Historical Museum
695	Peckham	Custodial
696	DTMB	Agency Services
697	DTMB	DDS
698	DTMB	Peckham
699	DTMB	Agency Services
700	DTMB	ORS
701	State	Traffic Safety

	E	F
663	Romney	Ground - 4th floor
664	SOS	All
665	Van Wagoner	All
666	Williams	All
667	OTTAWA & HANNAH	ALL
668	Cass	ALL
669	Romney	All
670	Austin	All
671	Constitution Hall	1st - 3rd floors
672	GOB	All
673	Grand Tower	11th floor North side
674	Grand Tower	All
675	Mason	All
676	MSPTA	All
677	Ottawa/Hannah Building	all
678	Romney	all
679	Van Wagoner	All
680	Williams	All
681	Cass	Garden Level, 1st floor
682	Con hall	1st - 3rd
683	Mason	3rd Fl N2 - S2 West wing
684	MDOT Warehouse	Horatio Earle learning center all
685	Ottawa Building	2nd floor west wing
686	Ottawa Building	all
687	Romney	9th C11 & Restrooms
688	Romney	5th
689	Romney	Ground and all of 2nd floor
690	Cass	Garden Level, 1st and 2nd and breakrooms
691	Operations Center	All
692	Romney	1, 2, 3
693	Austin	2nd Pillar Y16 to X16
694	MLHC	Rotunda, Forum, Museum
695	Cass	Garden Level and 1st Floor
696	Hannah	1st floor Pillar G18
697	Hannah	3rd floor entire floor
698	Romney	Floors 4-12
699	Romney	9th fl North east side of building and restroom
700	GOB	3rd floor A wing & Core G4-G7, A4-A7, A4-G4 A7-G7
701	Austin	3rd Floor Pillar W-16 - W-17

	G	H	I
663	11/6/12	7:00am - 9:00pm	Marsha Quebbeman
664	11/06/12	6:00 AM - 6:00 p.m.	John Perry
665	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
666	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
667	11/12/12	6:30 am - 4:00 pm	Tim Warren
668	11/12/12	7:00 am - 3:30 pm	Skip Stanton
669	11/06/12	7:00 am - 3:30 pm	Beulah Burks
670	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
671	11/12/12	7:00 am - 5:00 pm	Larry Johnson
672	11/12/12	6:00 am - 3:30 pm	Steve Beals
673	11/06/12 & 11/11/12	7:00 am - 5:00 pm	Margo Yaklin
674	11/12/12	6:45 am - 4:00 pm	David Pletzke
675	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
676	11/12/12	6:00 am - 3:30 pm	Steve Beals
677	11/12/12	6:30:00 AM - 4:00 pm	Tim Warren
678	11/12/12	7:00 am - 3:30 pm	Beulah Burks
679	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
680	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
681	12/1/12	7:00 am - 12:00 pm	Chad Antcliff
682	11/23/12	7:00 am - 5:00 pm	Larry Johnson
683	09/20/12 - 11/17/12	6:00 a.m. - 8:00 p.m. weekdays & 8:00 a.m. - 5:00 pm weekends	Cheri Lee
684	12/01/12	7:00 am - 4:00 pm	Sue taylor
685	11/16/12	5:00 pm - 8:00 pm	Jamie Schramski
686	11/16/12	4:30pm-9:00pm	Tim Warren
687	12/01/12	8:00 am - 5:00 pm	Lisa Evani
688	11/17/12	7:30 am - 5:00 PM	Dave Quigley
689	12/1/12 - 12/4/12	24 hours	Marsha Quebbeman
690	12/08/12	7:00 a.m. - 3:30 p.m.	Skip Stanton
691	12/08/12	7 am - 5 pm	Lori Dorsey
692	12/08/12	7:00 am - 3:30 p.m.	Beulah Burks
693	12/01/12 & 12/02/12	8:00 am - 5:00 pm	Heather Cole
694	12/12/12	4:30 p.m. - 11:00 p.m.	Christiana Hanson
695	12/15/12	7:00 a.m. - 3:30 p.m.	Larry Herbert
696	12/15/12	6:00 a.m. - 12:00 a.m.	Mindy Eveleth
697	12/15/12	6:30 a.m. - 4:00 p.m.	Julie Mavis
698	12/15/12	7am - 4pm	Beulah Burks
699	12/13/12	5:00 pm - 9:00 pm	Vishakha Gagli
700	01/01/23 - 12/31/13	6:00 pm - 5:00 am	Pam Ward
701	04/23/12 - 12/31/12	24/7	Ramona Putnam

	J
663	241-5190
664	743-7134
665	749-7061
666	749-7061
667	749-7163
668	749-4353
669	749-7052
670	749-7061
671	290-1643
672	749-7143
673	241-9806
674	749-7111
675	749-7061
676	749-7143
677	517-749-7163
678	749-7085
679	749-7061
680	749-7061
681	749-7194
682	290-1643
683	373-2699
684	636-4086
685	335-58935
686	749-7163
687	
688	241-4195
689	241-5190 or 388-2552
690	749-4353
691	719-4720
692	749-7085
693	373-0675
694	2416852
695	749-7223
696	335-0858
697	702-5571
698	749-7085 or 319-6014
699	335-7752
700	322-6270
701	517-241-3961

	K	L	M	N	O	P
663	Staff will be working. Need to include HVAC					
664	Periodics. Top scrub rest rooms, dusting, air bars					
665	High Traffic Areas & Clean Air Bars & Vent					
666	High Traffic Areas & Clean Air Bars & Vent					
667	PERIODICS					
668	CLEAN HIGH TRAFFIC CARPETING IN FRONT OF RESTROOMS					
669	Air bar & vent cleaning					
670	Periodic cleaning					
671	modular construction					
672	Periodic cleaning					
673	Year end accounting					
674	Periodic cleaning					
675	Periodic cleaning					
676	Periodic cleaning					
677	Peiodics					
678	All rest rooms floors are going to be scrubbed					
679	Periodic cleaning					
680	Periodic cleaning					
681	Cleaning entry mats and runners					
682	Per DTMB and Bob Ruff we are going to be in the building Friday after Thanksgiving removing Power Monuments from the floor in the swing space. This is to minimize Disruptions to employees					
683	Employees will be working late hours due to year end and closing issues. There is also an employee with stands at their work station and the light under the laterals is not enough lighting to work with					
684	Annual Mdot Children's Christmas party					
685	Division move					
686	Carpet Cleaning					
687						
688	Support Services Division need to work on Saturday					
689	Meetings					
690						
691	Top Scrub all rest rooms and finish carpet extraction on 2nd floor					
692	Carpet Clean					
693						
694	After Hours event that will help promote use of & visitation to the Museum					
695						
696	IT work for Red Card application rollout					
697	Staff Overtime					
698	carpet cleaning					
699	Staff overtime					
700	Second shift staffing					
701	As needed including weekends - To prepare conferences and meetings on an as needed basis					

	A	B
702		ST-2
703		ST-4
704		ST-5
705		ST-11
706		ST-12
707		ST-9
708		ST-6
709		ST-20
710		ST-13
711		ST-22
712		ST-23
713		ST-18
714		ST-17
715		ST-5
716		ST-11
717		St-3
718		St-6
719		St-10
720		St-14
721		St-15
722		ST - 1
723		ST - 5
724		ST - 9
725		ST - 11
726		ST - 2
727		ST - 9
728		ST - 12
729		ST - 14
730		ST - 15
731		ST - 1
732		ST - 2
733		ST - 3
734		ST - 5
735		ST - 8
736		ST - 12
737		ST - 14
738		ST - 15
739		ST - 16
740		ST - 17
741		ST - 18
742		ST - 19

	C	D
702	DTMB	Construction Field Services
703	DTMB	ORS
704	DTMB	ORS
705	Education	Financial Management
706	Education	Financial Management
707	DTMB	ORs
708	DTMB	ORS
709	Treasury	TCB
710	DHS	DDS, CSA, ASP
711	DTMB	OFM
712	DTMB	CS/DMB
713	DTMB	Agency Services
714	Treasury	Tax Processing
715	DTMB	Peckhan
716	DTMB	Peckhan
717	DTMB	CIO Office
718	DHS	DDS, CSA, ASP
719	DTMB	Peckham
720	DTMB	OFM
721	Peckham	Enviromental Services
722	DTMB	Peckham
723	Peckham	Enviromental Services
724	DHS	Out state Operations
725	DNR	Historical Museum
726	DTMB	Peckham
727	Peckham	Peckham
728	DTMB	Peckham
729	Peckham	Peckham
730	DTMB	CS
731	DTMB	Peckham
732	Peckham	Enviromental Services
733	DTMB	Peckham
734	DHS	Human services
735	Peckham	Enviromental Services
736	Peckham	Enviromental Services
737	Peckham	Enviromental Services
738	DTMB	OFM
739	DTMB	Peckham
740	DTMB	MICSES
741	Peckham	Enviromental Services
742	Peckham	Custodial

	E	F
702	C&T Laboratory	Light Panel LC
703	GOB	Lights and HVAC 3rd floor Core area between wings - Core area includes rest rooms, and Kitchen area that is utilized by second shift staff
704	GOB	3rd floor Core area between wings
705	Hannah	09/29/12 - 12/31/12
706	Hannah	4th flor C20
707	GOB	A wing & all core
708	GOB	3rd All of A wing and all rooms in the core
709	OPS Center	2nd 2H H4, 2H K4, 2F K5
710	Hannah	3rd fl
711	Romney	7th floor
712	Romney	Lights and HVAC 9th floor North West side (F8- F12 - K8 - K12) building and restrooms
713	OPS Center	1st floor SE Rooms # 46, 47, 48, & SE Corner
714	OPS Center	Entire 2nd Floor
715	Hannah	1st
716	Ottawa	1st
717	GOB	1st floor Lobby, Hallway and Conference Room A
718	Hannah	3rd Floor entire Floor
719	Mason	all Floors
720	Romney	5th Floor Helpdesk Area S.E. corner of building by pillar C3
721	Van Wagoner	all Floors
722	Austin	All Floors
723	Grand Tower	1st floor
724	Jackson	2nd & 3rd
725	MLHC	1, 2, 2M, 3, 3M
726	AUSTIN	1ST & 2ND FLOORS
727	Hannah	1st
728	Mason	ALL FLOORS
729	Ottawa	1st
730	Romney	9th fl North/West corner F8 - F12, K8 - K12, and restrooms
731	Austin	All
732	Austin	All
733	Cass	All Floors, in front of all restrooms
734	Flint SOB	2nd & 3rd floors
735	Grand Tower	All Floors
736	Mason	All
737	PTA	All
738	Romney	7th
739	Romney	Floors 1-12
740	Romney	12th floor - Pilar C3 and D3 and 11th Floor F11, C1, C3, G9, H7, H8 and H9
741	SOS	All
742	Cass	1st and 2nd floors

	G	H	I
702	07/19/12 - 12/31/12	varies	Kendra Barak
703	09/24/12 - 12/30/12	6:00 pm - 9:30 pm	Pam Ward
704	09/24/12 & 12/30/12	6:00 pm - 9:00 pm	Pam Ward
705	09/29/12 - 12/31/12	7:00 am - 6:00 pm	Ann Mazurek
706	09/29/12 - 12/31/12	7:00 am - 6:00 pm	Rose Zucker, Brandon Reed, Lysandra Lang, Amy Schmitt
707	12/10/12 - 01/03/13	6:00 pm - 5:00 am	Pam Ward
708	12/10/12 -01/03/13	6:00 pm - 5:00 am	Pam Ward
709	12/15/12 - 01/05/13	7:00 am - 4:00 pm	Wendy Hufstedler
710	12/22,29/12	6:30 am - 1:00 pm	Pat Garlitz
711	12/27/12 - 12/28/12	24 hours	Tina Ray
712	12/27/2012 - 12/28/12	5:00 p.m. 12/27/12 - 6:00 a.m. 12/28/12	Tina Jensen
713	3/1/12 - 12/31/12	24/7	Mary McClean
714	Thru 12/31/12	6:00 am - 11:59 pm	Ann Luepnitz
715	01/11,13/13	5:00 pm - 9:00 pm	Tim Warren
716	01/11,13/13	5:00 pm - 9:00 pm	Tim Warren
717	1/22/13	4:30 pm - 8:00 pm	Tiziana Galeazzi
718	01/21/13	6:30 am - 3:00 pm	Patrick Garlitz
719	01/19/13	6:00 am - 3:30 pm	Cheryl Bush
720	01/19/13 - 01/19/13	6:30 am - 2:30 p.m.	Tina Ray
721	01/19/13	7:00 am - 3:30	Cheryl Bush
722	01/26/13	6:00 am - 3:30 pm	Cheryl Bush
723	01/26/13	9:00 a.m. - noon	David Pletzke
724	Saturday 01/12/2013 and 01/26/2013	7:30 am - 12:30 pm	Jessica Deering
725	01/25/13	6:00 p.m. - 11:00 p.m.	Carol Payne
726	2/9/13	6:00 AM - 3:30 PM	Cheryl Bush
727	2/1/2013	5:00 p.m. - 8:00 p.m.	Tim Warren
728	2/9/13	6:00 AM - 3:30 PM	Cheryl Bush
729	2/1/2013	5:00 p.m. - 8:00 p.m.	Tim Warren
730	02/01/13 - 02/04/13	4:00 pm Friday - 4 a.m. Monday	Christopher Mitchell
731	02/02/12	6:00 a.m.-3:30 p.m.	Cheryl Bush
732	2/18/2013	7 am - 3:30 pm	Cheryl Bush
733	02/18/13	7:00 am - 3:30 pm	Howard (Skip) Stanton
734	02/09/13 - 02/10/13 & 20/16/13 - 02/17/13	8 am - 5 pm	Mike Milks
735	02/18/13	6:45 am - 4:00 pm	David Pletzke
736	02/18/13	7 am - 3:30 pm	Cheryl Bush
737	2/18/2013	6:00 am - 3:30 pm	Steve Beals
738	Everyday 11/17/12 - 02/17/13	6:00 AM - 8:00 p.m.	Tina Ray
739	02/18/13	6:30 am - 4:00 pm	Beulah Burks
740	02/22/13-02/23/13	7am-11pm on Friday and 7am-7pm on Saturday	Amy Bransch
741	2/18/2013	6:00 a.m.-3:30 p.m.	John Perry
742	2/23/2013	7:00 am - 3:30 pm	Larry Herbert

	J
702	322-1217
703	322-6270
704	322-6270
705	335-0531
706	335-2429
707	322-6270
708	322-6270
709	636-4124
710	702-5456
711	241-0811
712	241-7254
713	517-636-0201
714	636-5335
715	749-7163
716	749-7163
717	749-9496
718	702-5456
719	517-749-7061
720	517-241-0811
721	517-749-7061
722	749-7061
723	517-749-7111
724	517-780-7666
725	3732565
726	517-749-7061
727	517-749-7163
728	5177497061
729	517-749-7163
730	335-1613
731	517-749-7061
732	517-749-7061
733	517-749-4353
734	810-760-2637
735	517-749-7111 or 517-487-6073
736	517-749-7061
737	517-749-7143
738	517-241-0811
739	517-749-7085
740	517-241-1767
741	541-743-7134
742	517-749-7223

	K	L	M	N	O	P
702	Laboratory testing of concrete specimens to meet specification deadlines					
703	ORS is running a second shift staff until 9:00 pm.					
704	Staff Overtime					
705	Fiscal year closeout					
706	Fiscal year closeout					
707	Carpet installation					
708	Carpet installation					
709	Staff Oovertime					
710	Staff overtime					
711	Year end closing for OFM					
712	To Make Sure Payroll runs Properly					
713	Staff overtime - BAM project					
714	SAP Tax system Implementation					
715	Cleaning carpets					
716	Cleaning carpets					
717	Customer service session					
718	Staff overtime					
719	Scrub Restrooms					
720	Process W-9's that have inundated the helpdesk. Please have lights and heat on in restrooms as well					
721	Scrub Restrooms					
722	Stairway Scrubbing					
723	Periodic Work					
724	Overtime for cash Assitance staff to work on all overdue reviews, application processing, and other work that is past due					
725	Michigan History Foundation					
726	CLEANING CHAIRS					
727	Carpet runner cleaner					
728	STRIP/COAT HARD FLOORS					
729	Carpet runner cleaner					
730	Main disaster recovery training					
731	Extract chairs					
732						
733	Cleaning carpet in high traffic areas					
734	Foster care Supervisors are conducting intensive case reads to prepare for Annual licensing Evaluation					
735	Scrubbing bathroom floors and carpeting.					
736						
737	Refinish Café Floor, scrub showers and general cleaning.					
738	Year end closing for OFM					
739	Scrubbing all restroom floors					
740	A major MiCSES release will be happening over this weekend.					
741	Top scrubbing Restrooms					
742	floors in front of restrooms, north & south					

	A	B
743		ST - 21
744		ST - 22
745		ST-13
746		ST-12
747		ST-9
748		ST-8
749		ST-6
750		ST-3
751		ST-1
752		ST-12
753		ST-5
754		ST-7
755		ST-9
756		ST-10
757		ST-8
758		ST-9
759		ST-10
760		ST-8
761		ST-6
762		ST-4
763		ST-7
764		ST-8
765		ST-12
766		ST-17
767		ST-2
768		ST-9
769		ST-12
770		ST-10
771		ST-13
772		ST-18
773		ST-15
774		ST-16
775		ST-7
776		ST-1
777		ST-7
778		ST-8
779		ST-5

	C	D
743	DCH	Children Special Health Care Services
744	Peckham	Enviromental Services
745	Peckham	Enviromental Services
746	Peckham	Enviromental Services
747	Education	Financial Management
748	Peckham	Enviromental Services
749	Peckham	Enviromental Services
750	LARA	Admin Serv. Office
751	DCH	Operations/ Admin Services
752	DTMB	BOD
753	DHS	Out state Operations
754	Dtmb	telecom
755	DTMB	Peckham
756	DTMB	Peckham
757	Peckham	Enviromental Services
758	DTMB	BOD-Zone 4
759	Peckham	Environmental Services
760	Peckham	Environmental Services
761	Peckham	Environmental Services
762	Human Services	DDS, CSA, ASP
763	DTMB	ES/Peckham
764	DTMB	ES/Peckham
765	DTMB	ES/Peckham
766	MDOS	Driver and Vehicle Records
767	LARA	FAS/Office serv.
768	DTMB	ES/Peckham
769	Peckham	Environmental Services
770	DHS	Saginaw County DHS
771	Library	Library of Michigan Foundation
772	Peckham	Environmental Services
773	DTMB	ES/Peckham
774	DTMB	ES/Peckham
775	DTMB	ES/Peckham
776	State	Elections
777	DTMB	ES/Peckham
778	Peckham	Environmental Services
779	DHS	Children's Trust Fund

	E	F
743	Cass	6th floor Pillar C11, G11 & G17 Conference rooms 6119, 6118 & New Conference room
744	ottawa	all floors
745	Mason	all lights and hvac
746	Mason	all Floors- restrooms, elevators, lobbies Lights & HVAC
747	Hannah	2nd & 4th floors
748	Hannah	All Floors- restrooms, elevators, lobbies
749	Grand Tower	12-15th floors & Basement
750	G.O.B.	Lights and HVAC 1st Floor A wing
751	Cass	1st floor , cube 1045 Pillar A11, A7 & C9
752	romney	12th (B)
753	Jackson	3rd
754	Mason	Lights needed in Mason Loading Dock, Mason Upper Level parking ramp, Mason UL PR Generator Room, Generator room @ Mason Dock
755	Ottawa	1st floor
756	Ottawa	1st floor
757	van wagoner	all lights and hvac
758	Romney	ground floor-12th floor
759	Van Wagoner	all
760	PTA	all
761	Mason	all
762	Hannah	3rd Floor entire Floor
763	Hannah	All Floors
764	Hannah	All Floors lights and HVAC
765	Mason	All Floors lights and HVAC
766	SOS Secondary	First Floor South Building
767	Con Hall	1st floor/west side A2-E2 Area, LARA BCS Securities Group
768	Hannah	All Floors
769	Mason	All Floors lights and HVAC
770	Jerome T. Hart SOB	1ST floor Lighting and HVAC
771	MLHC	1 - 3 Forum, Rotunda, Atrium & 3rd Floor Lights and HVAC
772	Williams	All Floors lights and HVAC
773	Ottawa	1st Floor
774	Ottawa	All Floors
775	Hannah	1st Floor
776	Austin	1st floor U, V&W 17-U, V &W23
777	Hannah	UL/3rd Floor
778	Mason	All Floors lights and HVAC
779	Grand Tower	Children's Trust Fund, 14th floor, Suite 1411

	G	H	I
743	2/20/13 & 2/21/13	5pm - 1am	Julie Kelly
744	2/23/13	6am - 12pm	Tim Warren
745	03/09/13	6a.m-3:30pm	Cheryl Bush
746	03/02/13	6 a.m. - 3:30 p.m.	Cheryl Bush
747	3/5/13	6pm - 11pm	James Shilling
748	03/01/13	5:00 pm - 9:00 pm	Tim Warren
749	03/07/13	5;00 pm - 9:00 pm	David Pletzke
750	03/09/13	7:00 - 3:30	Gene Thelen
751	2/23/13, 3/2/13 & 3/9/13	8 am - 5 pm	Julie Kelly
752	3/9/13	6:30am to 4:00pm	Beulah Burks
753	Every Wednesday 02-05-13 - 03-12-13	5:00 pm - 8:30 pm	Jessica Deering
754	03/23/13	8:00-5:00pm	Craig Rutledge
755	03/22/13	5:00-9:00 pm	Tim Warren
756	03/23/13	7:00-5:00 pm	Tim Warren
757	03/16/13	7a.m-3:30pm	Cheryl Bush
758	03/30/13	7:00am - 4:00pm	Bob Bierwagen/ Beulah Burks
759	03/30/13	7:00am - 3:30pm	Cheryl Bush
760	03/30/13	7:00 a.m-3:30pm	Steve Beals
761	03/30/13	6:00 am - 3:30 pm	Cheryl Bush
762	Every Saturday 01/05/13 - 03/30/13	6:30 a.m. -1:30 p.m.	Pat Garlitz
763	04/12/13	5:00 pm - 9:00 pm	Tim Warren
764	04/20/13	5:00 - 9:30 pm	Lorie Curtis
765	04/20/13	6 a.m. - 3:30 p.m.	Cheryl Bush
766	04/27/13	6:30 am - 4:30 pm	Bill Allen
767	04/27/13	6:30a.m.-12:00p.m.	Bryan Russell
768	04/27/13	7:00am - 5:00pm	Tim Warren
769	04/27/13	6:00am-3:30pm	Cheryl Bush
770	04/27/13	7:00am-3:30pm	Cheryl Kubczak
771	04/27/13	7:00 am - 10:00 pm	Carolyn Sparks
772	04/27/13	7:00am-3:30pm	Cheryl Bush
773	04/26/13	5:00pm - 9:00pm	Tim Warren
774	04/27/13	7:00am - 5:00pm	Tim Warren
775	04/26/13	5:00pm - 9:00pm	Tim Warren
776	05/07/13	6:30am-9:00pm	Bill Badgero
777	05/03/13	5:00pm-9:00pm	Tim Warren
778	05/04/13	6:00 a.m. - 3;30 p.m.	Cheryl Bush
779	4/15/13 - 5/8/13	8am - 12am	Patricia Headley

	J
743	517-335-4254
744	517-749-7163
745	749-7061
746	517-749-7061
747	373-8269
748	749-7111
749	749-7111
750	322-6492
751	517-335-4254
752	749-7085 or 319-6014
753	517-780-7666
754	202-7555
755	749-7163
756	749-7163
757	749-7061
758	749-7085 / 319-6014
759	749-7061
760	517-749-3687
761	749-7061
762	702-5456
763	749-7163
764	517-749-3576
765	749-7061
766	517-322-5295
767	335-1819
768	517-749-7163
769	517-749-7061
770	989-758-2744
771	373-1297
772	517-749-7061
773	517-749-7163
774	517-749-7163
775	517-749-7163
776	241-4228
777	517-749-7163
778	517-749-7061
779	241-7226

	K	L	M	N	O	P
743	carpet is being installed after hours in 3 conference rooms due to sensitive allergy issues with employees					
744	scrub restrooms					
745	scub amd wax hard floor					
746	Scrub and wax hard floor					
747	carpet cleaning in elevator lobby areas					
748	Scrub Restrooms					
749	Periodic work per contract					
750	Heavy Work Load					
751	due to work overflow we will be working overtime for the next 3 Saturdays					
752	top striping & refinish all freight elevator lobby & basement. Cannot walk on floor for 24 hours so it can dry.					
753	Foster Parent training					
754	Bridgeway Cummings will be on site to perform preventive maintenance on the TBHC generator located @ the Mason Loading Dock, and the Mason Telecom generator located in the Mason upper level parking ramp.					
755	Carpet Cleaning					
756	Carpet Cleaning					
757	High traffic areas					
758	Carpet Cleaning					
759	high traffic areas					
760	special cleaning of dorm floors					
761	Scrub and wax hard floor					
762	DDS is in emergency status. SSA has issued OT to handle the workload.					
763	Carpet cleaning/Top strip recoats					
764	Waxing Floors					
765	Scrub and wax floor					
766	MDOS/DVRD employees are working overtime on Saturday April 27, 2013					
767	BCS Securities are moving out of Con Hall on Saturday, 04/27/13					
768	Restroom Scrubbing					
769	Scrub and wax floor					
770	15 DHS employees are scheduled to work in the file room					
771	Overtime					
772	high traffic areas					
773	Carpet Cleaning					
774	Restroom Scrubbing					
775	Carpet Cleaning					
776	staff are working to conduct May 7th special election					
777	Carpet Cleaning					
778	high traffic areas					
779	Need lights to be on in order to work and function after hours preparing for our upcoming auction.					

	A	B
780		ST-6
781		ST-5
782		ST-7
783		ST-11
784		ST-12
785		ST-1
786		ST-2
787		ST-26
788		ST-3
789		ST-4
790		ST-10
791		ST-11
792		ST-14
793		ST-15
794		ST-16
795		ST-19
796		ST-21
797		ST-23
798		ST-24
799		ST-26
800		ST- 25
801		ST-5
802		ST-6
803		ST-10
804		ST-12
805		ST-13
806		ST-14
807		ST-7
808		ST-6
809		ST-1
810		ST-10
811		ST-12
812		ST-17
813		ST-1

	C	D
780	DHS	Children's Trust Fund
781	DTMB	ES/Peckham
782	Peckham	Environmental Services
783	DTMB	ES/Peckham
784	State	Driver and Vehicle Records
785	Peckham	Environmental Services
786	DTMB	PECKHAM
787	Peckham	Environmental Services
788	DTMB	ES/Peckham
789	DTMB	PECKHAM
790	DTMB	ES/Peckham
791	DTMB	ES/Peckham
792	Peckham	Environmental Services
793	DTMB	PECKHAM
794	DTMB	Agency Services
795	DTMB	ES/Peckham
796	OOF	BOD-ZONE 4
797	Peckham	Environmental Services
798	Peckham	Environmental Services
799	DTMB	PECKHAM
800	DTMB	PECKHAM
801	DHS	Federal Compliance
802	Human Services	DDS
803	DTMB	ES/Peckham
804	Peckham	Environmental Services
805	OOF	BOD-ZONE 4
806	Peckham	Environmental Services
807	DTMB	ES/Peckham
808	DTMB	ES/Peckham
809	DTMB	peckham
810	Treasury	Data Management
811	DTMB	ES/Peckham
812	Peckham	Environmental Services
813	DTMB	Jones Lang Lasalle

	E	F
780	Grand Tower	14th Floor, Children's Trust Fund Ste. 1411 Lights and HVAC
781	Hannah	All floors
782	Mason	All Floors lights and HVAC
783	Ottawa	All floors
784	SOS	1st floor South
785	Austin	4th floor and hvac
786	AUSTIN	3RD & 4TH FLOORS
787	Austin	all floors
788	Cass	Garden Level, Mailroom, 1st floor breakrooms
789	Cass	Garden Level, Mailroom, 1st floor breakrooms North/South & Vending area
790	Hannah	4th floor
791	Hannah	1st floor
792	Mason	4, 5, 6, 7, 8th floors and hvac
793	MASON	7TH & 8TH FLOORS
794	OPS Center	1st floor SE Rooms # 46, 47, 48, & SE Corner
795	Ottawa	1st floor
796	Romney building 30229	ground floor to 12th floor
797	SOS	all floors and hvac
798	Van Wagoner	all floors and hvac
799	VTS	ALL
800	WILLIAMS	all floors
801	Grand Tower	5th floor, Conference Rooms 5-A & 5-B
802	Hannah	Entire 3rd floor lights and hvac
803	Ottawa	All Floors
804	Van Wagoner	All Floors
805	Romney	12th-G
806	Austin	All Areas
807	Hannah	UL, 201 South
808	Hannah	1st floor
809	cass	1st thru 6th floors
810	OPS Center	1st floor North
811	Ottawa	1st floor
812	Van Wagoner	All
813	Con Hall	1st & 2nd floors lights & HVAC

	G	H	I
780	04/15/13 - 05/08/13	8:00 a.m. - 12:00 a.m.	Patricia Headly
781	05/11/13	7:00am-4:00pm	Tim Warren
782	05/11/13	6:00a-3:30p.m	Cheryl Bush
783	05/11/13	7:00am-4:00pm	Tim Warren
784	05/04/13 and 05/11/13	6:30 a.m - 4:00 p.m.	Bill Allen
785	05/18/13	6am-3:30 pm	Cheryl Bush
786	5/25/13	6am-3:30 pm	Cheryl Bush
787	06/08/13	6am-3:30 pm	Cheryl Bush
788	05/18/13	7:00am - 3:30pm	Larry Hebert
789	5/25/13	7:00am - 3:30pm	Larry Hebert
790	05/16/13	5:00pm - 9:00pm	Tim Warren
791	05/17/13	5:00pm - 9:00pm	Terry Bush
792	05/18/13	6am-3:30 pm	Cheryl Bush
793	5/25/13	6am-3:30 pm	Cheryl Bush
794	01/01/13 - 06/01/13	24/7	Mary McClean
795	05/17/13	5:00pm - 9:00pm	Terry Bush
796	05/18/13	6:45am-3:45 pm	Beulah Burks
797	05/18/13	6am-6pm	John Perry
798	05/18/13	6am-4pm	Cheryl Bush
799	06/08/13	6am-6pm	John Perry
800	5/25/13	7am-4pm	Cheryl Bush
801	5/30/13 - 6/14/13	leave lights on until 10pm during the week and all night on weekends	Vickie Hilbert
802	Saturdays 06/01/13 & 06/08/13	7:00am-1:00pm	Patrick Garlitz
803	06/13/13	5:00pm - 9:30pm	Lorie Curtis
804	06/15/13	7:00 am-4:00pm	Cheryl Bush
805	06/15/13	7:00 am-4:00pm	Beulah Burks
806	06/15/13	6:00 am - 3:30 pm	Cheryl Bush
807	06/21/13	4:00pm - 6:00pm	Tim Warren
808	06/19/13	5:00pm - 9:00pm	Tim Warren
809	6/22/13	7:00 am-3:30pm	Howard (Skip) Stanton
810	Saturdays starting 05/11/13 to 06/22/13	7:00 am-5:00pm	Ann Leupnitz
811	06/19/13	5:00pm - 9:00pm	Tim Warren
812	06/22/13	7:00 am to 4:00 pm	Cheryl Bush
813	07/13/13	7:00 a.m. - 5:00 p.m.	Jim Bentley

	J
780	241-7226
781	517-749-7163
782	749-7061
783	517-749-7163
784	322-5295
785	749-7061
786	749-7061
787	749-7061
788	749-7194
789	749-7194
790	749-7163
791	719-2040
792	749-7061
793	749-7061
794	636-4028
795	719-2040
796	749-7085
797	743-7134
798	749-7061
799	743-7134
800	749-7061
801	335-6151
802	702-5456
803	749-3576
804	749-7061
805	749-7085
806	749-7061
807	749-7163
808	749-7163
809	517-749-4353
810	410-3275
811	749-7163
812	517-749-7061
813	586-219-4422

	K	L	M	N	O	P
780	Need lights on in order to work and function after hours preparing for upcoming auction					
781	Stair Cleaning					
782	high traffic areas					
783	Stair Cleaning					
784	Employees in Driver and Vehicle Records Division/Document Processing Unit are working overtime on the weekends (Saturdays) of 05/4/13 and 05/11/13.					
785	Extract carpet					
786	Extract Carpet					
787	extract chairs and clean carpet					
788	Top-strip & refinish hard floors					
789	Top-strip & refinish hard floors					
790	Chair Cleaning					
791	Elevator Cleaning					
792	Extract Carpet					
793	Extract Carpet					
794	Multiple People are working on a high priority project (BAM) that has very tight time constraints. The project cannot be completed without extended work hours into the evenings and early mornings. This request is for the time period of January 1, 2013 – June 1, 2013.					
795	Elevator Cleaning					
796	scrubbing restroom floors					
797	scrubbing stairwells					
798	scrubbing stairwells					
799	Top strip and refinish hard floors					
800	TOP SCRUB RESTROOM					
801	We are preparing for a Title IV-E Federal review. All case files are in these conference rooms & staff will be working late & on weekends until the review is finished on 6-14-13					
802	Overtime to develop claims					
803	Air Bar Cleaning					
804	cleaning offices					
805	extracting high traffic carpet					
806	extract carpet					
807	Carpet Cleaning					
808	Scrub Entrances					
809	cleaning high traffic carpet areas					
810	Data management section overtime for seven consecutive Saturdays					
811	Scrub Entrances					
812	High traffic areas					
813	Moving 100 people from 2nd floor to 1st floor. Need lights and HVAC please					

	A	B
814		ST-7
815		ST-15
816		ST-16
817		St-17
818		ST-20
819		ST-19
820		ST-10
821		ST-12
822		ST-16
823		ST-8
824		ST-2
825		ST-3
826		ST-4
827		ST-1
828		ST-11
829		ST-12
830		ST-14
831		ST-18
832		ST-21
833		ST-22
834		ST-20
835		ST-23
836		ST-24
837		ST-20
838		ST-1
839		ST-4
840		ST-7
841		ST-8
842		ST-9
843		ST-10

	C	D
814	Human Services	DDS, Central Service Agency (CSA) and Administrative Support Program (ASP)
815	DNR	Archives of Michigan
816	Peckham	Environmental Services
817	Peckham	Environmental Services
818	Peckham	Environmental Services
819	Peckham	Environmental Services
820	Peckham	Environmental Services
821	DTMB	Agency Services
822	Peckham	Enviromental Services
823	Peckham	Enviromental Services
824	Peckham	ES
825	State	Elections
826	Peckham	Enviromental Services
827	State	Elections
828	DTMB	peckham
829	Supreme Court	Reporter's Office
830	Peckham	Enviromental Services
831	DTMB	OFM
832	Peckham	Enviromental Services
833	Peckham	Enviromental Services
834	Peckham	Enviromental Services
835	Peckham	Environmental Services
836	Transportation	Construction field services
837	DVRD	State
838	MDARD & DEQ	Lansing District Office, Food & Dairy,Animal Industry,Ag Development,Environmental Stewardship & Executive
839	DHS	DHS
840	DTMB	Agency Services
841	Education	BAA
842	State Police	EMHSTC
843	DHS	Out State Operations

	E	F
814	Hannah	3rd floor
815	MLHC	2nd floor
816	Ottawa/Hannah	all
817	Williams	all
818	Williams	all
819	Austin	all
820	Ottawa	4th floor
821	Romney	9th floor
822	Williams	all
823	Hannah	3rd Floor
824	Austin	all floors and HVAC
825	Austin	1st floor U, V, & W17 - U, V & W23 lights and HVAC
826	Cass	Entire 1st Floor
827	Austin	1st floor - pillars U, V & W 17 - U, V & W 23
828	Hannah/Ottawa	all floors
829	HOJ	4th North
830	Mason	All Floors
831	Romney	7th and 5th floors - all floors including bathrooms
832	VTS	All
833	Williams	all floors and HVAC
834	Van Wagoner	all floors and HVAC
835	Van Wagoner	all
836	van Wagoner	1st Rooms 113, 122, and 125
837	SOS	2
838	Con Hall	6 South, 6 North, 5 North, 4 North, 3 North, 1 North, & Atrium North
839	Flint SOB	Entire Facility
840	Grand Tower	3rd floor
841	Hannah	2nd Floor B13 - B16
842	Haz Mat	1st floor all
843	Jackson SOB	3rd floor

	G	H	I
814	07/13/13	7:00 am to 1:00 pm	Patrick Garlitz
815	07/12/13	5:00pm-10:30pm	Kris Rzepcynski
816	07/13/13	7:30am - 5:00pm	Tim Warren
817	07/13/13	7:00 am - 4:00 p.m.	Cheryl Bush
818	07/20/13	7:00 am - 4:00 pm	Cheryl Bush
819	07/20/13	6:00 am - 3:30 pm	Cheryl Bush
820	06/28/13	5:00 pm - 9:00 pm	Mark Allen
821	6/29/13-6/30/13	11:00am-11:00pm	Satish Chidura
822	07/27/13	7:00 am - 4:00 pm	Cheryl Bush
823	07/24/13	4:30 p.m. - 9:00 p.m.	Tim Warren
824	07/31/13	5p.m. - 8p.m.	Cheryl Bush
825	08/06/13	6:30 a.m. - 9:00 p.m.	Lucinda Sheltrown
826	07/27/13	7:00 am - 3:30 PM	Skip Stanton
827	08/06/13	6:30 am - 9:00 pm	Lucinda Sheltrown
828	8/3/13	7:00am - 3:30pm	Tim Warren
829	07/29/13 - 08/02/13	5:00 pm - 10:00 pm	Dave Palazzolo
830	08/03/13	6:00 a.m. - 4:00 p.m.	Cheryl Bush
831	07/27/13 - 07/29/13	6:00 am 07/27/13 through 6:00 am 07/29/13	Tina Ray
832	08/03/13	8 a.m. - 6:00 p.m.	John Perry
833	08/03/13	7:00 a.m. - 4:00 p.m.	Cheryl Bush
834	08/03/13	7:00 a.m. - 4:00 p.m.	Cheryl Bush
835	08/31/13	7:00 a.m. - 4:30 p.m.	Cheryl Bush
836	08/31/13 - 09/01/13 6:00 a.m. to 6:30 pm	6;00 a.m. - 6:00 p.m.	Christopher Gembel
837	08/24/13	7:00 a.m. - 3:30 p.m.	JoLynn Peck
838	08/17/2013	7:00 am - 9:00 pm	Jim Bentley
839	08/29/13 @ 6:00 p.m. - 09/02/13 @ 8:00 a.m.	6:00 p.m.Thursday - 8:00 a.m. Monday	Steve Cooper
840	Saturdays starting 8/14/13	6:00a - 7:00p	Jessica VanWinkle
841	Monday - Thursday 05/28/13 - 08/15/13	6:00 p.m. - 8:00 p.m.	Tammy Triplett
842	08/26/2013 - 08/27/2013	5:30 p.m. - 10:00 p.m.	David Winter
843	08/20/13	5:30 pm - 7:30 pm	Jessica Deering

	J
814	517-702-5456
815	373-9191
816	749-7163
817	749-7061
818	749-7061
819	749-7061
820	749-7163
821	373-1917
822	749-7061
823	749-7163
824	749-7061
825	335-2659
826	749-4353
827	335-2659
828	749-7163
829	373-5541
830	749-7061
831	241-0811
832	749-7134
833	749-7061
834	749-7061
835	749-7061
836	810-394-7866
837	667-1699
838	586-219-4422
839	810-614-5167
840	3-8452
841	373-0048
842	231-388-5166
843	780-7666

	K	L	M	N	O	P
814	The SSA has authorized the use of overtime, funded by 100% federal funds, to develop claims filed by the people of the State of Michigan claiming disability. The DDS office is under an emergency status to the end of the 2013 fiscal year due to backlogs of SSD claims. It is in the interest of the clients as well as the SSA to process the claims as timely as possible					
815	The Archives is hosting an after-hours Genealogy Lock-in that evening (Friday, July 12) from 6pm - 10pm.					
816	Numerous projects					
817	Strip/Coat Hard floor					
818	Strip/Coat Hard floor					
819	Vacuuming conf. room chairs					
820	Chair Cleaning					
821	To roll out Time and Expense Phase 3A project					
822	Strip/coat hard floor					
823	Carpet					
824	Extract carpet in offices					
825	Staff working to conduct the August 6th primary election.					
826	Custodial					
827	Staff are working Tuesday, August 6th 2013 to conduct the August 6th primary election. Election Staff will be working early and late that day to assist clerks with election problems and assist them with opening and closing the pollsa nd reporting election results.					
828	air bars					
829	Supreme Court term ends next week. The Reporter's office stays late the last week to close out the term for Court.					
830	Strip & refinish					
831	Windows 7 migration and technicians need to physically upgrade computers on both floors					
832	High Traffic areas					
833	Extract carpet in hallways					
834	Extract carpet in hallways					
835	Strip and refinish					
836	Completion of Project High Priority					
837	Saturday overtime from 7:00am to 3:30pm for CDL Help Desk staff					
838	We have a 200 person Move on Saturday August 17th					
839	Microsoft Security patch Distribution- Forced Reboot Created at 8/21/2013 12:51 PM by Spalding, Teresa (DHS) last modified at 8/28/2013 11:41 AM by Spalding, Teresa (DHS)					
840	Contractors must work after hours to minimize additional delays and cost for the project.					
841	Four interns will be working 10 hour days					
842	The EMHSTC building will be used by MSP Recruits for fire scenario training					
843	Facilitating a foster parent training					

	A	B
844		ST-17
845		ST-16
846		ST-23
847		ST-1
848		ST-11
849		ST-23
850		ST-15
851		ST-18
852		ST-22
853		ST-6
854		ST-1
855		ST-2
856		ST-3
857		ST-4
858		ST-10
859		ST-13
860		ST-14
861		ST-17
862		ST-18
863		ST-21
864		ST-8
865		ST-5
866		ST-6
867		ST-9
868		ST-10
869		ST-27
870		ST-28
871		ST-29
872		St-18
873		St-20
874		St-21
875		St-1
876		St-2
877		St-3
878		St-5
879		St-6

	C	D
844	OOF	BOD-ZONE 4
845	DTMB	IT, MCSC
846	Peckham	Enviromental Services
847	Peckham	Enviromental
848	DHS	Child Welfare
849	SOS	Driver and Vehicle DIV
850	Treasury	Data management
851	DTMB	MCSC
852	State	Driver and Vehicle DIV
853	Peckham	Custodial
854	State	Elections
855	DTMB	Peckham
856	MDOS	Occupancy
857	ES	Peckham
858	ES	Peckham
859	ES	Peckham
860	GOB	Enviromental Services
861	ES	Peckham
862	DTMB	Peckham
863	ES	Peckham
864	DTMB	Peckham
865	DTMB/ES	Peckham
866	DTMB/ES	Peckham
867	DTMB	ORS
868	DTMB/ES	Peckham
869	DNR	
870	DEQ	
871	AG	
872	Enviromental Services	Peckham
873	Enviromental Services	Peckham
874	Enviromental Services	Peckham
875	Enviromental Services	Peckham
876		CFS
877	Treasury	treasury University
878	Community Health	Finance and accounting
879	DHS	OHR

	E	F
844	ROMNEY	Basement floor
845	Romney	9th floor South West corner and restrooms lights and HVAC
846	van Wagoner	All floors
847	Austin	all
848	Grand Tower	4th elevator area to SE Corner of 4th floor
849	SOS south building	1st Floor all
850	OPS Center	all 1st Floor North End air and lights
851	Romney	West side of 9th floor Pillars F8, F9, F10 & F11 plus restrooms and Ground floor After-Hours Exit and Air
852	SOS	1ST
853	Cass	4th, 5th, & 6th
854	Austin	1st floor U, V, & W 17 & U, V, & W23
855	Austin	all
856	Austin	4th
857	Austin	All floors
858	Cass	All floors
859	GOB	all floors lights and hvac
860	GOB	3 B, 3 hallway, 2 floor hallway, and Peckham Office
861	Hannah	all floors lights and hvac
862	Hannah/Ottawa	All floors
863	Ottawa	all floors lights and hvac
864	Cass	all
865	Cass	All Floors
866	Con Hall	All Floors
867	GOB	Entire 3rd Floor
868	GOB	1st,2nd & 3rd flr hallways & main stairwell
869	Constitution Hall	1st floor south and 4th&5th floors north
870	Constitution Hall	1st floor south and 4th&5th floors north
871	Constitution Hall	1st floor south and 4th&5th floors north
872	SOS	Entire Building
873	van Wagoner	Entire floor
874	van Wagoner	All
875	Austin	All
876	C&T	Rooms 113, 122, and 125
877	Cadillac Place	2nd floor all lights and HVAC
878	Cass	Entire North side of 4th floor and Pillar A15
879	Flint SOB	7th

	G	H	I
844	08/24/13	7:00-4:00	Beulah Burks
845	09/14/13	6:00 a.m. - 5:30 p.m.	Tina Jensen
846	09/14/13	6:00 a.m. - 4:00 p.m.	Cheryl Bush
847	10/05/13	6:00 a.m. - 3:30 p.m.	Cheryl Bush
848	09/12/13 - 09/30/13	9:00 p.m. - 11:00 p.m.	Erika Engel
849	08/17/13 - 09/28/13	7:00 a.m. - 4:00 p.m.	Bill Allen
850	Saturdays 08/24/13 - 09/28/13	7:00 a.m. - 5:00 p.m.	Ann Leupnitz
851	09/30/2013 - 10/01/2013	6:00 a.m. -6:00 p.m.	Tina Jensen
852	8/17/13 - 9/28/13	6:30AM-4:00PM	John Lorencen or Pat Crosby
853	10/05/13	7:00 am - 3:30 pm	Skip Stanton
854	11/05/13	6:30 a.m. - 9:00 p.m.	Lucinda Sheltrown
855	10/26/13	6:00 a.m. - 3:30 p.m.	Cheryl Bush
856	10/26/2013	6:45 a.m. - 5:00 p.m.	Pamela Shaw
857	11/02/13	6:00 a.m. - 3:30 p.m.	Cheryl Bush
858	11/02/2013	7:00 a.m. - 3:30 p.m.	Skip stanton
859	10/19/13	6:00 am - 3:30 pm	Steve Beals
860	10/26/13	6:00 am. - 3:30 p.m.	Barb Fullerton
861	10/18/13	5:00-9:00 pm	Will Ward
862	10/26/13	6:00am - 5:00pm	Will Ward
863	10/18/13	5:00-9:00pm	Will Ward
864	10/26/13	7:00 a.m. - 3:30 p.m.	Skip stanton
865	11/11/13	7:00am-3:30pm	Howard (Skip) Stanton
866	11/11/13	7:00am-3:30pm	Howard (Skip) Stanton
867	11/11/13	7:30 a.m. - 6:00 p.m.	Pam Ward
868	11/11/13	6:00am-3:30pm	Steve Beals
869	11/11/13	7:00am - 6:00pm	Dereck Couzins
870	11/11/13	7:00am - 6:00pm	Dereck Couzins
871	11/11/13	7:00am - 6:00pm	Dereck Couzins
872	Saturday, 11/16/13	6:00 am - 6:00 pm	John Perry
873	Saturday 11/16/13	9:00 am - 5:30 pm	Cheryl Bush
874	11/23/13	7:00 a.m. - 4:30 pm	Cheryl Bush
875	11/23/13	7:00 am - 7:00 pm	Cheryl Bush
876	09/12/13 - 12/31/13	6:00 a.m. - 7:00 p.m.	Christopher Gembel
877	09/14/13 - 12/31/13	5:00 P.m. - 10:00 p.m.	Ann Luepnitz
878	10/26/13 - 11/30/13 Saturdays and Sundays	8:00 a.m. - 5:00 p.m.	Mary Lou Lehman
879	Weekends starting 6/28/13 -12/31/13	6:00 am - 5:00 pm	Sue King

	J
844	749-7085
845	335-4426
846	749-7061
847	517-749-7061
848	335-1318
849	322-5295
850	410-3275
851	241-7254
852	322-5309 OR 322-5290
853	749-4353
854	335-2659
855	749-7061
856	241-2646
857	517-749-7061
858	749-4363
859	749-7149
860	319-6004
861	749-3576
862	749-3576
863	749-3576
864	749-4353
865	749-4353
866	749-4353
867	322-6270
868	749-7149
869	517-243-0643
870	517-243-0643
871	517-243-0643
872	7437134
873	749-7061
874	749-7061
875	749-7061
876	810-394-7866
877	517-410-3275
878	241-5627
879	335-4874

	K	L	M	N	O	P
844	top strip basement floor					
845	Field service techs need lights on so they can upgrade computers to windows					
846	strip and refinish floor					
847	Extract Carpets					
848	Finalize plans for the Michigan Leadership summit					
849	Overtime every Saturday					
850	Data Management OT					
851	Year end testing					
852	working every Saturday except Aug 31 from now until Sept 28					
853	Custodial work					
854	: Staff will be working Tuesday, November 5, 2013 to conduct the November 5th general election (11/5/2013). Election Staff will be working early and late that day to assist clerks with election problems and assist them with opening and closing the polls and reporting election results. HVAC is requested as well.					
855	High traffic areas					
856	Correct end of year travel vouchers before deadline					
857	High traffic areas					
858	All floors in front of the restrooms					
859						
860	clean chairs 3B wing					
861	Top/strip and recoat floors					
862	Top/strip and recoat floors- scrub restrooms					
863	Top/strip and recoat floors					
864	Hallways in front of restroo,					
865	Veterans Day cleaning					
866	Veterans Day cleaning					
867	Carpet cleaning will be done and lighting is needed to allow to properly assess and clean					
868	Detail R/Rs and scrub main stairwell. Please have ventilation on for main stairwell.					
869	need lights to work on the floors building modular furniture					
870	need lights to work on the floors building modular furniture					
871	need lights to work on the floors building modular furniture					
872	Top Scrub Restrooms					
873	Dusting Baseboards, runners & mats					
874	High traffic Areas and Clean Chairs					
875	High traffic Areas and Clean Chairs					
876	Maintaining ft amL.A. abrasions					
877	Classes for Treasury University are going to be held in 7 week intervals					
878	Due to year end closing and auditing process, staff is required to work additional hours to meet various deadlines, including those for the State of Michigan Comprehensive Annual Fiscal Report					
879	Staff overtime					

	A	B
880		St-7
881		St-10
882		
883		St-11
884		St-13
885		St-14
886		St-16
887		St-17
888		St-18
889		St-19
890		St-20
891		St-5
892		St-7
893		ST-8
894		ST-10
895		ST-12
896		ST-13
897		St-3
898		
899	1	DCH
900	2	DTMB
901	3	DTMB
902	4	DEQ
903	5	MDOT
904	6	MDOT
905	7	Attorney General
906	8	

	C	D
880	DTMB	ORS
881	Treasury	Collections
882	DHS	DDS
883	DTMB	HR
884	MSHDA	Hardest Hit Program
885	DTMB	OFM
886	DTMB	MiCSES
887	Enviromental Services	Peckham
888	Treasury	treasury University
889	State	OCS
890	MSHDA	Homeownership - Hardest Hit Funds Program
891	Peckham	Environmental Service
892	Peckham	Environmental Service
893	DTMB	ORS
894	ES	Peckham
895	Peckham	Enviromental Services
896	LARA	WCA-Funds Admin
897	DTMB	ORS
898		
899	Community Health	Budget & Contracts
900	DTMB	ORS
901		Mailing Services
902	DEQ	Environmental Science and Services Division
903	Executive	
904	Attorney General	All
905	Attorney General	All
906	ES	Peckham

	E	F
880	GOB	3rd All of A wing and all rooms in the core
881	Grand Rapids 350 Ottawa St, NW	2nd Floor Center Conference room and lobby lights and HVAC
882	Hannah	Entire 3rd Fl Hannah
883	Mason	6th floor East A2, A3, A4 & B4
884	Romney	Entire East half of 8th floor and restrooms
885	Romney	7th floor H5 the entire room and restrooms
886	Romney	11th Floor, F11, C1, C3, G9, H7, H8 and H9. 12th Floor D3 and C3
887	Romney	Basement
888	Saginaw	2nd floor all lights and HVAC
889	SOS	1st Floor North Quadrant of O-3, S-3, S-9, O-9
890	van Wagoner	Entire East half of 8th floor and restrooms
891	mason/austin	all floors lights and hvac
892	Romney	Freight elevator lobby, floors 1 - 12
893	GOB	Wing A-Pillars G1-G5, G1-A1, A1-A4
894	Hannah and Ottawa	UL's and 1st floors
895	Ottawa	2nd - 4th Floors
896	GOB	1st floor, B Wing from pillar H-13 thru M-15
897	GOB	All of A wing
898	Grand Tower	Following Floors 1,2,3,7,8,9,13,14
899	Cass	4th flr, Central Control has list of people & their pillar numbers
900	GOB	3rd Floor, A-Wing, Pillars A4 to G4 & A7 to G7, C6 & C7
901	GSB	1sr flr OPC rm
902	State Lab	Bsmt (Rm 1), 1st (102-104) & 3rd (All)
903	Van Wagoner	4th floor, Pillars B19-C19
904	VanWagoner	All Attorney General work areas
905	Williams	All Attorney General work areas
906	Austin	Austin all floors

	G	H	I
880	01/01/13 - 12/31/13	6:00 pm - 5:00 am	Pam Ward
881	Mondays and Wednesdays beginning 05/13/13 to 12/31/13	5:00-10:00pm	Ann Leupnitz
882	Sunday, 01/05/14	8:00 a.m. to 1:00 p.m	Patrick Garlitz
883	3/21/11 - 12/31/13	5:00 pm - 10:00 pm	Judy Tkaczyk
884	Saturdays from 07/06/13 to 12/28/13	7:00 am to 2:00 pm	Chad Coffman
885	11/02/13 - 12/31/13	6:00 a.m. - 8:00 p.m.	Tina Ray
886	12/6/13 thru 12/7/13	5:00PM-midnight 12/6 & midnight -7pm 12/7	Dave Reinhard
887	12/14/13	6:50 a.m. - 3:40 p.m.	Beulah Burkes
888	09/14/13 - 12/31/13	5:00 P.m. - 10:00 p.m.	Ann Luepnitz
889	05/10/13 - 01/01/14	Wednesdays5:00 p.m. -8:00p.m. And Saturdays 8:00 a.m. - 1:00 p.m.	John Osborn
890	Saturdays from 07/06/13 to 12/28/13	7:00 am - 2:00 pm	Chad Coffman
891	01/11/14	6:00am-3:00pm	Cheryl Bush
892	01/11/14	6:50am - 3:40pm	Beulah Burks / Bob Bierwagen
893	1/11/14	9:00am-6:00pm	Pam Ward
894	01/17/14	5:00-9:00 pm	Will Ward
895	07/24/13	4:30 - 9:00 p.m.	Tim Warren
896	12/9/13 thru 1/5/15	until 7:30pm each night	Janice Remer
897	Saturdays 12/14/13-01/18/14	9:00 a.m. - 9:00 p.m.	Don Williams
898	1/23/14-1/25/14	8:00am-12am	Kemal Tekinel
899	1/31/2014	As requested	Central Control has list of people & their pillar numbers
900	1/31/14	24/7	Pam Ward
901	1/31/2014	Sun-Thurs:11:30P-6A	William Doxie
902	1/31/2014	8-5 Sat and all other days 24/7 as needed	Julie Smith
903	1/31/2014	As requested	Tom Briggs
904	1/31/2014	24/7	Joyce Macauley
905	1/31/2014	24/7	Joyce Macauley
906	1/8/2014	7:00a.m-6:00p.m.	Leon Arthur

	J
880	322-6270
881	410-3275
882	702-5456
883	373-0046
884	517-335-9031
885	241-0811
886	241-5825
887	749-7085
888	517-410-3275
889	636-0930
890	335-9031
891	517-749-7061
892	749-7085 / 319-6014
893	517-322-620
894	517-749-3576
895	749-7163
896	636-6610
897	322-6071
898	517-614-6666
899	241-2330
900	2-6270
901	322-6764
902	335-8850
903	373-0453
904	373-1114
905	373-1114
906	993-8249

	K	L	M	N	O	P
880	ORS has staff working 6:00 p.m. to 5:00 a.m. Monday - Friday that require Lighting and Air conditioning					
881	Treasury University Classes video conferencing					
882	DDS has a Federal software upgrade installation on that weekend					
883	Overtime					
884	expansion of hours of operation for 10-60 members for the Hardest Hit Funds program					
885	*Auditors Working on the CAFR for December deadline*					
886	A major MiCSES release will be happening over this weekend.					
887						
888	Classes for Treasury University are going to be held in 7 week intervals					
889	Staff assist Branch offices on Wednesday evenings and Saturday Mornings.					
890	MSHDA's Step Forward Program woul dlike to request to have lighting and HVAC services available during their Saturday working hours from 7:00 am - 2:00 pm. This will allow for expansion of office hours for 10 - 60 staff members of the Step Forward Program.					
891	moving supplies from Mason to the Austin					
892	Total stripping of all freight elevator lobbies 12th to 1st floors.					
893	IT Migrating Computers					
894	*carpet runners*					
895	Carpet					
896	We have staff who work past 6:00pm on a daily basis					
897	Completing the migration of technology applictions that willl allow SOM staff to better serve the citizens of Michigan.					
898	This weekend we have major implementation and there will be a lot of resources will be in the building to support the implementation activities.					
899	Staff are required to work extra hours frequently due to meet required deadlines					
900	ORS Support Staff running computer program Monday through Sunday					
901	Night shift to meet mandated mailing dates					
902	24/7 emergency stand-by operation					
903	To install a light switch over the copy area, to reduce amount of lighting used.					
904	Irregular and unscheduled work hours are often required					
905	Irregular and unscheduled work hours are often required					
906						

	A	B
907	9	DTMB
908	10	Step forward
909	11	State Budget Office
910	12	Transportation
911	13	DTMB
912	14	MDOT
913	15	DTMB
914	16	OOF
915	17	Peckham
916	18	Peckham
917	19	Peckham
918	20	Peckham
919	21	DTMB
920	22	Peckham
921	23	Peckham
922	24	Peckham
923	25	Peckham
924	26	Peckham
925		Peckham
926	Lighting requests moved from active tab to expired	DTMB
927	29	Peckham
928	30	ES
929	31	ES
930	32	ES
931	33	DNR
932	34	DTMB
933	35	Peckham
934	36	Peckham
935	37	Peckham
936	38	DTMB
937	39	DTMB
938	40	DTMB
939	41	MDOS
940	42	DTMB
941	43	DTMB
942	44	DTMB
943	45	DHS

	C	D
907	Peckham	CASS
908	MSHDA	Romney
909	N/A	Romney
910	Construction Field Services	C&T
911	PECKHAM	Cass
912	Executive Office	Van Wagoner
913	OFM	Romney Building
914	BOD-Zone 4	Romney Building
915	Environmental Services	GOB
916	Environmental Services	C&T
917	Environmental Services	Forensic Lab
918	Environmental Services	PTA
919	BOD	Lewis Cass
920	Environmental Services	Austin
921	Environmental Services	Cass
922	Environmental Services	Hannah
923	Environmental Services	Ottawa
924	Environmental Services	Williams
925	Environmental Services	Vanwagoner
926	PECKHAM	Van Wagoner
927	Environmental Services	SOS
928	Peckham	Williams & Vanwagoner
929	Peckham	Austin
930	Peckham	Austin
931	Law Enforcement	Mason
932	BOD	Cass
933	Enviromental Services	C&T
934	Enviromental Services	Cass
935	Enviromental Services	MDOT Warehouse
936	Peckham	Romney
937	Peckham	Austin
938	Peckham	Cass
939	Secretary of State	SOS
940	Peckham	Van Wagoner
941	Peckham	Williams
942	OFM	Romney Building
943	Saginaw	Saginaw SOB

	E	F
907	Garden Level	2/1/14
908	Entire East half of 8th floor and restrooms	12/01/2013 - 01/31/2014
909	entire 6th floor	1/31/14-2/04/14
910	Zone A-D Room 113, 122, 125	1/31/2014
911	Garden Level Mailroom	2/8/2014
912	4th Floor A15 - E23	
913	7th floor southeast section of the floor. The accounting and financial division	2/15-2/17
914	All foors	2/17/2014
915	3rd floor A & B wings and main stairwell	2/17/2014
916	1st floor	2/17/2014
917	1st floor	2/17/2014
918	All floors as needed	2/17/2014
919	Stairwells and surrounding areas	2/17/2014
920	ALL FLOORS	2/17/2014
921	all floors, aisles in front of restrooms	2/17/2014
922	All floors as needed	2/17/2014
923	All floors as needed	2/17/2014
924	All floors as needed	2/17/2014
925	All floors as needed	2/17/2014
926	All floors as needed	2/15/2014
927	All floors as needed	2/17/2014
928	All floors needed	3/1/2014
929	All floors needed	3/1/2014
930	All floors needed	3/1/2014
931	7th flr, A1-A4 & A1-D1	
932	WILL VARY	10/7/13-3/1/14
933	all floors	3/15/2014
934	all floors	3/15/2014
935	all floors	3/15/2014
936	all floors	3/22/2014
937	all floors - elevator lobbies	3/21/2014
938	all floors	3/22/2014
939	1st floor	3/22/2014
940	all floors	3/29/2014
941	all floors	3/29/2014
942	southeast section of the floor The accounting and finanical reporting division	3/29/2014
943	1st, 2nd and 3rd floors	3/22/2014-3/30/14

	G	H	I
907	7:00 am - 3:30 pm	Howard (Skip) Stanton	749-4353
908	7:00 am - 7:00 pm	Chad Coffman	335-9031
909	5pm-7am	Connie Minix	517-373-4978
910	6:00am to 7:00pm	Christopher Gembel	810-394-7866
911	7:00am - 3:30pm	Howard (Skip) Stanton	749-4353
912	as required	Pam Sebenick	241-2674
913	24/7	Tina Ray	517-241-0811
914	6:50am to 3:40p.m	Beulah Burks	517-749-7085
915	6:00am-3:30pm	Steve Beals/ Barb Fullerton	517-749-7149/517-319-6004
916	8:00am-3:30pm	Steve Beals	517-749-7149/517-319-6004
917	6am to 3:30pm	Steve Beals	517-749-7149/ 517-319-6003
918	6am-3:30pm	Steve Beals	517-749-7149/ 517-319-6003
919	24/7	Greg Post	517-812-4353
920	6:00am - 6:00pm	Leon Arthur	517.993.8249
921	7:00am - 3:30pm	Chad Antcliff	517.749.7194
922	6:00am - 6:00pm	Will Ward	517.749.3576
923	6:00am - 6:00pm	Will Ward	517.749.3576
924	6:00am - 6:00pm	Andy Yeadon	517.749.7165
925	6:00am - 6:00pm	Andy Yeadon	517.749.7165
926	6:00 am to 6:00 pm	Andy Yeadon	517-749-7165
927	6am-6pm	John Perry	517-743-7134
928	7:00am5:00pm	Andy Yeadon	517-749-7165
929	5:00pm-9:00pm	Leon Arthur	517-9938249
930	5:00pm-9:00pm	Leon Arthur	517-993-8249
931	24/7	Jim Hurst	
932	WILL VARY	LAUX CONSTRUCTIOIN	GREG POST 517-812-4353 and Beau Jackson
933	7am-3:30pm	Steve Beals	517-749-7149
934	7:00am - 3:30pm	Howard (Skip) Stanton	517-749-4353
935	7am-12pm	Lori Dorsey or Joyce Dean	517-719-4720
936	7:00am to 3:30pm	Dave Schuiling	749-7061 or 319-6014
937	5:00 pm - 9:00 pm	Tim Warren	749-7163
938	7:00 am - 3:30 pm	Howard (Skip) Stanton	749-4353
939	7:00am to 2:00pm	Michael Filday	517-322-6268
940	7:00 am - 5:00 pm	Andy Yeadon	517.749.7165
941	7:00 am - 5:00 pm	Andy Yeadon	517.749.7165
942	6:00am to 3:00pm	Tina Ray	517-241-0811
943	7:30am to 5:00pm	Rick Latinen	(989) 758-1217

	J
907	Strip & Refinish hard floor in the mail room
908	
909	Preparation for FY 2015 Executive Budget. Staff will be working at any time over the weekend and possibly Monday night as well.
910	Maintaining FT and L.A. Abrasion Submissions
911	Strip & refinish hard floors in mailroom
912	Staff overtime
913	The AFR Division is working on the MAIN Encryption project over the weekend
914	All rest rooms are being cleaned.
915	Scrub stairwells. Detail vac. And dust 3 A & B wings
916	Vent Cleaning of C&T
917	Vent Cleaning of C&T
918	Chair cleaning and floor care
919	Laux Construction work
920	Top strip/re-coat lobby floors
921	clean floors
922	clean carpeting/ scrub restrooms
923	clean carpeting/ scrub restrooms
924	top scrub bathrooms
925	top scrub bathrooms
926	clean air bars/vents
927	Carpet cleaning, base boards, air bars and vents
928	Scrub restrooms
929	Chair cleaning
930	Lobby/Restroom scrub
931	Report all poaching program call center
932	TO KEEP PROJECT ON TIME LINE
933	Dust / Vac. vents please make sure lights and ventilation is on.
934	clean aisles in front of restrooms
935	Sealing new tile floor in hall
936	extract all floors
937	cleaning elevator carpeting
938	cleaning hallways in front of all restrooms
939	Staff Overtime
940	High traffic carpet cleaning
941	High traffic carpet cleaning
942	Statewide single audit coordinator is working on the statewide single audit
943	Please note we are requesting approval for two Saturdays even though the form only allows one date. We are requesting approval for Saturday March 22, 2014 from 7:30am to 5:00pm and Saturday March 29th, 2014 from 7:30 to 5:00pm

	K	L	M	N	O	P
907						
908						
909						
910	Christopher Gembel					
911	Bob Bierwagen					
912	Bob Ruff					
913	Tina Ray					
914	Bob Bierwagen					
915	Kirk Brennan					
916	Kirk Brennan					
917	Kirk Brennan					
918	Kirk Brennan					
919	Greg Post					
920	Neal Droste					
921	Bob Bierwagen					
922	Steve Doty					
923	Steve Doty					
924	Bob Ruff					
925	Bob Ruff					
926						
927	Kirk Brennan					
928						
929						
930						
931	Jim Hurst					
932						
933		3/16/2014				
934		3/16/2004				
935		3/16/2015				
936		3/23/2014				
937		3/22/2014				
938		3/23/2014				
939		3/23/2014				
940		3/30/2014				
941		3/30/2014				
942		3/30/2014				
943		3/30/2014				

	A	B
944	46	MDOS
945	47	LARA
946	25	DTMB
947	26	Peckham
948	27	Peckham
949	28	Peckham
950	28	Michigan Supreme Court
951	29	DTMB
952	30	DTMB
953	31	DTMB
954	32	DTMB
955	33	DTMB
956	27	ES
957	28	DTMB
958	29	DTMB
959	28	Peckham
960	29	Peckham
961	25	Michigan Supreme Court
962	27	Civil Service Commission
963	28	State
964	29	DHS
965	30	DTMB
966	31	SBO
967	32	DTMB
968	23	DHS
969	27	Peckham
970	26	DTMB
971		DTMB
972	25	DTMB
973		ES
974	32	ES
975		ES
976		ES
977	31	DHS
978	31	DHS
979	28	DTMB
980	27	DTMB/ES
981	29	DHS

	C	D
944	Bureau of Elections	Austin
945	Executive Office	Ottawa
946	Customer Service DHS	Grand tower
947	Enviromental Services	VanWagoner and Williams
948	Enviromental Services	VTS
949	Enviromental Services	Romney
950	Judicial	Hall of Justice
951	ES/Peckham	Hannah
952	ES/Peckham	Ottawa
953	ES/Peckham	Hannah
954	ES/Peckham	Ottawa
955	ES/Peckham	Austin
956	Peckham	Lewis Cass
957	ES/Peckham	Austin
958	Peckham	Lewis Cass
959	Environmental Services	Vehicle and Travel Services
960	ES	Cass
961	Judicial	Hall of Justice
962		Horatio S. Earle Learning Center
963	Elections	Austin
964	Out State Operations	Jackson
965	Peckham	Hannah
966	OFM	Romney Building
967	Telecom	VanWagoner
968	Children's trust fund	Grand tower
969	Environmental Services	GOB
970	ES/Peckham	Austin
971	Peckham	Energy Center
972	MiCSES	Romney
973	Peckham	Romney
974	Peckham	Austin
975	Peckham	Austin
976	Peckham	Austin
977	Department of Human Services	Flint SOB
978	Department of Human Services	Flint SOB
979	Peckham	Romney
980	Peckham	Energy Center
981	Accounting	Grand Tower

	E	F
944	1st floor U-17 and U-18	3/29/2014 - 03/30/14
945	H6 Exec Office	
946	1st, 2nd, 3rd, 8th, 9th, 13th and 14th floors Lights and HVAC	03/19/14 - 04/02/14
947	All Floors	4/5/2014
948	All floors	4/5/2014
949	All Floors	4/5/2014
950	6th floor	4/5/201-4/6/2014
951	all floors	4/11/2014
952	all floors	4/11/2014
953	all floors	4/12/2014
954	all floors	4/12/2014
955	all floors	4/12/2014
956	all	4/19/2014
957	All floors	4/26/2014
958	All floors	4/25/2014
959	All floors/pillars	5/3/2014
960	Garden level	5/3/2014
961	6th floor	4/12/14-5/3/14
962	1st floor common area & Lake Huron Room	5/11/2014
963	Bureau of Elections: U, V, 17-U, V & W23	5/6/2014
964	2nd & 3rd floor	05/10/14, 05/17/14, 05/31/14, 06/07/14, 06/14/14, 06/21/14, 06/28/14
965	1st floor	5/6/2014
966	7th floor	5/10/2014
967	3rd floor	5/10/2014
968	14th floor Children's trust fund ste. 1411	04/01/14 - 05/14/14
969	1st, 2ed and 3ed floor main hallways and R/Rs	5/17/2014
970	all foors as needed	5/23/2014
971	all floors	6/7/2014
972	12 floor Pillars D3 and C3	06/06/14 to 06/08/14
973	all floors	6/14/2014
974	1st floor	6/12/2014
975	all floors	6/14/2014
976	all floors	6/13/2014
977	4 and 5	6/14/2014
978	4 and 5	6/14/2014
979	all floors	6/7/14 and 6/14/14
980	All floors and restrooms	6/21/2014
981	10th floor pillar K5 and J2	6/21/2014

	G	H	I
944	7 am - 5 pm	Lucinda sheltrown	517-373-0941
945	As needed.	Karen Towne	517-373-9495
946	24/7	Kemal Tekinel	517-241-5779
947	7:00 a.m. - 5 p.m.	Andy Yeadon	517-749-7165
948	6am-6pm	John Perry	517-743-7134
949	7:00am - 3:30pm	David Schuiling	517.749.7061
950	12am-12pm	Ryan Tomlinson	517-373-7492
951	5:00pm - 9:00pm	Will Ward	517.749.3576
952	5:00pm - 9:00pm	Will Ward	517.749.3576
953	6:00am - 6:00pm	Will Ward	517.749.3576
954	6:00am - 6:00pm	Will Ward	517.749.3576
955	6:00am - 6:00pm	Leon Arthur	517.993.8249
956	6:00 a.m. - 6:00 p.m	Debbye Kafara	517-202-2907
957	7:00am - 6:00pm	Leon Arthur III	517.993.8249
958	6:00pm-9:00pm	Debbye Kafara	517-202-2907
959	6am-6pm	John Perry	517-743-7134
960	7:00am-12:00pm	Debbye Kafara	517-202-2907
961	8am-5pm	Dave Palazzolo	517-373-5541
962	12:00pm to 6:00pm	John VanHoesen	517-284-5015
963	6:30am-9:00pm	Lucinda Sheltrown	517-335-2659
964	8:00am-12:00pm	James Tippin	517-780-7040
965	5:00 pm - 9:00 pm	Tim Warren	517-749-7163
966	6:00 a.m. - 2:00 pm	Tina Ray	241-0811
967	6:00am - 3:00pm	Peggy Thacker	242-4754
968	8:00 am - 12:00 am	Christina Medina	517-3734320
969	6:00am-3:00pm	Steve Beals	517-749-7149
970	5:00 - 9:00 pm	Leon Arthur III	517.993.8249
971	6:00am-6:00pm	John Perry	517-743-7134
972	6:00pm until 5:00pm	Don Van Buhler	517-392-8182
973	6:00am-6:00pm	Debbye Kafara	517-202-2907
974	5:00 pm - 9:00 pm	Leon Arthur	517-993-8249
975	6:00 am - 6:00 pm	Leon Arthur	517-993-8249
976	5:00 pm to 9:00 pm	Will Ward	517-749-3576
977	8 am - 5pm	Mike Milks	810-760-2637
978	8 am - 5pm	Mike Milks	810-760-2637
979	7:00am-4:00pm	Mofi	517-749-7232
980	6:00am - 6:00pm	John Perry	517.743.7134
981	7:00 a.m. - 2:30 pm	Colleen or Christy Mouser	517 -335-6007 517-373-2021

	J
944	Employees working for the weekend
945	As needed for emergency management
946	After Hours employees
947	Cleaning High Traffice areas
948	Strip and reseal hard floors
949	Top strip and refinish all hard floors
950	The justices of law clerks will be working Saturday and Sunday
951	Carpet Cleaning all floors
952	Carpet Cleaning all floors
953	Carpet Cleaning all floors
954	Carpet Cleaning all floors
955	Carpet Cleaning all floors
956	Strip & re-finish hard floors
957	Elevators/Stair/Carpet cleaning
958	Touch up hard floors
959	Carpet cleaning, Restrooms, Stairs, Air bars and vents
960	touch up hard floors
961	Only on Saturdays from 8am-5pm. Only for the 6th floor.
962	Quality of Life Agencies are hosting a 3 day training session May 12-14. The trainer has a significant quantitiy of materials/resources that require 3-4 hours of setup time to arrange and prepare ahead of the start of training. Training session is scheduled to begin at 8:00am May 12.
963	Staff are working to conduct the May 6th election.
964	We have been given overtime on these days for cash assistance staff to work.
965	Abdikadir Munganga will be cleaning chairs on the fidrst floor
966	Statewide Single Audit coordinator working on Statewide single audit
967	Telecom Work
968	Preparation for upcoming auction May 14, 2014
969	Scrub all R/Rs GOB
970	scrub/clean stairs
971	Chair cleaning, floor strip and seal
972	A major MiCSES release will be happening over this weekend.
973	Extract carpet
974	Waxing
975	Wax stairways
976	
977	OT Implementation of Automated child Welfare Information system
978	OT Implementation of Automated child Welfare Information system
979	Extract all high traffic areas and scrub all restrooms
980	Floor seal, top scrub restrooms
981	Please turn on lights and HVAC on 06/21/14 for crosswalk Coding work

	K	L	M	N	O	P
944		3/31/2014				
945		3/31/2014				
946		4/3/2014	.			
947		4/6/2014				
948		4/6/2014				
949		4/6/2014				
950		4/8/2014				
951		4/13/2014				
952		4/13/2014				
953		4/13/2014				
954		4/13/2014				
955		4/13/2014				
956		4/20/2014				
957		4/27/2014	BCJ			
958		4/26/2014	MM			
959		5/4/2014	MM			
960		5/4/2014	MM			
961		5/3/2014				
962		5/12/2014	NT			
963		5/7/2014	MM			
964		6/29/2014	MM			
965		5/7/2014	AB			
966		5/11/2014	ab			
967		5/11/2014	bcj			
968		5/15/2014				
969		5/18/2014	MM			
970		5/24/2014	BCJ			
971		6/8/2014	MM			
972		6/9/2014	MM			
973		6/15/2014	MM			
974		6/13/2014	AB			
975		6/15/2014	AB			
976		6/14/2015	AB			
977		6/15/2014	AB			
978		6/15/2014				
979		6/15/2014	MM			
980		6/22/2014	BCJ			
981		6/23/2014	Ab			

	A	B
982	28	DTMB/ES
983	29	DTMB/ES
984	27	DTMB/ES
985	26	LARA
986	27	MSP
987	24	DTMB
988	25	MDOT
989	27	ES
990	26	DNR
991	29	Human Services
992	30	MSP
993	24	Peckham
994	26	DTMB
995	24	State
996	25	DNR
997	26	DHS
998	27	DTMB
999	28	Treasury
1000	29	DHS
1001	30	State
1002	31	ES
1003	32	ES
1004	33	ES
1005	32	MDOT
1006	28	DTMB
1007	34	DTMB
1008	33	Peckham
1009	34	Human Services

	C	D
982	Peckham	Hannah
983	Peckham	Ottawa
984	Peckham	Romney
985	UIA CUSTOMER SERVICE	Cadillac Place
986	CJIC	MSP HQ
987	OFM	Romney
988	Construction Field Services	C&T
989	PECKHAM	Ottawa/Hannah
990	Archives of Michigan	MLHC
991	NA	State Office Building
992	EMHSD	HAZMAT
993	Environmental Services	Romney
994	CS- DMB, MCSC	ROMNEY
995	Election	Austin
996		Michigan Library and Historical Center
997	SACWIS	Flint State Office Building
998	MiCSES	Romeny
999	Tax Compliance	Saginaw SOB
1000	Out State Operations	Jackson State Office Building
1001	Elections	Austin
1002	Peckham	Williams & Vanwagoner
1003	Peckham	Austin
1004	Peckham	Austin
1005	Construction Field Services	Construction Field Svcs.
1006	Peckham	Romeny
1007	Peckham	Austin
1008	Environmental Services	Grand Tower
1009	Out State Operations	Jackson State Office Building

	E	F
982	All floors	6/27/2014
983	All floors	6/27/2014
984	All floors and restrooms	6/28/2014
985	All lights and air handlers 1st and 8th Floors; Pillars L-385, 8-100, 8-150, 8-220, 8-250	06/21/14 & 06/28/14
986	1ST FLOOR	6/28/13 - 6/27/14
987	7th floor	5/27/14-7/3/14
988	1st floor, room 124, panel C	
989	All floors	7/12/2014
990	Archives of Reading Rooms and Reception area	7/18/2014
991	4th and 5th floor	7/19/2014
992	training and excerise	7/20/2014
993	All floors	7/26/2014
994	9TH FLOOR	7/25/14 - 7/28/14
995	U,V & W17-U,V & W 23	8/5/2014-8/6/14
996	1st, 2nd, Event lighting	8/9/2014
997	4th and 5th floor	8/9/2014
998	12, 112 floor Pillars D3 and C3	8/8//14-8/9/14
999	Treasury Offices	3/10/2014-6/25/14
1000	3rd floor	March: 4, 11, 18, 25 April: 1, 8, 15, 22
1001	U, V & W 17-U, V& W 23	2/24/2014-2/25/2015
1002	All floors needed	3/1/2014
1003	All floors needed	2/28/2014
1004	All floors needed	3/1/2014
1005	1st	8/11/14 - 8/11/15
1006	all floors	8/16/2014
1007	all floors	8/16/2014
1008	ALL	8/23/14-8/30/14
1009	2nd & 3rd floors	Every Saturday from 7/12/14 thru 8/23/14

	G	H	I
982	5:00 pm - 10:00pm	Will Ward	517-749.3576
983	5:00 pm - 10:00pm	Will Ward	517-749.3576
984	7:00 a.m. - 4:00 p.m.		517.749.7232
985	7:00 a.m. - 3:30 p.m.	Gail Loving	313-456-2401
986	9:00PM- 6:00AM	PLETRO SEMLFERO	241-0829
987	6:00am-9:00pm	Tina Ray	517-241-0811
988	6:00am to 7:00pm	Ernst Nelson	322-1183
989	6:00am-4:30pm	Abdikadir Murnganga	517-749-3576
990	5:00pm-10:30pm	Kris Rzepczynski	517-373-9191
991	10:30 - 2:30	Mike Milks	810-760-2637
992	7:35-8:30am	Gary Brannock	517-375-2130
993	7:00-5:00pm	MOFI	517-749-7232
994	8:00PM - 4:00AM	CHRIS MITCHELL	517-335-1613
995	6:30am-6:30pm	Lucinda Sheltrown	517-335-2659
996	5:00 p.m. - 11:00 p.m.	Carol Payne	517-373-2565
997	8:00am - 12:00pm	Mike Milks	810-760-2637
998	5:00 pm until 3:00pm	Don Van Buhler	517-392-8182
999	5:00-10:00pm	Kevin Robishaw	989-758-1403
1000	5:00pm-8:30pm	Jessica Deering	517-780-7666
1001	6:30am-9:00pm	Lucinda Sheltrown	517-335-2659
1002	7:00am5:00pm	Andy Yeadon	517-749-7165
1003	5:00pm-9:00pm	Leon Arthur	517-9938249
1004	5:00pm-9:00pm	Leon Arthur	517-993-8249
1005	6:00am - 7:00pm	Kendra Barak / Ernst Nelson	322-1217 / 322-1183
1006	7:00am - 5:00pm	MOFI	517-749-7232
1007	6:00am - 5:00pm	Jennifer Buskirk	517.993.8249
1008	7am-5pm	Tim Hyatt	517-204-7604
1009	8:00am - 5:00pm	James Tippin	517-780-7040

	J
982	carpet cleaning
983	carpet cleaning
984	Scrub restrooms on all floors
985	Mandatory Overtime for Customer Service for tw Saturdays
986	We have 2nd & 3rd shift employees who leave via the elevators. The motion detectors do not turn on the lights until you make it around the corner & into the hallway. Unless someone has just entered the building from that direction, that leaves staff fumbling in the dark & walking into things. We need at least minimal lighting in the elevator lobby. (The lights on the display case would suffice.)
987	Working on ERP projet and other OFM staff are here until 6pm
988	Material testing must be performed at specific times and dates to be in compliance with specifications. Failure to meet these strict time requirements may result in loss of Federal funding for construction projects.
989	Restroom Scrubbing
990	Lighting required for archives of Michigan after-hours event
991	SACWIS OT
992	Training
993	Vacuum all conference room furniture
994	Annual MAIN Disaster Recovery Test.
995	*Staff are working Tuesday, August 5, 2014 to conduct the August 5th primary election (8/5/2014). Election Staff will be working (24 hours) early and thru the next day to assist clerks with election problems and assist them with opening and closing the polls and reporting election results.*
996	After hours and exterior lighting for an after-hours event at the Museum which benefits the Michigan History Foundation.
997	SACWIS OT
998	A major MiCSES release will be happening over this weekend.
999	Staff is attending on-line university classes in our office. Class runs until after 9:00pm. Currenly this class is running on Monday night. This would be the only night we would need after hours lighting.
1000	We will be facilitating a foster parent training on the above dates.
1001	Staff are working Tuesday, Febuary 24th, 2014 to conduct the February 25th election (2/25/2014). Election staff will be working early and late tha that day to assit clerks with election problems and assit them with opening and closing the polls and reporting election results.
1002	Scrub restrooms
1003	Chair cleaning
1004	Lobby/Restroom scrub
1005	Material Testing must be performed at specific times and dates to be in compliance with specifications. Failure to meet these strict requirements may result in loss of federal funding for construction projects.
1006	Top strip and finish all floors
1007	carpet cleaning
1008	Scrub all restrooms and high traffic areas
1009	We have been given overtime on these days for cash assistance staff work.

	K	L	M	N	O	P
982		6/28/2014	bcj			
983		6/28/2014	bcj			
984		6/28/2014	nik			
985		6/29/2014	AB			
986		6/27/2014				
987		7/4/2014	MM			
988	Brenda J O'Brien	7/6/2014				
989		7/13/2014	EK			
990		7/19/2014	EK			
991		7/20/2014	EK			
992		7/21/2014	EK			
993		7/27/2014	ML			
994		7/28/2014	NT			
995		8/6/2014	MM			
996		8/10/2014	EK			
997		8/10/2014	bcj			
998		8/10/2014	EK			
999		6/25/2014				
1000	Jessica Deering	4/22/2014				
1001		2/26/2014				
1002		3/2/2014				
1003		2/29/14				
1004		3/2/2014				
1005		8/12/2015	bcj			
1006		8/17/2014	nt			
1007		8/17/2014	bcj			
1008		8/31/2014	EK			
1009		9/1/2014				

	A	B
1010	33	SOS
1011	30	DTMB
1012	40	DTMB
1013		
1014		
1015		
1016		
1017		
1018		
1019		
1020		
1021		
1022		
1023	26	Human Services
1024	44	Peckham

	C	D
1010	Driver and Vehicle Records Division	Secretary of State
1011	MICSES	ROMNEY
1012	DHS- ELIGIBILITY	GRAND TOWER
1013		
1014		
1015		
1016		
1017		
1018		
1019		
1020		
1021		
1022		
1023	Out State Operations	Jackson State Office Building
1024	Environmental Services	Secretary of State

	E	F
1010	1st Floor South Building and 2nd Floor Tower	9/6/2014
1011	12th	09/05/14 to 09/06/14
1012	ENTIRE FLOORS: 1, 2, 3, 4, 8, 9 & 14	10/25/14-10/26/14
1013		
1014		
1015		
1016		
1017		
1018		
1019		
1020		
1021		
1022		
1023	3rd floor	9/9/2014-10/28/14
1024	All	11/4/2014

	G	H	I
1010	6:00am-5pm	Lorencen, John	(517) 322-5309
1011	5:00 pm until 7:00pm(on the 6th)	Dave Reinhart	517-241-5825
1012		Kemal Tekinel	241-5779
1013		#VALUE!	MDOS
1014		#VALUE!	Peckham
1015		34	DTMB
1016		35	DCH
1017		36	Human Services
1018		37	DHS
1019		38	DHS
1020		36	DTMB
1021		31	Supreme Court
1022		33	MDOT
1023	5:00p.m-9:00p.m	Brenda Cros	517-780-7171
1024	6am to 6pm	John Perry	517-743-7134

	J
1010	Reducing backlogs in Conversion, Vehicle Update, Document Processing, Microfilm Processing, and Operations Support Units
1011	A major MiCSES release will be happening over this weekend.
1012	Bridges Realease Implementation
1013	CSA/DVRD
1014	Enviormental Services
1015	Driver and Vehicle Records
1016	Reimbursement
1017	Out State Operations
1018	DDS
1019	Children's Trust Fund
1020	CS-DMB-MCSC
1021	Judicial
1022	Construction Field Services
1023	Pride Training every Tuesday evenings from 5-9pm beginning 9/9/14-10/28/14
1024	Building Cleaning

	K	L	M	N	O	P
1010		9/7/2013	EK			
1011		9/7/2014	EK			
1012		10/26/2014	nik	24/7	John Lorencen	(517) 322-6599
1013	SOS	1st floor South Building and 2nd floor Tower, H-J 14-15A	9/20/2014	6:30am - 3:45pm	John Lorencen	517.322.5309
1014	Romey	All floors	9/20/2014	7am-5pm	MOFI	517-749-7232
1015	SOS	1st and 2nd floors, H14A-15A I14A-15A J14A-15A	9/27/2014	7:00am-5:00pm	John Lorencen	(517) 322-5309
1016	Cass	Garden level, NW Office suite, Adjacent the Guard Station	9/13-20,27	24/7	Carrie Budd or Pauline Brussel	517-241-3722
1017	Jackson State Office Building	2nd & 3rd floors	Every Saturday from 8/9/14 thru 9/27/14	7:00am - 4:00pm	James Tippin	517-780-7040
1018	Hannah	All of 3rd floor Hannah	1/18/14-9/27/14	7:00am-1:00pm	Patrick Garlitz	517-702-5456
1019	Grand Tower	4th floor	8/4/14 - 9/30/14	24/7	Christina Medina	517-373-3420
1020	Romney Building	9th floor west side pillars F8-9,10,11 and restrooms	9/30/2014	6:00am-6:00pm	Tim Hyde	517-241-7411
1021	Hall of Justice	1st, 2nd and 6th throughout entire floors	10/8/2014	5:00pm-9:30pm	Dave Palazzolo	517-373-5541
1022	C&T	Room 112, Room 130A and front restrooms	10/16/14 - 10/20/14	5:00pm Oct 16 through 7:00am Oct 20	Lori Wieber	322-1085
1023		10/29/2014	EK			
1024		11/4/2014	EK			

	Q	R	S	T
1010				
1011				
1012	Reducing backlogs in Conversion, Vehicle Update, Document Processing, Microfilm Process, and Operations Support Units.		9/14/2014	EK
1013	Reducing backlogs in Conversion, Vehicle Update, Document Processing, and Microfilm Processing		9/21/2014	BCJ
1014	High traffic areas for overtime		9/21/2014	EK
1015	Reducing backlogs in Conversion, Vehicle Update, Document Processing, Microfilm Processing, and Operations Support Units		9/28/2014	EK
1016	DMB-624 Security Access Forms are in the process of being completed for Saturday work and will be delivered to the Cass Facility office tomorrow, I will endorse them on Monday when I return to the office		9/28/2014	EK
1017	We have been given overtime on these days for cash assistance staff work.		9/28/2014	bcj
1018	The social security admin. Has authorized overtime		9/27/2014	
1019	preparing for FY15 direct services grant application		10/1/2014	bcj
1020	Production Financial Table Roll-Over		10/1/2014	EK
1021	Lights need to remain on 9:30pm this day		10/9/2014	EK
1022	From 5:00pm, October 16th through 7:00am Monday, October 20 some employees will be working in the above stated rooms. Please make arrangements to have heat and lights on during this entire period along with the front restrooms.		10/21/2014	nik
1023				
1024				

	A	B
1025	43	Peckham
1026	42	Peckham
1027	41	Peckham
1028	40	Peckham
1029	39	SOS
1030	38	SOS
1031	28	DHS
1032	26	GOVERNOR'S OFFICE
1033	30	State
1034	31	DTMB
1035	40	ES
1036	39	Peckham
1037	38	Peckham
1038	37	Peckham
1039	34	Peckham
1040	33	Peckham
1041	28	DNR
1042	26	DHS
1043	29	DCH
1044	31	DCH
1045	31	DHS
1046	29	Civil Service
1047	27	DMOT
1048	28	DTMB
1049	31	Michigan Supreme Court
1050	30	DNR
1051	28	MDCH
1052	29	Peckham
1053	22	LARA

	C	D
1025	Environmental Services	C&T
1026	Environmental Services	GOB
1027	Environmental Services	PTA
1028	Environmental Services	OPS Center
1029	Occupancy Services	SOS
1030		Austin
1031	Foster Care Unit	Grand Tower
1032		ROMNEY
1033	Elections	Austin
1034	MDOS Systems Development	OPS Center
1035	PECKHAM	Cass
1036	Environmental Services	PTA
1037	Environmental Services	GOB
1038	Environmental Services	C&T
1039	Environmental Services	ROMNEY
1040	Environmental Services	Grand Tower
1041	Historical Museum	MLHC
1042	Accounting	Grand Tower
1043	MSA	Cass
1044	MSA	Lewis Cass
1045	DDS	Hannah
1046	Human Resources	Horatio
1047	Operations Field Services	MDOT Warehouse
1048	MiCSES	romney
1049	Judicial	HOJ
1050	Historical Museum	MLHC
1051	Operations/admin services	Cass
1052	Environmental Services	Romeny
1053	Michigan Administrative Hearing System	Ottawa

	E	F
1025	all	11/4/2014
1026	all	11/4/2014
1027	all	11/4/2014
1028	1st and 2nd floors	11/4/2014
1029	1st, 2nd, 4th and 3rd floor	11/1/14-11/4/2014
1030	4th and 3rd floor Y-16-U16 to Y22-U22 1st floor bureau of elections	11/4/2014
1031	1st floor, The entire 1st floor of the Grand Tower, including the Dempsey Room, bathrooms, and hallway area.	11/4/2014
1032	GROUND-4TH FLOORS	11/4/2014
1033	1st floor U, V & W17 & W23	11/4/14-11/5/14
1034	1st Floor	11/4/14-11/5/14
1035	all floor	11/11/2014
1036	all	11/11/2014
1037	all	11/11/2014
1038	all	11/11/2014
1039	all floors	11/4/14-11/11/14
1040	All Floors	11/4/14 11/11/14
1041	All areas of all requested floors	11/12/2014
1042	10th floor	9/27/14-11/15/14
1043	north end of third floor	10/25/2014
1044	north end of third floor	10/25/14-11/22/14
1045	Pillars A-C (East Section)	11/28/2014
1046	1st floor training center in lake huron room	11/30/14 - 12/3/15
1047	1st floor Michigan, Huron, Superior, restrooms, kitchen (whole facility)	12/6/2014
1048	12th floor, pillars D3/C3	12/5/2014
1049	1, 2nd, 6th	12/3/2014
1050	1, 2, 2M, 3, 3M, Event lighting, All areas of all requested floors	12/8/2014
1051	4th floor	12/13/14-12/20/14
1052	all floors	12/20/2014
1053	Pillars F6, C6, B5, B3, F2	3/29/14-12/31/14

	G	H	I
1025	6am to 3:30pm	Steve Beals	517-749-7149
1026	6am to 3:30pm	Steve Beals	517-749-7149
1027	6am to 3:30pm	Steve Beals	517-749-7149
1028	7am-4pm	Lori Dorsey or Joyce Dean	517-322-0098
1029	6am-9pm	James Fackler	517-636-0949
1030	7am-9pm	William Badgero	517-241-4228
1031	5:00am-5:00pm	Amanda Doane	517-335-6869
1032	7:00AM - 5:00pm	MARSHA QUEBBEMAN	241-5190 OR 517-388-2552
1033	24/7	Lucinda Sheltrown	517-335-2659
1034	7am-9pm	Kathleen Stevenson	(517) 242-3632
1035	7:00am - 6:00pm	Chad Antcliff	749-7194
1036	6am to 3:30pm	Steve Beals	517-749-7149
1037	6am to 3:30pm	Steve Beals	517-749-7149
1038	6am to 3:30pm	Steve Beals	517-749-7149
1039	7:30am-4:00pm	MOFI	517-749-7232
1040	7:30am-4:00pm	Tim Hyatt	517-204-7604
1041	5:30p.m-11:00pm	Cindy Hales	373-2565
1042	6:30am-4:00pm	Christy Mouser	517-373-2021
1043	7am-noon	Terri Chamberlain	517-335-5493
1044	7am-noon	Terri Chamberlain	517-335-5493
1045	8a.m.-2p.m.	Steve Miller	517-702-5521
1046	12:00pm-5:00pm	Tami Eyer	517-930-6888 or 517-284-5032
1047	7:00am-2:00pm	Sue Taylor	517-636-4086
1048	5:00pm-5:00pm	Vince Smoker	517-241-8818
1049	6am-10:30pm	Dave Palazzolo	517-373-5541
1050	5:00 p.m. - 10:00 p.m.	Alexandra Raven	517-241-7080
1051	8 am- 2pm	Julie Kelly	517-335-4254
1052	7 am - 3:30 pm	Mofi	749-7232
1053	weekends and Holiday as needed	Rita Canady	(517) 373-8420

	J
1025	Scrubbing R/Rs, detailing shop areas.
1026	Carpet cleaning, dusting and edging building wide
1027	Scrub R/Rs dusting building wide
1028	Cleaning all day as a normal work day and doing some periodic work
1029	These floors need to be climate controlled and the lights need to be on
1030	Election staff located on 4th floor and 3rd floors working overtime
1031	The Office of Child Welfare Policy & Programs is hosting a 3-day Family Nurturing/Bavolek Training in the Grand Tower-Dempsey Room. One of the dates, 11/4, is a state holiday, and therefore we will need lighting and heat in the building in order to host this training on 11/4.
1032	STAFF WORKING ELECTION DAY
1033	Election staff are working on November 4th-5th 24/7 to assit with elections issue
1034	Gubernatorial election support for staff located throughout the 1st Floor, Southeast Corner of the Operations Center.
1035	Restroom floors
1036	Scrub R/Rs, Detail dorm rooms.
1037	Scrub R/Rs, dusting and edging building wide
1038	Detail office areas, detailing shop areas.
1039	On 11/4/14 we will be scrubbing all restrooms on all floors, cleaning air bars and on 11/11/14 we will be doing high traffic areas
1040	11/4/14 cleaning air bars on all floors 11/11/14 we will be scrubbing restrooms on all floors and vacuum runners and clean stairwells
1041	This is an event sponsored by the Michigan History Foundation to raise funds to support Museum operations.
1042	Please turn on lights for the entire 10th floor for the next eight saturdays from 9/27/14-11/15/14
1043	PE is working to catch up on the backlog created by the ACA which was approved by the director
1044	PE is working to catch up on the backlog created by the ACA which was approved by the director
1045	Contract work
1046	The QOL Departments are hosting Dr. Pfau and his Executive Speaking session for 3 days. I will need access to the building Sunday afternoon to allow Dr. Pfau to set up and be ready for training that begins 8:30am on December 1st.
1047	Annual MDOT Transpo Cludb Children's Christmas Party
1048	A major MiCSES release will be happening over this weekend.
1049	Lights remain on until 10:30pm during this day
1050	This is an event sponsored by the Michigan History Museum. Please leave lights on at the end of the day and turn on event lighting.
1051	Due to work overtime
1052	scrub all stariwells and glass
1053	These administrative law judges find it necessary to work past 5:00 pm on week days, work weekends as well holidays based on the cases they have and the extra work required. The dates and times are unpredictable. (See attached letter from Peter Plummer)

	K	L	M	N	O	P
1025		11/5/2014	EK			
1026		11/5/2014	EK			
1027		11/5/2014	EK			
1028		11/5/2014	EK			
1029		11/5/2014	EK			
1030		11/5/2014	EK			
1031		11/5/2014	EK			
1032		11/5/2014	NIK			
1033		11/6/2014	EK			
1034		11/5/2014	EK			
1035		11/12/2014	EK			
1036		11/12/2014	EK			
1037		11/12/2014	EK			
1038		11/12/2014	EK			
1039		11/12/2014	EK			
1040		11/12/2014	EK			
1041		11/13/2014	EK			
1042		11/16/2015	EK			
1043		11/23/2014	EK			
1044		11/23/2014	EK			
1045	Steve Miller	11/29/2014	EK			
1046		12/3/2014	nik			
1047		12/7/2014	EK			
1048		12/7/2014	nik			
1049		12/4/2014	EK			
1050		12/9/2014	EK			
1051	Julie Kelly	12/21/2014	EK			
1052		12/21/2014	nik			
1053		12/31/2014				

	A	B
1054	23	SBO
1055	26	Justices Offices
1056	30	sos
1057	31	DNR
1058	25	LARA
1059	30	MDCH
1060	28	ES
1061	24	Treasury
1062	25	STATE
1063	26	LARA
1064	24	Peckham
1065	4	State
1066	#REF!	DCH
1067	#REF!	DCH
1068	#REF!	MDOT
1069	#REF!	DNR
1070	#REF!	DTMB
1071	#REF!	DTMB
1072	11	Asset Management
1073	12	Treasury
1074	#REF!	DCH
1075	#REF!	MDOT
1076	#REF!	MDOT
1077	#REF!	MDOT
1078	21	DHS
1079	24	Peckham
1080	9	State Budget Office
1081	22	Peckham
1082	21	Peckham

	C	D
1054	OFM	Romeny
1055	Supreme Court	Hall of Justice
1056	Occupancy Services	Austin
1057	Historical Museum	MLHC
1058	Michigan Administrative Hearing System	Ottawa
1059	Operations/Administrative services	Lewis Cass
1060	Peckham	Austin
1061	Data Management	OPS Center
1062	CSA/BDVP/Traffic Safety Division	Austin
1063	Funds Administration	GOB
1064	Environmental Services	Grand Tower
1065	Occupancy Services	Austin
1066	Budget & Grants & Purchasing	Cass
1067	Budget & Grants & Purchasing	Cass
1068	Highway Operations-Office of Operations Administrative Serives	Van Wagoner
1069	Finance and Operations	Constitution Hall
1070	BOD	Energy Center
1071	OSS/ LOS/PRINTING SERVICES	GSB
1072	Data Collections	MDOT Warehouse
1073	Executive Office	OPS Center
1074	Bureau of Laboratories	State Lab
1075	Executive Office	VanWagoner
1076	Transportation (AG)	VanWagoner
1077	AG	VanWagoner
1078	HR	Grand Tower
1079	DEQ	Romney
1080	N/A	Romney Building
1081	Enviomental Services	Forensic Lab
1082	Enviomental Services	PTA

	E	F
1054	7th floor, bathrooms and auditor general room, East side of 7th floor, pillars - C1, G3, F2, F4, plus restrooms Ground Floor After-Hours Exit	7-31-12-31-14
1055	6th floor, 1st, 2nd north and south tower	11/2/2014-12/31/14
1056	1st & 4th	1/1/2015
1057	1,2,2m,3,3m,event lighting	1/1/2015
1058	Pillars F6, C6, B5, B3, F2	3/29/14-1/16/15
1059	m-10 m-8 m-4	1/10/2015
1060	all floors	1/10/2015
1061	1st floor	1/3/15-1/10/15
1062	3rd fl Y17	2/7/2014
1063	1st floor B-wing pillar H-13 thru M-15	12/09/13 - 01/05/2015
1064	ALL	1/17/2015
1065	4th floor	1/23/2013
1066	4th floor	
1067	4th floor	2/5/15-1/31/15
1068	1st floor A8-A11 & A13-A15	2/3/14-1/31/15
1069	3, 4, 5 north tower	
1070	1st flr & basement of Boiler Plant	
1071	Consolidated Print Center	
1072	1st floor, Room 129, 130 & 131	
1073	1st floor conference room a/b/c and adjacent hallways to rest rooms lights and HVAC	Mondays and Wednesdays beginning 05/13/13 -indefinitely
1074	Basement, 1st, 2nd & ground level	
1075	4th floor executive suite	
1076	4th flr, pillar A12	
1077	4th, D20-D21	
1078	7th floor entire floor	12/8/14-1/31/15
1079	All	1/31/2015
1080	6th floor entire floor	2/6/2015-2/9/15
1081	all	2/16/2015
1082	all	2/16/2015

	G	H	I
1054	6:00am-8:00pm	Tina Ray	517-241-0811
1055	8am-6pm Saturday and Sunday	Dave Palazzolo	517-373-5541
1056	10 am- 5 pm	Kathy Knapp	3356735
1057	11am-4:30 pm	Alexandra Raven	2417080
1058	weekends and Holiday as needed	Rita Canady	(517) 373-8420
1059	630am-3pm	Julie Kelly	3354254
1060	7am-4pm	Jennifer Buskirk	517-993-8249
1061	7:00am-6:00pm	Bruce Hanses	517-636-6434
1062	As needed.	Ramona Putman	241-3961
1063	5:00 pm - 7:30 pm	Lavonne Blonde	636-6602
1064	7:00-3:30pm	Tim Hyatt	517-204-7604
1065	5:00pm to 7:00pm	William Badgero	241-4228
1066	Call as needed	Contact list	517-241-2330
1067	Call as needed	Suzanne Brownwell	517-241-2330
1068	as required	Penny Hunt	373-3015
1069	6am to 7pm	Sharon Schafer	517-284-5961
1070	24/7	Scott Davis	517-636-0520
1071	24/7	Kristin Hampton	322-5488
1072	24/7 Including Weekends & Holidays	Alan Jerome	332-1716
1073	5:00pm-10:00pm	Ann Leupnitz	410-3275
1074	24/7	Judy Smith	517-202-1843
1075	As requeseted	Keith Belonga	243-3908
1076	As needed.	Keith Belonga	517-243-3908
1077	when requested	Keith Belonga	517-243-3908
1078	All day	Michelle Holloway	517-241-2969
1079	7am-3:30pm	MOFI	517-749-7232
1080	5:00pm-8:00am	Connie Minix	(517) 373-4978
1081	6am-330pm	Steve Beals	517-749-7149
1082	6am-330pm	Steve Beals	517-749-7149

	J
1054	Working on the CAFR and some staff are on AWS where they are here past six.
1055	Supreme court term starts next week. The justices and staff work on weekends during the team
1056	SOS hosting inaugural event
1057	Event for DNR
1058	These administrative law judges find it necessary to work past 5:00 pm on week days, work weekends as well holidays based on the cases they have and the extra work required. The dates and times are unpredictable. (See attached letter from Peter Plummer)
1059	Work overflow
1060	Extract carpet in elevators
1061	Staff Overtime
1062	Special Project
1063	Staff working until 7:30 p.m.
1064	Scrub all restrooms
1065	We have executive level staff in this area of the 4th floor who often return to work at or after 5pm from being in the field.
1066	Due to often overtime requests.
1067	Due to numerous, unscheduled, last minute deadlines from the State Budget Office, Governor's office, House of Fiscal Agency, and Senate Fiscal Agency, staff are required to work extra hours in order to meet required deadlines.
1068	Staff overtime
1069	The DNR has many employees with alternate work schedules and many managers who work on a regular basis past 6:00p.m. Leaving the lights on will create a safe environment for those employees working later hours.
1070	We Work 24/7/365 and lighting is crucial to our operations
1071	CPC and PGS night shifts
1072	The nature of our work often requires someone to be here after normal business hours and on weekends/holidays
1073	Treasury University classes
1074	The State Lab is a 247 day 365 days a year operation
1075	Chief Deputy and governmental need lights to be on
1076	Overtime
1077	AG in-charge is required to work nights and weekends as needed.
1078	Staff in need of lights
1079	High Traffic
1080	State Budget Office staff will be working all weekend getting ready for the budget presentation on February 11. It would be nice if all normal ventilation be left on as well. :-)
1081	carpet cleaning & conference room 122
1082	Hard floors, Kitchen

	K	L	M	N	O	P
1054		1/1/2015	EK			
1055		1/1/2015	EK			
1056		1/1/2015	AP			
1057		1/1/2015	AP			
1058	Jerry Keeder	1/16/2015	EK			
1059	Julie Kelly	1/10/2015	AP			
1060		1/10/2015	AP			
1061	Bruce Hanses	1/11/2015	EK			
1062	Ramona Putman	1/7/2015				
1063		1/5/2015				
1064	Tim Hyatt	1/18/2015	EK			
1065		1/23/2015				
1066	Wanda Rademacher	1/28/2015				
1067	Wanda Rademacher	1/31/2015				
1068	Penny Hunt	1/31/2015				
1069		2/1/2015				
1070	Scott Davis	2/1/2015				
1071	Kristin Hampton	2/1/2015				
1072	Alan Jerome	2/1/2015				
1073		2/1/2015				
1074	Judy Smith	2/1/2015				
1075	Keith Belonga	2/1/2015				
1076	Keith Belonga	2/1/2015				
1077	Keith Belonga	2/1/2015				
1078		2/1/2015	EK			
1079	MOFI	2/1/2015	EK			
1080	Connie Mnix	2/10/2015	EK			
1081	kirk brennan	2/17/2015	nik			
1082	kirk brennan	2/17/2015	nik			

	A	B
1083	20	Peckham
1084	20	Peckham
1085	19	Peckham
1086	16	DTMB
1087	15	DTMB
1088	14	sbo
1089	13	ES
1090	11	DHS
1091	10	Peckham
1092	12	DTMB
1093	11	DSRS
1094	15	State
1095	11	DTMB
1096	13	DTMB
1097	12	Human Services
1098	11	Peckham
1099	15	DHS
1100	14	Peckham
1101	13	ES
1102	12	DTMB
1103	10	Peckham
1104	13	DNR
1105	11	Peckham
1106	10	Peckham
1107	12	DTMB
1108	13	Peckham
1109	10	MDOS
1110	9	Treasury
1111	15	Peckham
1112	16	State
1113	16	State
1114	15	Peckham
1115	16	Peckham
1116	12	DTMB
1117	16	MDOS
1118	15	ES

	C	D
1083	Enviomental Services	GOB
1084	Enviomental Services	GOB
1085	Enviomental Services	C & T
1086	Peckham	Hannah & Ottawa
1087	Peckham	Austin
1088	ofm	Romney Building
1089	Peckham	Cass
1090	N/A	Grand Tower
1091	Enviomental Services	Romney Building
1092	DHS	Grand Tower
1093	BBOS	SOS
1094	Elections	Austin
1095	ORS	GOB
1096	DHS	Grand Tower
1097	Disability Determination Service	Hannah
1098	Enviormnetal Services	Romney
1099	Children's Services	Grand Tower
1100	Environmental Services	VTS
1101	PECKHAM	Austin
1102	Customer Service-DHS	Grand Tower
1103	Environmental Services	Grand Tower
1104	Historical	MLHC
1105	Austin	All floors
1106	Enviromental Services	Romney
1107	Procurement	Con Hall
1108	Enviromental Services	Lewis Cass
1109	DVRD	SOS
1110	Special Taxes	OPS Center
1111	Enviromental Serivces	Grand Tower
1112	DVRD	SOS
1113	DVRD	SOS
1114	Enviromental Services	Romney
1115	Enviromental services	Grand Tower
1116	BOD	Cass
1117	DVRD	SOS
1118	Pekham	Hannah and Ottawa

	E	F
1083	all	2/16/2015
1084	all	2/16/2015
1085	all	2/16/2015
1086	All floors	2/16/2015
1087	All Floors	2/16/2015
1088	H2 including bathrooms	2/14/2015
1089	All floors	2/16/2015
1090	13th floor	2/16/2015
1091	All	2/16/2015
1092	2,3,4,8,9,13,14	2/21/2015
1093	1st floor	2/21/2015
1094	1st	2/24/2015
1095	From entrance, through cafeteria seating and conference room B at back of cafeteia area	2/24/2015
1096	Entire Floors	3/6/2015
1097	3rd floor H-18-H20	3/8/2015
1098	All	3/7/2015
1099	14th floor, children's trust fund	3/14/2015
1100	All	3/14/2015
1101	All	3/14/2015
1102	1,2,3,4,7,8,9,13,14	3/14/2015
1103	All	3/14/2015
1104	1,2m, 2, 3, 3m event lighting	3/19/2015
1105	All floors as needed	3/21/2015
1106	All	3/21/2015
1107	1st floor NE, Rachel Carson Conference Room, Atrium level	3/23/2015
1108	1st & 2nd	3/28/2015
1109	1st floor, south end of building	3/28/2015
1110	2nd floor	2/14/15-3/28/15
1111	All	4/4/2015
1112	south building	411/15
1113	south building	411/15
1114	All	4/11/2015
1115	ALL	4/18/2015
1116	3-south	4/6/15-4/9/15
1117	south building	4/18/2015
1118	All Floors	4/18/2015

	G	H	I
1083	6am-330pm	Steve Beals	517-749-7149
1084	6am-330pm	Steve Beals	517-749-7149
1085	6am-330pm	Steve Beals	517-749-7149
1086	6:30am-6pm	Tim Warren/Leon Arthur	517-749-3576
1087	6:30-6:00pm	Tim Warren/Jennifer Buskirk	517-749-3576
1088	8am-1pm	Tina Ray	241-0811
1089	6:30am-6pm	Chad Antcliff	517-749-7194
1090	24/7	Michelle Holloway	517-241-2989
1091	7:00am-3:30pm	MOFI	517-749-7232
1092	6:00am-7:00pm	Kemal Tekinel	517-614-6666
1093	6:00am-2:00pm	Lona Angel	517-636-4422 or 517-614-8234
1094	6:30am-8:30pm	Lucinda Sheltrown	517-335-2659
1095	6:00pm-9:00pm	Pam Ward	517-322-6270
1096	6am-7pm	Kemal Tekinel	517-614-6666
1097	8:00am-2:00pm	Patrick Garlitz	517-702-5456
1098	7am-3:30pm	MOFI	517-749-72-32
1099	9:00am-11:00pm	Sylvia Brown Jones	517-241-7792
1100	6:00am-6:00pm	John Perry	517-743-7134
1101	6:30am-6pm	Arnulfo Macias	517-993-8249
1102	7am-11am	Eric Robbins	517-230-6653
1103	7am-3:30pm	Tim Hyatt	517-204-7604
1104	5:00p.m-10:00pm	Kathy Knapp	335-6735
1105	6:30am-6:00pm	Jennifer Buskirk	517-993-8249
1106	7am-3:30pm	MOFI	517-749-7232
1107	7:00am-9:00pm	Mary Ostrowski	517-284-7021
1108	6am-5pm	Chad Antcliff	517-749-7194
1109	24/7	Tonia Council	517-322-6599
1110	6am-6pm	Barb Thelen/Heather Holley	Bard: 517-636-5337 Heather: 617-636-7839
1111	7am-330pm	Tim Hyatt	517-204-7604
1112	8am-4:30pm	Tonia Council	517-322-6599
1113	8am-4:30pm	Tonia Council	517-322-6599
1114	7am-4pm	MOFI	517-749-7232
1115	7am-3:30pm	Tim Hyatt	517-204-7604
1116	6pm-1am	Bob Bierwagen	517-373-2177
1117	24/7	Tonia Council	517-322-6599
1118	6am-5pm	Leon Arthur	517-749-3576

	J
1083	Scrub R/Rs, dusting and edging building wide, stairwells
1084	Scrub R/Rs, dusting and edging building wide, stairwells
1085	detail office areas, detailing shop areas
1086	Various cleaning tasks
1087	Various cleaning tasks
1088	Working on statewide single audit
1089	Top strip floors
1090	Please keep lights on the 13th floor, as DBI will doing modular work on the State Holiday
1091	Scrub Restrooms
1092	DHS will be working on 2/21 and DTMB will giving support
1093	Unit working overtime
1094	Staff is working to conduct election
1095	ORS is working with customer focus group (Project: When I'm 65, DPTV focus group) and will be meeting in conference room B. Please ensure lights and heat remain on until 9:00pm.
1096	Scanning team is working
1097	Upgrade of the Federal computer software system. Sunday, 03/08/15, will be the go live testing for the Social Security, Disability Determination Service, computer system. Lights are necessary during the timeperiod of 8:00 a.m. to 2:00 p.m.
1098	High Traffic Areas
1099	Need to work this weekend in preparation for direct service grantee training day
1100	Clean high traffic carpet and air bars and vents
1101	carpet
1102	Bridges march release
1103	Dust Cleaning Blinds
1104	This is an event sponsored by the Michigan History Foundation. Please leave lights on at the end of the day and turn on EVENT LIGHTING. Please retain daytime heating until event is over.
1105	Carpet cleaning
1106	Top Strip and Refinish
1107	This request is to keep lighting on, in and around Rachel Carson conference room where necessary. (Lighting tends to regulary shut off around 6pm on weekday) I will be holiding oral presentation all thru the evening where the last is scheduled from 5-8:30pm. Guests will be entering the building around 4:45 pm when security is present at the main entrance
1108	N/A
1109	We need lights on for Saturday Overtime
1110	Overtime Staff
1111	Scrub Restrooms
1112	overtime
1113	overtime
1114	Dust/Clean Bathrooms
1115	High Traffic
1116	Removal of old carpet and installation of new carpet
1117	We need lights on Saturday for overtime
1118	Air Bars

	K	L	M	N	O	P
1083	kirk brennan	2/17/2015	nik			
1084	kirk brennan	2/17/2015	nik			
1085	kirk brennan	2/17/2015	nik			
1086	Tim Warren	2/17/2015	EK			
1087	Tim Warren	2/17/2015	EK			
1088	Mike Moody	2/14/2015	ap			
1089		2/17/2015	ap			
1090	Michelle Holloway	2/17/2015	EK			
1091	MOFI	2/17/2015	EK			
1092	Kemal Tekinel	2/22/2015				
1093	Lona Angel	2/22/2015	EK			
1094		2/24/2015	AP			
1095	Pam Ward	2/25/2015	EK			
1096	Kemal Tekinel	3/6/2015	AP			
1097	Patrick Garlitz	3/9/2015	EK			
1098		3/8/2015	EK			
1099	Sylvia Brown-Jones	3/15/2015	EK			
1100	John Perry	3/15/2015	EK			
1101		3/14/2015	AP			
1102	Kemal Tekinel	3/14/2015	AP			
1103	Tim Hyatt	3/15/2015	EK			
1104	Kathy Knapp	3/20/2015	EK			
1105	Jennifer Buskrik	3/22/2015	EK			
1106		3/21/2015	AP.			
1107	Mary Ostrowski	3/24/2015	EK			
1108		3/28/2015	AP			
1109	Tonia Council	3/29/2015	EK			
1110	Barb Thelen	3/29/2015	EK			
1111		4/4/2015	AP			
1112	John Harris	411/15	AP			
1113	John Harris	411/15	AP			
1114		4/11/2015	AP			
1115		4/13/2015	AP			
1116	Bob Bierwagon	4/9/2015	AP			
1117	Tonia Council	4/19/2015	EK			
1118		4/19/2015	AP			

	A	B
1119	14	DTMB/Infrastructure Protection
1120	12	Michigan State Police
1121	21	Peckham
1122	19	State
1123	8	DHS
1124	20	DHS
1125	17	DHS
1126	9	Michigan Court of Appeals
1127	21	MDOS
1128	18	State
1129	20	Treasury
1130	11	DTMB
1131	12	Peckham
1132	9	Human Services
1133	8	Education
1134	16	DTMB
1135	15	Peckham
1136	17	Peckham
1137	13	Civil Service
1138	10	Peckham
1139		
1140	9	Treasury
1141	5	State Police
1142	11	DTMB
1143	14	Peckham
1144	15	Peckham
1145	12	Attorney General
1146	6	Justices
1147	9	SOS
1148	10	Supreme Court

	C	D
1119	Infrastructure Protection	Con Hall
1120	EMHSD/EMHSTC	HazMat Center
1121	Environmental Services	Romney
1122	DVRD	SOS
1123	Out State Operations	Jackson State office Building
1124		Grand Tower
1125		Flint State Office Building
1126	Security	Hall of Justice
1127	DVRD	SOS
1128	Elections	Austin
1129	Treasury	Operations Center
1130	BOD	Cass
1131	Enviromental Services	Grand Tower
1132	Children's Trust Fund	Grand Tower
1133	Tax Processing	Hannah
1134	MDHHS-Customer Service	Grand Tower
1135	Environmental Services	Romney
1136	Environmental Services	Romney
1137	Quality of Life Group	Mdot Warehouse
1138	Environmental Services	Grand Tower
1139		
1140	Treasury / Operations Center	OPS Center
1141	Criminal Justice Information Center	MSP HQ
1142	Customer Service	Grand Tower
1143	Enviromental Services	Romney
1144	Enviromental Services	Grand Tower
1145	Human Division	Williams
1146	Supreme Court	HOJ
1147	Elections	Austin
1148	Reporters Office	HOJ

	E	F
1119	Antrim Level, Con Con A&B	4/18/2015
1120	Entire First Floor	4/10/15-4/12/15 and 4/17/15-4/19/15
1121	All floors	4/26/2015
1122	1st floor	4/25/2015
1123	3rd floor	3/03/15-4/28/15
1124	2nd floor	4/29/2015
1125	2 &3	4/18/15-5/2/15
1126	2nd floor & 3rd floor	4/29/15-4/30/15
1127	1floor	5/2/2015
1128	1st floor, U, V&W 17-U, V &W23	5/5/2015-5/6/15
1129	1st floor	5/9/2015
1130	3-South	5-13-15/5-14-15
1131	ALL	5/16/2015
1132	Suite 1411 14th floor	4/11/15-4/14/15
1133	4fl/ UP Level	4/3/15-5/18/15
1134	All Third floor	5/16/15-5/17/15
1135	ALL	5/23/2015
1136	All	5/30/2015
1137	Main-Lake Huron Conference Room	5/31/2015
1138	All	6/6/2015
1139		
1140	1st floor	5/16/15 through 6/13/15
1141	2nd floor	6/28/14-6/27/15
1142	3rd floor	July 11-12th
1143	All Floors	7/25/2015
1144	All	7/25/2015
1145	4th and 5th floor	7/25/2015
1146	6th floor Northa and South	1/8/15-7/31/15 Weekends
1147	U, V& W 17 – U, V & W 23	August 1st
1148	4th floor North End	7-20-15/ 8-01-15

	G	H	I
1119	6:30am-5:30pm	Kathy Knapp	517-335-6735
1120	7am-5pm	Phil Salinas	619-485-9879
1121	7:00am-4:00pm	4/25/2015	517-749-7232
1122	24/7	Tonia Council	517-322-6599
1123	5:00pm-9:00pm	Brenda Cros	517-780-7171
1124	6:00am-9:00pm	DeMona Willingham-Davis	810-760-2346
1125	8am-5pm	Demetrius Starling	810-760-2637
1126	24/7	Jimmy Patrick	517-373-3970
1127	8:00am-12:00 pm	Tonia Council	517-322-6599
1128	6:30am-9:00pm	Lucinda Sheltrown	518-335-2659
1129	7am-530pm	Keith Bullinger	517-294-7118
1130	6pm-1am		
1131	7an-4pm	Tim Hyatt	517-204-7604
1132	8:00am-12:00am	Anne Stokes	517-373-7008
1133	7am-6pm	James Shilling	517-373-8269
1134	7am-8pm	Nicole Sparcio	917-757-1516
1135	7am-4pm	MOFI	517-749-7232
1136	7am-4pm	MOFI	517-749-7232
1137	All Day	John Van Hoesen	517-575-5007
1138	7am-4pm	Tim Hyatt	517-204-7604
1139			
1140	7AM – 5:30PM	Keith Bullinger	517-294-7118
1141	9:00 p.m-6:00 a.m.	Gregory Rivet	517-241-0626
1142	7am-8pm	Nicole Sparacio	917-757-1516
1143	7am-4:30pm	Mofi	517-749-7232
1144	7am-4pm	Leon Arthur	517-204-7604
1145	7:30am-3pm	Joyce Macauley	517-282-7792
1146	8am-6pm	Dave Palazzolo	517-373-5541
1147	24/7	Lucinda Sheltrown	517-335-2659
1148	Until 10pm weekday Nights	Dave Palazzolo	517-373-5541

	J
1119	MDARD is hosting a meeting from 7:00 a.m. to 5:00 p.m. the meeting is Wild-Forged Mushroom Training and Certification. They have submitted an event application and will pay for necessary staffing.
1120	Training
1121	Clean all Blinds
1122	We need lights on for Satyrday due to overtime
1123	Foster Care Training every Tuesday evening from 5-9pm beginning 3/3/15-4/28/15 no training on March 31st due to spring break
1124	First Aid/CPR training for our foster parents
1125	Mandatory Overtime for Foster Care staff
1126	Lights are needed to be left on until 11:00pm on April 29. 2015. This will allow for Peckham cleaning crew to clean the conference room and DTMB to move tables, and chairs to the third floor rotunda
1127	Overtime
1128	Staff will be working Tuesday, May 6, 2014 to conduct the May 5h election)5/5/15. Election Staff will be working early and late that day to assist clerks with election problems problems and assist them with opening and closing the polls and reported election results
1129	
1130	Removing old carpet and installing new carpet
1131	Top Strip & Refinish
1132	Need lights to be on in order to work and function after hours preparing for our upcoming auction
1133	MDE project needing overtime
1134	Bridges scanning and indexing over time
1135	Scrub Bathrooms
1136	High Traffic
1137	Set up for Speaking Session June 1
1138	Clean air bars
1139	
1140	We are hoping to be authorized to work Saturdays at the operations center in Dimondale until we are finished with the project (starting this Saturday 5/16/15). Please see the attached request form.
1141	2nd and 3rd shift employees who leave via the elevators. The motion detectors on the 1st floor do not turn on the lights until you make it around the corner and into the hallway. Unless someone has just entered the building from that direction, that leaves staff fumbling in the dark & walking into things. We need at least minimal lighting in the elevator lobby. (The lights on the display case would suffice.)
1142	Overtime
1143	High Traffic
1144	Scrub all restrooms
1145	Merging of divisions
1146	Supreme court justices and staff work on weekends during the term
1147	Staff are working Saturday, August 1, 2015 and Sunday, August 2, 2015 in preparation for the August 4th primary election. Election Staff will be working both days from 9 AM – 4 PM to assist clerks with election problems and assist them with getting ready for the election.
1148	Finishing term reports

	K	L	M	N	O	P
1119	Kathy Knapp	4/19/2015	EK			
1120	Amanda Bresler	4/19/2015	AP			
1121	Dave Schulling	4/26/2015	EK			
1122	Tonia Council	4/26/2015	EK			
1123	Brenda Cros	4/29/2015	EK			
1124	DeMona Willingham Davis	4/30/2015	EK			
1125	Demetrius Starling	5/3/2015	EK			
1126	Jimmy Patrick	5/1/2015	EK			
1127	Keith Browning	5/3/2015	AP			
1128	William Badgero	5/7/2015	EK			
1129		5/10/2015	AP			
1130	Bob Bierwagen	5/15/2015	AP			
1131		5/17/2015	AP			
1132	Anne Stokes	5/15/2015	EK			
1133	James Shilling	5/18/2015	AP			
1134	Kemal Tekinel	5/18/2015	AP			
1135	MOFI	5/24/2015	EK			
1136		5/31/2015	AP			
1137	Tamara Eyer	6/1/2015	AP			
1138	Tim Hyatt	6/7/2015	EK			
1139						
1140	Keith Bullinger	6/14/2015	EK			
1141		6/28/2015	EK			
1142	Nicole Sparacio	7/13/2015	EK			
1143		7/26/2015	AP			
1144	Leon Arthur	7/26/2015	EK			
1145	Julie Campbell	7/26/2015	AP			
1146	Dave Palazzolo	7/31/2015	AP			
1147	Lucinda Sheltrown	8/2/2015	EK			
1148	Dave Palazzolo	8/2/2015	AP			

	A	B
1149	11	MDOS
1150	13	Peckham
1151	7	SOS
1152	8	Peckham
1153	9	Peckham
1154	8	LARA0
1155	11	DTMB
1156	11	DTMB
1157	10	DTMB
1158	9	DTMB
1159	14	DTMB
1160	17	Peckham
1161	16	Peckham
1162	15	DNR
1163	15	DNR
1164	16	Peckham
1165	14	LARA
1166	21	Peckham
1167	19	DTMB
1168	20	Peckham
1169	18	Peckham
1170	6	Health and Human Services
1171	13	Peckham
1172	11	Civil Service
1173	10	DTMB/Agency Service
1174	9	Education
1175	7	DTMB
1176	18	Peckham
1177	16	Peckham
1178	12	Supreme Court
1179	8	Supreme Court
1180	14	Natural Resources
1181	15	Peckham
1182	15	Peckham

	C	D
1149	Customer Records	SOS
1150	Enviromental Services	Grand Tower
1151	Elections	Austin
1152	Enviromental Services	Romney
1153	ES	Austin/Mason
1154	Professional Licensing	Ottawa Building
1155	Peckham	Cass
1156	Peckham	Cass
1157	Peckham	Grand Tower
1158	Peckham	Grand Tower
1159	peckham	Grand Tower
1160	Enviromental Services	Romney
1161	Enviromental Services	Cass
1162	Michigan Historical Foundation	MLHC
1163	Michigan Historical Foundation	MLHC
1164	Enviromental Services	Romney
1165	Bureau of Services	Grand Tower
1166	Enviromental Services	Romney
1167	Bridges	Grand Tower
1168	Enviromental Services	Grand Tower
1169	Enviromental Services	Cass
1170	Disability Determination Service	Hannah
1171	Environmental Services	Grand Tower
1172	Human Resources	MDOT Warehouse
1173		Romney
1174	Office of Imrprovement & Innovation	MLHC
1175	SBO-OFM	Romney
1176	Enviromental Services	Grand Tower
1177	Enviromental Services	Grand Tower
1178	Justices Offices	Hall of Justice
1179	Justives Offices	Hall of Justice
1180	Marketing & Outreach	Con Hall
1181	Enviromental Services	Ottawa & Hannah
1182	Enviromental Services	Ottawa & Hannah

	E	F
1149	1st floor south end	8/1/2015
1150	4th, 5th, 6th, 7th & 8th	8/1/2015
1151	U, V& W 17 – U, V & W 23	4-Aug-15
1152	ALL	8/8/2015
1153	All	8/8/2015
1154	3rd floor	8/22/2015
1155	ALL	8/29/2015
1156	ALL	8/29/2015
1157	ALL	8/30/2015
1158	All	8/29/2015
1159	2,3,4,5,6	9/5/2015
1160	All	9/12/2015
1161	all	9/12/2015
1162	1st	9/11/2015
1163	1st	9/11/2015
1164	All	9/19/2015
1165	1st	9/20/2015
1166	All	9/26/2015
1167	3rd floor	9/26/2015-9/27/15
1168	1st floor	9/26/2015
1169	all	9/26/2015
1170	3rd floor	4/18/15-9/26/15
1171	1st floor	10/3/2015
1172	All	9/27/15-9/30/15
1173	NW Corner of 9th Floor Romney K8 - K12 - F12 - F8 and the men's and women's bathroom	9/30/2015
1174	Main Floor	9/30/2015
1175	7th floor C1, G3, F2, F4	9/29/15-10/2/15
1176	All	10/17/2015
1177	Lobby	10/10/2015
1178	1st floor and 6th floor	10/17/2015
1179	1st, 2nd and 6th floors	10/14/2015
1180	5 north J1-K1	10/17-10/18
1181	ALL	10/24/2015
1182	ALL	10/24/2015

	G	H	I
1149	24/7	Trina Pline	517-322-5297
1150	7am-4pm	Enviromental Services	517-204-7604
1151	6:30 am – 11:00 pm	Lucinda Sheltrown	517-335-2659
1152	7am-4pm	MOFI	517-749-7232
1153	24/7	Camille Brown	517-898-1682
1154	5:45am-5:30pm	Kathleen Sly	517-241-6447
1155	6am-6pm	Debbye Kafara	517-202-2907
1156	6am-6pm	Debbye Kafara	517-202-2907
1157	7am-4pm	Jennifer	517-203-7604
1158	7am-4pm	Jennifer	517-204-7604
1159	7am-4pm	Jennifer	517-204-7604
1160	7am-4pm	Mofi	517-749-7232
1161	6am-6pm	Debbye Kafara	517-202-2907
1162	6:00am-11:30pm	Carol Payne	517-373-2565
1163	6:00am-11:30pm	Carol Payne	517-373-2565
1164	7am-3:30pm	Mofi	517-749-7232
1165	517-402-3750	Richard Heisser	517-402-3750
1166	7am-3:30pm	Mofi	517-749-7232
1167	8am-6pm	Pete Eckman	517-304-9280
1168	7am-3:30pm	Jennifer	517-204-7604
1169	6am-6pm	Debbye Kafara	517-202-2907
1170	6:30am-2pm	Patrick Garlitz	517-702-5456
1171	7am-3:30pm	Jennifer	517-204-7604
1172	24/7	Tami Eyer	517-930-6888
1173	(517) 373-0656	Anne Tseng	517-241-7411
1174	517-241-4285	Vonda Combs	517-284-7958
1175	24/7	Kim Gardner	517-241-0811
1176	7am-4pm	Jennifer	517-204-7604
1177	6am-7pm	Debbye Kafara	517-202-2907
1178	12pm-6pm	Dave Palazzolo	517-373-5541
1179	until 10pm that night	Dave Palazzolo	517-373-5541
1180	8am-5pm	Hollie Dietz	517-284-6077
1181	24/7	Leon Arthur	517-749-3576
1182	24/7	Leon Arthur	517-749-3576

	J
1149	Overtime
1150	Scrub all restrooms
1151	Staff will be working Tuesday, August 4, 2015 to conduct the August 4th Primary Election (8/4/2015). Election Staff will be working early and late that day to assist clerks with election problems and assist them with opening and closing the polls and reporting election results.
1152	Vacuuming
1153	Floor waxing
1154	Employees will be on the 3rd floor working on backlogged files. Also, can we please have the air conditioning turned on.
1155	Scrub Restroom Floors
1156	Scrub Restroom Floors
1157	High Traffic Areas
1158	High Traffic Areas
1159	High Traffic Areas
1160	Scrub all restrooms
1161	Strip and wax womens lounges
1162	Michigan Historical Foundation
1163	Michigan Historical Foundation
1164	Top Strip all floors
1165	Dropping off fresh produce for the week ahead and prep work.
1166	Top Strip
1167	Bridges release weekend
1168	Diamond Disc
1169	Extract Carpet and Chairs
1170	Overtime
1171	Diamond Disc
1172	The QDL Departments are hosting Dr. Pfau and his executive speaking session for 3 days. I will need access to the builidng Sunday afternoon to all Dr. Pfau to set and be ready for training that begins 8:30 a.m. on September 28th.
1173	Financial Table Rollover
1174	This will be a public information session to answer questions regarding the proposed Social Studies and Science Standards revisions. The Lake Superior Room will be used as one breakout room and the Forum will be another, after the general session in the Forum.
1175	Year-end closing staff working late
1176	Scrub All Restrooms
1177	Polish stone floor
1178	Justice Zahra function in HOJ
1179	Advocates Guild dinner with justices
1180	Overtime due to year end
1181	Carpet/RR Scrubs
1182	Carpet/RR Scrubs

	K	L	M	N	O	P
1149	Trina Pline	8/2/2015	EK			
1150	Jennifer	8/2/2015	EK			
1151	Lucinda Sheltrown	8/4/2015	EK			
1152		8/9/2015	AP			
1153	Camille Brown	8/9/2015	EK			
1154	Kathleen Sly	8/23/2015	EK			
1155		8/30/2015	AP			
1156		8/30/2015	AP			
1157	Jennifer	8/31/2015	EK			
1158		8/30/2015	AP			
1159		9/6/2015	AP			
1160		9/13/2015	AP			
1161		9/13/2015	AP			
1162	Carol Payne	9/12/2015	EK			
1163	Carol Payne	9/12/2015	EK			
1164		9/20/2015	AP			
1165	Neal Droste	9/21/2015	EK			
1166		9/27/2015	AP			
1167	Peter Eckman	9/27/2015	EK			
1168		9/27/2015	AP			
1169		9/27/2015	AP			
1170		9/26/2015	AP			
1171	Jennifer	10/4/2015	EK			
1172	Tami Eyer	10/1/2015	EK			
1173	Cathy Dufrense	10/1/2015	EK			
1174	Vonda Combs	10/1/2015	EK			
1175	Kim Gardner	10/2/2015	AP			
1176		10/13/2015	AP			
1177	Neal Droste	10/11/2015	AP			
1178	Dave Palazzolo	10/18/2015	EK			
1179	Dave Palazzolo	10/15/2015	EK			
1180	Hollie Diets	10/19/2015	AP			
1181	Leon Arthur	10/1/2515	EK			
1182	Leon Arthur	10/1/2515	EK			

	A	B
1183	14	Peckham
1184	11	DTMB
1185	5	DNR
1186	9	Peckham
1187	10	Peckham
1188	11	LARA
1189	9	Sec of State
1190	10	Romney
1191	11	DTMB
1192	12	DTMB
1193	13	DTMB
1194	14	DTMB
1195	9	TED/MSHDA
1196	10	Peckham
1197	11	DNR
1198	7	DTMB
1199	13	DTMB
1200	12	MSHDA
1201	8	DHHS
1202	16	Peckham
1203	21	DTMB
1204	20	DTMB
1205	19	DTMB
1206	18	DTMB
1207	17	MSHDA
1208	14	MDOT
1209	12	DTMB
1210	11	MDHHS
1211	10	DTMB
1212	9	MSHDA
1213	4	Treasury
1214	3	Attorney General
1215	2	Treasury
1216	1	Treasury
1217	8	SBO

	C	D
1183	Enviromental Services	Romney
1184		MLHC
1185	Historical	MLHC
1186	Enviromental Services	Grand Tower
1187	ES	Ausin/Mason
1188	Construction Codes	Ottawa
1189	Bureau of Elections	Austin
1190	Peckham	Romney
1191	Peckham	Grand Tower
1192	Peckham	Construction & Technology
1193	Peckham	Police Training Academy
1194	Peckham	Cass
1195	Homeownership	Romney
1196	Environmental Services	VTS
1197	Archives of Michigan	MLHC
1198	MiCSES	Romney
1199	ORS	Mason
1200	Homeownership	Romney
1201	Accounting	Grand Tower
1202	E.S.	Romney
1203	Peckham	GOB
1204	Peckham	Cass
1205	Peckham	Mason
1206	Peckham	Romney
1207	Homeownership	Romney
1208		Earle Center/ MDOT Warehouse
1209	Eligibility	Grand Tower
1210	Accounting	Grand Tower
1211	Peckham	GOB
1212	Homeownership	Romney
1213	Tax Processing	OPS Center
1214	ALL	Grand Rapids, Van Wagoner, Cadillac and Williams
1215	Departmental Services	Austin
1216	Executive	Austin
1217	OFM	Romney

	E	F
1183	ALL	10/24/2015
1184	1st floor Rotunda and Museum	10/24/2015
1185	throughout entire building	1/2/15-10/24/15
1186	All	10/17/2015
1187	all	10/31/2015
1188	First East Wing	10/31/15-11/1/15
1189	1st floor	10/3/2015
1190	All	11/11/2015
1191	All	11/12/2015
1192	All	11/11/2015
1193	All	11/11/2015
1194	all	11/1/2015
1195	8th	11/14/2015
1196	all	11/14/2015
1197	4-Feb	11/13/2015
1198	12th	11/13/15-11/15/15
1199	core area between wings 3 south and 5east	11/18/2015
1200	8th floor entire east half of 8th floor (A-1 to A-7 through K-1 to K-7)	11/21/2015
1201	10	10/10/15-11/22/15
1202	ALL	12/12/2015
1203	All Floors	12/5/15-12/6/15
1204	3rd floor	12/5/2015
1205	3rd and 5th floor	12/5/2015
1206	ALL	12/5/2015
1207	8th floor A-1 to A-7 through K-1 to K-7	12/5/2015
1208		12/5/2015
1209	1,2,3,4,13	entire floor
1210	10th floor	entire floor
1211	1st floor all, hallway and peckham office	12/8/15-12/10/15
1212	8th floor A-1 to A-7 through K-1 to K-7	12/12/15 and 12-19-15
1213	Entire 2nd Floor all lights & All air handlers need to be operational	2/7/2014-12/31/14
1214	All Attorney General work areas	12/11/14-12/31/15
1215	1st: U10-Y10 thru U23-Y23, All of 2nd: U10-Y10 thru U23-Y23, 3rd: U10-Y10 thru U16-Y16	2/7/2014
1216	entire north-west wing of 1st floor	2/7/2014
1217	7th	entire floor

	G	H	I
1183	7am-4pm	MOFI	517-749-7232
1184	4pm-11pm	Carol Payne	517-373-2565
1185	5:00pm-10:00pm	Carole Payne	517-373-2565
1186	7am-4pm	Jennifer	517-204-7604
1187	24/7	Tim Warren	517-749-7163
1188	24/7	Hillary Cushman	517-241-9314
1189	6am-11pm	Rose Jarois	517-241-4228
1190	8am-4:30pm	MOFI	517-749-7232
1191	8am-4:30pm	Jennifer	517-204-7604
1192	6am-3:30pm	Steve Beals	517-749-7143
1193	6am-6pm	Steve Beals	517-749-7143
1194	6am-7pm	Debbye Kafara	517-202-2907
1195	7am-1pm	Chad Coffman	616-460-0347
1196	6am-6pm	John Perry	517-743-7134
1197	6pm-10:30pm	Kris Rzepczynski	517-373-9191
1198	6pm-6pm	Dgreg Yarmoluk	517-241-9023
1199	5:30PM-1AM	Dave DesRochers	517-284-4523
1200	7am-1pm	Chad Coffman	616-460-0347
1201	7am-4pm	Marilyn Carey	517-335-6008
1202	7am-4pm	MOFI	517-749-7061
1203	6am-4pm	Steve Beals	517-749-7149
1204	6am-7pm	Debbye Kafara	517-202-2907
1205	7am-5pm	David ReRochers	517-284-4523
1206	7am-4pm	Mofi	517-749-7061
1207	7am-1pm	Chad Coffman	616-460-0347
1208	7am-2pm	Sue Taylor	517-667-6451
1209	12/12/2015	8am-8pm	517-373-7287
1210	12/12/2015	Christy Mouser	517-373-2021
1211	4pm-8pm	Steve Beals	517-749-7149
1212	7am-1pm	Chad Coffman	616-460-0347
1213	24/7 and include ALL holidays	Ann Luepnitz	636-5335 after hours 517-410-3275
1214	24/7	Joyce Macauley	517-335-7431
1215	24/7 and include ALL holidays	Ann Luepnitz	517-636-5335
1216	24/7 and include ALL holidays	Ann Luepnitz	517-636-5335
1217	11/26/15-12/31/15	Kim Gardner	24/7

	J
1183	Air Bars, runners, and mats
1184	CPAN event
1185	This is an event sponsored by the Michigan History Foundation. Please leave lights on at the end of the day and turn on event lighting.
1186	Scrub all restrooms
1187	Restroom floors scrubbed
1188	Staff Over Time
1189	1st floor in the NE wing of the building (entire bureau of electons suite). Lighting and HVAC requestef from 6am-11pm
1190	MOFI
1191	Runners and mats, high traffic area, dust and clean
1192	Scrub Restrooms, dust building wide
1193	Hard Floors, kitchen, general cleaning
1194	Periodics
1195	Staff working extra hours on Hardest Hit Found Program loan applications
1196	Strip and wax break rooms and offices
1197	Genalogy research
1198	A major MiCSES release will be happening over this weekend.
1199	ORS conducting application installs.testing
1200	Overtime
1201	Overtime
1202	High traffic
1203	Clean carpets and strip lobby floor
1204	Extract Carpet
1205	Office of Retirement services is conducting server testing and will require lights and air/heat in the indicated areas.
1206	High Traffic
1207	Working after hours
1208	MDOT Transpo Club Christmas Party
1209	This is for our Immediate Release
1210	Please have lights on for the entire 10th floor, Grand Tower on Saturday 12/12/15 from 9:30am-4:30pm
1211	Strip lobby floors
1212	Working after hours
1213	Project staff switching tax systems to SAP
1214	Irregular and unschueduled work hours are often required
1215	Staff overtime
1216	Staff overtime
1217	Auditors will be working through holidays and weekends. Please keep lights on during weekend, thanksgiving and christmas holidays

	K	L	M	N	O	P
1183	Dave Schuiling	10/25/2015	AP			
1184		10/25/2015	AP			
1185	Carole Payne	10/25/2015	EK			
1186		10/28/2015	AP			
1187	Tim Warren	11/1/2015	EK			
1188	Barbara Kunkel	11/2/2015	AP			
1189	William Badgero	11/4/2015	EK			
1190	MOFI	11/12/2015	EK			
1191	Jennifer	11/12/2015	EK			
1192	Kirk Brennan	11/12/2015	AP			
1193	Kirk Brennan	11/12/2015	AP			
1194	Debbye Kafara	11/12/2015	EK			
1195	Chris Hudson	11/15/2015	AP			
1196	John Perry	11/15/2015	EK			
1197		11/14/2015	AP			
1198	Dgreg Yarmoluk	11/16/2015	EK			
1199	Pamie Ward	11/20/2015	AP			
1200	Chris Hudson	11/22/2015	AP			
1201	`Marilyn Carey	11/23/2015	AP			
1202	MOFI	12/13/2015	EK			
1203	Kirk Brennan	12/7/2015	AP			
1204		12/6/2015	AP			
1205	David ReRochers	12/6/2015	EK			
1206	Dave Schuling	12/6/2015	AP			
1207	Chris Hudson	12/6/2015	AP			
1208	Keith Belonga	12/6/2015	AP			
1209	Sanjay Srivastava	12/13/2015	EK			
1210	Christy Mouser	12/13/2015	EK			
1211	Kirk Brennen	12/11/2015	AP			
1212	Chris Hudson	12/20/2016	AP			
1213	Ann Leupnitz	12/31/2015				
1214	Joyce Macauley	12/31/2015				
1215	Ann Luepnitz	12/31/2015				
1216	Ann Luepnitz	12/31/2015				
1217	Kim Gardner	1/1/2016	EK			

	A	B
1218	7	DTMB
1219	9	DTMB
1220	6	MSHDA
1221	8	MDHHS

	C	D
1218	Peckham	Grand Tower
1219	Peckham	Romney
1220	Homeownership	Romeny
1221	Accounting	Grand Tower

	E	F
1218	All	1/9/2017
1219	All	1/16/2016
1220	Entire East half of 8th floor (A-1 to A-7 through K-1 to K-7)	1/9/16 and 1/16/16
1221	entire 10th floor	1/16/16 and 1/18/16

	G	H	I
1218	7am-3:30pm	Jennifer	204-7604
1219	7am-3:30pm	Mofi	517-746-7061
1220	7am-1pm both dates	Chad Coffman	6164600347
1221	6:30am-4:30pm	Christy Mouser	517-373-2021

	J
1218	Scrub all Restrooms
1219	High Traffic
1220	20 staff working after hours
1221	Overtime

	K	L	M	N	O	P
1218	Dave Schuiling	1/10/2017	AP			
1219	Dave Shilling	1/17/2016	AP			
1220	Chris Hudson	1/17/2016	AP			
1221	Deborah Christopher	1/19/2016	AP			

	A	B	C	D
1	**After Hours Lighting Exemption**			
2	**#**	**Depart.**	**Division**	**Building**
3	1	Supreme Court	Justives Offices	Hall of Justice
4	2	MDOT	Construction Field Services	C&T
5	3	Treasury	exec office	Austin
6	4	Treasury	Departmental Services	Austin
7	5	Treasury	Tax Processing	OPS Center
8	6	State	Elecations	Austin
9	7	Executive	Constituent Relations	Romney
10	8	MSHDA	Homeownership- hardest hit program	Romney
11	9	DTMB	Peckham	VTS
12	10	DTMB	DTMB/Telcommunications	OPS Center

	E	F	G
1			
2	**Location**	**Date**	**Time**
3	6th floor	8/10/15-7/1/16	8am-6pm
4	1st floor room 124, light panel C	8/26/15-8/15/16	24/7
5	1st floor	1/4/16-12/31/16	24/7
6	All of 1st and 2nd floors and the west half of 3rd floor, U10-Y10 thru U23-Y23. All of 2nd. U10-Y10 thru U23-Y23. 3rd floor U10-Y10 thru U16-Y16	1/4/16-12/31/16	24/7
7	All of 2nd floor to have lights and air flow	1/4/16-12/31/16	24/7
8	1st	3/8/2016	6am-7pm
9	1, 2, 3, 4	1/16/16-2/16/16	6am-10pm
10	Entire east half of 8th floor (A1-A18 through K1-K7)	1/23/16-2/26/17	7am-1pm
11	ALL	1/30/2016	6am-6pm
12	1 & 2	1/23/2016	6am-7pm

	H	I
1		
2	**Contact**	**Phone #**
3	Dave Palazzolo	517-373-5541
4	Kendra Barak	517-322-1217
5	Ann Luepnitz	517-636-5335 and after hours 517-410-3275
6	Ann Luepnitz	517-636-5335, after hours call 517-410-3285
7	Ann Luepnitz	517-636-5335, after hours call 517-410-3285
8	Lucinda Sheltrown	517-335-2659
9	Melissa Ball	517-241-5588
10	Chad Coffman	517-335-9031 or cell 616-460-0347
11	John Perry	517-743-7134
12	Peggy Thacker	517-241-8576

	J	K
1		
2	**Reason**	**Approval**
3	Overtime	Dave Palazzolo
4	Material testing must be performed as specfic times and dates to be in compliance with specfications. Failure to meet these strict time requirements may result in loss of federal funding for construction.	Kendra Barak
5	This is a carryover from AY15 that will expire Dec. 31, 2016, no changes needed. Executive Office staff work after hours and on weekends. The Exec office staff, often without notice, may have the need to do work in their office. Issues relating to the budget, revenues and tax policy may need to be addressed at any given day and/or time.	Ann Luepnitz
6	This is a carryover from AY15 that will expire on Dec. 31, 2016. Treasury staff may need to work after normal business hours and on weekends. Therefore, Treasury staff needs to have the ability to call central control to have the lights turned on.	Ann Luepnitz
7	This request is a carryover from AY15 that will expire on Dec. 31, 2016. there is no change to the existing lighting needed. Impentations of the new SAP tax system. Need lights and air 7 days a week from 6am-11:59 p.m., including weekends and holidays	Ann Luepnitz
8	Staff will be working Tuesday, March 8, 2016 to conduct the March 8th Presidential Primary Election (3/8/16). Election staff will be working early and late that day to assist them with opening and closing the polls and reporting election results. Time requested is from 6am-11pm on March 8th only for both lighting and HVAC.	Lucinda Sheltrown
9	Working on the Flint water crisis	Melissa Ball
10	An estimated 20 staff will be working after hours between the times of 7am and 1pm lighting and HVAC cwill be needed during this time	Chad Coffman
11	Strip and wax radio room	Scott Davis
12	All	Peggy Thacker

	L	M
1		
2	**EXPIRATION - 1 YEAR MAX**	Initial
3	7/2/2016	EK
4	8/15/2016	EK
5	12/31/2016	EK
6	12/31/2016	EK
7	12/31/2016	EK
8	3/8/2016	EK
9	2/16/2016	EK
10	3/1/2016	EK
11	1/31/2016	AP
12	1/24/2016	EK

	A	B
1		**EXPIRED Long-Term Lighting Exemption Requests**
2	**#**	**Dept**
3		DLEG
4		DIT
5		DIT
6		DIT
7		DIT
8		DIT
9		DIT
10		FIA
11		FIA
12		DIT
13		DIT
14		DMB
15		DMB
16		Lt. Gov's Office
17		Senate
18		Senate
19		State
20		MDOT
21		DHS
22		MDOT
23		Attorney General
24		DCH
25		DCH
26		DCH
27		DCH
28		DHS
29		DHS
30		DHS
31		DIT
32		DIT
33		DIT
34		DIT
35		DOS
36		State
37		Treasury

	C	D
1		
2	**Division**	**Building**
3	Office of Finance, Tax & Field Audit	Cadillac Place
4	Infrastructure Services DPO	Grand Tower
5		Grand Tower
6	IS/DCO/LOA Operations	Grand Tower
7	IS/DCO/LOA Operations	Grand Tower
8	IS/DCO/LOA Operations	Grand Tower
9	IS/Client Service Center	Grand Tower
10	Bureau of Legal Affairs & Financial Integrity	Grand Tower
11	Executive Office	Grand Tower
12	DCS/LAO	Operations Center
13	Infrastructure Services DPO	Operations Center
14	Budget Offices	Romney
15	State Budget Office	Romney
16	Executive Office	Romney
17	Secretary, Majority Policy & Communications and Democratic Staff	Romney
18	Secretary of the Senate Majority Policy Office	Romney
19	Customer Services Administration	SOS
20	Executive	VanWagoner
21	DDS, CSA, ASP	Hannah
22	Office of Operations Administrative Services	VanWagoner
23	All	Escanaba
24	Mental Health & Substance Abuse	Cass
25	Bureau of CMH Services	Cass
26	Mental Health Admin/Bureau of CMH Services	Cass
27	Mental Health & Substance Abuse Administration	Cass
28	OTIM	Grand Tower
29	HR	Grand Tower
30	**Suite 204**	**Grand Tower**
31	DPO Operations	Operations Center
32	Infrastructure Services DPO	Operations Center
33	Enterprise Systems Division	SOS
34	Enterprise Systems Division	Austin
35	Information Center - Field Support	SOS
36	Bureau of Driver & Vehicle Records	SOS
37	Student Financial Services	Austin

	E	F
1		
2	**Location**	**Date**
3	Lightings in work areas (ceilings), printers, copiers and computers	
4	2nd flr Suite 212	
5	7th flr, West side computer room 713	
6	7th flr	
7	2nd flr, zone 4	
8	2nd flr, zone 2	
9	3rd flr	
10	15th flr, suite 1518	
11	15th flr, suite 1512	
12	1st flr - INE & 40, 41	
13	1st flr, INE	
14	6th flr	
15	7th floor ALL	
16	5th flr, Lt. Gov's Office, pillar E12 and the women's restroom in Main	
17	11th and 12th flrs	
18	11th & 12th floors	
19	Entire 2nd flr & 1st flr, pillars A1-G in South Bldg + pillars M1-T in North Bldg	
20	4th flr, pillars A20-D22	
21	Entire 3rd Floor as requested	
22	1st floor, SW wing, pillars C10-E10	
23	All Attorney General work areas	
24	5th flr, zone 3	
25	5th Floor	
26	5th floor, zone 2 pillar A-11	
27	5th flr, Zone 3	
28	13th pillar D-12	
29	7th floor	
30	Community Action & Economc Support	
31	1st flr Central Core, pillar C F10.5	
32	1st flr, pillar B J14	
33	1st flr South East Corner	
34	4th flr DCO Development/DR computer rms	
35	1st Floor	
36	2nd flr Tower & 1st flr of south bldg (all areas), north bldg server rm & south bldg BDVR Resource rm which also houses computer servers	
37	3rd Floor, Pillar U12	

	G	H	I
1			
2	**Time**	**Contact**	**Phone #**
3	All Saturdays 6/7/03-12/27/03, 7a-3:30p	Rodger M. Palm	313-456-6120
4	24/7	Doug Walker	241-8762
5	24/7	David Thomason	335-6035
6	24/7	Gwen Bowersox	335-8751
7	Lights should be on 11p Sunday night to 1a Sunday morning	Gwen Bowersox	335-8751
8	Lights should be on 11p Sunday night to 1a Sunday morning	Gwen Bowersox	335-8751
9	Every Saturday 8:30a-1:30a	Teresa Spalding	335-1223
10	M-F until 9p Sat. & Sun. 8a-5p	Eva Gross	373-2082
11	M-F until 9p Sat. & Sun. 8a-5p	Barb Allen	335-6121
12	Mon-Fri until 1am	Joseph Czubak	241-4388
13	Saturdays noon-6pm	Joseph Czubak	241-4388
14	9a-5p Jan.-March, every weekend all year	Connie Minnix	373-0870
15	5:30a-6:00p on: Nov 3, 10, 12, 17, 23, 24 and Dec 1, 8, 15, 22, 24, 29	Adel Beachnau	241-0811
16	Every Saturday 10:00a-7:00p	Annette Rodgers	241-2990
17	6/04-12/04 to Midnight	Bettie Trice	373-6528
18	June, July and December until 12a(Midnight)	Bettie Trice	373-6528
19	1/12/05-1/12/06	Yvonne Young McConnell	322-5460
20	9/03-9/04, as needed	Ann Edinger-Menerey	373-2114
21	Through 09/26/09	Patrick Garlitz	335-3053
22	through 4/20/10	Kelly Bastian	373-0315
23	24/7	Doug Bramble	373-1114
24	Will call Central Control as needed	Carol A. Danieli / Patrick Barrie	335-0196
25	Various days	Teri Johnson & Irene Kazieczko	5-5100
26	As needed.	Pam Werner	335-4078
27	24/7 - As needed, will call Central Control when needed	Carol A. Danieli or Patrick Barrie	335-0196
28	Every Saturday thru 12/17/11, 8:30-3:00pm	Regina Clopton	241-9748
29	6:00:00 AM 7:00 am	Sally Van Vyve	373-8869
30	**Saturdays & Sundays 9:00 am - 5:00 pm**	**Steve Listman**	**Jan-13**
31	Mon-Fri 5a-6p (excluding holidays)	Sharon Civils	636-0292
32	Mon-Fri 9p-11p	Jan Hartsoe	636-5113
33	24/7	Joe Carter	322-6346
34	when requested	Joe Carter	322-6346
35	All Saturday's 8:00a - 1:00p	Victoria Dittmer	322-1482
36	9p-3:30a & 5:30a-6a Mon-Fri, 5:30a on Saturday to 12:30a on Sunday	Richard Gilchrist	322-6127
37	24/7 As Needed	Bruce Hanses	5-0967

	J
1	
2	**Reason**
3	Overtime needed to process checks to meet federal mandate
4	Computer operations require staffing on a 24 hour basis
5	Supports critical FIA applications,maintenance performed during off hours on nights and weekends
6	Change room to switch control rather than computer control
7	Area is staffed 24hrs/day, 6 days per week
8	Area is staffed 24hrs/day, 6 days per week
9	Client Service Center staff must be on-site every Saturday to provide technical support for the Dept. of State
10	Deputy Director Musette A. Michael regularly works beyond 8p during the week and is regularly in the office on weekends
11	Kristen McDonald-Stone frequently works irregular hours
12	Lights needed for individuals working 2nd shift
13	Lights needed for individuals working Saturdays for WIC onlines
14	Preparation of state budget requires work on weekends and after hours
15	Year-end closing and state of MI conprehensive annual financial report
16	Lynda Rossi is in the office working each weekend and needs lighting to accomplish her work
17	Permanent exemption to provide appropriate lighting for staff who work after hours due to late-hour sessions of the Legislature
18	To provide appropriate lighting for staff who work after hours due to late-hour sessions of the Legislature
19	CSA has evening staff as well as Saturday staff
20	Executive personnel often work late hours compiling info for Governor's Office and legislators
21	Federally Funded Overtime for the Social Security Administration
22	Additional hours required to effectively manage the assets of the Operations area of MDOT and to comply with the Executive Directives and ARRA funding.
23	Irregular and unscheduled work hours are often required
24	Deputy Director Barrie occasionally arrives at work as early as 4a and stays as late as 10p
25	Occasionally working early and late
26	Periodically the work area requires lighting beyond the normal hours due to the I ndividual's travel schedule, workload and job assignments.
27	Deputy Director Patrick Barrie sometimes comes to work on irregular hours
28	Operates Bridges Help desk on Saturday
29	Office opens at 6:00am daily
30	**Staff Overtime**
31	These are the hours of critical operation, deadlines will not permit work hours to be shifted in the morning - the period btwn 5a and 8a is intense
32	2nd shift Info. Tech. on duty year round to provide support for Treasury data entry systems
33	The systems and their efficient operation are critical to the state's computing infrastructure requirements, employee work and safety
34	Data Center Operations Production site staffed 24/7, 365 days/yr -- Treasury computer rm is Disaster Recovery & Development facility, staffed 7a-6p Mon-Fri
35	Provide in-house assistance to SOS branch offices open on Saturday mornings
36	2nd shift + overtime is necessary on 90% of Saturdays
37	Completion of the year end closing/audit of MHESLA and various bonding transactions for MHESLA

	K	L	M	N	O	P
1						
2	**Approval**					
3	Dan Plawecki					
4	Denise Rhadigan					
5	Karen Tarrant					
6	Gwen Bowersox					
7	Gwen Bowersox					
8	Gwen Bowersox					
9						
10	Musette A. Michael					
11	Kristen McDonald-Stone					
12						
13						
14	Rose Wilson					
15	Nancy Duncan					
16	Lynda Rossi					
17	Carol Viventi					
18	Carol Vivanti					
19	William Pruzinsky					
20	Gloria J. Jeff					
21	Brian Hengesbach					
22	Myron Frierson					
23	Doug Bramble					
24	Janet Olszewski					
25	Janet Olszewski					
26	Janet Olzewski					
27	Janet Olzewski					
28	Bob Bierwagen					
29	Bob Bierwagen					
30	**Doug Church**					
31	Denise Rhadigan					
32	Denise Rhadigan					
33	Denise Rhadigan					
34	Denise Rhadigan					
35	Bill Pruzinsky					
36	Duane Berger					
37	Bruce Hanses					

	A	B
38		Treasury
39		LT-10
40		LT-21
41		LT-22
42		Auditor General
43		DCH
44		DCH
45		DELEG
46		DELEG
47		DHS
48		DHS
49		DHS
50		DHS
51		DHS
52		DHS
53		DHS
54		DHS
55		DHS
56		DHS
57		DHS
58		DHS
59		DHS
60		DHS
61		DHS
62		DHS
63		DHS
64		DHS
65		DHS
66		DHS
67		DHS
68		DHS
69		DHS
70		DHS
71		DHS
72		DHS
73		DHS
74		DHS
75		DHS
76		DHS
77		DHS
78		DHS
79		DHS
80		DHS
81		DHS

	C	D
38	Executive Office	Austin
39	DCH	Budget & Contracts
40	HAL	Michigan Historical Center
41	HAL	Michigan Historical Center
42	Audit Operations	Van Wagoner
43	Accounting	Cass
44	Environmental	Cass
45	Board of Review	Ottawa
46	MES Board of Review	Ottawa
47	Out State Operations	Flint
48	Out State Operations	Flint
49	Outstate Operations	Flint
50	North District	Flint
51	North District	Flint
52	North District	Flint
53	Outstate Operatios	Flint
54	North District	Flint
55	Children's District	Flint
56	Outstate Operations	Flint S.O.B.
57	Out State Operations	Flint SOB
58	Out State Operations	Flint SOB
59	Operations	Flint SOB
60	Out State Operations	Flint SOB
61	North District	Flint State Building
62	Out State Operations	Flint State Office
63	Out State Operations	Flint State Office
64	North District	Flint State Office
65	Out State Operations	Flint State Office
66	Outstate Operations	Flint State Office Building
67	Out State Operations	Flint State Office Building
68	Out State Operations	Flint State Office Building
69	Out State Ops	Flint State Office building
70	Bridges	Grand Tower
71	BRIDGES	Grand Tower
72	Chief Administration Office	Grand Tower
73	DHS Systems Development	Grand Tower
74	Systems Development	Grand Tower
75	Systems Development	Grand Tower
76	Chief Administration Office	Grand Tower
77	Bridges	Grand Tower
78	Bridges	Grand Tower
79	Bridges	Grand Tower
80	Bridges	Grand Tower
81	Bridges	Grand Tower

	E	F
38	2nd floor U16-Y16 & U21-Y21 The entire east end needs to be able to call CC after hours to turn on lights.	
39	Cass	
40	MLHC	
41	MLHC	
42	4th Floor, Between Pillars C-15 & C-16	Through 12/27/08
43	4th Floor	10/18/08 - 1/3/09
44	1st Floor, South Central Pillar C-17	Through 05/15/09
45	4th Floor, Pillars B2 - E2	02-13-10, 02-20-10
46	4th floor, Pillars B2 - E2	5-29-10, 6-5-10, 6-12-10, 6-19-10
47	4th & 5th flrs	March 15, 22, 29, 2008
48	2, 3, 4 & 6th flrs	April 12 & 19, 2008
49	Floors 4 & 5	10-17-09 10-24-09
50	4th & 5th Floors	01-16-10, 01-23-10, 01-23-10
51	4th and 5th floors	04-10-10, 04-17-10, 04-24-10
52	4th & 5th	6-5-10, 6-12-10, 6-19-10
53	Floors 2, 3, 4 & 5	6-26-10
54	2,3,4,6 floors	7/31, 8/2, 8/3, 8/4, 8/5, 8/7, 8/9, 8/10, 8/11, 8/12, 8/14
55	2nd, 3rd, 4th, 6th	8/23, 8/24, 8/25, 8/26, 8/30, 8/31
56	Floors 2, 3, 4, 5, 6	05/30/09
57	Floors 2 through 6	
58	2nd & 3rd flrs	5/17/2008
59	Floors 2, 3, 4, 5, 6	6-27-09
60	2nd, 3rd, 4th, 5th and 6th floors	7-11-09
61	4th and 5th floors	2/20/10 & 2/27/10
62	2nd, 3rd, 4th, 5th and 6th floors	8-29-09
63	Floors 2, 3, 4, 5 & 6	08-15-09
64	4th and 5th floors	12/19/09
65	2nd, 3rd, 4th, 5th and 6th floors	6-6-09
66	Floors 2, 3, 4, 5 & 6	12/06/08 & 12/20/08
67	2nd, 3rd, 4th, 5th and 6th floors	1/17, 1/24, 1/31, 2/7, 2/14, 2/21, 2/28
68	4th and 5th floors	5/2/09 and 5/9/09
69	2nd, 3rd, 4th, 5th and 6th floors	7-18-09
70	1st, 2nd & 3rd floors	11/11/2008
71	Floors: 2, 3, 6, 7, 8, 9, 13, 14	1/2/08 to 3/31/08
72	8th Floor, Pillars D-12, E-13 to H-13, K-13	01/07/09 and 01/14/09
73	6th, Suite 611	1-8-09 1-15-09
74	6th Floor	1/14/2009
75	6th Floor	1/15/2009
76	8th Floor, Pillars D-12, E-13 to H-13, K-13	1/15/2009
77	Floors 2, 3, 6, 8, 10, 13, 14	5/15/09 through 05/19/09
78	Floors 2, 3, 6	08/07/09 through 08/12/09
79	Floors 2, 3, 6, 8, 10	07-25-09, 08-01-09, 08-08-09
80	2nd, 3rd , 6th and 13th floors	8-21-09 through 8-24-09
81	Floors 2, 3, 6, 7, 8	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09

	G	H	I
38	24/7	Ann Luepnitz	636-5335
39	4th Floor	24/7 - As needed, will call Central Control when needed	Tim Becker
40	1st, 2nd and 3rd flrs (exhibit areas and store)	Saturday 9a-5p Sunday 12p-5:30p	Janet Laverty
41	1st, 2nd, 3rd and 4th flrs (all areas housing library books & materials available to the public)	Saturday 8a-5:30p Sunday 12p-5:30p	Janet Laverty
42	6a - 5p Inluding Weekends and Holidays	Rod Wlock	1-4722
43	24/7	Mary Lou Lehman	1-5627
44	5:30 p - 6:30 a	Brian Radigan	202-3696
45	7:00a - 3:00p	Elaine Pohl	1-7264
46	8:00a - 4:00p	Elaine Pohl	1-7264
47	8:00a-1:00p	Jeri Sanderling	810-760-2651
48	6am-1pm	Jeri Sanderling	810-760-2651
49	7:00a - 4:00p	Linda Best	810-760-2737
50	8:00a - 2:00p	Cleo Spates	810-760-2737
51	7:00a - 6:30p	Cleo Spates	810 760-2737
52	8:00am - 1:00pm	Cleo Spates	810-760-2737
53	7:30a - 4:00p	Cleo Spates	810 760-2737
54	Saturdays 7:00a - 5:00p Mon - Thur 5:00p- 9:30p	Cleo Spates	810-760-2737
55	5:00p - 8:00p	Cleo Spates	810 760-2737
56	7:00a - 5:00p	Ruth Johnson	810-760-2737
57	8a-1p	Ruth Johnson	(810)760-2737
58	8a-2p	Ruth Johnson	(810)760-2737
59	7:00a - 5:00p	Ruth Johnson	810-760-2737
60	9a - 12p	Ruth Johnson	760-2737
61	7:00a - 6:30p	Cleo Spates	810 760-2737
62	8:00a - 4:00p	Linda Best	810-760-2737
63	8:00a - 4:00p	Ruth Johnson	810 760-2737
64	7:00a - 1:30p	Cleo Spates	810 760-2737
65	7:00a - 5:00p	Ruth Johnson	810 760-2737
66		Linda Best	810-760-2651
67	7:00a - 5:00p	Ruth Johnson	810-760-2737
68	8:00 a - 1:00p	Ruth Johnson	810 760-2737
69	8:00a-4:00p	Ruth Johnson	810 760-2737
70	8a - 6p	Jeff Huskell	1402899
71	weekdays until 9p, weekends 10a-9p	Arthur Kurtze	3-6098
72	5:00p to Midnight	Mark Pullano	1-8976
73	4:30p - 11:30p 4:30p - 11:30p	John Black	5-2819
74	4:30p - 11:30p	John Black	5-2819
75	4:30p - 11:30p	John Black	5-2819
76	5:00p to Midnight	Mark Pullano	1-8976
77	5p - 11p	Kamal Tekinel	1-5779
78	24/7	Kemal Tekinel	1-5779
79	8:00a - 6:00p	Kemal Tekinel	1-5779
80	24/7	Kemal Tekinel	241-5779
81	24/7	Kemal Tekinel	1-5779

	J
38	Staff overtime
39	241-2330
40	373-1550
41	373-1550
42	Statewide Audit for State Financial Records
43	Overtime for year end closing and auditing
44	Construction/Environmental Analysis
45	Overtime
46	Working overtime
47	Approved OT
48	Approved OT
49	Approved Overtime
50	Bridges Overtime
51	Staff working on bridges
52	Staff working bridges overtime
53	Overtime work on Bridges
54	Bridges overtime
55	Children's District CPS staff working overtime for case completions
56	Approved overtime for children's services
57	Approved OT
58	Approved OT
59	Approved OT for Children's Services
60	Approved OT for Children's Services
61	Staff working on bridges
62	Approved overtime
63	Approved overtime
64	Staff working overtime for BRIDGES
65	Approved Over Time for Children's Services and FISES staff.
66	Approved Overtime
67	Children's foster care and PSW workers approved over time.
68	Bridges over time for FIS/ES/Administrative Support
69	Approved overtime for FIS?ES staff.
70	Deloitte, PCO, PMO and the state will all have resources working.
71	BRIDGES requires off-hour facilities support
72	DIT MI/Migration Central Office
73	DIT MI/Migration being completed for Payments Aarea staff spit over both evenings.
74	DIT MI/Migration being completed for Payments Aarea staff spit over both evenings.
75	DIT MI/Migration being completed for Payments Area staff moved to 1-15-09.
76	DIT MI/Migration Central Office
77	Bridges over time for wave 1 conversion
78	Bridges team working off hours for facilities support
79	Bridges team working off hours for facilities support
80	BRIDGES Self Service Implementation
81	Bridges team working during furlough days

	K	L	M	N	O	P
38	**Bob Ruff**					
39	Numerous, unscheduled, last minute deadlines from State Budget Office, Gov's Office, House Fiscal Agency and Senate Fiscal Agency - need to work extra hours to meet					
40	Historical Center is open to general public 7 days/week					
41	Library of Michigan is open to general public 7 days/week					
42	Leon Hank					
43	Tim Becker					
44	Larry Franklin					
45	Bob Bierwagen					
46	Bob Bierwagen					
47	Jeri Sanderling					
48	Jeri Sanderling					
49	Dave Stevens					
50	Dave Stevens					
51	Dave Stevens					
52	Martin Stone					
53	Marty Stone					
54	Marty Stone					
55	Marty Stone					
56	Stacie Bowers					
57	Steve Gleason					
58	Steve Gleason					
59	Ronnie Logan					
60	Larry Franklin					
61	Dave Stevens					
62	Dave Stevens					
63	Ronnie Logan					
64	Dave Stevens					
65	Dave Stevens					
66	Diane David					
67	Ron Logan					
68	Ronnie Logan					
69	Larry Franklin					
70	Brian Hengesback					
71	Brian Hengesbach					
72	John Sorbet					
73	Nancy Freserki					
74	Nancy Freserki					
75	Jess Layman					
76	John Sorbet					
77	Dave Stevens					
78	Brian Hengesbach					
79	Brian Hengesbach					
80	Dave Stevens					
81	Dave Stevens					

	A	B
82		DHS
83		DHS
84		DHS
85		DHS
86		DHS
87		DHS
88		DHS
89		DHS
90		DHS
91		DHS
92		DHS
93		DHS
94		DHS
95		DHS
96		DHS
97		DHS
98		DHS
99		DHS
100		DHS
101		DIT
102		DIT
103		DIT
104		DIT
105		DIT
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118		DIT
119		DIT
120		DIT
121		DIT
122		DIT

	C	D
82	Child Welfare	Grand Tower
83	Disability Determination	Grand Tower
84	DDS, Central Service Agency	Hannah
85	DDS	Hannah
86	DDS	Hannah
87	DDS, CSA & ASP	Hannah
88	DDS, CSA, ASP	Hannah
89	DDS	Hannah
90	DDS, CSA, ASP	Hannah
91	DDS, CSA, ASP	Hannah
92	DDS, CSA,ASP	Hannah
93	DDS	Hannah
94	DDS, CSA	Hannah
95	DDS	Hannah
96	Saginaw	Jerome T Hart
97	Saginaw County	Jerome T. Hart
98	Saginaw County	Jerome T. Hart
99	North District	Union Street
100	North District	Union Street
101	Executive	Con. Hall
102	Agency Services	GOB
103	Agency Services	GOB
104	Agency Services	Grand Tower
105	Agency Services	Grand Tower
106	Agency Services	Grand Tower
107	Telecom	Hannah
108	DIT Agency Services	Operations Center
109	AS/MDOS	Operations Center
110	Design & Delivery	Operations Center
111	Agency Services	Operations Center
112	Agency Services	Operations Center
113	AS	Operations Center
114	Agency Services	Operations Center
115	Design & Delivery Servcies	Ops Center
116	Agency Services	Romney
117	Agency Services	Romney
118	Executive	Romney
119	Agency Services	Romney
120	MBSii	Romney
121	Agency Services	Romney
122	Michigan Business One Stop	Romney

	E	F
82	1st Floor, Dempsey Room	04-27-10
83	10th & 11th floor	8-7-10
84	3rd flr	03/01/08 & 03/15/08
85	All of 3rd floor	9/27/2008
86	Entire 3rd Floor	11/2/2008
87	3rd Floor	12/20/2008
88	3rd Floor	1/17/2009
89	Entire 3rd Floor	2/28/2009
90	3rd floor	3/14/2009
91	3rd floor	4/4/2009
92	3rd floor	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
93	3rd Floor	02-07-10
94	Upper Level, DDS Server Room C!6	6/13/10
95	3rd floor	8/16/10 thru 8/19/10
96	2nd & 3rd floors	11/16/09 through 11/19/09, 11/23/09 through 11/25/09 and 11/30/09
97	2nd, 3rd & 4th Floors	02-06-10, 02-13-10, 02-20-10, 02-27-10
98	2nd, 3rd & 4th Floors	03-06-10, 03-13-10, 03-20-10, 03-27-10
99	4 & 5 floors	11/14/09
100	4 & 5 floors	11/21/09
101	1st Floor NW Corner 5th floor, Pillars K-14 & J14	9/20/2008
102	3rd flr, B wing	January - March 2008
103	3rd flr, A or B wing	2/1/08-6/30/08
104	11th and 12th floors north and south teledata rooms on each floor	9-2-09
105	Floors 1, 2, 10, 15	08-19-09
106	3rd and 4th floors, north and south teledata rooms	10-7-09
107	1st Floor, east wing	6-27-09
108	2nd floor Room 299 2DL12 & 2DL13	11-14-08 - 11-16-08
109	1st floor, SE corner	1-31-09, 2-7-09, 2-14-09, 2-21-09, 2-28-09, 3-7-09, 3-14-09, 3-21-09, 3-28-09
110	1st floor, CE 11, EE7, DH11, and FH7	6-19-09, 7-6-09, 7-24-09, 8-7-09, 8-21-09, 9-4-09
111	1st Floor, Southeast Corner	10-17-09
112	1st floor SE corner rooms #46 &47	10/30/09 thru 10/31/09
113	1st floor, SE Corner rooms 46 & 47	1-18-10
114	1st Floor, rooms 46 & 47	2-15-10
115	1st floor, middle section	6-19-09
116	9th Floor, pillars F-8, F-9, F-10, F-11. Restrooms & Ground Floor Emergency exit.	7/26/2008 - 7/28/08
117	9th flr, pillars F8-F11, Ground floor emergency exits and restrooms	8/19/2008
118	4th, 8th & 12th Floors	9/18/08 9/20/08
119	9th floor, pillars F8-F11, ground floor emergency exits and restrooms	9/30/2008
120	12th floor/West side	Through 01/31/09
121	9th Floor, West side, Pillars F2, F8, F9, F10, F11 Ground Floor Emergency Exit and restrooms on both floors	4/18/2009
122	12th floor, west side	06-03-09

	G	H	I
82	5:00p - 8:30p	Saragen Gross	1-8082
83	7:30 am-3:30pm		243-5647
84		Patrick Garlitz	5-3053
85	7:00am - 1:00pm	Patrick Garlitz	5-3053
86	800a - 5:00p	Patrick Garlitz	421247
87	7:00a - 1:00p	Patrick Garlitz	5-3053
88	7:00a - 1:00p	Patrick Garlitz	5-3053
89	7:00a - 1:00p	Patrick Garlitz	5-3053
90	7:00a - 1:00p	Patrick Garlitz	5-3053
91	7:00a -1:00p	Patrick Garlitz	5-3053
92	7:00a - 6:00p	Patrick Garlitz	5-3053
93	7:00a - 7:00p	Patrick Garlitz	5-3053
94	8:00a - 7:00p	Patrick Garlitz	5-3053
95	5:00p - 12:30a	Patrick Garlitz	5-3053
96	7:00a - 8:00a and 5:30p - 7:00p	Richard Latinen	989 758-1217
97	8:00a - 5:00p	Richard Latinen	989-758-1217
98	7:00a - 6:30p	Richard Latinen	989-758-1217
99	8:00a -2:30p	Colleen Hayes	810 760-2447
100	8:00a -1:00p	Michele Chockley	810-760-2242
101	8:00a - 11:00p	Linda Baker	202-6219
102		Ginger Czubak	6-5099
103	As needed	Ginger Czubak	636-5099
104	6:00p - 12:00a	Paula Palmatier	335-6382
105	7:00p - 12:00a	Paula Palmatier	5-6382
106	7:00p - midnight	Paula Palmatier	335-6382
107	6:00a - 1:00p	Jack Harris	241-7565
108	until midnight	Ryan Sadler	927-8326
109	6:00a - 4:00p	Mary McClean	6-0201
110	6:00a - 6:00p	R. Surapaneni	636-0329
111	6:00a - 6:00p	Mary McClean	636-0201
112	5:00p - midnight	Mary McClean	636-8201
113	6:00a - midnight	Mary McClean	636-0201
114	6:00a - 6:00p	Mary McClean	636-0201
115	6:00a - 6:00p	R. Surapaneni	636-0329
116	8:00a through 8:00a	Jan Foster	5-5108
117	6p-11p	Jan Foster	5-5108
118	6p - 11p 8a - 11p	Linda Baker	202-6219
119	5:00pm - 7:00am	Jan Foster	
120	Mon-Fri 6:00a - 9:00p Sat & Sun 8:00a - 5:00p	Terry Horton	1-8258
121	8:00a - 4:00p	Jan Foster	335-5108
122	6:00p - 11:00p	Terry Horton	1-8258

	J
82	Child Welfare Advisory Board Meeting
83	Installing new computers
84	Federally funded overtime
85	Overtime for Social Security Administration
86	Dry Run of upgraded software to ensure it works correctly
87	Approved Overtime
88	The SSA has autorized overtime, to develop claims filed by the people of Michigan claiming a disability.
89	Federally funded overtime.
90	The Social Security Administration has authorized the use of overtime, funded 100% by federal funds, to develop claims filed by people of the State of MI claiming disability.
91	The Social Security Administration has authorized the use of overtime, funded 100% by federal funds, to develop claims filed by people of the State of MI claiming disability.
92	Requesting lights and HVAC Ensures that the 100% federally funded SSA program continues to adjudicate cases in a timely and cost effective manner on behalf of the claimants of Mi.
93	Federally funded SSA Overtime
94	Federally funded overtime
95	Ensure that the 100% federally funded SSA program continues to adjudicate cases in a timely and cost effective manner on behalf of the claimants of Michigan.
96	Approximately 100 employees working ot on the second and third shifts to complete BRIDGES activities.
97	Bridges Overtime
98	Bridges Overtime
99	Staff working overtime on BRIDGES
100	Staff working overtime on BRIDGES
101	PC Migration
102	Critical software development
103	Web Self Service Project for ORS
104	MDIT Telecommunications will be upgrading the LAN equipment.
105	Telecom LAN equipment upgrade
106	MDIT Telecommunications will be upgrading the LAN equipment.
107	PBX Consolidation Project
108	DIT application work for MBT eService application development for Siebel Call Center for Treasury
109	Staff Working OT
110	Coverage for messaging - critical application.
111	High Priority Project with short deadline
112	working on a mandated project w/ a tight timeline
113	To complete Legislative mandated project (BAM)
114	High Priority Project with short deadline
115	Coverage for Messaging
116	Annual MAIN Disaster Recovery Test
117	Annual Escheats run
118	PC Migration
119	Year End Testing
120	High profile project for the Governor's office.
121	Multiple EFT Going Live
122	Critical deadlines for Governor's Business One Stop project

	K	L	M	N	O	P
82	Steve Doty					
83	Steve Doty					
84						
85	Byron Haskins					
86	Byron Haskins					
87	Byron Harkins					
88	Bryon Hawkins					
89	Bryon Haskins					
90	Bryon Haskins					
91	Bryon Haskins					
92	Dave Stevens					
93	Dave Stevens					
94	Neal Droste					
95	Bob Bierwagen					
96	Dave Stevens					
97	Dave Stevens					
98	Dave Stevens					
99	Stacie Bowens					
100	Dave Stevens					
101	Troy Spitzley					
102						
103	Tim McCormick					
104	Troy Spitzley					
105	Troy Spitzley					
106	Troy Spitzley					
107	Jack Harris					
108	David Borzewski					
109	Beth Dean					
110	Troy Spitzley					
111	Larry Franklin					
112	Troy Spitzley					
113	Troy Spitzley					
114	Dave Stevens					
115	Larry Franklin					
116	Troy Spitzley					
117	Troy Spitzley					
118	Troy Spitzley					
119	Troy Spitzley					
120	Troy Spitzley					
121	Larry Franklin					
122	Troy Spitzley					

	A	B
123		DIT
124		DIT
125		DIT
126		DIT
127		DIT
128		DIT
129		DIT
130		DIT
131		DIT
132		DIT
133		DIT
134		DIT
135		DLEG
136		DLEG
137		DLEG
138		DLEG
139		DLEG
140		DLEG
141		DLEG
142		DLEG
143		DLEG
144		DLEG
145		DLEG
146		DMB
147		DMB
148		DMB
149		DMB
150		DMB
151		DMB
152		DMB
153		DMB
154		DMB
155		DMB
156		DMB
157		DMB
158		DMB
159		DMB
160		DMB
161		DMB
162		DMB
163		DMB
164		DMB
165		DMB
166		DMB
167		DMB

	C	D
123	Agency Services	Romney
124	E-Michigan	Romney
125	Agency Services	Romney
126	E-Michigan	Romney
127	Agency Services	Romney
128	Michigan One Stop	Romney
129	Agency Services	Romney
130	MBSii	Romney
131	MBSII	Romney
132	MBSii	Romney
133	MBSii	Romney
134	MBSii/Mi One Stop Project	Romney
135	MIOSHA	GOB
136	MIOSHA	GOB
137	MIOSHA	GOB
138	Office Services	GOB
139	MES	Ottawa
140	MES	Ottawa
141	MES	Ottawa
142	MES	Ottawa
143	Director's Office	Ottawa
144	OFIR	Ottawa
145	Tax Tribunal	Ottawa
146	Director's Office	Cass
147	Operations	Cass
148	Operations	Cass
149	Peckham	Cass
150	Peckham	Cass
151	Operations	Cass
152	Operations	Cass
153	Operations	Cass
154	Operation	Cass
155	Operation	Cass
156	Operations	Cass
157	Operations	Cass
158	FA/BOD	Cass
159	FA/BOD	Cass
160	Facilities	GOB
161	FA	GOB
162	Operations	Grand Tower
163	Buidling Operations	Hannah
164	FA	Hannah
165	Operations	Mason, Austin, Hannah, Ottawa, Van Wagoner, Grand Tower, Con Hall
166	Operations	MLHC
167	Operations	MLHC

	E	F
123	9th floor west side pillars f8, f9, f10, f11 ground flr emergency exit and restrooms on both floors	7-25-09 through 07-27-09
124	9th floor column D1 and D3 and column G11	7-23-09
125	9th floor	8-18-09
126	9th floor	8-6-09, 8-7-09, 8-8-09, 8-9-09
127	Entire 11th & 12th floors	6-19-09, 7-6-09, 7-24-09, 8-7-09, 8-21-09, 9-4-09
128	12th floor, west side	9-1-09 through 9-3-09
129	9th floor west side pillars f8, f9, f10, f11, ground floor emergency exit, and restrooms on both floors	9-30-09 through 10-1-09
130	12th Floor, West Side	12-12-09 & 12-19-09
131	12th Floor, West Side	01-27-10
132	12th floor, west side	4-17-10, 4-24-10, 5-1-10,
133	12th floor, west side	5-19-10
134	12th floor west side	6-23-10
135	2nd Floor B-Wing	8/16/08 & 8/23/08
136	2nd Floor B-Wing	10/11/2008
137	2nd floor, all B Wing	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
138	1st Floor, A Wing, NE Corner	12-12-09
139	4th Flr	3/8/08
140	4th Flr, pillars B2-E2	3/15/2008
141	4th Flr, pillars B2-E2	3/22/2008
142	4th Flr, pillars B2-E2	3/29, 4/5, 4/12, 4/19, 4/26
143	4th floor, Director's suite Pillar H8	11-25-08 11-26-08 - 11-30-08
144	3rd floor, pillars F5 & G5	5-30-09
145	2nd Floor, Pillars E7 and F7	Through 12/31/09
146	1st Floor, North Wing	11/22/2008
147	Garden Level	7-23-09 Thru 9-30-09
148	1st and 2nd floor, North side	09-28-10 Thru 10-09-09
149	5th Floor	10-17-09
150	Basement & 5th Floor	10-31-09
151	1st Floor South	10-01-09 through 11-09-09
152	1at floor	11/11/09
153	all floors	11/11/09
154	Basement	11-10-09 until 12-30-09
155	Basement	11-10-09 until 12-30-09
156	All floors	2/15/10
157	Garden Level	03/01/10
158	4th floor	3/19/10 through 3/21/10
159	4th floor	3/26/10 through 3/28/10
160	3rd Floor, B Wing, North Side	4/27/2009
161	Pillars H, K, M and N10 - N16	39937
162	All floors	2/15/10
163	1st floor, Parking office	3-14-09 & 3-15-09
164	1st Floor, NE side, Pillars A-15, B-14-15, C-13-16	6-3-09, 6-4-09, 6-5-09
165	1st Floor	7-23-09 Thru 9-30-09
166	4th Floor Library- North & South Sides	04/19/09 through 07/23/09
167	5th Floor, Library, North Wing & Lobby	01-13-10, 01-14-10

	G	H	I
123	24/7	Jan Foster	335-5108
124	7:30p - 4:00 a	Roana Smith	373-6999
125	6:00p - 12:00p	Jan Foster	335-5108
126	24/7	Roana Smith	373-6999
127	8:00a - 5:00p	Pratin Travedl	1-9637
128	6:00a - 12:00a	Terry Horton	1-8258
129	5:00p - 7:00a	Jan Foster	335-5108
130	8:00a - 9:00p	Terry Horton	1-8258
131	6:00p - 6:00a	Terry Horton	1-8258
132	8:00a - 6:00p	Terry Horton	1-8258
133	6:00p - 3:00a	Terry Horton	1-8258
134	5:00p - 12:00a	Terry Horton	1-8258
135		Leanne Haeck	2-1833
136	6a-12p	Leanne Haeck	2-1833
137	6:30a - 6:00p	Doug Kalinowski	2-1817
138	7:00a - 1:00p	Dave Thomas	1-1449
139	7:00a-4:00p	Elaine Pohl	1-7264
140	7:00a-4:00p	Elaine Pohl	1-7264
141	7:00a-4:00p	Elaine Pohl	1-7264
142	7:00a-3:00p	Elaine Pohl	1-7264
143	until 10:00 p.m until 7:00 p.m	Carolyn Hutting	241-7124
144	12:00o - 7:00p	Kathy Lafleur	1-1559
145	24/7	Patti Halm	1-2982
146	9:00a - 3:00p	Linda Norlock	241-8619
147	5:00p - 6:00a	Tim Crawford	206-0339
148	5:00 p.m. - 7:00 a.m.	Brian Radigan	202-3696
149	8:00a - 5:00p	Terry Bush	719-2040
150	8:00a - 5:00p	Terry Bush	719-2040
151	5:00p - 7:00a	Brett Eberhard	517-719-5886
152	as needed	Brian radigan	202-3696
153	7:00a - 3:30p	Debbye Kafara	202-2907
154	5:30 a.m.	Brandon Philip	5-4110
155	5:30 a.m.	Brandon Philip	5-4110
156	6:00a - 4:00p	Steve Doty or John Speice	3-2177 or 1-4703
157	5:30p - 11:00p	Mick Sowle	490-3530
158	3/19/10 6:00p - 12:00a 3/21/10 8:00a - 6:30p	John Spiece	1-4703
159	3/26/10 6:00p - 12:00a 3/27/10 & 3/28/10 8:00a - 6:30p	John Spiece	1-4703
160	4:30p - 1:00a	Karin Carver	2-1499
161	5:00p - 10:00p	Kelly Minton	290-1643
162	6:00a - 4:00p	Steve Doty or John Speice	3-2177 or 1-4703
163	8:00a - 5:00p	Dave Dunn	719-0912
164	5:00p - 8:00a	Larry Rosenbrook	3-2163
165	5:00p - 6:00a	Tim Crawford	206-0339
166	3:00p - 12:00a	Anita Stevens Bob Littrell	373-7110 719-0676
167	5:00p - 12:00a	Anita Stevens	3-7110

	J
123	Disaster Recovery Testing
124	To upgrade the intranet, connect.michigan.gov, so state employees will be able to access the intranet
125	Annual eschears run.
126	To upgrade the internet, connect.michigan.gov so state employees will be able to access the internet
127	Requesting lights and HVAC MiCSES application development during furlough days
128	Project release is scheduled to be released on that evening. Everyone has to be up, running and on board for any issues that arise when the release to the website goes out.
129	Year end testing
130	Critical tasks needed to be complete by Jan. 1st deadling
131	Critical Task for Governor's Project
132	Critical tasks need to be finished for Governor's project.
133	Critical tasks need to be finished for Governor's project.
134	Governor's project
135	Inspection file deadline
136	Overtime to complete year end inspection
137	Requesting lights and HVAC. MIOSHA is required to maintain continuous operations Monday thru Friday. 50% will be working on furlough days.
138	Wage & Hour division is moving into the GOB and needs lighting for safety
139	Working OT
140	Working OT
141	Working OT
142	Working OT
143	DLEG Director will be working until 10:00 p.m. tonight and until 7:00 p.m. every other night until 11-30-08
144	Insurance assignments have to be completed prior to opening of business on Monday.
145	Overtime for Tax Tribunal Judges
146	To light area in order to organize, lay out a publication - DMB annual report
147	Capitol Complex Lobby Security Upgrade Project
148	Painting/fire suppression system work
149	Carpet extracting - Willcall only if lights are needed to clean carpet in office areas
150	Carpet Extracting & Hard Floor Maintenance - Will call only if lights are needed
151	Phase 1 Abatement & Demo
152	1st floor north & south renovation project.
153	Refinishing tile floors on 2nd and the garden level, carpet extracting, 5th & 4th floors, cleaning restroom stall walls on all floors. Will call when lights are needed.
154	Parking lot is wired to this circuit. Need lights on in building so customers can access the parking lot
155	Parking lot is wired to this circuit. Need lights on in building so customers can access the parking lot
156	Cleaning of high traffic areas
157	Grinding concrete floor in cafeteria
158	removal of asbestos in west stairwell, safety and health needs to be done afterhours.
159	removal of asbestos in west stairwell, safety and health needs to be done afterhours.
160	Construction Work
161	Set the masking system that was installed last week. Work over head and with sound system.
162	Cleaning of high traffic areas
163	In an effort to minimize down time and disruption of services to its customers, the bulk of the modular renovation to the Parking office/customer service center will be performed afterhours on a weekend.
164	Demolition of Walls for construction project
165	Capitol Complex Lobby Security Upgrade Project
166	Construction - Moore Trosper will contact CC each night to have lights turned off
167	Lansing Tile Staff doing after hours work

	K	L	M	N	O	P
123	Troy Spitzley					
124	Troy Spitzley					
125	Troy Spitzley					
126	Troy Spitzley					
127	Troy Spitzley					
128	Dave Stevens					
129	Troy Spitzley					
130	Troy Spitzley					
131	Troy Spitzley					
132	Steve Doty					
133	Steve Doty					
134	Troy Spitzley					
135	Allan Pohl					
136	Allan Pohl					
137	Dave Stevens					
138	Dave Stevens					
139	Allan Pohl					
140	Allan Pohl					
141	Allan Pohl					
142	Allan Pohl					
143	Allan Pohl					
144	Allan Pohl					
145	Allan Pohl					
146	Patty Ruso					
147	Dave Stevens					
148	Dave Stevens					
149	Dave Stevens					
150	Larry Franklin					
151	Dave Stevens					
152	Dave Stevens					
153	Dave Stevens					
154	Dave Stevens					
155	Dave Stevens					
156	Steven Doty					
157	Steve Doty					
158	Steven Doty					
159	John Spiece					
160	Larry Franklin					
161	Dave Stevens					
162	Steven Doty					
163	Dave Stevens					
164	Dave Stevens					
165	Dave Stevens					
166	Dave Stevens					
167	Dave Stevens					

	A	B
168		DMB
169		DMB
170		DMB
171		DMB
172		DMB
173		DMB
174		DMB
175		DMB
176		DMB
177		DMB
178		DMB
179		DMB
180		DMB
181		DNR
182		DNR
183		DNR
184		DNR
185		DNRE
186		DOS
187		DOS
188		DOS
189		DOS
190		DOS
191		DOS
192		DTMB
193		DTMB
194		DTMB
195		DTMB
196		DTMB
197		DTMB
198		DTMB
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202		DTMB
203		DTMB
204		DTMB
205		DTMB
206		DTMB
207		DTMB
208		DTMB
209		DTMB
210		DTMB
211		Education

	C	D
168	BOD	MLHC
169	Operations	Ottawa
170	Budget Office	Romney
171	Budget Office	Romney
172	Financial Management	Romney
173	Office of Financial management	Romney
174	Office of Financial management	Romney
175	Office of Financial Mgt, Acct and Financial Reporting	Romney
176	State Budget Office	Romney
177	Accounting and Financial Reporting	Romney
178	Budget Office	Romney
179	Operations	Romney
180	Office of Financial Mgt	Romney
181	Law enforcement	Mason
182	Michigan History Foundation	MLHC
183	Communications	MLHC
184	Communications	MLHC
185	Communications	MLHC
186	Driver Program	Austin
187	Elections	Austin
188	Elections	Austin
189	Elections	Austin
190	Legal and regulatory services	Austin
191	Information Center - Field Support	SOS
192	DCO	Austin
193	Operations	Cass
194	BOD	Cass
195	OOF	Cass
196	ORS	GOB
197	Peckham	Grand Tower
198	Operations	MLHC
199	Data Center Services	Operations Center
200	TS	Operations Center
201	Data Center	Operations Center
202	Fin Mgt	Romney
203	Agency Services	Romney
204	Agency Services	Romney
205	Facilities Admin	Romney
206	Agency Services	Romney
207	Agency Services	Romney
208	MBSii	Romney
209	Facilities Admin	Van Wagoner
210	FA	Van Wagoner
211	Office of School Improvement	Hannah

	E	F
168	2nd floor library pillars H1-H10	8-30-09 through 01-10-10
169	All floors	2/15/10
170	6th flr	1/25-1/31 2/1-2/3 2/4-2/6
171	Entire 6th Floor	Through June 27th
172	All of 7th floor, including restrooms and breakroom	9/30/08 - 10/1/08
173	7th floor everything including rest rooms and break rooms	11/4, 11/8, 11/11, 11/15, 11/22, 11/28 11/29, 12/6, 12/13, 12/20, 12/24, 12/27, 12/31
174	7th floor everything including rest rooms and break rooms	12/28/2008
175	7th floor, all offices including restrooms and breakroom	4/18/2009
176	6th floor	9/29/09 thru 9/30/09
177	7th floor, east side, pillars c1, g3, f2, f4 include restrooms and breakrooms	9-30-09 through 10-1-09
178	6th Floor	01-15-10 through 02-10-10. including Holidays & Weekends
179	All floors	2/15/10
180	7th floor, including restrooms and break rooms	1/9/10, 1/16/10, 1/23/10, 1/30/10, 2/6/10, 2/13/10, 2/20/10, 2/27/10, 3/6/10, 3/13/10, 3/20/10, 3/27/10
181	7th floor, east wing, rap room	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
182	All Floors	12-18-09
183	Museum Side, Floors 1, 2, 2M, 3, 3M & Cafeteria	01-16-10 to 01-17-10
184	Museum Side, Floors 1, 2, 2M, 3, 3M & Cafeteria, and forum	2-5-10 through 2-6-10
185	Museum Side, Floors 1, 2, 2M, 3, 3M & Cafeteria	03/06/10 through 03/07/10
186	West - U-Y16 to U-Y10	23-Feb
187	1st Floor, Pillars W-21, W-22 & W-23	11/1/2008
188	1st Floor, NE Wing Pillars U17-U23, V17-V23, W17-W23	2/24/2009
189	1st Floor, Northeast Wing, Pillars W 21, 22,23	5/2/2009
190	4th floor	9/25/09 through 11/2/09
191	1st Floor	11-11-09, 11-27-09, 12-24-09, 12-31-09, 01-18-10, 02-15-10
192	4th Floor, Traverse Bay Hosting Center	04-24-10
193	All	04-24-10
194	1st & 2nd floors, North and South	5-15-10
195	1st floor South Wing	June 26
196	3rd Floor, B Wing	05-15-10 through 06-30-10
197	All	8/14/10
198	1st Floor North & 3rd floor, library	5-4-10 through 8-15-10
199	1st Floor, Hosting Center	03/27/10
200	1st Floor	8/27-8/28
201	1st floor	8/28/10
202	7th & 9th	5-2-10
203	11th & 12th	5-29-10 through 5-31-10
204	11th floor	6-26-10 & 6-27-10
205	11th floor	July 3 - July 5
206	9th floor	7/24/10 thru 7/26/10
207	11th floor	July 17, 18, 24, 25, 31 & Aug 1
208	12th floor	9/8/10 - 9/9/10
209	1st Floor	6-30 thru 7-2
210	1st Floor	Aug 5 - Aug 7
211	Upper Level, Conference Room 5	7/15/2008

	G	H	I
168	6:00p - 12:00a	Anita Stevens	3-7110
169	6:30a - 4:00p	Jerry Arnold	719-8233
170	7a-9p 7a-11p 7a-9p	Connie Minix	3-0870
171	5:00p-12:00a	Vickie Wesley	3-4978
172	5p - 7am	Adel Beachnau	1-0811
173	5:45a-6:00p	Adel Beachnau	1-0811
174	10:00a - 6:00 p	Adel Beachnau	1-0811
175	8:00a - 4:00p	Adel Beachnau	241-0811
176	6:00a - 12:00p	Connie Minix	3-0870
177	24/7	Adel Beachnau	241-0811
178	7:00a - 11:00p	Connie Minix	3-0870
179	6:00a - 4:00p	Steve Doty or John Speice	3-2177 or 1-4703
180	6:00a - 7:00p	Adel Beachnau	1-0811
181	24/7	David Grimm	372-9028
182	6:30p - 9:30p	Carol Payne	3-2565
183	5:00p - 9:00p	Alexandra Raven	1-0708
184	5:00p - 9:00a	Alexandra Raven	1-0708
185	5:00p - 10:00p	Alexander Raven	1-0708
186	8a-1:30p	Lorraine Finison	3-9067
187	8:30a - 2:30p	Sandra Shenkus-Pasik	1-1379
188	6:30a - 8:30p	Lucinda Sheltrown	5-2659
189	8:30 a - 2:00 p	Lucinda Sheltrown	5-2659
190	as needed	Kelly Cilski	1-3463
191	8:00a - 1:00p	Victoria Dittmer	2-1482
192	8:00a - 5:00p	Bill Bacalis	6-4090
193	7:00a - 5:00p	John Spiece	204-6917
194	7:00a - 5:00p	John Spiece	1-4703
195	7:00am - 3:30pm	Steve Doty	3-2177
196	24/7	Fred Covert Kathy Tober Connie Morse	2-6014
197	6:30a - 5:00p	Terry Bush	719-2040
198	6:00P - 4:30a	Bob Luttrell	719-0676
199	7:00a - 5:00p	Bill Bacalis	6-4090
200	6:00pm-12:00am	David Wade	517-636-4073
201	7:00am - 6:00pm	Bill Bacalis	636-4090
202	7:00a - 7:00p	Adel Beachnau	1-0811
203	24/7	Maary Bresnahan	1-9179
204	6:00a -6:00p	James Piecuch	1-5863
205	24/7	James Piecuch	241-5863
206	24/7	Jan Foster	5-5108
207	7:00a - 6:00p	James Piecuch	1-5863
208	6:00pm - 3:00am	Terry Horton	241-8258
209	5:00pm - 7:00am	Jud Sorensen	335-1477
210	5pm - 7am	Jud Sorensen	335-1477
211	5:00p-9:00p	Cheryl Fortin	1-3147

	J
168	Moore Trosper will begin working a 2nd shift schedule for a sprinkler pipe replacement project.
169	Cleaning of high traffic areas
170	2009 Executive Budget
171	Staff working late with the Legislature
172	Year End Closing
173	OAG working on CAFR audit
174	OAG working on CAFR audit
175	Multiple EFT going into production
176	completion of FY 2010 - or 30 day continuation budget.
177	Year end closing activities.
178	2011 Executive Budget
179	Cleaning of interior glass.
180	Office of Auditor General working on the CAFR.
181	Rap room requires lighting 24/7
182	After Hours Event for the Michigan History Foundation
183	Muesum Overnight Program
184	Muesum Overnight Program
185	Museum Overnight Program
186	Training rm is being used to offer a Saturday session of the Driver Education Curriculum Workshop
187	QVF Help Desk needs to be opwn to assist clerks for Nov. 4 Election
188	Election staff working to cover for an Election
189	QVF Election Help Desk to prepare for May 5 Election
190	The DOS, Legal and Regulatory Services Administration, Office of the Great Seal must enter all bills signed by the Governor to fulfill the legal requirements of enacting a bill into law. 2010 budget bill may be signed after hours and the staff will require lights to finalize the paperwork.
191	Provide in-house assistance to SOS branch offices open on Saturday mornings
192	Repaits for Austin Generator and 4th Floor Computer Room
193	Fire Systems Test
194	Fire system work
195	Maintain State Buildings
196	ORS Customer Education Schedule
197	Carpet extraction
198	sprinkler construction
199	Under Floor Cleaning in Computer Room
200	Application upgrade
201	Data Center Maintenance
202	MAIN FACS testing.
203	per Steve Doty
204	Working overtime
205	MICES work
206	MAIN Disaster Recovery Testing (MAIN DR Test)
207	Work on the MiCSES is needed to provide support to children/families.
208	Integration Release
209	Asbestos Abentment
210	Asbestos abatement
211	MDE Employee's meeting

	K	L	M	N	O	P
168	Dave Stevens					
169	Bob Bierwagen					
170	Nancy Duncan					
171	Robert Emerson					
172	Nancy Duncan					
173	Nancy Duncan					
174	Nancy Duncan					
175	Larry Franklin					
176	Dave Stevens					
177	Nancy Duncan					
178	Nancy Duncan					
179	Steven Doty					
180	Nancy Duncan					
181	Larry Franklin					
182	Rodney Stokes					
183	Rodney Stokes					
184	Jamie Uphaus					
185	Jamie Uphaus					
186	Bill Pruzinsky					
187	Bill Pruzinsky					
188	William Pruzinsky					
189	Bill Pruzinsky					
190	Dave Stevens					
191	Bill Pruzinsky					
192	Mike Noonan					
193	Steve Doty					
194	John Spiece					
195	Steve Doty					
196	Larry Scates					
197	Steve Doty					
198	Jamie Uphaus					
199	Troy Spitzley					
200	Larry Scates					
201	Larry Scates					
202	Steve Doty					
203	Steve Doty					
204	Steve Doty					
205	Steve Doty					
206	Steve Doty					
207	Steve Doty					
208	Steve Doty					
209	Mike Noonan					
210	Bob Ruff					
211	Carol Wolenberg					

	A	B
212		Education
213		Education
214		Education
215		Education
216		Education
217		Education
218		Education
219		Education
220		Education
221		Education
222		Education
223		Education
224		Education
225		Governor's Exe office
226		HAL
227		HAL
228		HAL
229		HAL
230		HAL
231		Human Services
232		Human Services
233		Human Services
234		Human Services
235		MDOT
236		MDOT
237		MDOT
238		MDOT
239		MDOT
240		MDOT
241		MDOT
242		MI Supreme Court
243		MI Supreme Court
244		MLHC
245		MLHC
246		MSP
247		MSP
248		MSP
249		MSP
250		MSP
251		MSP
252		MSP
253		OOF
254		State

	C	D
212	Financial Management	Hannah
213	OSI	Hannah
214	School Improvement	Hannah
215	OEII	Hannah
216	Education Improvement & Innovation	Hannah
217	Education Improvement & Innovation	Hannah
218	Office of the Superintendent	Hannah
219	Education Improvement & Innovation	Hannah
220	Education Improvement & Innovation	Hannah
221	Education Assessment	Hannah
222	OEAA	Hannah
223	Education Improvement & Innovation	Hannah
224	Library of Michigan Foundation	MLHC
225	Economic Recovery	Romney
226	Foundation/ Museum	MLHC
227	Library of Michigan Foundation	MLHC
228	Foundation	MLHC
229	Foundation	MLHC
230	Foundation	MLHC
231	DHS	Grand Tower
232	Chief Administrative Office	Grand Tower
233	CSA	Hannah
234	DDS, CSA & ASP	Hannah
235	Financial Operations	Earle Center
236	HR	MDOT Warehouse
237	PED Transportation	MDOT Warehouse
238	Directors Office	MDOT Warehouse
239	Executive	Van Wagoner
240	Design Division	Van Wagoner
241	Contract Services	Van Wagoner
242	Reporter's Office	HOJ
243	Justices	HOJ
244	Executive	MLHC
245	Museum	MLHC
246	EMHSD	Emergency Management & Homeland Security Training Center
247	EMHSD - EMHSTC	EMHSTC
248		First District Headquarters
249	Firebsuc Science Division	Forensic Lab
250	Forensic Science Division	Lansing Forensic Laboratory
251	Uniform	Lansing Post
252	Training Division	PTA
253	Zone 4	Romney
254	Elections	Austin

	E	F
212	4th Floor, Pillars C-19 & C-20	11-11-09, 11-14-09
213	4th Floor Pillars G-18 & F-19	11-15-09
214	4th Floor, Pillar G-18 & F-18	12-06-09, 12-13-09, 12-20-09, 12-27-09, 01-03-10, 01-10-10
215	4th Floor	11/29/09
216	4th Floor, Pillars D19-20, E19-20, H18-19, G18-19, F18-20	01/22/10, 01/23/10 01/24/10, 01/27/10, 01/28/10, 01/29/10, 01/30/10, 01/31/10, 02/03/10, 02/04/10, 02/05/10
217	4th Floor, Pillar G-18	05-08-10 & 05-09-10
218	2nd & 4th floors	5-7-10
219	4th Floor, Pillar H-19	5-15-10 & 5-16-10
220	4th floor, Pillar H-19, enclosed office of Director OEII (linda Forward)	On 06/13/2010
221	2nd floor	June 26-27
222	2nd, SE Corner	7-10-10 & 7-11-10
223	4th Floor Pillar H-19 enclosed office	6-19-10 through 9-6-10
224	Library 1st & 2nd Floor, Rotunda & Forum	04-17-10
225	3rd floor, pillars F#, H3, H5, H7, K5	10-9-09 and 10-10-09
226	1st, 2nd & 3rd flrs Forum, Rotunda & Museum	12/5/2008
227	2nd floor library, Roundra Forum	4/18/2009
228	1st, 2nd, 3rd floor museum & rotunda	9/30/2009
229	1st, 2nd and 3rd flrs museum, forum and rotunda	11-21-09
230	1st, 2nd, 3rd floors, museum, forum and rotunda	04-09-10
231	Floors 2,3,6,8,10,13	8/15/085 - 8/25/08
232	10th, 11th & 15th floor	
233	Entire 3rd Floor	8/24/2008
234	3rd floor	12/6/2008
235	1st floor, whole building	weekends 1-16-10 through 2-28-10
236	1st Floor	11/23/2008
237	Earle Learning Center	12/6/2008
238	1st Floor, Horatio Earle Center	12-05-09
239	1st Floor East End Pillars D17-D20, E17-E20	2/10/2009
240	2nd floor, pillars A17-A20, A13-15, A^	6-19-09
241	1st Floor, Pillars A-16 and B-16	08-08-09 through 08-30-09
242	4th floor, North and 3rd Floor cnter library	7-13-10 through 7-31-10
243	4th & 6th floors	7-31-10
244	1st floor, Lake Superior and Lake Erie	3/18/2009
245	Museum Side, floors 1, 2, 2M, 3, 3M	3-14-09 & 3-15-09
246	Classroom, restrooms & garage	05/09/09 & 05/10/09
247	Classrooms, restrooms and the garage	10/24/08 10/25 - 10/26
248	1st, rooms 114, 115, 116, 117, 124, 126, 127, hallways, conference room	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
249	1st floor, entire building	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
250	1st floor, entire building	6-19-09
251	Entire Post	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
252	1st floor, dorms, café, auditorium & TA staff offices	6-19-09
253	Basement	7/31/10
254	1st flr, all Bureau of Elections areas	1/12/08

	G	H	I
212	7:00a - 5:00p	Rose Zukar	335-2429
213	8:00a - 6:00p	Mary Brinks	1-0247
214	10:00a - 6:00p	Mary Brinks	3-8480
215	10:00a - 6:00p	Mary Brinks	3-8480
216	6:00a - 10:00p	Mark Brinks or Bill Witt	3-8480
217	9:00a - 6:00p	Linda Forward	1-4553
218	6:00p - 12:00a	Karen Zarka	5-0011
219	9:00a - 5:00p	Linda Forward	1-3232
220	9am - 5pm	Catherine McClain	1-3147
221	8:00-5:00-- & 10:00-5:-00	Kim Mull	1-2734
222	8:00a - 5:00p 7/10 & 10:00a - 5:00p 7/11	Kim Mull	1-2734
223	9am - 5pm	Catherine McClain	241-3147
224	5:00p - 12:00a	Joyce Ruttan	3-2977
225	24/7	Leslee Fritz	896-9096
226	6:00a-11:00p	Carol Payne	3-2565
227	5:00p - 11:00p	Judith Moore or Joyce Ruttan	373-4470 or 373-2977
228	6:00p -11:00p	Carol Payne	373-2565
229	7p-11p (event additional hrs needed for tear down)	Carol Payne	373-2565
230	6:00p - 10:00p	Carol Payne	3-2565
231		Jeff Haskell	1-5741
232		Janet Reed	3-7787
233	8:00a-5-00p	Patrick Garlitz	5-3053
234	7:00a - 1:00p	Patrick Garlitz	5-3053
235	6:00a - 6:00p	Bill Ragla	5-2377
236	1:30p - 8:00p	Staci Grover	3-1533
237	9:00am-1:00pm	Delia McGregor	591694
238	6:00a - 6:00p	Jan Pohl	3-9571
239	12:30a - 2:30a	Dennis Armstead	1-4919
240	6:00a - 6:00p	Roberta Tisdale	1-2731
241	24/7	Sylvia Alexander	373-1885
242	M-F until 12a weekends 8a - 5p	Dave Palazzolo	3-5541
243	8:00a - 7:00p	Dave Palazzolo	3-5541
244	6:00p - 9:00p	Anne Bischoff	3-2486
245	5:30p - 9:00a	Alexandra Raven	241-0708
246	8:00 a - 5:00 p	Renee Osborn	2-5519
247	5:00 - 10:00 p 8:00a - 5:00 p	T. Renee Osborn	2-5519
248	6:00a - 5:00p	Sgt. Dwayne Gill	322-5573
249	6:00a - 6:00p	Michelle Dunkerley	322-6700
250	6:00a - 6:00p	Michelle Dunkerley	322-6700
251	24/7	Edward Hay	694-5312
252	7:00a-6:00p	Daniel Atkinson	322-1501
253	7:30a - 4:30p	Beulah Burks	749-7085
254	7a-4p	Ruth Lee	3-2540

	J
212	Year End Closing
213	Alternative Work Schedule
214	Office Consolidation
215	Clean-up of year ending files
216	Project after hours to meet deadline
217	Office Move for MDE
218	MDE is applying for Race to the Top Phase 2 grant funding. Due to accelerated deadlines to submit the application, deparment staff will be working overtime.
219	Office Move for MDE, school improvement grant work
220	Program file reviews and tranfers
221	Creat Meap Books
222	MEAP test booklet composition
223	Overtime for transition
224	Night for Notables after hours event
225	To complete federal reporting deadline due midnight October 10th.
226	After-hours event
227	Night for Notables clebrating Michigan Notable Books and Authors of these books.
228	This is a revenue producing event that helps fund the programs of the MHC w non general fund money generated from the private sector. (MSU Radiology)
229	This event is part of the Foundations fundraising program to raise funds for the MHCL w Non-General fund money generated from the private sector.
230	This is a revenue producing event that helps fund the programs of the MHC w non general fund money generated from the private sector. (MSU/LCC East Central Writing Center Assn)
231	Bridges Wave 1 conversion
232	MI Migration
233	Software upgrade for federal DDS system
234	To develop claims filed by the people of the State of Michigan claiming disability.
235	Work needs to be completed on the final stages of testing one of MDOT's critical IT applications Project Accounting & Billing (PAB).
236	Recruitment initiatives
237	Transpo Club Christmas Party for Employees Children
238	TRAC Training for Lansing Area Teachers
239	Investigatory conference
240	To complete work for ARRA (American Recovery and Reinvestment Act)
241	IT system implementation
242	Justices end of term opinions need to be done by end of the month. Reporter's office will be working late hours preparing them for publication.
243	Last day for the Supreme Court to put out opinions for this calendar year.
244	Legislators gathering for a Lincoln Leadership Roundtable discussion with Dr. Bill Anderson, Chair of the Lincoln Leadership Series
245	This is a revenue producing program for the Museum and has been approved through the event application process.
246	HAZMAT Response Training
247	Emergency Response to Hazardous Material Incidents course
248	MSPTA contract does not require furlough days.
249	Troopers and Sergeants will be working on furlough days.
250	Troopers and Sergeants will be working on furlough days.
251	Furlough days do not apply to MSPTA members. Maintain public safety
252	Involved with the Advanced Trooper School for approx 119 troopers.
253	Area floors need to be stripped and waxed.
254	Presidential primary

	K	L	M	N	O	P
212	James Shilling					
213	James Shilling					
214	James Shilling					
215	James Shilling					
216	James Shilling					
217	Bob Bierwagen					
218	Neil Droste					
219	Bob Bierwagen					
220	Neal Droste					
221	Bob Bierwagen					
222	Bob Bierwagen					
223	Bob Bierwagen					
224	Janet Laverty					
225	Dave Stevens					
226	Janet Laverty					
227	Dave Stevens					
228	Dave Stevens					
229	Dave Stevens					
230	Dave Stevens					
231	Mary Kay Hawes					
232	John Sorbet					
233	Byron Haskins					
234	Byron Harkins					
235	Bill Ragla					
236	Kirt Steudle					
237	Roberta Tisdale					
238	Leon Hank					
239	Thomas Briggs					
240	Larry Franklin					
241	Myron Frierson					
242	Jamie Uphaus					
243	Jamie Uphaus					
244	Mark Hoffman					
245	Phillip Kwiatkowski					
246	Michael Johnson					
247	Dan Sibo					
248	Larry Franklin					
249	Jerri McClure					
250	Larry Franklin					
251	Dave Stevens					
252	Dave Stevens					
253	Steve Doty					
254	William Pruzinsky					

	A	B
255		State
256		State
257		State
258		State
259		State
260		State
261		State
262		State
263		State
264		State Budget Office
265		Transportation
266		Treasury
267		Treasury
268		Treasury
269		Treasury
270		Treasury
271		Treasury
272		Treasury
273		Treasury
274		Treasury
275		Treasury
276		Treasury
277		Treasury
278		Treasury
279		Treasury
280		Treasury
281		DELEG
282		DTMB
283		DTMB
284		DHS
285		DHS
286		DTMB
287		DTMB
288		OOF
289		State
290		Treasury
291		DTMB
292		DOT
293		DTMB
294		DTMB
295		State
296		DTMB
297		DTMB
298		DTMB
299		DHS
300		DTMB

	C	D
255	Elections	Austin
256	Elections	Austin
257	Bureau of Elections	Austin
258	Bureau of Elections	Austin
259	Bureau of Elections	Austin
260	Bureau of Elections	Austin
261	Elections	Austin
262	Legal & Regulatory Services	GOB
263	Document Assembly Unit	SOS
264		Romney
265	Highway delivery	C&T
266	Bureau of Elections	Austin
267	Bureau of Elections	Austin
268	Tax Processing	Austin
269	Office of Revenue & Tax Analysis	Austin
270	Program Management	Operations Center
271	Program Management	Operations Center
272	Program Management	Operations Center
273	Program Management	Operations Center
274	Program Management	Operations Center
275	Program Management	Operations Center
276	Return Processing	Operations Center
277	Customer Contact	Operations Center
278	Return Processing	Operations Center
279	Revenue Bureau	Operations Center
280	Technical Services	Operations Center
281	SOAHR	Ottawa
282	Agency Services	Grand Tower
283	Agency Services	Grand Tower
284	North District	Flint
285	Outstate Operations	Jackson SOB
286	AS/MDOS	Operations Center
287	Financial Management	Romney
288	BOD	Romney
289	Document Assembly	SOS
290	Tech Services	OPS
291	Environmental Services	Cass
292	DSD	Van Wagoner
293	Agency Services	Operations Center
294	Peckham	Grand Tower
295	Executive Office	Austin
296	Building Operations	Austin
297	Environmental Services	Cass
298	Building Operations	Con Hall
299	North District	Flint
300	Environmental Services	Grand Tower

	E	F
255	1st flr, all Bureau of Elections areas	1/15/08 & 1/16/08
256	1st flr, U17/V17 - U23/V23	5/22/2008
257	1st flr, pillars U17-U23, V17-V23 & W17-W23	07/12, 13, 18 & 19
258	1st flr, pillars U17-U23, V17-V23 & W17-W23	07/07/08-07/24/08
259	1st flr, pillars U21-U23, V21-V23 & W21-W23	8/2/2008
260	1st flr, pillars U17-U23, V17-V23 & W17-W23	8/5/08 - 8/6/08
261	1st floor, U, V, W17 through U, V, W23	08/03/10
262	1st floor	3/28/2009
263	South Wing	9/11/10
264	6rh floor	11-11-09
265	Room 131, soils lab	5/29/10
266	1st flr, pillars V17-V23, U17, U18, U21, U23, W17 & W23	4/12/2008
267	1st flr, pillars V17-V23, U17, U18, U21, U23, W17 & W23	05/03/08 05/06/08
268	2nd flr, Pillars U16, U21, U22 & W18	8/02/08 - 12/13/08
269	2nd flr, pillars U14-U15	Through April 2009
270	2nd flr, rooms 276 & 277 and MBT/MIITAS Project Area - pillars 2E E7 and 2E E8	10/22/07 - 4/30/09
271	2nd flr - 2BH15	1/2/08 - 4/30/09
272	2nd flr - 2BH15	7/18/08 - 4/30/09
273	2nd flr, rooms 276 & 277 - pillars 2E E8 and 2B H15	7/22/08 - 12/31/09
274	2nd Floor, Pillars 2E E7, 2E E8, 2B H15	9/1/08 - 12/31/09
275	2nd Floor, Pillars 2E E7, 2E E8, 2B H15	Through 12/31/09
276	2nd floor, Pillars 2EB4, 2EA4, 2EB7, 2EA7	4/18/09, 4/25/09, 5/2/09, 5/9/09
277	2nd floor, 2C E10, 2C E11	5/2/09, 5/9/09, 5/16/09, 5/23/09, 5/30/09, 6/6/09, 6/13/09
278	2nd floor, 2E B4, 2E A4, 2E B7, 2E A7, 2C E9	6-13-09, 6-27-09
279	2nd floor, 2E E7, 2E E8, 2B H15	Through 12/31/09
280	2nd Floor, Pillars 2G C1 through 2G D1.5 & 2G C2 through 2G D2.5	04-29-10 through 05-22-10
281	2nd floor, B8 - D7	8/21, 8/28, 9/4, 9/11, 9/18
282	5,8,9	9/17 - 9/19
283	Floors 4, 5, 8, 9, 13	9/17/10 through 9/19/10
284	4,5	9/11,9/18,9/25
285	2nd & 3rd floor	9/11, 9/18, 9/25
286	1st floor, SE Corner	09/30/10
287	1,7,9	9/18 - 10/1
288	12th floor	09/25/10
289	South wing	09/25/10
290	2nd, 2G C1, 2G D1 & D2	Saturdays 7/31/10 through 9/25/10
291	5th floor	10/09/10
292	1st floor Room 124	10/08-10/9
293	1st floor Room 48	10/16/10
294	All	10/16/10
295	4th floor	11/2/10 to 11/3/10
296	Entire building	11/02/10 & 11/11/10
297	Entire building	11/11/10
298	Entire building	11/02/10 & 11/11/10
299	4th & 5th Floors	Saturdays 10/9, 10/16, 10/23, 10/30
300	ALL	11/11/10

	G	H	I
255	6a to 8a	Ruth Lee	3-2540
256	6p-10p	Rayan Anastor	3-3429
257	7:30a-5:30p	Evelyn Quiroga	5-2790
258	6p-8:30p	Lucinda Sheltrown	5-2659
259	8a-3p	Lucinda Sheltrown	5-2659
260	6:00a through 6:00p	Lucinda Sheltrown	5-2659
261	24/7	Lucinda Sheltrown	5-2659
262	8:00a - 4:30p	Jennette Sawyer	1-8322
263	6:30a - 4:00p	Bill Allen	2-5295
264	7:30a - 6:00p	Connie Minix	3-0870
265	7:00a - 6:00p	Bill Redmond	322-1208
266	7:30a-2:30p	Lydia Valles	1-4662
267	7:30a-3:00p 6:00a-10:00p	Lydia Valles	1-4662
268	6a - 10p	Sheila Rolandson	6-5476
269	6p-11p	Phillip Wippel / Ann Simon	3-6277
270	until 10p	Shelly Brooks	6-4248
271	until 10p M-F	Shelly Brooks	6-4249
272	until 10p M-S & Holidays	Shelly Brooks	6-4249
273	until Midnight M-F	Shelly Brooks	6-4248
274	until 10p 7 days a week & holidays	Floyd Schmitzer	810-223-5461
275	24/7 including holidays	Floyd Schmitzer	810-223-5461
276	6:00a - 6:00p	Floyd Schmitzer	636-4280
277	6:00 a - 6:00p	Floyd Schmitzer	6-4280
278	6:00a - 6:00p	Floyd Schmitzer	6-4280
279	6:00a - 12:00p	Floyd Schmitzer	810-223-5461
280	6:00a - 6:00p	Renee Stokes	6-4230
281	8:00a - 5:00p	Terry Colby	1-3914
282	6:00 pm - 9:00 pm	Micole Schrauben	335-3124
283	24/7	Nicole Schrauben	5-3124
284	7:00 am - 5:00 pm	Cleo Spates	810-760-2737
285		Pamela Roxberry	517-780-7650
286	24/7	Mary McClean	6-0201
287	24/7	Adel Beachnau	241-0811
288	7:30a - 4:30p	Beulah Burks	749-7085
289	6:30a - 4:00p	Bill Allen	322-5295
290	7:00a - 6:00p	Renee Stokes	636-4230
291	6:30a - 4:00p	Debbye Kafara	202-2907
292	6:00pm to midnight & all day Saturday	keith Belonga	243-3908
293	8:00a - 8:00p	Mary McClean	6-0201
294	10:00 am - 6:00 pm	Tim Warren	749-7163
295	24/7	Bill Pruzinsky	1-4228 or 204-2181
296	7:00a - 7:00p	Mike Noonan	1-2708
297	7:00a - 5:00p	Debbye Kafara	202-2907
298	7:00a - 7:00p	Mike Noonan	1-2708
299	7:00a - 5:00p	Cleo Spates	810-760-2737
300	7:30a - 5:00p	Tim Warren	749-7163

	J
255	Presidential primary
256	Working on recall petitions to finalize recommendation for Board of State Canvasser meeting
257	Programming equipment for election
258	Programming equipment for election
259	Preparation for Statewide Primary Election 8/5/08
260	Statewide Primary Election 8/5/08
261	BOE staff are working through the night for the primary election.
262	The Department of State and Motorcycle Safety Foundation are conducting a professional development training for the RiderCoach Trainers certified through the MI Motorcycle Safety Program.
263	OT has been authorized tohave the unit catch up regarding compliance issues.
264	State Budget Office Employees will be working on Veteran's Day
265	Testing of "select backfill" required to be completed in a timely manner to help keep project on track
266	Ballot testing & programming for May 2008 school elections
267	School elections
268	MBT/MIITAS Project for implementation of the new SAP tax system
269	Tax analysis for Governor's Office and 2008 budget
270	MBT/MIITAS Project for implementation of the new SAP tax system
271	MBT/MIITAS Project for implementation of the new SAP tax system
272	MBT/MIITAS Project for implementation of the new SAP tax system
273	MBT/MIITAS Project for implementation of the new SAP tax system
274	MBT/MIITAS Project for implementation of the new SAP tax system
275	MBT/MIITAS Project for implementation of the new SAP tax system
276	To work on MBT returns.
277	Working MBT clarification and accounts payable work list errors.
278	Process MBT returns that were backlogged
279	Michigan Business Tax overtime
280	Assisting the Tax Processing Bureau with their IIT and SUW backlogs
281	Approved over time
282	Model Payment system rollout
283	Model Payment system rollout
284	FAP Overtime
285	DHS Overtime
286	Implementing large project and need lights.
287	Year End closing
288	High area carpet cleaning is been extractd and floors are been waxed.
289	Ovetime to clear the backlog due to year end clsoing.
290	Assisting the Customer Service Bureau with their IIT correspondence backlog.
291	Extract carpet on entire floor
292	Installation of new carpet
293	High priority could fall behind in schedule.
294	Cleaning air/bar vents
295	Department is responsible for the election and compiling election results.
296	Janitors will be cleaning rest rooms and break rooms on all floors.
297	Strip & Recoat Floors
298	Janitors will be cleaning rest rooms and break rooms on all floors.
299	Staff working overtime
300	Finish strip/re-coat floors.

	K	L	M	N	O	P
255	William Pruzinsky					
256	William Pruzinsky					
257	Bill Pruzinsky					
258	Bill Pruzinsky					
259	Bill Pruzinsky					
260	Bill Pruzinsky					
261	Mike Noonan					
262	William Pruzinsky					
263	Larry Scates					
264	Nancy Duncan					
265	Larry Scates					
266	Bill Pruzinsky					
267	Bill Pruzinsky					
268	Floyd Schmitzer					
269	Phillip Wippel					
270	Phillip Wippel					
271	Bruce Hanses					
272	Dawn Shuttuck					
273	Dawn Shuttuck					
274	Bruce Hanses					
275	Bruce Hanses					
276	Bruce Hanses					
277	Ann Luepnitz					
278	Bruce Hanses					
279	Bruce Hanses					
280	Dave Stevens					
281	Bob Bierwagen					
282	Steve Doty					
283	Steve Doty					
284	Marty Stone					
285	Marty Stone					
286	Larry Scates					
287	Steve Doty					
288	Steve Doty					
289	Larry Scates					
290	Larry Scates					
291	John Spiece					
292	Mike Noonan					
293	Larry Scates					
294	John Spiece					
295	Mike Noonan					
296	Mike Noonan					
297	Steve Doty					
298	Mike Noonan					
299	Marty Stone					
300	Steve Doty					

	A	B
301		DTMB
302		DTMB
303		DTMB
304		DTMB
305		DTMB
306		DIT
307		OOF
308		DTMB
309		DTMB
310		State
311		State
312		DTMB
313		DTMB
314		DHS
315		DHS
316		DNRE
317		DNRE
318		DTMB
319		DTMB
320		Operations
321		DHS
322		MDOT
323		DNRE
324		DTMB
325		DTMB
326		DHS
327		DHS
328		Treasury
329		DELEG
330		DTMB
331		DTMB
332		DTMB
333		DHS
334		DTMB
335		DELEG
336		DTMB
337		DTMB
338		DHS
339		DTMB
340		DHS
341		DTMB

	C	D
301	Environmental Services	Hannah
302	Agency Services	Operations Center
303	Environmental Services	Ottawa
304	Mi one stop project	Romney
305	Budget Office	Romney
306	MBSii/Mi One Stop Project	Romney
307	BOD - Zone 4	Romney
308	Building Operations	Van Wagoner
309	Environmental Services	Williams
310	Bureau of Elections	Austin
311	Legal & Regulatory Services Administration	Austin
312	Environmental Services	Mason
313	Agency Services	Romney
314	North District	Saginaw
315	Out State Ops	Jackson
316	History Foundation	MLHC
317	Historical Programs Division	MLHC
318	Facilties Admin	Romney
319	Environmental Services	Cass
320	Executive Office	Romney
321	DDS	Hannah
322	PED - Finance and Administration	MDOT Warehouse
323	Historical Programs	MLHC
324	State Budget Office	Romney
325	Budget Office	Romney
326	North District	Flint State Office
327	outstate Operations	Jackson
328	Return Processing	Operations Center
329	MES Board of Review	Ottawa
330	Agency Services	Romney
331	e-Michigan Web Development	Romney
332	Mi One Stop	Romney
333	North District	Flint
334	Environmental Services	Mason
335	SOAHR	Ottawa
336	Accounting & Financial Reporting Division	Romney
337	Budget Office	Romney
338	North District	Flint
339	Peckham	Mason
340	Childrens Trust Fund	Grand Tower
341	MICSES	Romney

	E	F
301	Entire building	11/02/10 & 11/11/10
302	1st floor south east area	11/05 & 11/06
303	Entire building	11/02/10 & 11/11/10
304	12th floor	10/2, 10/9, 10/16, 10/23, 10/30, 11/6
305	6th floor	11/2/10 & 11/11/10
306	12th floor, West side	11/11/10
307	12th floor	11/11/10
308	Entire building	11/02/10 & 11/11/10
309	Entire building	11/02/10 & 11/11/10
310	1st floor, U17 - W17 & U23 - W23	11/2/10 & 11/3/10
311	3rd floor, U15 - Y15 thru U23 - Y23	11/2/10 to 11/3/10
312	Entire building	11/02/10 & 11/11/10
313	11th & 12th Floor	11/11, 11/13, 11/14
314	4th & 5th Floors	11/06 & 11/13
315	1st & 2nd Floors	11/06 & 11/20
316	Entire building	11/20/10
317	All	11/19/10
318	Ground thru 12th	11/20/10
319	All	11-20-10
320	Ground thru 5th	11-26 & 11-27
321	3rd	12/05/10
322	Earle Training Center, Lobby, Lake MI & Lake Huron, Lake Erie, Lake Superior, & bathrooms	12/04/10
323	All	12/1/10
324	6th floor	12/4/10 & 12/5/10
325	6th floor	11/13, 11/14, 11/20, 11/21, 11/26 -11/28
326	4th & 5th	12/4, 12/11, 12/18
327	1st & 2nd Floor	12/4, 12/11, 12/18
328	A A16, A B15.5, A B16, D H13.5, B H14.5, D G13.5, A D15.5, A C15.5, C D13.5, A D14.5, A C14.5, C C13.5, A B15, A A15.5 A A15	12-11, 12/18
329	4th floor	12/11/10 & 12/18/10
330	12th floor	12/10/10 thru 12/12/10
331	9th floor	12/17/10 thru 12/20/10
332	12th floor	12/15 - 12/16
333	4 & 5	2/12/11
334	2nd Floor	2/12/11
335	2nd floor	2/5, 2/12, 2/19, 2/26
336	Ground & 7th floor	1/8/11, 1/15/11, 1/17/11, 1/22/11, 1/29/11, 2/5/11, 2/12/11, 2/19/11, 2/21/11, 2/26/11
337	6th Floor	1/11-2/10 Weeknights 7-10 1/11-2/10 Weekends 7-7 2/11-2/13 all lights 24/7 2/14-2/17 7-10 2/18 - resume normal
338	4 & 5	3-5-11
339	3rd floor	3/12/11
340	14th Floor	3/19 - 3/20
341	11th & 12th	3/18 - 3/19

	G	H	I
301	8:00a - 4:30p	Skip Stanton	319-6006
302	5:00p - 11:59p	Michael Spagnuolo	636-0249
303	8:00a - 4:30p	Skip Stanton	319-6006
304	8:00 am - 6:00pm	Tetty Horton	241-8258
305	7:00a - 5:00p	Connie Minix	3-0870
306	7:00a - 7:00p	Terry Horton	1-8258
307	8:00a - 4:30p	Beulah Burks	749-7085
308	7:00a - 7:00p	Mike Noonan	1-2708
309	8:00a - 4:30p	David Pletzke	319-6001
310	24/7	Bill Pruzinsky	1-4228 or 204-2181
311	24/7	Bill Pruzinsky	1-4228 or 204-2181
312	8:00a - 4:30p	Cheryl Bush	749-7061
313	24hrs	Michael Taylor	241-1890
314	7:30 - 3:00	Cleo Spates	810-760-2737
315	7:30 - 1:00	Pamela Roxberry	782-4921
316	5:00pm - 2:00am	Carol Payne	373-2565
317	5:00p - midnight	Maria Leiby	
318	8:00am-4:30pm	Beulah Burks	517-749-7085
319	7:00a - 5:00p	Debbye Kafara	202-2907
320	7:00a - 7:00p	Sarah Garcia	1-5850
321	8:00a - 5:00p	Patrick Garlitz	5-3053
322	8:00a - 2:00p	Susan Taylor	636-4086
323	5:00pm - 11:00pm	Sandra Clark	
324	8:00a - 5:00p	Connie Minix	3-0870
325	7:00a - 5:00p	Connie Minix	3-0870
326	7:00a - 3:00p	Cleo Spates	810-760-2737
327	7:30a - 11:30a	Pamela Roxberry	517-780-7650
328	7:00a - 4:00p	Floyd Schmitzer	636-4428
329	8:00a - 4:00p	Elaine Pohl	1-7264
330	24/7 on 12/10 & 12/11 8:00a - 5:00p on 12/12	Nish Ghelani	1-1767
331	7:00p 12/17 thru 6:00a on 12/20	Roana Smith	3-6999
332	6:00 pm - 2:00am	Terry Horton	1-8258/
333	7:30a - 2:300p	Cleo Spates	810-760-2737
334	6am-12pm	Cheryl Bush	517-749-7061
335	8am - 5pm	Terry Colby	
336	6:00a - 7:00p	Adel Beachnau	1-0811
337		Connie Minix	3-0870
338	7:30 am - 2:30 pm	Cleo Spates	810-760-2737
339	6:00am - 3:30pm	Cheryl Bush	749-7061
340	8:00 am - 7:00 pm & 8:00 am - 3:30 pm	Sylvia Brown Jones	1-7792
341	6:00 pm on 3/18 - 11:59 pm on 3/19	Jaydeed Das	517-241-0200

	J
301	Detail cleaning.
302	Driver LID program imblementation
303	Detail cleaning.
304	Critical tasks to complete program
305	Staff will be working on 11/2 & 11/11 on transition issures for the next administration.
306	Without working these dates the project will not meet the deadlines. Governor's project.
307	Area flood are being top scrub and cleaned.
308	Janitors will be cleaning rest rooms and break rooms on all floors.
309	Detail cleaning.
310	Department is responsible for the election and compiling election results.
311	Department is responsible for the election and compiling election results.
312	Detail cleaning.
313	MiCSES
314	DHS Overtime
315	DHS Overtime
316	History Education Fundraiser
317	The museum is open to provide tours and activities in conjuntion with the City's Silver Bells in the City celebration and the lighting of the State's Christmas Tree.
318	Special Cleaning
319	Strip & re-coat floors
320	
321	Ensures that the SSA Disability program continues to adjudicate cases in a timely and cost effective manner on behalf of the claimants of the State of Michigan.
322	TRANSPO Club annual Children's Christmas party for employees children. Cost is entriely paid for by the TRANSPO Club.
323	Judge Whitbeck reception
324	Transition meetings
325	Budget Office Staff will be working on weekends in November as well as the Friday after Thanksgiving getting ready for the gubernatorial transition and working on the executive budget recommendation.
326	FAP/Bridges overtime
327	Cash assistance overtime
328	Garnishment processing
329	Working overtime.
330	Work on the MiCSES is needed to provide support to children/families.
331	Migration on the State of Michigan portal.
332	Project Overtime
333	Overtime
334	Chair Extraction
335	Staff overtime
336	Office of the Auditor General working on the CAFR audit
337	State budget overtime
338	Bridges Overtime
339	Chari Cleaning
340	CTF Staff Overtime
341	Micses Release - Overtime

	K	L	M	N	O	P
301	Bob Bierwagen					
302	Larry Scates					
303	Bob Bierwagen					
304	John Spiece					
305	Steve Doty					
306	Steve Doty					
307	Steve Doty					
308	Mike Noonan					
309	Bob Bierwagen					
310	Mike Noonan					
311	Mike Noonan					
312	Bob Bierwagen					
313	Steve Doty					
314	Marty Stone					
315	Marty Stone					
316	Jamie Uphaus					
317	Jamie Uphaus					
318	Steve Doty					
319	Steve Doty					
320	Steve Doty					
321	Bob Bierwagen					
322	Larry Scates					
323	Jamie Uphaus					
324	Steve Doty					
325	Steve Doty					
326	Marty Stone					
327	Marty Stone					
328	Larry Scates					
329	Bob Bierwagen					
330	Steve Doty					
331	Steve Doty					
332	Steve Doty					
333	Mike Noonan					
334	Steve Doty					
335	Neal Droste					
336	Steve Doty					
337	Steve Doty					
338	Mike Noonan					
339	Steve Doty					
340	Bob Bierwagen					
341	Bob Bierwagen					

	A	B
342		Peckham
343		Peckham
344		DELEG
345		DTMB
346		DTMB
347		DHS
348		ES
349		DHS
350		DTMB
351		DTMB
352		MDOS
353		MDOS
354		MDOS
355		DTMB
356		DTMB
357		DTMB
358		ES
359		
360		St-1
361		DTMB
362		DTMB
363		DTMB
364		DTMB
365		DTMB
366		DTMB
367		DTMB
368		DTMB
369		DTMB
370		Exec. Office
371		DTMB
372		DTMB
373		DTMB
374		DHS/CSC
375		DHS
376		Education
377		DTMB
378		Peckham
379		LARA
380		DTMB
381		DTMB
382		DHS
383		ES
384		LARA
385		DTMB

	C	D
342	Enviromental Services	Mason
343	Custodial	Ottawa
344	MES	Ottawa
345	BOD/ODC	Romney
346	Peckham	Austin
347	North District	Flint State Office BLDG
348	Peckham	Grand Tower
349	Childrens Trust Fund	Grand Tower
350	Agency Services	OPS Center
351	AS	Romney
352	DSIC	SOS
353	DSIC	SOS
354	DSIC	SOS
355	DTMB	Peckham
356	DTMB	Peckham
357	DTMB	BOD
358	ES	Peckham
359		
360	DHS	Children's District
361	Peckham	Austin
362	Peckham	Austin
363	Telecom	Grand Tower
364	Telecom	Hannah
365	Lansing Tile & Mosaic	Lewis Cass
366	Peckham	Lewis Cass
367	Telecom	Mason
368	Peckham	Mason
369	TRANE	Romney
370	Administrative Services	Romney
371	MiCSES	Romney
372	Peckham	Austin
373	Peckham	Grand Tower
374	OHR	Grand Tower
375	Outstate Operations	Jackson
376	Library Operations	MLHC
377	AS -DTMB, SBO and CS	Romney
378	Enviromental services	Lewis Cass
379	MES board of Review	Ottawa
380	Peckham	C&T
381	Peckham	Cass
382	North District	Flint
383	Peckham	Grand Tower
384	Energy	Ottawa
385	Peckham	C&T

	E	F
342	All floors	04/23/11
343	Cafeteria	04/15/11 - 04/16/11
344	4th Floor	Saturdays starting 1/8/11 - 3/19/11
345	1st floor	4/13/11 - 4/18/11
346	2nd floor	5/20/11
347	4th & 5th Fl	05/07/11, 05/14/11, 05/21/11
348	All floors	05/14/11
349	14th floor	5/13 - 5/18
350	1st floor Rooms 46,47,48, SE Corner	4/01/11 - 5/30/11
351	9th floor	05/20/11 until 10 pm, 05/21/11 7 am - 10 pm, 05/22/11 8 am - 5 pm
352	1st floor O3, S3, O9, S8	5-19-11
353	1st floor O3, S3, O9, S8	5-20-11
354	1st floor O3, S3, O9, S8	5-23-11
355	Austin	All floors
356	Austin	1st Fl
357	Austin	UL Lobby
358	Grand Tower	All floors
359		
360	125 E. Union St Flint	6-Jan
361	all	06/11/11
362	All	6/18/11
363	Basement switch room	06/11/11 - 06/12/11
364	1st Fl	06/11/11 - 06/12/11
365	Garden level North Entrance	06/06/11 - 06/07/11
366	All	06/18/11
367	Basement switch room	06/11/11 - 06/12/11
368	1-4 floors	5/21/11
369	Penthouse	05/23/11 - 05/27/11
370	2nd Floor	06/10/11 - 06/13/11
371	11th floor C1, C3, G9, H7, H8, H9. 12th floor C3	6/10/11 - 6/11/11
372	All	6/22/11
373	basement and 1st fl	Saturday 6/25/11
374	7th fl	06/28/11
375	2nd & 3rd	6/4, 6/11, 6/18, 6/25
376	2nd floor	6/23/11
377	9th Fl	06/25/11
378	4th and garden A-16	07/01/11
379	4th Fl	Saturdays Starting 4/2/11 - 7/2/11
380	All	7/16/11
381	All	7/16/11
382	4th and 5th floor	07/16/11
383	all	07/16/11
384	4th Fl Pillar H5 to H2 and F5 to F2 The Northwest side of the 4th Fl	07/16/11 - 07/17/11
385	All	7/23/11

	G	H	I
342	6:00 am - 4:30 pm	Cheryl Bush	749-7061
343	4:00pm - 8:00pm Fri 6:00am -2:30pm Saturday	Howard Stanton	517-749-4353
344	6:00am - 2:00pm	Elaine Pohl	1-7264
345	24hrs	Bill Kunkle	749-7520
346	5:00 pm - 7:00 pm	Cheryl Bush	749-7061
347	7:30 am - 2:30pm	Cleo Spates	810-760-2737
348	6:30 am - 4:30 pm	Tim Warren	517-749-7163
349	8:00 am - 12:00am	Patricia Headley	241-7226
350	24/7	Mary Mcclean	636-0201
351	5/21until 10 pm, 05/21/11 7 am - 10 pm, 05/22/11 8 am - 5 pm	Christina Jensen	517-335-5108
352	6:00 pm - 8:00 pm	Bud Driver	6-6304
353	6:00 pm - 8:00 pm	Bud Driver	6-6304
354	6:00 pm - 8:00 pm	Bud Driver	6-6304
355	5/28/11	6:00 am - 3:30 pm	Cheryl Bush
356	05/28/11	6:00 am - 3:30 pm	Cheryl Bush
357	5/28/11	7:00 am - 1:00 pm	Todd Merideth
358	05/28/11	6:30 am - 4:30 pm	Tim Warren
359			
360	06/04/11 - 06/07/11	7:30 am - 5:30 Pm	Sheryl Thompson
361	06:00 am - 3:30 pm	Cheryl Bush	517-749-7061
362	6:00 - 3:30	Cheryl Bush	749-7061
363	lights on from 6 am on 06/11 until 10pm on 6/12	Darrin Fogg	30099
364	lights on from 6 am on 06/11 until 10pm on 6/12	Darrin Fogg	30099
365	5:00 pm - 12:00 am	Tony Bruno	517-908-1376
366	08:00 - 4:30 pm	Debbye Kalara	517-202-2907
367	lights on from 6 am on 06/11 until 10pm on 6/12	Darrin Fogg	30099
368	7:00 am - 1:00 pm	Cheryl Bush	749-7061
369	4:00 pm to 10:00 pm	Dick Cowles	517-204-5091
370	6:00 pm - 6:00 am	Marsha Quebbman	517-241-5588
371	247	Randy Church	248-240-3510
372	3:30 - 7:30	Cheryl Bush	749-7061
373	7:30 am to 5:00 pm	Tim Warren	517-749-7163
374	Daily 24/7	Susan King	
375	7:30am - 4:00pm	Jessica Deering	517-750-7666
376	5:00pm - 11:00 pm	Neal Droste	749-7465
377	7:30 - 12:30	Tina Jensen	517-335-5108
378	3:00 pm - 7:30 pm	Debbye Kafara	517-202-2907
379	6:00 - 3:00	Elaine Pohl	517-241-7264
380	6:00 am - 6:00 pm	John Perry	743-7134
381	6:30 am - 4:00 pm	Debbye Kafara	202-2907
382	7:30 am to 2:30 pm	nancy Reinke	810-760-2803
383	7:00 am - 5:00 pm	Tim Warren	517-749-7163
384	7:00 am to 12:00 am	Jan Patrick	241-6153
385	6:00am -4:00 pm	Steve Beals	517-743-7149

	J
342	Clean High Traffic Carpet and scrub restrooms
343	Cleaning the Cafteria Hard Floors
344	Overtime
345	Governors Office transition work
346	Special Cleaning
347	Staff working FAP overtime
348	Scrub Restrooms
349	Staff overtime
350	BAM Project Overtime
351	HRMN Server Replacement
352	Staff Overtime
353	Staff Overtime
354	Staff Overtime
355	749-7061
356	517-749-7061
357	712-0889
358	517-749-7163
359	
360	8107602737
361	Extract Carpets & Top scrub Restrooms
362	Carpet extractions
363	Telecom is conducting 2 cut-overs over the weekend to be taking place on both Saturday and Sunday merging EPN 1 from Grand Tower to Capital Switch and Migrating SOM voicemail to a new voicemail system.
364	Telecom is conducting 2 cut-overs over the weekend to be taking place on both Saturday and Sunday merging EPN 1 from Grand Tower to Capital Switch and Migrating SOM voicemail to a new voicemail system.
365	Floor Polishing in progress
366	Extract High traffic Carpet and Runners
367	Telecom is conducting 2 cut-overs over the weekend to be taking place on both Saturday and Sunday merging EPN 1 from Grand Tower to Capital Switch and Migrating SOM voicemail to a new voicemail system.
368	Carpet cleaning
369	Romney Chiller Rebuild
370	Carpet work in Executive Offices Please program HVAC to run during this time
371	MiCSES overtime
372	Carpet cleaning
373	Outdoor Glass Cleaning
374	Must have lighting for weekend Overtime purposes
375	Staff Overtime
376	Lobby tile work
377	Production Archive
378	Perform request for Office Cleaning
379	Ever increasing back log of new unemployment appeals - along with reduction in staff
380	Special Cleaning
381	Restroom Cleaning
382	North Staff FAP working overtime
383	Cleaning exterior glass and High traffic carpet areas
384	The energy Bureau is preparing for a move early next week. Staff is packing this weekend. Jan will call Central Control if the lights are needed. X30193
385	Strip & Reseal Offices

	K	L	M	N	O	P
342	Steve Doty					
343	Steve Doty					
344	Bob Bierwagen					
345	Bob Bierwagen					
346	Neal Droste					
347	Mike Noonan					
348	Bob Bierwagen					
349	Bob Bierwagen					
350						
351	Steve Doty					
352	Butch Kimball					
353	Butch Kimball					
354	Butch Kimball					
355	Special Cleaning					
356	Extract Offices and Extract chairs on First fL					
357	Change panel					
358	Scrub Restrooms					
359						
360	Children's Supervisor overtime					
361	Neal Droste					
362	Neal Droste					
363	Bob Bierwagen					
364	Larry Scates					
365	Bob Bierwagen					
366	Bob Bierwagen					
367	Neal Droste					
368						
369	Bob Bierwagen					
370	Bob Bierwagen					
371	Bob Bierwagen					
372	Neal Droste					
373	Bob Bierwagen					
374	Doug Church					
375	Michael noonan					
376	Neal Droste					
377	Bob Bierwagen					
378	Larry Scates					
379	Steve Doty					
380	Butch Kimball					
381	Bob Bierwagen					
382	Mike Noonan					
383	Doug Church					
384	Kyle Peake					
385	Butch Kimball					

	A	B
386		DTMB
387		Human services
388		DTMB
389		LARA
390		DTMB
391		Supreme Court
392		LARA
393		Peckham
394		State
395		LARA
396		DTMB
397		State
398		Treasury
399		DTMB
400		Peckham
401		ST-7
402		ST-10
403		ST-13
404		ST-17
405		ST-8
406		ST-16
407		ST-1
408		ST-5
409		ST-9
410		ST-18
411		ST-23
412		ST-26
413		ST-23
414		ST-22
415		ST-2
416		ST-4
417		ST-5
418		ST-6
419		ST-28
420		ST-3
421		ST-11
422		ST-14
423		ST-16
424		ST-17

	C	D
386	Peckham	Cass
387	DDS	Hannah
388	AS-DTMB, SBO and Civil Service	Romney
389	Appellate Commission	GOB
390	ORS	GOB
391	Reporters Office	Hall Of Justice
392	Appellate Commission	Ottawa
393	Enviromental Services	Photo Lab
394	Elections	Austin
395	Public Service Commission	GOB
396	Peckham	Cass
397	Executive Office	Austin
398	Return Processing	OPS Center
399	Peckham	Ottawa/Hannah
400	Vehicle & travel Services	VTS
401	DHS	Out State Operations
402	MDOT	MDOT
403	DTMB	Agency Services
404	LARA	MAHS
405	DTMB	Telecom
406	DTMB	Peckham
407	State	Elections
408	DHS	Out State Operations
409	DHS	Bureau of Community Action & Economic Opport
410	DTMB	AS-DTMB, SBO, Civil Service
411	State	Renewal by mail
412	OOF	BOD-Zone 4
413	DTMB	MICSES
414	DTMB	OFM
415	DTMB	Peckham
416	DHS	Genesee County
417	DTMB	Peckham
418	LARA	Funds Administration
419	DHS	North District
420	DHS	Genesee County
421	DHS	Out State Operations
422	Treasury	Discovery
423	LARA	Bureau of Health Professions/Medical Marijuana
424	LARA	MES board of Review

	E	F
386	All	7/23/11
387	3rd floor/Upper Level	07/24/11
388	9th	7/23/2011 - 07/25/11
389	1st floor wing B	07/30/11
390	Full 3rd Fl	07/11/11 - 07/29/11
391	4th Floor north	7/13/11 - 7/31/11
392	4th floor - G-2	07/30/11
393	All	07/30/11
394	1st U, V & W 17 - U, V, & W 23	8/2/11
395	1st floor A&B Wings	8/1/11
396	All	8/6/11
397	4th floor U22	8/8/11
398	1st floor Pillars 1AA17 through 1AF17 to pillars 1AA12 through 1AF12 - Zone A and half of Zone C	6/6/11 - 8/14/11
399	UL	8/12/11 - 8/13/11
400	1st Floor	08/13 & 08/14
401	Jackson	2nd & 3rd floor
402	MDOT C&T	1st Floor
403	OPS CENTER	1st floor entire area between Pillars F K6.5 - H K2.5
404	Ottawa	2nd Floor between Pillar B8 & C7
405	Hannah	East End 1st fl
406	Ottawa/Hannah	All Floors - Elevators
407	Austin	1st Floor pillar U, V & W17 - U, V & W 23
408	Flint SOB	Floors 2-5
409	Grand Tower	Floor 2 Suite 204
410	Romney Bldg	9th floor NE side of Bldg
411	Secretary of State Secondary Complex	Secondary Complex 1st Floor
412	Romney Bldg	12th floor - G Floor
413	Romney Bldg	11th floor pillar C1, C3, G9, H7, H8, and H9 & 12th Floor Pillar C3
414	Romney Bldg	7th C1 & restrooms
415	Austin	All
416	Flint SOB	floors 2-6
417	General Office Building	All
418	General Office Building	1st floor A Wing A4 - C-6
419	Som 125 E Union Flint	4 & 5
420	Flint	Floors 2-6
421	Jackson SOB	2nd & 3rd floor
422	OPS Center	2nd fl
423	Ottawa	1st FL
424	Ottawa	4th Floor

	G	H	I
386	6:30 am - 4:00 pm	Debbye Kafara	202-2907
387	7:30am - 3:30 pm	Heather Torrance	517-643-4023
388	8:00 am on 07/23 to 8:00 am on 7/25	Tina Jensen	517-335-5108
389	7:00 am - 2:00 pm	Jamie Schramski	517-243-0145
390	6:00 pm - 2:00 am	Pam Ward	517-322-6270
391	Until 11:00 pm nightly	Dave Palazzolo	373-5541
392	9:30 am - 2:00 pm	Jamie Schramski	517-243-0145
393	6:00 am to 4:00 pm	Steve Beals	517-743-7149
394	6:30am -8:30 pm	Lucinda Sheltrown	335-2659
395	6:00 pm - 11:59 pm	Jamie Schramski	243-0145
396	6:30am -4:00 pm	Debbye Kafara	202-2907
397	6:00 pm - 9:00 pm	Janet Robinson	241-0108
398	8:00 am - 8:00 pm	Josh Horn	636-4295
399	8/12 5:00 - 8:00 8/13 8:00 - 4:30	Ann Dilwar	319-6006
400	6:00 am to 6:00 pm	Lori Dorsey	719-4720
401	8/20/11, 8/27/11	7:20 - 11:30	Jessica Deering
402	08/27/11	7:00 - 11:00 am	Kendrick
403	08/27/11 to 08/28/11	12:00 to midnight	Janet Herington
404	07/30, 08/06, 08/13, & 08/20	8:00 am - 5:00 pm	Terry Colby
405	8/30 - 9/1 & 9/6 - 9/7	6:00 pm - 2:00 am	Troy Spitzley
406	9/6/11	5:00 am - 11:00 pm	Ann Marie Dilawar
407	09/13/11	6:30 am - 8:30 pm	Lucinda Sheltrown
408	9/10/11	7:00 am - 4:30 am	Jeri Sanderling
409	09/10/11 - 09/11/11	9 am - 5 pm	Steve Listman
410	09/10/11	7:30 - 6:30	Tina Jensen
411	09/10/11	8:00 am - 2:00 pm	Mike Fildey
412	09/17/11	8:00 am - 4:30 pm	Beulah Burks or Bob Bierwagen
413	09/16/11 - 09/18/11	24 hours	Nish Fhelani and Jaydeep Das
414	9/17/11	6:30 am - 8:00 pm	Tina Ray
415	9/17/11	6:00 am - 3:30 pm	Cheryl Bush
416	9/17/11	7:30 - 5:00	Jeri Sanderling
417	9/17/11	6:00 am - 4:00 pm	Steve Beals
418	9/9/11 - 9/9/12	Lights on until 7:30 pm daily	Lavonne Blonde
419	09/17/11	7:30 am -4:00 pm	Nancy Reinke
420	09/24/11	5:45am - 6:30 pm	Jeri Sanderling
421	9/24/11	7:30 am - 4:30 pm	Jessica Deering
422	08/20/11 - 09/24/11	7:00 am - 4:00 pm	Kathy McCarthy
423	Saturdays 5/21/11 - 09/24/11	08:00 am to 4:00 pm	Celeste Clarkston or Rae Ramsdell
424	Saturdays starting 07/09/11 - 09/24/11	6:00am -3:00 pm	Elaine Pohl

	J
386	Restroom Cleaning
387	Social Security Administration, Disability Determination Service, is initiating a software upgrade for processing client cases. The software is going live on Monday, 07/25/11. Final testing and activation is needed on Sunday, 07/24/11
388	Annual MAIN Disaster Recovery Test
389	LARA Office Services and DTMB movers will be moving the Appellate Commission out of the GOB 1st Floor-Wing B to the Ottawa Building 4th Fl
390	To allow for carpet cleaning to be done in the evening so as to not interupt the service to ORS membership dueing regular business hours
391	Staff overtime
392	LARA Office Services and DTMB movers will be moving the Appellate Commission out of the GOB 1st Floor-Wing B to the Ottawa Building 4th Fl
393	Strip and reseal floors, please have lights and air conditioning on so wax will dry
394	Staff overtime
395	Staff Overtime
396	Restroom scrubbing
397	Staff Overtime
398	M1 computer migration
399	Carpet cleaning
400	To strip & Wax the floors in the Radio Dept. Rooms, Equipment had to be removed and work had to be completed on the weekend
401	780-7666
402	
403	636-0321
404	13914
405	5-0051
406	130*41*25820
407	335-2659
408	810-760-2651
409	241-2613 or 241-4871
410	335-5108
411	517-322-6268
412	Beulah 749-7085 or Bob 313-2177
413	734-355-3190
414	241-0811
415	517-749-7061
416	810-760-2651
417	517-743-7149
418	517-636-6602
419	810-760-2398
420	810.760.2651
421	517-780-7666
422	517-636-4144
423	517-373-4992 or 517-241-2897
424	517-241-7264

	K	L	M	N	O	P
386	Bob Bierwagen					
387	Steve Doty					
388	Bob Bierwagen					
389	Larry Scates					
390	Butch Kimball					
391	Steve Doty					
392	Kyle Peake					
393	Butch Kimball					
394	Neal Droste					
395	Butch Kimball					
396	Bob Bierwagen					
397	Neal Droste					
398	Larry Scates					
399	Kyle Peake					
400	Larry Scates					
401	Staff Overtime					
402	Need to perform Concrete testing for Government Specifications					
403	Sobriety Court Project Implementation					
404	Staff overtime					
405	Carpet replacement					
406	Elevator carpet cleaning					
407	Staff are working Tuesday September 13, 2011 to conduct the September 13th election					
408	Staff overtime					
409	Need access to File drawers to prepare for monitoring on next week.					
410	To work on the time and Expense WAS upgrade for production					
411	Backlog of Renewal By Mail work for License plate tabs require the staff to work overtime on Saturday					
412	High Traffic and elevator are to be extracted on all floors					
413	A major MICSES release will be happening over the weekend					
414	Overtime					
415	Cleaning air bars and vents					
416	Staff overtime					
417	Strip & Reseal floors					
418	Staff overtime					
419	North Staff FAP working overtime					
420	overtime for staff					
421	Staff overtime					
422	To work 11,000 plus backlogs of income tax correspondence.					
423	Medical Marijuana Registry Program staff will be working authorized overtime on Saturdays from May 21, 2011 - September 24, 2011					
424	Increasing Backlog of New Unemployment Appeals					

	A	B
425		ST-9
426		ST-16
427		ST-20
428		ST-2
429		ST-8
430		ST-24
431		ST-3
432		ST-4
433		ST-8
434		ST-9
435		ST-3
436		ST-4
437		ST-9
438		ST-10
439		ST-11
440		ST-12
441		ST-20
442		ST-23
443		ST-4
444		ST-21
445		ST-1
446		ST-4
447		ST-8
448		ST-12
449		ST-33
450		ST-30
451		ST-29
452		ST-28
453		ST-24
454		ST-23
455		ST-17
456		ST-14
457		ST-7
458		ST-6
459		ST-3
460		ST-2
461		ST-1
462		ST-1
463		ST-4
464		ST-14

	C	D
425	DTMB	Agency Support Services
426	DTMB	Peckham
427	DTMB	State
428	DTMB	Enviromental Services
429	DHS	Bureau of Accounting
430	DTMB	AS-DTMB, SBO and Civil Service
431	DTMB	Peckham Enviromental Services
432	DTMB	Peckham Enviromental Services
433	DHS	Bureau of Accounting
434	DHS	Contract Payment unit
435	DCH	Budget and Grants & Purchasing
436	DTMB	Peckham
437	DTMB	Peckham
438	DTMB	Peckham
439	DHS	Federal Reporting
440	DHS	DDS
441	Treasury	Return Processing
442	LARA	MAHS
443	DTMB	ORS
444	DTMB	Facilities
445	State	Finance
446	DTMB	Peckham
447	MDE	OFM
448	DNR	Executive
449	DHS	Accounting
450	DTMB	Executive Office
451	Peckham	Enviromental services
452	DTMB	Peckham
453	Peckham	Enviromental services
454	Peckham	Enviromental services
455	DTMB	Peckham
456	Peckham	Enviromental services
457	DHS	Accounting
458	Peckham	Enviromental services
459	DTMB	Peckham
460	State	Elections
461	State	Elections
462	State	Bureau of Elections
463	DTMB	ORS
464	Treasury	Tax Processing

	E	F
425	Horatio S. Earle Learning Center	1st floor Huron Conference room bathrooms, common area and parking lot lighting
426	Ottawa/Hannah	All Floors
427	SOS Complex	DVRD-South Wind and second floor of the tower Ground and 2nd Floor
428	Austin	4th fl all
429	Grand Tower	11th Floor
430	Romney Bldg	9th
431	GOB	Cafeteria
432	GOB	3rd Fl A-Wing and Hallway
433	Grand Tower	11th Floor entire floor
434	Grand Tower	1st fl STE 1018
435	Cass	4th floor as needed
436	GOB	3rd A wing & Hallway
437	Grand Tower	Basement/1st floor
438	Grand Tower	Basement/1st floor
439	Grand Tower	10th Pillar K5 1001
440	Hannah	3rd floor all
441	Operations Center	1st floor North End only DG13.5, DH13.5, and CD 13.5. We need air handlers too
442	Ottawa	2nd Floor Pillars B6, B7, B8, C7, D7
443	GOB	3rd Fl Bwing and core
444	SOS	1st North & South Wing
445	Austin	4th floor Pillar X-21 - Y-21
446	GOB	2nd floor hall & peckham Office, 3rd Floor b-wingand central hallway.
447	Grand Tower	11th northside
448	Hannah	4th Floor C20
449	SOS	All
450	Romney Bldg	1, 2, 3
451	Romney Bldg	ALL
452	Romney Bldg	12th floor - Ground Floor
453	PTA	All
454	Ottawa	All
455	Mason	All Floors
456	Hannah	All
457	Grand Tower	11th floor North Side
458	GOB	All
459	Austin	1st Floor
460	Austin	1st floor
461	Austin	1st floor U, V & W17 -U, V & W23
462	Austin	1
463	GOB	3
464	MLHC	ALL

	G	H	I
425	09/28/11	9:00 am - 9:00 pm	Yvonne Morrison
426	9/30/11	5:00 pm - 7:30	Anne Marie Dilawar
427	09/21/11 - 09/30/11	6:30 am - 8:00 pm Monday - Friday and 6:30 - 5:00 pm on Saturdays This includes the HVAC system	Maxwell Deh
428	10/08/11	7:00 am - 12:00 pm	cheryl Bush
429	10/08/11	7 am - 5:30 pm	Amie Baugh
430	09/30/11 - 10/01/11	5pm - 7am	Tina Jensen
431	10/14/11	7:00 am - 8:00 pm	Roxanna Mann
432	10/14/11	4:00 pm - 8:00 pm	Steve Beals
433	10/15/11	6:30 am - 5:00 pm	Dawn Guilford
434	10/15/2011	6am -3pm	Amanda Borgman
435	10/21/11 - 10/21/12	24/7	Bob Bierwagen
436	10/22/2011	7:00 am - 4:00 pm	Steve Beals
437	10/23/11	8:30 am - 12:30 pm	Tim Warren
438	10/22/11	8:30 am - 12:30 pm	Tim Warren
439	10/22/11 - 10/23/11	7:00 am - 6:00 pm	Cathy Gosselin
440	Saturdays 8/13/11 - 10/01/11	7:00 am - 3:30 pm as needed	Patrick Garlitz
441	10/29/2011	7:00am-3:00pm	Karin Willson
442	10/1/11 to 10/29	7am - 5pm Saturdays	Rita Canady
443	10/31/11 - 11/01/11	6:00 pm - 5 Am	Pam Ward
444	10/4/11 - 10/20/11	5:00 pm - 3:0 am	Butch Kimball
445	08/15/11 to 10/31/11	5:00 pm to 8:00 pm	Paul Kelly
446	11/5/11	7:00 am - 4:00 pm	Steve Beals
447	11/5/11	8:30 AM	Dave Putman
448	10/09/11 - 11/04/11	7 am - 2 pm Saturday and Sunday	Amy Schmitt
449	11/11/11	6:00 am - 6:00 pm	John Perry
450	11/11/11	8:00 - 5:00	Marsha Quebbeman
451	11/11/11	6:30 am - 4:30 pm	Debbye Kafara
452	11/11/11	8:00 am - 4:30 pm	Beulah Burks
453	11/11/11	6:00 am - 4:00 pm	Steve beals/Marcy Beebe
454	11/11/11	6:00 am - 6:00 pm	Steve Doty
455	11/11/11	7:00am-3:30pm	Cheryl Bush
456	11/11/11	6:00 am - 6:00 pm	Steve Doty
457	11/11/11 - 11/12/11	7:00 am on 11/11 & 7:30 am on 11/12	Margo Yakilin
458	11/11/11	6:00 am - 4:00 pm	Steve beals/Barb Fullerton
459	11/11/11	7:00am-3:30pm	Cheryl Bush
460	11/11/11	8:00 am - 8:00 pm	Mandy Brooke
461	11/8/11	6:30 am - 8:30 pm	Lucinda Sheltrown
462	11/25/11	8:00 am - 5:00 pm	William Pruzinsky
463	11/25/11 - 11/26/11	8:00 am - 5:00 pm	Pam Ward
464	11/19/11	close of business to 2:00 am or until notified	Carol A Payne

	J
425	373-9041
426	517-719-2040
427	517-322-1730
428	517-749-7061
429	517-335-3742
430	517-335-5108
431	402-4120
432	517-743-7149
433	517-335-8227
434	517-241-7037
435	
436	517-743-7149
437	517-749-7163
438	517-749-7163
439	517-335-3724
440	702/5456
441	517-636-4431
442	517-373-8420
443	322-6270
444	517-322-5497
445	241-2646
446	743-7149
447	517-335-3746
448	517-373-4983
449	517-743-7134
450	241-5190
451	517-202-2907
452	517-749-7085
453	517-743-7149/319-6003
454	517-749-7302
455	517-749-7061
456	517-749-7302
457	241-9806
458	517-743-7149/319-6004
459	517-749-7061
460	989-413-0035
461	335-2659
462	517-373-2540
463	517-322-6270
464	517-373-2565 or 285-7822

	K	L	M	N	O	P
425	Online conference broadcast 2 time zones					
426	Carpet cleaning					
427	Units in both areas working late daily and on Saturday's during September to get work caught up to be in compliance with timelines set for Driver and Vehicle Records					
428	extract Carpet					
429	Year End Processing due to applicable overload					
430	Production financial Table Roll-over					
431	Cafeteria cleaning					
432	Clean office Chairs					
433	Year end payment processing to meet required deadlines					
434	OT has been granted to this unit process FY11 payments in time before cut off for year end closing of contract deadlines					
435	Possible uncheduled Budget overtime					
436	Cleaning office chairs					
437	Top strip/recoat lobby					
438	Top strip/recoat lobby					
439	extra working hours to meet the federal reporting deadline 10/30/2011					
440	Staff overtime					
441	Installing new servers and need to do some system testing while vendor is on site					
442	Staff working overtime due to increased workload and backlog					
443	Lighting is needed for effective maintenance carpet cleaning					
444	Contractor work after hours					
445	Books need to be closed by 10/31/11 for FY 11 run the risk of Audit Exception if this is not accomplished					
446	Chair cleaning					
447	Year end closing work.					
448	Year end closeout for Accounting					
449	Carpet Cleaning					
450	Working on State Holiday					
451	Perform Carpet Cleaning/runner cleaning					
452	Scrubbing rest room floors. Also Partition and interior glass					
453	Clean Office area and periodics					
454	Periodic General Cleaning work on 1st and 2nd floor					
455	Clean restrooms					
456	Periodic General Cleaning work on 1st and 2nd floor					
457	Staff overtime					
458	Clean Office area and periodics					
459	Carpet & Chair Cleaning					
460	Chair cleaning					
461	Special election overtime					
462	BOE Staff will be in the office to receive Petitions					
463	Auditor General Staff working to complete Audits					
464	The Jingle Ball - Annual Fundraiser for the Michigan History Education Fund					

	A	B
465		ST-6
466		ST-15
467		ST-21
468		ST-25
469		ST-3
470		ST-5
471		ST-10
472		ST-6
473		ST-9
474		ST-15
475		ST-16
476		
477		ST-14
478		ST-18
479		ST-19
480		ST-1
481		ST-8
482		ST-18
483		ST-1
484		ST-5
485		ST-14
486		ST-10
487		ST-1
488		ST-6
489		ST-8
490		ST-10
491		ST-1
492		ST-18
493		ST-4
494		ST-12
495		ST-14
496		ST-20
497		ST-21
498		ST-3
499		ST-5
500		ST-8
501		ST-10
502		ST-13
503		ST-16
504		ST-18
505		ST-21

	C	D
465	DTMB	FA/BOD
466	MDOT	Finance & Administration
467	DTMB	Office of Financial Management
468	DTMB	AS,SBO and Civil Service
469	DTMB	Peckham
470	DTMB	Peckham
471	Education	
472	LARA	Attorney Generall
473	DHS	Technology & Information Management
474	Peckham	Enviromental Services
475	Peckham	Enviromental Services
476	DTMB	Peckham
477	Lara	Appellate Commission
478	DIT	Agency Services
479	DTMB	BOD
480	DTMB	Peckham
481	MDE	Office of Education Improvement & Innovation
482	Executive	
483	SOS	Exec Office
484	DTMB	ORS
485	DTMB	Telecom
486	DTMB	Telecom
487	DTMB	Peckham
488	DHS	Genesee County
489	Education	
490	Education	Financial Management
491	DTMB	Peckham
492	DTMB	BOD
493	MSP	EMHSD-EMHSTC
494	DTMB	Telecom
495	DTMB	Agency Services
496	OOF	BOD - Zone 4
497	DTMB	Budget Office
498	DTMB	Peckham
499	MSP	EMHSD-EMHSTC
500	DTMB	Peckham
501	DTMB	Peckham
502	DTMB	Peckham
503	DTMB	Building Operations
504	DTMB	Peckham
505	LARA	BHP

	E	F
465	Cass	Basement north end
466	Horatio Earle Training Center	Lobby, Lake Michigan, Lake Huron, Lake Erie, Lake superior and Bathrooms
467	Romney Bldg	E side of 7th Fl, Pillars C1, G3, F2, F4, Whole room Pillar H5 plus Restrooms
468	Romney Bldg	9
469	Cass	Garden
470	Cass	Garden
471	Hannah	4th
472	GOB	2nd floor - A wing pillar B6
473	Grand Tower	13th
474	Lewis Cass	Garden Level
475	Lewis Cass	Garden Level
476	Ottawa	3rd Floor
477	Ottawa	2nd Floor
478	Romney Bldg	9
479	Van Wagoner	1, Parking Garage
480	Austin	2nd floor
481	Hannah	4th
482	Romney Bldg	Floors 1-4 - All
483	Austin Bldg	4th NE corner Exec Area
484	General Office Building	3rd floor Core & AB wings
485	Mason Bldg	3rd & 4th Floors
486	Hannah	1st floor East Wing
487	Austin	All
488	Grand Rapids SOB	Floor 3-5
489	Hannah	4th
490	Hannah	4th floor Southeast corner
491	Austin	All
492	Secretary of State	1st floor North wing
493	EMHSTC Training Center	Classroom, restrooms, kitchenette, garage
494	Mason Bldg	Basement - 3rd floor
495	Operations Center	1st floor Lab Area, rooms 47 & 48 and between pillars FJ6.5 & HK2.5
496	Romney Bldg	6th floor Entire Floor
497	Romney Bldg	6th floor Entire Floor
498	Cass	All Floors
499	EMHSTC Training Center	Classroom, restrooms, kitchenette, garage
500	General Office Building	All Floors
501	Hannah	All Floors
502	Mason	All Floors
503	MDOT C&T	1st floor South 3rd of Building
504	Ottawa	All Floors
505	Ottawa	1st floor East side

	G	H	I
465	12/03/11	7:00 am - 4:00 pm	LT
466	12/03/11	8:00 to 2:00	Susan Taylor
467	10/01/11 - 12/31/11	6:30 am - 8:30 pm	Tina Ray
468	12/3/11	8:00 am - 8:00 pm	Tina Jensen
469	12/9/11	3:30 pm - 8:00 pm	Debbye Kafara
470	12/10/11	6:30 pm - 5:00 pm	Debbye Kafara
471	12/5/11 - 1/30/12	6:00 am - 6:00 pm	James Schilling
472	12/12/11 - open	leave lights on until 10:00 pm	Gerald Whalen
473	Saturdays 7/28/11 - 12/17/11	8:20 am - 3:00 pm	Regina Clopton
474	12/16/11	4:30 pm - 9:00 pm	Debbye Kafara
475	12/17/11	6:30 am - 8:00 pm	Debbye Kafara
476	12/17/11	7:00 am - 3:30 pm	David Pletzke
477	All 2011		Patricia Halm
478	11/10/11 - 12/31/11	leave lights on until 10:00 pm	Terry Horton
479	12/23/11	7:00 am - 3:30 pm	Brian Radigan
480	01/14/12	6:00 am - 3:30 pm	Cheryl Bush
481	09/16/11 - 12/31/11 Saturday's & Sunday	8 am - 5 pm	James Schilling /Ann Mazurek
482	1/16/12	7:00 am - 9:00 pm	Marsha Quebbeman
483	1/18/12	Until 10:00 pm	Bill Pruzinsky
484	1/18/12 - 1/19/12	6:00 pm - 3:00 am	Pam Ward
485	1/21/2012	8:00 am - 5:00 pm	Rudi Semen
486	1/23/12	9:00 pm - 6:00am	Steve Doty
487	1/28/12	7:00 am - 3:30 pm	Cheryl Bush
488	1/28/12	9:00 am - 2:00 pm	Jeri Sanderling
489	12/5/11 - 1/30/12	6:00 am - 6:00 pm	James Schilling
490	10/01/11 - 01/31/12	8 am - 4 pm Saturday and Sunday	Rose Zuker
491	2/4/12	6:00 am - 3:30 pm	Cheryl Bush
492	1/24/12 - 2/3/12	24/7	Butch Kimball
493	2/10/12	5:00pm - 10:00 pm	Carol Wolfinger
494	2/11/12	8:00 am - 5:00 pm	Rudi Semen
495	2/4//12 & 2/7/12	7:00 am - 9:00 pm & 5:00 pm - 1:00 am	Debbi Simon
496	10/29/11 - 02/15/12	All Weekends 7:00 am - 6:00 pm	Phyllis Newby
497	1/16/12 - 2/9/12	5:00 am - 11:00 pm M-Th & 24/7 S-SUN	Connie Minix
498	2/20/12	6:30 am - 4:00 pm	Debbye Kafara
499	2/11/12-2/12/12	7:00am - 5:oopm	Carol Wolfinger
500	2/20/12	6:00 am - 4:00 pm	Steve Beals
501	2/20/12	7:00 am - 4:00 pm	David Pletzke
502	2/20/12	7:00 am - 3:30 pm	Cheryl Bush
503	12/20/11, 12/23/11, 12/26/11, 1/12/12, 1/16/12, 2/20/12	6:00 am - 4:30 pm	Robert Luttrell
504	2/20/12	7:00 am - 4:00 pm	David Pletzke
505	2/20/12	7:30 am - 11:00 am	Jamie Schramski

	J
465	517-819-3404
466	517-636-4086
467	517-241-0811
468	517-335-5108
469	517-202-2907
470	517-202-2907
471	373-8269
472	517-322-1367
473	517-241-9748
474	517-202-2907
475	517-202-2907
476	749-7111
477	241-2982
478	517-373-6999
479	517-202-3696
480	749-7061
481	373-8269 or 335-0531
482	241-5190
483	241-4228
484	322-6270
485	719-1385
486	749-7302
487	749-7061
488	810-760-2651
489	373-8269
490	517-335-2429
491	749-7061
492	322-5497
493	648-8598
494	719-1385
495	517-636-0244
496	517-373-0870
497	373-4978
498	202-2907
499	648-8598
500	743-7149
501	749-7111
502	749-7061
503	517-719-0676
504	749-7111
505	243-0145

	K	L	M	N	O	P
465	Mason Plaster working doing drywall refinishing for Dept. Needs to be done on Saturday and all paperwork is completed for this project.					
466	TRANSPO CLUB annual Children's Christmas Part for employees children					
467	Year end closing for the Office of Financial Management					
468	They will be working on the Earning Statement upgrade					
469	Strip/wax floor					
470	Strip/wax floor					
471	Carpet install					
472	The Assistant Attorneys General often works late, so proper lighting is needed					
473	Staff overtime					
474	After construction clean up of Office of recipient rights area					
475	Strip/wax floor					
476	Carpet cleaning					
477	Overtime					
478	E-MI is working on special Projects for the Govenor's office. This is at the Govenor's Request					
479	Construction					
480	Carpet cleaning					
481	Staff needing to work during year end close					
482	State of the State					
483	Staff overtime					
484	Carpet cleaning					
485	Replacing/upgrading network equipment					
486	Installation of tile in new breakroom					
487	Carpet extraction					
488	Staff overtime					
489	Carpet install					
490	Education will be able to close the FY2011 year out by the deadline set by DTMB					
491	Carpet cleaning					
492	New carpet installation					
493	HAZMAT Tech Course					
494	Udgrade data switches					
495	Staff overtime					
496	State Budget Office Preparing for the FY2013 Budget					
497	State Budget Office Preparing for the executive budget presentation					
498	Special cleaning					
499	HAZMAT Tech Course					
500	Special cleaning					
501	Special cleaning					
502	Special cleaning					
503	AHU & ERU Installation					
504	Special cleaning					
505	Tennants moving					

	A	B
506		ST-22
507		ST-23
508		ST-25
509		ST-27
510		ST-28
511		ST-12
512		ST-1
513		ST-2
514		ST-4
515		ST-8
516		ST-18
517		ST-2
518		ST-4
519		ST-6
520		ST-17
521		ST-18
522		ST-2
523		ST-3
524		ST-5
525		ST-7
526		ST-8
527		ST-11
528		ST-13
529		ST-14
530		ST-18
531		ST-19
532		ST-9
533		ST-3
534		ST-6
535		ST-7
536		ST-2
537		ST-4
538		ST-8
539		ST-2
540		ST-5
541		ST-9
542		ST-5
543		ST-14
544		ST-7
545		ST-9
546		ST-3
547		ST-4

	C	D
506	DTMB	Peckham
507	DTMB	Peckham
508	DTMB	BOD
509	DTMB	Peckham
510	DTMB	Peckham
511	DTMB	Telecom
512	State	Elections
513	State	Executive Office
514	DTMB	Peckham
515	DTMB	ORS
516	DTMB	State Budget Office
517	DTMB	Financial Services
518	DTMB	Peckham
519	DTMB	ORS
520	DTMB	Financial Management
521	DTMB	MiCSES
522	DCH	WIC
523	MSP	EMHSD-EMHSTC
524	Peckham	Enviromental services
525	MDE	Financial Management
526	DHS	DDS
527	DTMB	Peckham
528	Peckham	Enviromental services
529	Peckham	Enviromental services
530	DTMB	Office of Financial Management
531	LARA	MAHS
532	Peckham	Enviromental services
533	State Police	EMHSD
534	DTMB	ORS
535	DTMB	Peckham
536	State	Traffic Safety
537	State Police	EMHSD
538	Peckham	Enviromental Services
539	DTMB	Peckham
540	DHS	Genesee County
541	DHS	Out State Operations
542	Peckham	Environmental Services
543	OOF	BOD-Zone 4
544	DHS	Children's Trust Fund
545	DTMB	Peckham
546	Peckham	Enviromental Services
547	DEQ	Environmental Assistance

	E	F
506	Police Training Academy	All Floors
507	Romney Bldg	1st - 12th floors
508	Romney Bldg	1st Floor
509	Van Wagoner	All Floors
510	Williams	All Floors
511	Mason	8th floor
512	Austin	1st floor Elections area
513	Austin	4th floor U16,, v16 - U23, v23, X22, X23
514	Cass	All floors
515	General Office Building	3rd floor B-wing, K12, K13, M12, M13, n12, N13
516	Romney Bldg	Whole Room by Pillar H5 plus restrooms
517	Cass	2nd floor south Wing
518	Cass	all floors
519	GOB	3rd floor, B-Wing Pillars K12/13, M12/13 & N12/13
520	Romney Bldg	7th floor H8 & Restrooms
521	Romney Bldg	11th floor C3, D3 & 12th floor F11, C1, C3, G9, H7, H8, H9
522	Cass	6th floor South
523	EMHSTC Training Center	Classrooms, restrooms, kitchenette and garage
524	GOB	2nd floor A wing hallway & Peckham office
525	Hannah	4th
526	Hannah Bldg	3rd floor
527	Mason	7th floor
528	Mason	All Floors
529	Mason	4th, 5th, 6th, 7th & 8th floors
530	Ottawa	4th floor A1
531	Ottawa	2nd floor B6-8, C7, D2, D7
532	Mason	7th & 8th Floors
533	EMHSTC Training Center	1st Floor
534	GOB	3rd floor A,B & Core
535	GOB	2nd floor A Wing & Peckham Office
536	Austin	3rd floor center bank
537	EMHSTC Training Center	1st Floor
538	Lewis Cass	All
539	Austin	3rd Floor All
540	Flint S.O.B.	Floors 2-6
541	Jackson	3rd floor
542	GOB	2nd Floor A wing, Hall way and Peckham office
543	Romney	12-Jan
544	Grand Tower	14th floor Suite 1411
545	Mason	Dock & 1st floor
546	Cass	Garden Level, 1st & 2nd
547	Con Hall	Atrium Level - All conf. rooms

	G	H	I
506	2/20/12	6:00 am - 4:00 pm	Steve Beals
507	2/20/12	8:00 am - 4:30 pm	Beulah Burks
508	2/19/12	24/7	Bob Bierewagen
509	2/20/12	7:00 am - 4:00 pm	David Pletzke
510	2/20/12	7:00 am - 4:00 pm	David Pletzke
511	2/25/12	8:00 am - 5:00 pm	Rudi Semen
512	2/28/12 - 2/29/12	6:00 am on 2/28 - 6:00 am on 2/29/12	Sally Williams
513	2/28/12	9:00 - 10:00 pm	William Pruzinsky
514	3/3/12	6:30 am - 3:30 pm	Debbye Kafara
515	2/21/12, 2/23/12, 2/29/12	6:00 am - 8:30 pm	Pam Ward
516	01/01/12 - 02/29/12	6:30 am - 8:30 pm	Tina Ray
517	Various up to 3-7-12	7:30 am - 7"00 pm	Ronald Foss
518	3/17/12	6:30am - 4:30pm	Debbye Kafara
519	3/19/12	6:00pm - 9:00pm	Pam Ward
520	2/29/12 - 3/9/12	6:30 am - 8:00 pm	Tina Ray
521	3/16/12 - 3/17/12	316 - All Day 3/17 - 8:00 am - 5:00 pm	Randy Church
522	12/3-4/12	6:00 am - 11:59 pm	Suzanne Brownell
523	Thursday 03/23/12 & 03/30/12	5:00 pm to 10:00 pm	Carol Wolfinger
524	03/07/12	8:00 am - 4:00 pm	Steve Beals
525	10/01/11 - 003/31/12	9 am - 5 pm Saturdays and Sundays	Catherine McClain
526	Saturdays 3/3/12 - 3/31/12	7:00 am - 5:00 pm	Pat Garlitz
527	3/24/12	7:00 am - 3:30 pm	Cheryl Bush
528	03/31/12	6:00 am - 3:30 p.m.	Cheryl Bush
529	04/07/12	6 am - 3:30 pm	Cheryl Bush
530	10/01/11 - 03/30/12	6:30 am - 3:30 pm	Jameie Schramski
531	Saturdays 1/28/12 - 3/31/12	7:00 am - 6:00 pm	Terry Colby
532	04/14/12	6 am - 3:30 pm	Cheryl Bush
533	4/20/12	5:00 pm -10:00 pm	Carol Wolfinger
534	4/12/12 , 4/19/12	6:00 pm - 3:00 am	Pam Ward
535	4/21/12	8:00 am - 4:00 pm	Steve Beals
536	04/28/12	6:00 am - 6:00 pm	Ramona Putnam
537	4/27/12	5:00 pm -10:00 pm	Carol Wolfinger
538	04/28/12	7:30 am - 12:30 pm	Debbye Kafara
539	05/05/12	6:00 am - 3:30 pm	Cheryl Bush
540	4/30/12 - 5/1/12	6:00 pm - 6:00 am	Jeri Sanderling
541	Tuesdays 03/20/12 - 05/01/12	5:00 pm - 8:30 pm	Jessica Deering
542	05/12/12	7:00 am - 4:00 pm	Steve Beals /Greg Dean
543	05/08/12	8:00 am - 4:30 pm	Beulah Burks
544	05/01/12 - 05/16/12	8:00 am - 12:00 am	Patricia Headley
545	5/12/12	6:00 am - 3:30 pm	Cheryl Bush
546	05-19-12	8:00 am - 4:30 pm	Debbye Kafara
547	5/19/12	8:00 am - 5:00 pm	Thomas Occhipinti

	J
506	743-7149
507	749-7085
508	373-2177
509	749-7111
510	749-7111
511	517-719-1385
512	373-2540
513	241-4228
514	2022907
515	322-6270
516	517-241-0811
517	335-7015
518	517-202-2907
519	322-6270
520	517-241-0811
521	241-8818
522	241-2761
523	517-648-8598
524	517-743-7149
525	241-3147
526	517-702-5456
527	749-7061
528	517-749-7061
529	517-749-7061
530	243-0145
531	241-3914
532	517-749-7061
533	517-648-8598
534	322-6270
535	743-7149
536	517-241-3961
537	517-648-8598
538	517-202-2907
539	517-749-4061
540	810-760-5651
541	517-780-7666
542	743-7149
543	749-7085
544	241-7226
545	517-749-7061
546	202-2907
547	517-373-2379

	K	L	M	N	O	P
506	Special cleaning					
507	Restroom cleaning					
508	New carpet installation					
509	Special cleaning					
510	Special cleaning					
511	Upgrade Network Equipment in Data Closets RFC#43693					
512	Staff Overtime					
513	Staff Overtime					
514	Carpet cleaning					
515	Staff Overtime					
516	Audit of year end closing for the Office of Financial Management					
517	Year end closing activities					
518	Scrub all restroom floors					
519	Staff will be conducting a webinar for customers. The webinar will begin at 4:30 p.m. and staff will not be able to contact Central Control if lights go off at 6:00 p.m.					
520	Year end closing					
521	Project release					
522	Staff overtime					
523	This is first evening of the first weekend of a Hazardous Materials Technician Part 1 course					
524	Clean office chairs					
525	Linda quite frequently has an overflow of work that she is not able to attend to during the week. She finds that coming in on Saturday and Sunday allows her to catch ip and organize the coming week					
526	Staff Overtime					
527	Carpet extraction					
528	Cleaning High Traffic areas					
529	High traffic area					
530	Staff Overtime					
531	Staff overtime					
532	High traffic area					
533	Staff Training					
534	Carpet Cleaning					
535	Cleaning office chairs					
536	required after hours lighting to meet required deadlines					
537	Staff Training					
538	Vacuum conference room chairs					
539	Chair cleaning					
540	Computer software download					
541	Foster Parent training					
542	Clean Office carpets					
543	All High Traffic areas to be extracted					
544	Overtime for signature auction event on May 16					
545	Cleaning dock & 1st floor lobby					
546	Top Strip hard floors					
547	MEECS Training					

	A	B
548		ST-6
549		ST-8
550		ST-11
551		ST-14
552		ST-15
553		ST-16
554		ST-17
555		ST-6
556		ST-9
557		ST-12
558		ST-14
559		ST-9
560		ST-12
561		ST-13
562		ST-4
563		ST-8
564		ST-11
565		ST-14
566		ST-15
567		ST-6
568		ST-7
569		ST-8
570		ST-14
571		ST-2
572		ST-4
573		ST-13
574		ST-14
575		ST-16
576		ST-5
577		ST-11
578		ST-17
579		ST-2
580		ST-4
581		ST-5
582		ST-8
583		ST-9
584		ST-10
585		ST-16
586		ST-17
587		ST-22

	C	D
548	DTMB	Peckham
549	DHS	Human services
550	Peckham	Enviromental Services
551	Peckham	Enviromental Services
552	DTMB	Agency Services
553	Peckham	Enviromental Services
554	Peckham	LARA
555	Peckham	Enviromental Services
556	DTMB	Peckham
557	Peckham	Enviromental Services
558	DTMB	MiCSES
559	Peckham	Enviromental Services
560	Peckham	Enviromental Services
561	Peckham	Enviromental Services
562	DTMB	Peckham
563	DTMB	Peckham
564	Peckham	Enviromental Services
565	DTMB	Peckham
566	Peckham	Enviromental Services
567	DTMB	Peckham
568	DTMB	Agency Services
569	DTMB	Peckham
570	DTMB	Peckham
571	State	Elections
572	DTMB	Peckham
573	DTMB	Peckham
574	DTMB	Peckham
575	DHS	Saginaw County
576	DTMB	PECKHAM
577	Peckham	Enviromental Services
578	DTMB	PECKHAM
579	State	Elections
580	State	Elections
581	State	Executive Offices
582	Peckham	Custodial
583	DEQ	Office of Enviromental Assistance
584	DTMB	Peckham
585	DTMB	Library of Michigan Foundation
586	Education	Library of Michigan Foundation
587	DTMB	Agency Services

	E	F
548	GOB	2nd Floor A wing & Peckham office
549	Jerome T. Hart State office Bldg	1st, 2nd, 3rd, & 4th floors
550	Mason	Dock & 1st floor
551	PTA	Cafeteria/Basement
552	Romney	9th floor NW corner & restrooms
553	SOS	All
554	Ottawa	4th floor
555	Hannah	All
556	Mason	1st floor
557	Ottawa	All
558	Romney	11th & 12th
559	Mason	7th & 8th floor
560	PTA	Cafeteria /basement
561	Van Wagoner	1st floor
562	Cass	All floors & restrooms
563	Hannah	4th floor & UL
564	Mason	3rd, 4th, 5th
565	Ottawa	UL
566	VTS	All floors
567	GOB	3rd A wing
568	Hannah	1st floor G17 & G18
569	Hannah	2nd, 3rd & 4th floors
570	Ottawa	2nd & 3rd floors
571	Austin	1st floor
572	Cass	4th Floor South
573	Ottawa	1st Floor
574	Ottawa/Hannah	all areas
575	Saginaw SOB	2 & 3
576	CASS	ALL FLOORS
577	Mason	1st - 3rd floor
578	OTTAWA HANNAH	ALL FLOORS
579	Austin	1st floor Pillar U, V & W23
580	Austin	Lights and HVAC Please1st Floor U-V 22 - 23
581	Austin	HVAC & Lights 4th floor Pillar U-23 & V-23 through X22 & X23
582	Cass	1st - 6th
583	Constitution Hall	Atrium level
584	Envirometnal Services	1st Floor
585	MLHC	1st floor Forum & Lake Superior Conerence Rooms
586	MLHC	1st Forum, Lake Superior and Rotunda
587	Romney	9th floor

	G	H	I
548	05/19/12	7:00 am - 4:00 pm	Steve Beals
549	05/07/12 - 05/18/12	7:00 am - 7:00pm	Cheryl Kubczak
550	05/26/12	6 am - 3:30 pm	Cheryl Bush
551	06/01/12 - 06/03/12	3:00:00 PM - 10:00 pm	Marcy Beebe
552	5/19/12	4:00 pm - 7:00 pm	Christina Jensen
553	06/02/12	6am - 6 pm	John Perry
554	06/02/12	6:30 am - 5:00 pm	Dave Pletzke
555	06/09/12	6:30 am - 5:00 pm	Tim Warren
556	6/9/12	6:00 am - 3:30 pm	Cheryl Bush
557	06/09/12	6:30 am - 5:00 pm	Tim Warren
558	6/9/12	8:00 am - 5:00 pm	Randy Church
559	06/16/12	6:00 am - 3:30 pm	Cheryl Bush
560	06/08/12 - 06/09/12	3pm to 10 pm on 06/08 and 7am - 4 pm on 06/09	Steve Beals/Marcy Beebe
561	06/16/12	9:00 am - 4:00 pm	Cheryl Bush
562	06/23/12	7:00 am - 3:30 pm	Howard Stanton
563	6/23/12	6:30 am - 5:00 pm	Tim Warren
564	06/30/12	6:00 am - 3:30 pm	Cheryl Bush
565	6/23/12	6:30 am - 5:00 pm	Tim Warren
566	06/30/12	6:00 am - 7:00 pm	John Perry
567	6/30/12	7:00am - 12:00 pm	Steve Beals
568	07/07/12	8 am - 6 pm	Melinda Evelith
569	07/07/12	6:30am-5:00pm	Tim Warren
570	07/07/12	6:30am-5:00pm	Tim Warren
571	06/09/12 - 07/14/12	24/7	Mike Diljak
572	07/14/12	7:00am-3:30pm	Howard Stanton/Jordan Hanifan
573	07/12/12	5:00pm-8:30pm	Tim Warren
574	07/14/12	6:30am-5:00pm	Tim Warren
575	07/14/12	8:00 am - 12:01 pm	Richard Latinen
576	7/21/12	7:00AM-3:30PM	HOWARD (SKIP) STANTON
577	07/21/12	6:00 am to 3:30 pm	Cheryl Bush
578	7/21/12	6:30AM-5:00PM	TIM WARREN
579	08/07/12 & 08/08/12	6:30:00 AM 08/07/12 - 6:30 am on 08/08/12	Lucinda Sheltrown
580	08/04/12	8:00 am - 4:00 p.m.	Lucinda Sheltrown
581	08/07/12	5:00 pm - Midnight	Bill Pruzinsky
582	08/04/12	7:00 am - 3:30 pm	Howard Stanton
583	07/28/12	8:00 am - 5:00 pm	Thomas Occhipinti
584	08-04-12	6:30 a.m. - 2 p.m.	Tim Warren
585	07/25/2012 - 07/27/2012	07/25-07/26/12 until 10 pm and 07/27/12 until 11 pm	Carolyn Sparks
586	07/25/12 - 07/27/12	6:00 pm - 10:30 pm nightly	Carolyn Sparks
587	07/28/12 - 07/30/12	8:00 am - 8:oo am	Tina Jesen

	J
548	517-743-7149
549	989-758-2744
550	749-7061
551	319-6003
552	241-7254
553	749-7134
554	749-7111
555	517-749-7163
556	517-749-7061
557	517-749-7163
558	517-241-8818
559	517-749-7061
560	517-743-7149 517-319-6003
561	517-749-7061
562	749-4353
563	749-7163
564	749-7061
565	749-7163
566	749-7134
567	743-7149
568	517-373-7057
569	517-749-7163
570	517-749-7163
571	514-241-2542
572	517-749-4353/517-749-7194
573	517-749-7163
574	517-749-7163
575	989-758-1217
576	517-749-4353
577	749-7061
578	517-749-7163
579	517-335-2659
580	335-2659
581	517-204-2181
582	749-4353
583	517-373-2379
584	517-749-7163
585	517-373-1297
586	373-1297
587	517-335-1613

	K	L	M	N	O	P
548	Carpet cleaning					
549	Overtime					
550	Top Scrub Basement Lobby					
551	Top strip and refinish cafeteria floor					
552	Staff overtime - DHS-PFOs EFT project implementation work					
553	Top scrub Restrooms					
554	Cleaning of vents					
555	Extract high traffic carpet					
556	Lobby cleaning					
557	Extract high traffic carpet					
558	MiCSES release					
559	Top Scrub 7th & 8th Floor					
560	Top Strip and Refinish Cafeteria hall floor					
561	Scrub cafeteria floor					
562	Top scrubbing all restroom floors					
563	Carpet cleaning					
564	Top scrub 3rd, 4th, 5th					
565	Carpet cleaning					
566	Topstrip and refinish hard floors					
567	Cleaning vents					
568	NEED LIGHTS AND AIR - OMNI Rollout software system					
569	Cleaning air bar vents					
570	Cleaning air bar vents					
571	Testing computer Software					
572	Clean carpet 42 cubicles south side.					
573	Cleaning air bar vents					
574	Cleaning air bar vents & carpeting					
575	Staff Overtime					
576	TOP SCRUB RESTROOM FLOORS/ SOUTH SIDE					
577	Top Scrub lobbies					
578	AIR BAR VENTS/RR SCRUB					
579	Staff are working Tuesday August 7, 2012 to conduct the August 7 election.					
580	QVF Help Desk staff are working to assist clerks to prepare for the August 7th election					
581	Executive Office including the Secretary of state, chief legal counsel, office of communications will be working late for the primary Election					
582	Clean High Traffic Carpet					
583	HVAC will also be needed at this time					
584	Finish Airbars					
585	Need Lights and air on Rehearsal for the Will on 07/25/12 - 07/26/12 and performance of the Will on 07/27/12					
586	Need Lights and air on until 10:30 PM Nightly The Library of Michigan and the Michigan Historical Center are sponsoring The Will: A Civil War Drama					
587	MAIN Disaster Recovery Training					

	A	B
588		ST-2
589		ST-8
590		ST-4
591		ST-10
592		ST-2
593		ST-6
594		ST-8
595		ST-13
596		ST-3
597		ST-11
598		ST-2
599		ST-4
600		ST-8
601		ST-9
602		ST-17
603		ST-18
604		ST-2
605		ST-9
606		ST-10
607		ST-15
608		ST-16
609		ST-18
610		ST-29
611		ST-31
612		ST-32
613		ST-33
614		ST-34
615		ST-3
616		ST-7
617		ST-23
618		ST-24
619		ST-25
620		ST-26
621		ST-27
622		ST-28
623		ST-29
624		ST-30
625		ST-5
626		ST-11
627		ST-15
628		ST-20

	C	D
588	State	Elections
589	DTMB	Peckham
590	DTMB	Peckham
591	DTMB	Peckham
592	DTMB	Peckham
593	DTMB	Peckham
594	DTMB	ORS
595	DTMB	Peckham
596	DTMB	Peckham
597	Treasury	Tax Processing
598	State	Elections
599	DTMB	Peckham
600	DTMB	Telecom
601	DTMB	Peckham
602	DTMB	MiCSES
603	DTMB	Peckham
604	DTMB	Peckham
605	LARA	Tax Tribunal
606	LARA	Tax Tribunal
607	DTMB	Agency Services
608	Peckham	Enviromental Services
609	Peckham	Custodial
610	DTMB	OOF
611	DTMB	Peckham
612	Peckham	Enviromental Services
613	Attorney General	Executive
614	Attorney General	Attorney General
615	MDOT	C&T
616	DHS	Geneee County
617	LARA	
618	Treasury	Income Tax
619	LARA	OHR
620	LARA	MAHS
621	DTMB	Peckham
622	Budget	OFM
623	DTMB	MCSC
624	State	Driver & Vehicle Records
625	LARA	MAHS
626	Human Services	DDS
627	DTMB	Peckham
628	Historical Museum	DNR

	E	F
588	Austin	1st floor U17-22
589	Mason	1st & 7th floor
590	Cass	All Floors
591	Mason	1st & 7th floors
592	Austin	All
593	Cass	3rd floor South wing
594	GOB	3rd fl A wing
595	Mason	All
596	C&T	All
597	Operations Center	Lights and HVAC 1st floor All North End from Pillar A11 -A17 to H11 - H17 Treasury space
598	Austin	1st floor U,V & w 17 - U, V & w 23
599	Cass	3rd flr North
600	Hannah	1st floor
601	Hannah/Ottawa	Hannah- 1st flr, Ottawa- UL and 1st flr
602	Romney	11th and 12th Pilars: F11, C1, C3, G9, H7, H8 and H9 Pilars: F12 D3 and C3
603	Hannah/Ottawa	All Floors
604	Austin	All
605	GOB	1st floor Lights and HVAC entire A wing
606	GOB	1st floor A wing 9:00 am to 6:00 pm
607	Hannah	Ligths and Hvac please 1st floor West Side
608	Hannah	3rd floor Hannah/Ottawa 1st, 2nd, & 3rd floor
609	Lewis Cass	All South side restrooms
610	Romney	1ST-12TH FL ALL FREIGHT ELEVATOR LOBBY
611	Van Wagoner	All
612	Van Wagoner	4th Floor - entire floor
613	Williams	Lights and HVAC entire 7th floor
614	Williams	Please lower the temperature to 69 degrees in Auditorium, 1st floor training room, 2nd floor conference room and 7th floor main hall and Kelley library
615	C&T Laboratory	1st floor Room 124
616	Flint SOB	Floors 1 - 7
617	OPS Center	1st floor South Center area
618	OPS Center	1st fl A11-A17 , H11-H17
619	Ottawa	4th floor E7, E8 F7, F8
620	Ottawa	2nd Fl
621	Ottawa/Hannah	all floors
622	Romney	7th floor Ci1, G3, F2, F4
623	Romney	West side of 9th floor, pillars F8, 9, 10, 11 plus restrooms
624	SOS	LA4-LA10, CC4-CC10
625	GOB	1st fl A wing
626	Hannah	Entire 3rd Floor Lights and HVAC
627	Hannah/Ottawa	all floors
628	MLHC	1, 2, 2M 3, 3M

	G	H	I
588	7/23/12	Until 8:00 pm	Bill Pruzinsky
589	08/11/12	7:00 am - 3:30 pm	Cheryl Bush
590	08/18/12	7:00 am - 3:30 pm	Howard (Skip) Stanton
591	5/18/12	7:00 am - 3:30 pm	Cheryl Bush
592	8/25/12	7:00 am - 3:30 pm	Cheryl Bush
593	08/25/12	7:00 am - 3:30 pm	Larry Herbert
594	8/23/12	5:00 pm - 11:59 pm	Pam Ward
595	8/25/12	7:00 am - 3:30 pm	Cheryl Bush
596	09/01/12	6:00 pm - 6:00 am	John Perry
597	08-11-12 to 08-25-12 Saturdays	7:00 am - 4:00 pm	Ann Luepnitz
598	09/05/12	6:30 am - 9:00 pm	Lucunda Sheltrown
599	09/08/12	7:00 am - 3:30 pm	Skip Stanton
600	09/09/12	6:30 am - 9:00 pm	Ryan Charbonneau
601	09/08/12	7:00 am - 5:00 pm	Tim Warren
602	09/07/12 - 09/08/12	6:00 pm 09/07/12 - 10:00 pm 09/08/12	Mark Jorgensen
603	09/12/12	6:00 am - 6:00 pm	Tim Warren
604	09/15/12	7:00 am - 3:30 pm	Cheryl Bush
605	09/19/12	6:00 p.m. - 8:00 pm	Jamie Schramski
606	09/22/12 - 09/23/12	9:00 am - 6:00 pm	Jamie Schramski
607	09-15-12 - 09-16-12	6 am Saturday - 3 am Sunday	Terry Lippincott
608	09/22/12	5:30 am - 1:00 pm	Tim Warren
609	09/22/12	7:00 am - 3:00 pm	Skip Stanton
610	9/22/12	7:00AM-3:30PM	BEULAH BURKS/BOB BIERWAGEN
611	09/15/12	9:00 am - 5:00 pm	Cheryl Bush
612	09/22/12	7:00 am - 3:30 pm	Cheryl Bush
613	09/12/12 - 09/15/12	5:00 pm to 2:00 am	Bob Ruff
614	09/19/12	10:00 am - 3:00 p.m.	Kathy Knapp
615	8/6/10 - 12/31/12	7:00am-5:00pm	Thomas Woodhouse
616	09/21/12 - 09/23/12	24 hours	Jeri Sanderling
617	9/21-23/12 & 9/28-30/12	6:00 am - 11:00 pm	Pat Willett
618	09/23,29/12	6:00 am - 6:00 pm	Pat Cotter
619	7/16/12 - 9/28/12	9:00 pm - 6:00 am	Margie Holben
620	09/30/12	7:00 am - 8:00 pm	Jamie Schramski
621	Saturday 9/29/12	5:30am- 1:00pm	Tim Warren
622	09/29/12	6:30 am - 8:00 pm	Tina Ray
623	09/29/12	6:30 am to 8:00 pm	Tina Jensen
624	09/15,22,27, 29/12	6:30 am - 4:00 pm	Grace Ueberroth
625	09/30/12	7:00 am - 8:00 pm	Jamie Schramski
626	Monday 08/06/12- Wednesday 08/08/12 & Monday 08/13/12 - Wednesday 08/15/12	6:00 pm -11:00 pm	Patrick garlitz
627	Saturday 9/29/12	5:30am- 1:00pm	Tim Warren
628	09/27/12	7:00 AM	Scott Peters

	J
588	241-4228
589	749-7061
590	749-4353
591	749-7061
592	749-7061
593	517-749-7223
594	322-6270
595	749-7061
596	743-7134
597	517-410-3275
598	335-2659
599	749-4353
600	517-242-3110
601	749-7163
602	241-9900
603	749-7163
604	749-7061
605	243-0145
606	241-0145
607	335-3347
608	517-749-7163
609	517-749-4353
610	BEULAH @ 749-7085 OR 319-6014
611	749-7061
612	517-749-7061
613	719-4754
614	335-6735
615	322-1183
616	810-760-2651
617	636-6308
618	636-4537
619	373-4771
620	243-0145
621	517-749-7163
622	241-0811
623	241-7254
624	322-3440
625	243-0145
626	517-702-5456
627	517-749-7163
628	3352782

	K	L	M	N	O	P
588	Staff overtime					
589	Top Scrubbing					
590	Clean high traffic carpet area in front of north and south restrooms					
591	Top scrubbing					
592	Carpet cleaning					
593	Carpet Cleaning					
594	Staff overtime					
595	Carpet cleaning					
596	Special cleaning					
597	Overtime for Data Entry and imaging staff to catch up on the keying and imaging of Annual Returns in backlog.					
598	Election staffing					
599	Carpet Cleaning					
600	Working on RFC will be in building all day. Requires AC and lights.					
601	Clean chairs, conf rms and elevators					
602	On-site support for MiCSES 8.2 relaease activities					
603	air bars & waxing of freight elevator lobbies					
604	Cleaning high traffic areas					
605	DTMB Movers File cabinets from Ott to GOB					
606	Tax Tribunal will be coming in to unpack					
607	Implementing updated software package					
608	3rd floor cubicle carpet / Waxing freights					
609	Top scrub bathrooms					
610	STRIP ALL FREIGHT ELEVATOR LOBBY 1ST - 12TH					
611	Top scrub bathrooms					
612	Extract Carpet in the Offices					
613	New carpet installation					
614	AG is hosting an even for 250+ guest					
615	Lighting for weekend testing					
616	New Software Download by DTMB					
617	MiTalent initiative					
618	Staff overtime					
619	OHR Staff overtime					
620	Office move					
621	Carpet Cleaning					
622	Year end closing					
623	Annual Year end closeouts					
624	Staff Overtime					
625	Office move					
626	Ensure that the 100% federally fundedSSA program continue to adjudicate cases in a timely anner on behalf of the claimants of Michigan					
627	Carpet Cleaning					
628	There is a filming taking place in the museum and they need the lights on at 7:00 am					

	A	B
629		ST-3
630		ST-2
631		ST-12
632		ST-19
633		ST-20
634		ST-21
635		ST-22
636		ST-19
637		ST-17
638		ST-7
639		ST-8
640		ST-2
641		ST-4
642		ST-8
643		ST-9
644		ST-11
645		ST-12
646		ST-15
647		ST-16
648		ST-22
649		ST-23
650		ST-24
651		ST-26
652		ST-27
653		ST-2
654		ST-2
655		ST-3
656		ST-5
657		ST-6
658		ST-12
659		ST-15
660		ST-19
661		ST-22
662		ST-23

	C	D
629	DTMB	Peckham
630	Enviromental Services	Peckham
631	DTMB	Agency Services
632	DTMB	Peckham
633	DTMB	Peckham
634	DTMB	Peckham
635	DTMB	Peckham
636	DTMB	Peckham
637	DTMB	Peckham
638	DHS	Contract Payments Unit
639	DHS	Accounting
640	Peckham	Enviromental Services
641	DTMB	Peckham
642	Peckham	Enviromental Services
643	DTMB	Ors
644	DHS	Federal Reporting
645	DTMB	Peckham
646	DHS	DDS
647	DHS	Out State Ops
648	DTMB	Peckham
649	Peckham	Enviromental Services
650	DTMB	Peckham
651	MDOT	Asset Management
652	Education	OEII
653	State	Elections
654	State	OHR
655	DTMB	Peckham
656	DTMB	Peckham
657	DTMB	Real Estate Division
658	DTMB	Peckham
659	DTMB	Peckham
660	DTMB	Peckham
661	DTMB	Peckham
662	DTMB	Peckham

	E	F
629	Cass	North Restrooms all floors
630	Austin	All Floors
631	Hannah	1st fl G17 & G18
632	Romney	Cafeteria
633	Romney	1st fl Cafeteria
634	Romney	Hallways between lobby & dock- Basement, 1st & 6th floors
635	Van Wagoner	All
636	Van Wagoner	3rd Floor
637	Romney	1st floor
638	Grand Tower	10th floor Pillar G1 and Amanda Borgman's office
639	Grand Tower	10th fl G1 and Amanda Borgmans office
640	C & T	All Floors, all Main hall ways. RR and Peckham offices
641	Cass	Garden Level M1-H1
642	GOB	All Floors, all Main hall ways. RR and Peckham offices
643	GOB	1st floor full front area of main entrance including the rest rooms & ORS walk- in office next to the main entrance
644	Grand Tower	10th floor
645	Hannah	1st-4th floors
646	Hannah	3rd entire floor Lights and Hvac
647	Jackson	All
648	Ottawa	UL & 1st Floor
649	Photo Lab	All Floors,
650	PTA	Classroom hallways, Gym Ramp/upper gym landing
651	Van Wagoner	3rd floor Pillar D17
652	Con Hall	1st floor, South Tower
653	Austin	1 U & V 22 & 23
654	Austin	4th floor West wing
655	Austin	All
656	Cass	All
657	Constitution Hall	Atrim North and all of 3rd floor
658	Grand Tower	All
659	Hannah	All
660	Mason	All
661	OPS Center	All
662	Ottawa	All

	G	H	I
629	09/29/12	7:00 am - 3:30 pm	Skip Stanton
630	10/06/12	7:00 a.m. - 3:30 p.m.	Cheryl Bush
631	10/06/12	6:00 am - 10:00 pm	Mindy Eleverh
632	10/05/12	5:00 pm - 9:00 pm	David Pletzke
633	10/5/12	5:00 pm - 9:00 pm	David Pletzke
634	10/6/12	6:45am - 4:00pm	David Pletzke
635	10/06/12	7:00 am - 3:30 pm	Cheryl Bush
636	10/11/12	5:00 pm - 9:00 pm	Cheryl Bush
637	10/11/12	5:00 pm - 10:00 pm	David Pletzke
638	Saturday 10/06/12 & 10/13/12	6:00 am - 4 pm	Amanda Borgman
639	10/06/2012 - 10/13/12	6:30 am to 4 Pm	Amanda Borgman
640	10-20-12	11:00 am - 2:00 pm	Steve Beals
641	10/20/12	7:00 am - 3:30 pm	Skip Stanton
642	10-20-12	7:00 am - 12:00 pm	Steve Beals
643	10/23/12 - 10/25/12	6:00 pm - 9:00 pm	Pam Ward
644	10/20-21/12, 10/27-28/12	7:00 am - 5:00 pm	Cathy Gosselin
645	10/19/12	5:00 pm - 9:00 pm	Tim Warren
646	10/28/12	8:30 am - 1:00 pm	Patrick Garlitz
647	09/11,18,25/12 & 10/02,09,16/12	5:00 pm - 8:30 pm	Jessica Deering
648	10/20/12	6:00 am - 5:00 pm	Tim Warren
649	10-20-12	1:00 pm - 3:00 pm	Steve Beals
650	10/20/12	7:00 am - 5:00 pm	Steve Beals
651	10/06/12 - 10/28/12	8:00 am -5:00 pm Weekends	Judy Baker
652	10/27/12	7:00 am - 2:00 pm	James Shilling
653	10/30/12	8:00 am - 5:00 pm	Lucinda Sheltrown
654	10/30/12 - 11/01/12	Until 10:00 pm	Kelly Ciloski
655	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
656	11/06/12	7:00 am - 3:30 pm	Skip Stanton
657	11/06/12	7 am - 5 pm	Larry Johnson
658	11/06/12	6:45 am to 3:45 pm	David Pletzke
659	11/06/12	6:30 am - 4:00 pm	Tim Warren
660	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
661	11/06/12	6:00 AM - 5:00 p.m.	Lori Dorsey
662	11/06/12	6:30 am - 4:00 pm	Tim Warren

	J
629	749-7353
630	749-7061
631	335-0858
632	749-7111
633	749-7111
634	749-7111
635	749-7061
636	749-7061
637	517-749-7111
638	241-7037
639	241-7037
640	749-7143
641	749-4353
642	749-7143
643	322-6270
644	335-3724
645	749-7163
646	517-702-5456
647	517-780-7666
648	749-7163
649	749-7143
650	749-7143
651	373-2250
652	373-8269
653	335-2659
654	335-3051
655	749-7061
656	749-7353
657	517-290-1643
658	749-7111
659	749-7163
660	749-7061
661	719-4720
662	749-7163

	K	L	M	N	O	P
629	Cleaning					
630	Cleaning high traffic areas					
631	Staff Overtime					
632	Cleaning					
633	Periodic work as per contract					
634	Periodic work as per contract					
635	Cleaning					
636	Cleaning					
637	Cleaning					
638	CPU staff to process FY12 estimates and FY12 original bills in time for year end deadline					
639	For CPU staff to process FY 12 estimates and FY12 original bills in time for deadline					
640	Scrub RR					
641	Cleaning					
642	Scrub RR					
643	ORS is implementing legislation that requires 300,000 public school employees to make a selection on retirement benefits. The window for making the selection is open and ORS has regularly been having customers in the building beyond 5:00 p.m. It was determined today, 10/23/12, that to meet customer needs, for the next 3 days ORS would extend walk-in office hours until 7:00 p.m. each day.					
644	Extra working hours are required to complete federal reports. DHS will be cut off from receiving federal revenue if reports are not complete by the 10/30/12 due date.					
645	Waxing freights					
646	DDS is upgrading the Federal Computer system					
647	Parenting training					
648	Carpet Cleaning					
649	Scrub RR					
650	Carpet Cleaning					
651						
652	Moving of MDE staff from Con Hall to Hannah					
653	Overtime election					
654	major hiring process					
655	High Traffic Areas & restroom cleaning					
656	Carpet cleaning					
657	DTMB has requested that we work on Tuesday Election day on modular furniture in Atrium North and all of 3rd floor as part of the restack plan for the building. All employees are currently on the contractor list.					
658	Periodic cleanings					
659	Periodic work, scrubbing bathrooms and cleaning air bars and vents					
660	High Traffic Areas & restroom cleaning					
661	Periodics. Top scrub rest rooms, dusting, air bars					
662	Periodic cleanings					

	A	B
663		ST-24
664		ST-27
665		ST-28
666		ST-29
667		ST-30
668		ST- 31
669		ST-25
670		ST-2
671		ST-4
672		ST-8
673		ST-10
674		ST-11
675		ST-18
676		ST-19
677		ST-23
678		ST-25
679		ST-26
680		ST-27
681		ST-4
682		ST-5
683		ST-16
684		ST-17
685		ST-20
686		ST-21
687		ST-23
688		ST-24
689		ST-25
690		ST-4
691		ST-17
692		ST-23
693		ST-2
694		ST-17
695		ST-3
696		ST-14
697		ST-15
698		ST-24
699		ST-25
700		ST-8
701		ST-1

	C	D
663	DTMB	Executive office
664	DTMB	Peckham
665	DTMB	Peckham
666	DTMB	Peckham
667	DTMB	Peckham
668	DTMB	Peckham
669	DTMB	Peckham
670	DTMB	Peckham
671	DTMB	Real Estate
672	DTMB	Peckham
673	DHS	Accounting
674	DTMB	Peckham
675	DTMB	Peckham
676	DTMB	Peckham
677	Enviromental Services	Peckham
678	OOF	BOD-Zone 4
679	DTMB	Peckham
680	DTMB	Peckham
681	DTMB	Peckham
682	DTMB	Real estate
683	DNR	PRD
684	MDOT	Operation field Division
685	LARA	MAHS
686	Enviromental Services	Peckham
687	DTMB	Agency Services
688	DTMB	OFM
689	DTMB	Executive Office- Constituent Services
690	Custodial	Peckham
691	Peckham	Enviromental services
692	OOF	BOD
693	Treasury	Property Services Division
694	DNR	Historical Museum
695	Peckham	Custodial
696	DTMB	Agency Services
697	DTMB	DDS
698	DTMB	Peckham
699	DTMB	Agency Services
700	DTMB	ORS
701	State	Traffic Safety

	E	F
663	Romney	Ground - 4th floor
664	SOS	All
665	Van Wagoner	All
666	Williams	All
667	OTTAWA & HANNAH	ALL
668	Cass	ALL
669	Romney	All
670	Austin	All
671	Constitution Hall	1st - 3rd floors
672	GOB	All
673	Grand Tower	11th floor North side
674	Grand Tower	All
675	Mason	All
676	MSPTA	All
677	Ottawa/Hannah Building	all
678	Romney	all
679	Van Wagoner	All
680	Williams	All
681	Cass	Garden Level, 1st floor
682	Con hall	1st - 3rd
683	Mason	3rd Fl N2 - S2 West wing
684	MDOT Warehouse	Horatio Earle learning center all
685	Ottawa Building	2nd floor west wing
686	Ottawa Building	all
687	Romney	9th C11 & Restrooms
688	Romney	5th
689	Romney	Ground and all of 2nd floor
690	Cass	Garden Level, 1st and 2nd and breakrooms
691	Operations Center	All
692	Romney	1, 2, 3
693	Austin	2nd Pillar Y16 to X16
694	MLHC	Rotunda, Forum, Museum
695	Cass	Garden Level and 1st Floor
696	Hannah	1st floor Pillar G18
697	Hannah	3rd floor entire floor
698	Romney	Floors 4-12
699	Romney	9th fl North east side of building and restroom
700	GOB	3rd floor A wing & Core G4-G7, A4-A7, A4-G4 A7-G7
701	Austin	3rd Floor Pillar W-16 - W-17

	G	H	I
663	11/6/12	7:00am - 9:00pm	Marsha Quebbeman
664	11/06/12	6:00 AM - 6:00 p.m.	John Perry
665	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
666	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
667	11/12/12	6:30 am - 4:00 pm	Tim Warren
668	11/12/12	7:00 am - 3:30 pm	Skip Stanton
669	11/06/12	7:00 am - 3:30 pm	Beulah Burks
670	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
671	11/12/12	7:00 am - 5:00 pm	Larry Johnson
672	11/12/12	6:00 am - 3:30 pm	Steve Beals
673	11/06/12 & 11/11/12	7:00 am - 5:00 pm	Margo Yaklin
674	11/12/12	6:45 am - 4:00 pm	David Pletzke
675	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
676	11/12/12	6:00 am - 3:30 pm	Steve Beals
677	11/12/12	6:30:00 AM - 4:00 pm	Tim Warren
678	11/12/12	7:00 am - 3:30 pm	Beulah Burks
679	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
680	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
681	12/1/12	7:00 am - 12:00 pm	Chad Antcliff
682	11/23/12	7:00 am - 5:00 pm	Larry Johnson
683	09/20/12 - 11/17/12	6:00 a.m. - 8:00 p.m. weekdays & 8:00 a.m. - 5:00 pm weekends	Cheri Lee
684	12/01/12	7:00 am - 4:00 pm	Sue taylor
685	11/16/12	5:00 pm - 8:00 pm	Jamie Schramski
686	11/16/12	4:30pm-9:00pm	Tim Warren
687	12/01/12	8:00 am - 5:00 pm	Lisa Evani
688	11/17/12	7:30 am - 5:00 PM	Dave Quigley
689	12/1/12 - 12/4/12	24 hours	Marsha Quebbeman
690	12/08/12	7:00 a.m. - 3:30 p.m.	Skip Stanton
691	12/08/12	7 am - 5 pm	Lori Dorsey
692	12/08/12	7:00 am - 3:30 p.m.	Beulah Burks
693	12/01/12 & 12/02/12	8:00 am - 5:00 pm	Heather Cole
694	12/12/12	4:30 p.m. - 11:00 p.m.	Christiana Hanson
695	12/15/12	7:00 a.m. - 3:30 p.m.	Larry Herbert
696	12/15/12	6:00 a.m. - 12:00 a.m.	Mindy Eveleth
697	12/15/12	6:30 a.m. - 4:00 p.m.	Julie Mavis
698	12/15/12	7am - 4pm	Beulah Burks
699	12/13/12	5:00 pm - 9:00 pm	Vishakha Gagli
700	01/01/23 - 12/31/13	6:00 pm - 5:00 am	Pam Ward
701	04/23/12 - 12/31/12	24/7	Ramona Putnam

	J
663	241-5190
664	743-7134
665	749-7061
666	749-7061
667	749-7163
668	749-4353
669	749-7052
670	749-7061
671	290-1643
672	749-7143
673	241-9806
674	749-7111
675	749-7061
676	749-7143
677	517-749-7163
678	749-7085
679	749-7061
680	749-7061
681	749-7194
682	290-1643
683	373-2699
684	636-4086
685	335-58935
686	749-7163
687	
688	241-4195
689	241-5190 or 388-2552
690	749-4353
691	719-4720
692	749-7085
693	373-0675
694	2416852
695	749-7223
696	335-0858
697	702-5571
698	749-7085 or 319-6014
699	335-7752
700	322-6270
701	517-241-3961

	K	L	M	N	O	P
663	Staff will be working. Need to include HVAC					
664	Periodics. Top scrub rest rooms, dusting, air bars					
665	High Traffic Areas & Clean Air Bars & Vent					
666	High Traffic Areas & Clean Air Bars & Vent					
667	PERIODICS					
668	CLEAN HIGH TRAFFIC CARPETING IN FRONT OF RESTROOMS					
669	Air bar & vent cleaning					
670	Periodic cleaning					
671	modular construction					
672	Periodic cleaning					
673	Year end accounting					
674	Periodic cleaning					
675	Periodic cleaning					
676	Periodic cleaning					
677	Peiodics					
678	All rest rooms floors are going to be scrubbed					
679	Periodic cleaning					
680	Periodic cleaning					
681	Cleaning entry mats and runners					
682	Per DTMB and Bob Ruff we are going to be in the building Friday after Thanksgiving removing Power Monuments from the floor in the swing space. This is to minimize Disruptions to employees					
683	Employees will be working late hours due to year end and closing issues. There is also an employee with stands at their work station and the light under the laterals is not enough lighting to work with					
684	Annual Mdot Children's Christmas party					
685	Division move					
686	Carpet Cleaning					
687						
688	Support Services Division need to work on Saturday					
689	Meetings					
690						
691	Top Scrub all rest rooms and finish carpet extraction on 2nd floor					
692	Carpet Clean					
693						
694	After Hours event that will help promote use of & visitation to the Museum					
695						
696	IT work for Red Card application rollout					
697	Staff Overtime					
698	carpet cleaning					
699	Staff overtime					
700	Second shift staffing					
701	As needed including weekends - To prepare conferences and meetings on an as needed basis					

	A	B
702		ST-2
703		ST-4
704		ST-5
705		ST-11
706		ST-12
707		ST-9
708		ST-6
709		ST-20
710		ST-13
711		ST-22
712		ST-23
713		ST-18
714		ST-17
715		ST-5
716		ST-11
717		St-3
718		St-6
719		St-10
720		St-14
721		St-15
722		ST - 1
723		ST - 5
724		ST - 9
725		ST - 11
726		ST - 2
727		ST - 9
728		ST - 12
729		ST - 14
730		ST - 15
731		ST - 1
732		ST - 2
733		ST - 3
734		ST - 5
735		ST - 8
736		ST - 12
737		ST - 14
738		ST - 15
739		ST - 16
740		ST - 17
741		ST - 18
742		ST - 19

	C	D
702	DTMB	Construction Field Services
703	DTMB	ORS
704	DTMB	ORS
705	Education	Financial Management
706	Education	Financial Management
707	DTMB	ORs
708	DTMB	ORS
709	Treasury	TCB
710	DHS	DDS, CSA, ASP
711	DTMB	OFM
712	DTMB	CS/DMB
713	DTMB	Agency Services
714	Treasury	Tax Processing
715	DTMB	Peckhan
716	DTMB	Peckhan
717	DTMB	CIO Office
718	DHS	DDS, CSA, ASP
719	DTMB	Peckham
720	DTMB	OFM
721	Peckham	Enviromental Services
722	DTMB	Peckham
723	Peckham	Enviromental Services
724	DHS	Out state Operations
725	DNR	Historical Museum
726	DTMB	Peckham
727	Peckham	Peckham
728	DTMB	Peckham
729	Peckham	Peckham
730	DTMB	CS
731	DTMB	Peckham
732	Peckham	Enviromental Services
733	DTMB	Peckham
734	DHS	Human services
735	Peckham	Enviromental Services
736	Peckham	Enviromental Services
737	Peckham	Enviromental Services
738	DTMB	OFM
739	DTMB	Peckham
740	DTMB	MICSES
741	Peckham	Enviromental Services
742	Peckham	Custodial

	E	F
702	C&T Laboratory	Light Panel LC
703	GOB	Lights and HVAC 3rd floor Core area between wings - Core area includes rest rooms, and Kitchen area that is utilized by second shift staff
704	GOB	3rd floor Core area between wings
705	Hannah	09/29/12 - 12/31/12
706	Hannah	4th flor C20
707	GOB	A wing & all core
708	GOB	3rd All of A wing and all rooms in the core
709	OPS Center	2nd 2H H4, 2H K4, 2F K5
710	Hannah	3rd fl
711	Romney	7th floor
712	Romney	Lights and HVAC 9th floor North West side (F8- F12 - K8 - K12) building and restrooms
713	OPS Center	1st floor SE Rooms # 46, 47, 48, & SE Corner
714	OPS Center	Entire 2nd Floor
715	Hannah	1st
716	Ottawa	1st
717	GOB	1st floor Lobby, Hallway and Conference Room A
718	Hannah	3rd Floor entire Floor
719	Mason	all Floors
720	Romney	5th Floor Helpdesk Area S.E. corner of building by pillar C3
721	Van Wagoner	all Floors
722	Austin	All Floors
723	Grand Tower	1st floor
724	Jackson	2nd & 3rd
725	MLHC	1, 2, 2M, 3, 3M
726	AUSTIN	1ST & 2ND FLOORS
727	Hannah	1st
728	Mason	ALL FLOORS
729	Ottawa	1st
730	Romney	9th fl North/West corner F8 - F12, K8 - K12, and restrooms
731	Austin	All
732	Austin	All
733	Cass	All Floors, in front of all restrooms
734	Flint SOB	2nd & 3rd floors
735	Grand Tower	All Floors
736	Mason	All
737	PTA	All
738	Romney	7th
739	Romney	Floors 1-12
740	Romney	12th floor - Pilar C3 and D3 and 11th Floor F11, C1, C3, G9, H7, H8 and H9
741	SOS	All
742	Cass	1st and 2nd floors

	G	H	I
702	07/19/12 - 12/31/12	varies	Kendra Barak
703	09/24/12 - 12/30/12	6:00 pm - 9:30 pm	Pam Ward
704	09/24/12 & 12/30/12	6:00 pm - 9:00 pm	Pam Ward
705	09/29/12 - 12/31/12	7:00 am - 6:00 pm	Ann Mazurek
706	09/29/12 - 12/31/12	7:00 am - 6:00 pm	Rose Zucker, Brandon Reed, Lysandra Lang, Amy Schmitt
707	12/10/12 - 01/03/13	6:00 pm - 5:00 am	Pam Ward
708	12/10/12 -01/03/13	6:00 pm - 5:00 am	Pam Ward
709	12/15/12 - 01/05/13	7:00 am - 4:00 pm	Wendy Hufstedler
710	12/22,29/12	6:30 am - 1:00 pm	Pat Garlitz
711	12/27/12 - 12/28/12	24 hours	Tina Ray
712	12/27/2012 - 12/28/12	5:00 p.m. 12/27/12 - 6:00 a.m. 12/28/12	Tina Jensen
713	3/1/12 - 12/31/12	24/7	Mary McClean
714	Thru 12/31/12	6:00 am - 11:59 pm	Ann Luepnitz
715	01/11,13/13	5:00 pm - 9:00 pm	Tim Warren
716	01/11,13/13	5:00 pm - 9:00 pm	Tim Warren
717	1/22/13	4:30 pm - 8:00 pm	Tiziana Galeazzi
718	01/21/13	6:30 am - 3:00 pm	Patrick Garlitz
719	01/19/13	6:00 am - 3:30 pm	Cheryl Bush
720	01/19/13 - 01/19/13	6:30 am - 2:30 p.m.	Tina Ray
721	01/19/13	7:00 am - 3:30	Cheryl Bush
722	01/26/13	6:00 am - 3:30 pm	Cheryl Bush
723	01/26/13	9:00 a.m. - noon	David Pletzke
724	Saturday 01/12/2013 and 01/26/2013	7:30 am - 12:30 pm	Jessica Deering
725	01/25/13	6:00 p.m. - 11:00 p.m.	Carol Payne
726	2/9/13	6:00 AM - 3:30 PM	Cheryl Bush
727	2/1/2013	5:00 p.m. - 8:00 p.m.	Tim Warren
728	2/9/13	6:00 AM - 3:30 PM	Cheryl Bush
729	2/1/2013	5:00 p.m. - 8:00 p.m.	Tim Warren
730	02/01/13 - 02/04/13	4:00 pm Friday - 4 a.m. Monday	Christopher Mitchell
731	02/02/12	6:00 a.m.-3:30 p.m.	Cheryl Bush
732	2/18/2013	7 am - 3:30 pm	Cheryl Bush
733	02/18/13	7:00 am - 3:30 pm	Howard (Skip) Stanton
734	02/09/13 - 02/10/13 & 20/16/13 - 02/17/13	8 am - 5 pm	Mike Milks
735	02/18/13	6:45 am - 4:00 pm	David Pletzke
736	02/18/13	7 am - 3:30 pm	Cheryl Bush
737	2/18/2013	6:00 am - 3:30 pm	Steve Beals
738	Everyday 11/17/12 - 02/17/13	6:00 AM - 8:00 p.m.	Tina Ray
739	02/18/13	6:30 am - 4:00 pm	Beulah Burks
740	02/22/13-02/23/13	7am-11pm on Friday and 7am-7pm on Saturday	Amy Bransch
741	2/18/2013	6:00 a.m.-3:30 p.m.	John Perry
742	2/23/2013	7:00 am - 3:30 pm	Larry Herbert

	J
702	322-1217
703	322-6270
704	322-6270
705	335-0531
706	335-2429
707	322-6270
708	322-6270
709	636-4124
710	702-5456
711	241-0811
712	241-7254
713	517-636-0201
714	636-5335
715	749-7163
716	749-7163
717	749-9496
718	702-5456
719	517-749-7061
720	517-241-0811
721	517-749-7061
722	749-7061
723	517-749-7111
724	517-780-7666
725	3732565
726	517-749-7061
727	517-749-7163
728	5177497061
729	517-749-7163
730	335-1613
731	517-749-7061
732	517-749-7061
733	517-749-4353
734	810-760-2637
735	517-749-7111 or 517-487-6073
736	517-749-7061
737	517-749-7143
738	517-241-0811
739	517-749-7085
740	517-241-1767
741	541-743-7134
742	517-749-7223

	K	L	M	N	O	P
702	Laboratory testing of concrete specimens to meet specification deadlines					
703	ORS is running a second shift staff until 9:00 pm.					
704	Staff Overtime					
705	Fiscal year closeout					
706	Fiscal year closeout					
707	Carpet installation					
708	Carpet installation					
709	Staff Oovertime					
710	Staff overtime					
711	Year end closing for OFM					
712	To Make Sure Payroll runs Properly					
713	Staff overtime - BAM project					
714	SAP Tax system Implementation					
715	Cleaning carpets					
716	Cleaning carpets					
717	Customer service session					
718	Staff overtime					
719	Scrub Restrooms					
720	Process W-9's that have inundated the helpdesk. Please have lights and heat on in restrooms as well					
721	Scrub Restrooms					
722	Stairway Scrubbing					
723	Periodic Work					
724	Overtime for cash Assitance staff to work on all overdue reviews, application processing, and other work that is past due					
725	Michigan History Foundation					
726	CLEANING CHAIRS					
727	Carpet runner cleaner					
728	STRIP/COAT HARD FLOORS					
729	Carpet runner cleaner					
730	Main disaster recovery training					
731	Extract chairs					
732						
733	Cleaning carpet in high traffic areas					
734	Foster care Supervisors are conducting intensive case reads to prepare for Annual licensing Evaluation					
735	Scrubbing bathroom floors and carpeting.					
736						
737	Refinish Café Floor, scrub showers and general cleaning.					
738	Year end closing for OFM					
739	Scrubbing all restroom floors					
740	A major MiCSES release will be happening over this weekend.					
741	Top scrubbing Restrooms					
742	floors in front of restrooms, north & south					

	A	B
743		ST - 21
744		ST - 22
745		ST-13
746		ST-12
747		ST-9
748		ST-8
749		ST-6
750		ST-3
751		ST-1
752		ST-12
753		ST-5
754		ST-7
755		ST-9
756		ST-10
757		ST-8
758		ST-9
759		ST-10
760		ST-8
761		ST-6
762		ST-4
763		ST-7
764		ST-8
765		ST-12
766		ST-17
767		ST-2
768		ST-9
769		ST-12
770		ST-10
771		ST-13
772		ST-18
773		ST-15
774		ST-16
775		ST-7
776		ST-1
777		ST-7
778		ST-8
779		ST-5

	C	D
743	DCH	Children Special Health Care Services
744	Peckham	Enviromental Services
745	Peckham	Enviromental Services
746	Peckham	Enviromental Services
747	Education	Financial Management
748	Peckham	Enviromental Services
749	Peckham	Enviromental Services
750	LARA	Admin Serv. Office
751	DCH	Operations/ Admin Services
752	DTMB	BOD
753	DHS	Out state Operations
754	Dtmb	telecom
755	DTMB	Peckham
756	DTMB	Peckham
757	Peckham	Enviromental Services
758	DTMB	BOD-Zone 4
759	Peckham	Environmental Services
760	Peckham	Environmental Services
761	Peckham	Environmental Services
762	Human Services	DDS, CSA, ASP
763	DTMB	ES/Peckham
764	DTMB	ES/Peckham
765	DTMB	ES/Peckham
766	MDOS	Driver and Vehicle Records
767	LARA	FAS/Office serv.
768	DTMB	ES/Peckham
769	Peckham	Environmental Services
770	DHS	Saginaw County DHS
771	Library	Library of Michigan Foundation
772	Peckham	Environmental Services
773	DTMB	ES/Peckham
774	DTMB	ES/Peckham
775	DTMB	ES/Peckham
776	State	Elections
777	DTMB	ES/Peckham
778	Peckham	Environmental Services
779	DHS	Children's Trust Fund

	E	F
743	Cass	6th floor Pillar C11, G11 & G17 Conference rooms 6119, 6118 & New Conference room
744	ottawa	all floors
745	Mason	all lights and hvac
746	Mason	all Floors- restrooms, elevators, lobbies Lights & HVAC
747	Hannah	2nd & 4th floors
748	Hannah	All Floors- restrooms, elevators, lobbies
749	Grand Tower	12-15th floors & Basement
750	G.O.B.	Lights and HVAC 1st Floor A wing
751	Cass	1st floor , cube 1045 Pillar A11, A7 & C9
752	romney	12th (B)
753	Jackson	3rd
754	Mason	Lights needed in Mason Loading Dock, Mason Upper Level parking ramp, Mason UL PR Generator Room, Generator room @ Mason Dock
755	Ottawa	1st floor
756	Ottawa	1st floor
757	van wagoner	all lights and hvac
758	Romney	ground floor-12th floor
759	Van Wagoner	all
760	PTA	all
761	Mason	all
762	Hannah	3rd Floor entire Floor
763	Hannah	All Floors
764	Hannah	All Floors lights and HVAC
765	Mason	All Floors lights and HVAC
766	SOS Secondary	First Floor South Building
767	Con Hall	1st floor/west side A2-E2 Area, LARA BCS Securities Group
768	Hannah	All Floors
769	Mason	All Floors lights and HVAC
770	Jerome T. Hart SOB	1ST floor Lighting and HVAC
771	MLHC	1 - 3 Forum, Rotunda, Atrium & 3rd Floor Lights and HVAC
772	Williams	All Floors lights and HVAC
773	Ottawa	1st Floor
774	Ottawa	All Floors
775	Hannah	1st Floor
776	Austin	1st floor U, V&W 17-U, V &W23
777	Hannah	UL/3rd Floor
778	Mason	All Floors lights and HVAC
779	Grand Tower	Children's Trust Fund, 14th floor, Suite 1411

	G	H	I
743	2/20/13 & 2/21/13	5pm - 1am	Julie Kelly
744	2/23/13	6am - 12pm	Tim Warren
745	03/09/13	6a.m-3:30pm	Cheryl Bush
746	03/02/13	6 a.m. - 3:30 p.m.	Cheryl Bush
747	3/5/13	6pm - 11pm	James Shilling
748	03/01/13	5:00 pm - 9:00 pm	Tim Warren
749	03/07/13	5;00 pm - 9:00 pm	David Pletzke
750	03/09/13	7:00 - 3:30	Gene Thelen
751	2/23/13, 3/2/13 & 3/9/13	8 am - 5 pm	Julie Kelly
752	3/9/13	6:30am to 4:00pm	Beulah Burks
753	Every Wednesday 02-05-13 - 03-12-13	5:00 pm - 8:30 pm	Jessica Deering
754	03/23/13	8:00-5:00pm	Craig Rutledge
755	03/22/13	5:00-9:00 pm	Tim Warren
756	03/23/13	7:00-5:00 pm	Tim Warren
757	03/16/13	7a.m-3:30pm	Cheryl Bush
758	03/30/13	7:00am - 4:00pm	Bob Bierwagen/ Beulah Burks
759	03/30/13	7:00am - 3:30pm	Cheryl Bush
760	03/30/13	7:00 a.m-3:30pm	Steve Beals
761	03/30/13	6:00 am - 3:30 pm	Cheryl Bush
762	Every Saturday 01/05/13 - 03/30/13	6:30 a.m. -1:30 p.m.	Pat Garlitz
763	04/12/13	5:00 pm - 9:00 pm	Tim Warren
764	04/20/13	5:00 - 9:30 pm	Lorie Curtis
765	04/20/13	6 a.m. - 3:30 p.m.	Cheryl Bush
766	04/27/13	6:30 am - 4:30 pm	Bill Allen
767	04/27/13	6:30a.m.-12:00p.m.	Bryan Russell
768	04/27/13	7:00am - 5:00pm	Tim Warren
769	04/27/13	6:00am-3:30pm	Cheryl Bush
770	04/27/13	7:00am-3:30pm	Cheryl Kubczak
771	04/27/13	7:00 am - 10:00 pm	Carolyn Sparks
772	04/27/13	7:00am-3:30pm	Cheryl Bush
773	04/26/13	5:00pm - 9:00pm	Tim Warren
774	04/27/13	7:00am - 5:00pm	Tim Warren
775	04/26/13	5:00pm - 9:00pm	Tim Warren
776	05/07/13	6:30am-9:00pm	Bill Badgero
777	05/03/13	5:00pm-9:00pm	Tim Warren
778	05/04/13	6:00 a.m. - 3;30 p.m.	Cheryl Bush
779	4/15/13 - 5/8/13	8am - 12am	Patricia Headley

	J
743	517-335-4254
744	517-749-7163
745	749-7061
746	517-749-7061
747	373-8269
748	749-7111
749	749-7111
750	322-6492
751	517-335-4254
752	749-7085 or 319-6014
753	517-780-7666
754	202-7555
755	749-7163
756	749-7163
757	749-7061
758	749-7085 / 319-6014
759	749-7061
760	517-749-3687
761	749-7061
762	702-5456
763	749-7163
764	517-749-3576
765	749-7061
766	517-322-5295
767	335-1819
768	517-749-7163
769	517-749-7061
770	989-758-2744
771	373-1297
772	517-749-7061
773	517-749-7163
774	517-749-7163
775	517-749-7163
776	241-4228
777	517-749-7163
778	517-749-7061
779	241-7226

	K	L	M	N	O	P
743	carpet is being installed after hours in 3 conference rooms due to sensitive allergy issues with employees					
744	scrub restrooms					
745	scub amd wax hard floor					
746	Scrub and wax hard floor					
747	carpet cleaning in elevator lobby areas					
748	Scrub Restrooms					
749	Periodic work per contract					
750	Heavy Work Load					
751	due to work overflow we will be working overtime for the next 3 Saturdays					
752	top striping & refinish all freight elevator lobby & basement. Cannot walk on floor for 24 hours so it can dry.					
753	Foster Parent training					
754	Bridgeway Cummings will be on site to perform preventive maintenance on the TBHC generator located @ the Mason Loading Dock, and the Mason Telecom generator located in the Mason upper level parking ramp.					
755	Carpet Cleaning					
756	Carpet Cleaning					
757	High traffic areas					
758	Carpet Cleaning					
759	high traffic areas					
760	special cleaning of dorm floors					
761	Scrub and wax hard floor					
762	DDS is in emergency status. SSA has issued OT to handle the workload.					
763	Carpet cleaning/Top strip recoats					
764	Waxing Floors					
765	Scrub and wax floor					
766	MDOS/DVRD employees are working overtime on Saturday April 27, 2013					
767	BCS Securities are moving out of Con Hall on Saturday, 04/27/13					
768	Restroom Scrubbing					
769	Scrub and wax floor					
770	15 DHS employees are scheduled to work in the file room					
771	Overtime					
772	high traffic areas					
773	Carpet Cleaning					
774	Restroom Scrubbing					
775	Carpet Cleaning					
776	staff are working to conduct May 7th special election					
777	Carpet Cleaning					
778	high traffic areas					
779	Need lights to be on in order to work and function after hours preparing for our upcoming auction.					

	A	B
780		ST-6
781		ST-5
782		ST-7
783		ST-11
784		ST-12
785		ST-1
786		ST-2
787		ST-26
788		ST-3
789		ST-4
790		ST-10
791		ST-11
792		ST-14
793		ST-15
794		ST-16
795		ST-19
796		ST-21
797		ST-23
798		ST-24
799		ST-26
800		ST- 25
801		ST-5
802		ST-6
803		ST-10
804		ST-12
805		ST-13
806		ST-14
807		ST-7
808		ST-6
809		ST-1
810		ST-10
811		ST-12
812		ST-17
813		ST-1

	C	D
780	DHS	Children's Trust Fund
781	DTMB	ES/Peckham
782	Peckham	Environmental Services
783	DTMB	ES/Peckham
784	State	Driver and Vehicle Records
785	Peckham	Environmental Services
786	DTMB	PECKHAM
787	Peckham	Environmental Services
788	DTMB	ES/Peckham
789	DTMB	PECKHAM
790	DTMB	ES/Peckham
791	DTMB	ES/Peckham
792	Peckham	Environmental Services
793	DTMB	PECKHAM
794	DTMB	Agency Services
795	DTMB	ES/Peckham
796	OOF	BOD-ZONE 4
797	Peckham	Environmental Services
798	Peckham	Environmental Services
799	DTMB	PECKHAM
800	DTMB	PECKHAM
801	DHS	Federal Compliance
802	Human Services	DDS
803	DTMB	ES/Peckham
804	Peckham	Environmental Services
805	OOF	BOD-ZONE 4
806	Peckham	Environmental Services
807	DTMB	ES/Peckham
808	DTMB	ES/Peckham
809	DTMB	peckham
810	Treasury	Data Management
811	DTMB	ES/Peckham
812	Peckham	Environmental Services
813	DTMB	Jones Lang Lasalle

	E	F
780	Grand Tower	14th Floor, Children's Trust Fund Ste. 1411 Lights and HVAC
781	Hannah	All floors
782	Mason	All Floors lights and HVAC
783	Ottawa	All floors
784	SOS	1st floor South
785	Austin	4th floor and hvac
786	AUSTIN	3RD & 4TH FLOORS
787	Austin	all floors
788	Cass	Garden Level, Mailroom, 1st floor breakrooms
789	Cass	Garden Level, Mailroom, 1st floor breakrooms North/South & Vending area
790	Hannah	4th floor
791	Hannah	1st floor
792	Mason	4, 5, 6, 7, 8th floors and hvac
793	MASON	7TH & 8TH FLOORS
794	OPS Center	1st floor SE Rooms # 46, 47, 48, & SE Corner
795	Ottawa	1st floor
796	Romney building 30229	ground floor to 12th floor
797	SOS	all floors and hvac
798	Van Wagoner	all floors and hvac
799	VTS	ALL
800	WILLIAMS	all floors
801	Grand Tower	5th floor, Conference Rooms 5-A & 5-B
802	Hannah	Entire 3rd floor lights and hvac
803	Ottawa	All Floors
804	Van Wagoner	All Floors
805	Romney	12th-G
806	Austin	All Areas
807	Hannah	UL, 201 South
808	Hannah	1st floor
809	cass	1st thru 6th floors
810	OPS Center	1st floor North
811	Ottawa	1st floor
812	Van Wagoner	All
813	Con Hall	1st & 2nd floors lights & HVAC

	G	H	I
780	04/15/13 - 05/08/13	8:00 a.m. - 12:00 a.m.	Patricia Headly
781	05/11/13	7:00am-4:00pm	Tim Warren
782	05/11/13	6:00a-3:30p.m	Cheryl Bush
783	05/11/13	7:00am-4:00pm	Tim Warren
784	05/04/13 and 05/11/13	6:30 a.m - 4:00 p.m.	Bill Allen
785	05/18/13	6am-3:30 pm	Cheryl Bush
786	5/25/13	6am-3:30 pm	Cheryl Bush
787	06/08/13	6am-3:30 pm	Cheryl Bush
788	05/18/13	7:00am - 3:30pm	Larry Hebert
789	5/25/13	7:00am - 3:30pm	Larry Hebert
790	05/16/13	5:00pm - 9:00pm	Tim Warren
791	05/17/13	5:00pm - 9:00pm	Terry Bush
792	05/18/13	6am-3:30 pm	Cheryl Bush
793	5/25/13	6am-3:30 pm	Cheryl Bush
794	01/01/13 - 06/01/13	24/7	Mary McClean
795	05/17/13	5:00pm - 9:00pm	Terry Bush
796	05/18/13	6:45am-3:45 pm	Beulah Burks
797	05/18/13	6am-6pm	John Perry
798	05/18/13	6am-4pm	Cheryl Bush
799	06/08/13	6am-6pm	John Perry
800	5/25/13	7am-4pm	Cheryl Bush
801	5/30/13 - 6/14/13	leave lights on until 10pm during the week and all night on weekends	Vickie Hilbert
802	Saturdays 06/01/13 & 06/08/13	7:00am-1:00pm	Patrick Garlitz
803	06/13/13	5:00pm - 9:30pm	Lorie Curtis
804	06/15/13	7:00 am-4:00pm	Cheryl Bush
805	06/15/13	7:00 am-4:00pm	Beulah Burks
806	06/15/13	6:00 am - 3:30 pm	Cheryl Bush
807	06/21/13	4:00pm - 6:00pm	Tim Warren
808	06/19/13	5:00pm - 9:00pm	Tim Warren
809	6/22/13	7:00 am-3:30pm	Howard (Skip) Stanton
810	Saturdays starting 05/11/13 to 06/22/13	7:00 am-5:00pm	Ann Leupnitz
811	06/19/13	5:00pm - 9:00pm	Tim Warren
812	06/22/13	7:00 am to 4:00 pm	Cheryl Bush
813	07/13/13	7:00 a.m. - 5:00 p.m.	Jim Bentley

	J
780	241-7226
781	517-749-7163
782	749-7061
783	517-749-7163
784	322-5295
785	749-7061
786	749-7061
787	749-7061
788	749-7194
789	749-7194
790	749-7163
791	719-2040
792	749-7061
793	749-7061
794	636-4028
795	719-2040
796	749-7085
797	743-7134
798	749-7061
799	743-7134
800	749-7061
801	335-6151
802	702-5456
803	749-3576
804	749-7061
805	749-7085
806	749-7061
807	749-7163
808	749-7163
809	517-749-4353
810	410-3275
811	749-7163
812	517-749-7061
813	586-219-4422

	K	L	M	N	O	P
780	Need lights on in order to work and function after hours preparing for upcoming auction					
781	Stair Cleaning					
782	high traffic areas					
783	Stair Cleaning					
784	Employees in Driver and Vehicle Records Division/Document Processing Unit are working overtime on the weekends (Saturdays) of 05/4/13 and 05/11/13.					
785	Extract carpet					
786	Extract Carpet					
787	extract chairs and clean carpet					
788	Top-strip & refinish hard floors					
789	Top-strip & refinish hard floors					
790	Chair Cleaning					
791	Elevator Cleaning					
792	Extract Carpet					
793	Extract Carpet					
794	Multiple People are working on a high priority project (BAM) that has very tight time constraints. The project cannot be completed without extended work hours into the evenings and early mornings. This request is for the time period of January 1, 2013 – June 1, 2013.					
795	Elevator Cleaning					
796	scrubbing restroom floors					
797	scrubbing stairwells					
798	scrubbing stairwells					
799	Top strip and refinish hard floors					
800	TOP SCRUB RESTROOM					
801	We are preparing for a Title IV-E Federal review. All case files are in these conference rooms & staff will be working late & on weekends until the review is finished on 6-14-13					
802	Overtime to develop claims					
803	Air Bar Cleaning					
804	cleaning offices					
805	extracting high traffic carpet					
806	extract carpet					
807	Carpet Cleaning					
808	Scrub Entrances					
809	cleaning high traffic carpet areas					
810	Data management section overtime for seven consecutive Saturdays					
811	Scrub Entrances					
812	High traffic areas					
813	Moving 100 people from 2nd floor to 1st floor. Need lights and HVAC please					

	A	B
814		ST-7
815		ST-15
816		ST-16
817		St-17
818		ST-20
819		ST-19
820		ST-10
821		ST-12
822		ST-16
823		ST-8
824		ST-2
825		ST-3
826		ST-4
827		ST-1
828		ST-11
829		ST-12
830		ST-14
831		ST-18
832		ST-21
833		ST-22
834		ST-20
835		ST-23
836		ST-24
837		ST-20
838		ST-1
839		ST-4
840		ST-7
841		ST-8
842		ST-9
843		ST-10

	C	D
814	Human Services	DDS, Central Service Agency (CSA) and Administrative Support Program (ASP)
815	DNR	Archives of Michigan
816	Peckham	Environmental Services
817	Peckham	Environmental Services
818	Peckham	Environmental Services
819	Peckham	Environmental Services
820	Peckham	Environmental Services
821	DTMB	Agency Services
822	Peckham	Enviromental Services
823	Peckham	Enviromental Services
824	Peckham	ES
825	State	Elections
826	Peckham	Enviromental Services
827	State	Elections
828	DTMB	peckham
829	Supreme Court	Reporter's Office
830	Peckham	Enviromental Services
831	DTMB	OFM
832	Peckham	Enviromental Services
833	Peckham	Enviromental Services
834	Peckham	Enviromental Services
835	Peckham	Environmental Services
836	Transportation	Construction field services
837	DVRD	State
838	MDARD & DEQ	Lansing District Office, Food & Dairy,Animal Industry,Ag Development,Environmental Stewardship & Executive
839	DHS	DHS
840	DTMB	Agency Services
841	Education	BAA
842	State Police	EMHSTC
843	DHS	Out State Operations

	E	F
814	Hannah	3rd floor
815	MLHC	2nd floor
816	Ottawa/Hannah	all
817	Williams	all
818	Williams	all
819	Austin	all
820	Ottawa	4th floor
821	Romney	9th floor
822	Williams	all
823	Hannah	3rd Floor
824	Austin	all floors and HVAC
825	Austin	1st floor U, V, & W17 - U, V & W23 lights and HVAC
826	Cass	Entire 1st Floor
827	Austin	1st floor - pillars U, V & W 17 - U, V & W 23
828	Hannah/Ottawa	all floors
829	HOJ	4th North
830	Mason	All Floors
831	Romney	7th and 5th floors - all floors including bathrooms
832	VTS	All
833	Williams	all floors and HVAC
834	Van Wagoner	all floors and HVAC
835	Van Wagoner	all
836	van Wagoner	1st Rooms 113, 122, and 125
837	SOS	2
838	Con Hall	6 South, 6 North, 5 North, 4 North, 3 North, 1 North, & Atrium North
839	Flint SOB	Entire Facility
840	Grand Tower	3rd floor
841	Hannah	2nd Floor B13 - B16
842	Haz Mat	1st floor all
843	Jackson SOB	3rd floor

	G	H	I
814	07/13/13	7:00 am to 1:00 pm	Patrick Garlitz
815	07/12/13	5:00pm-10:30pm	Kris Rzepcynski
816	07/13/13	7:30am - 5:00pm	Tim Warren
817	07/13/13	7:00 am - 4:00 p.m.	Cheryl Bush
818	07/20/13	7:00 am - 4:00 pm	Cheryl Bush
819	07/20/13	6:00 am - 3:30 pm	Cheryl Bush
820	06/28/13	5:00 pm - 9:00 pm	Mark Allen
821	6/29/13-6/30/13	11:00am-11:00pm	Satish Chidura
822	07/27/13	7:00 am - 4:00 pm	Cheryl Bush
823	07/24/13	4:30 p.m. - 9:00 p.m.	Tim Warren
824	07/31/13	5p.m. - 8p.m.	Cheryl Bush
825	08/06/13	6:30 a.m. - 9:00 p.m.	Lucinda Sheltrown
826	07/27/13	7:00 am - 3:30 PM	Skip Stanton
827	08/06/13	6:30 am - 9:00 pm	Lucinda Sheltrown
828	8/3/13	7:00am - 3:30pm	Tim Warren
829	07/29/13 - 08/02/13	5:00 pm - 10:00 pm	Dave Palazzolo
830	08/03/13	6:00 a.m. - 4:00 p.m.	Cheryl Bush
831	07/27/13 - 07/29/13	6:00 am 07/27/13 through 6:00 am 07/29/13	Tina Ray
832	08/03/13	8 a.m. - 6:00 p.m.	John Perry
833	08/03/13	7:00 a.m. - 4:00 p.m.	Cheryl Bush
834	08/03/13	7:00 a.m. - 4:00 p.m.	Cheryl Bush
835	08/31/13	7:00 a.m. - 4:30 p.m.	Cheryl Bush
836	08/31/13 - 09/01/13 6:00 a.m. to 6:30 pm	6;00 a.m. - 6:00 p.m.	Christopher Gembel
837	08/24/13	7:00 a.m. - 3:30 p.m.	JoLynn Peck
838	08/17/2013	7:00 am - 9:00 pm	Jim Bentley
839	08/29/13 @ 6:00 p.m. - 09/02/13 @ 8:00 a.m.	6:00 p.m.Thursday - 8:00 a.m. Monday	Steve Cooper
840	Saturdays starting 8/14/13	6:00a - 7:00p	Jessica VanWinkle
841	Monday - Thursday 05/28/13 - 08/15/13	6:00 p.m. - 8:00 p.m.	Tammy Triplett
842	08/26/2013 - 08/27/2013	5:30 p.m. - 10:00 p.m.	David Winter
843	08/20/13	5:30 pm - 7:30 pm	Jessica Deering

	J
814	517-702-5456
815	373-9191
816	749-7163
817	749-7061
818	749-7061
819	749-7061
820	749-7163
821	373-1917
822	749-7061
823	749-7163
824	749-7061
825	335-2659
826	749-4353
827	335-2659
828	749-7163
829	373-5541
830	749-7061
831	241-0811
832	749-7134
833	749-7061
834	749-7061
835	749-7061
836	810-394-7866
837	667-1699
838	586-219-4422
839	810-614-5167
840	3-8452
841	373-0048
842	231-388-5166
843	780-7666

	K	L	M	N	O	P
814	The SSA has authorized the use of overtime, funded by 100% federal funds, to develop claims filed by the people of the State of Michigan claiming disability. The DDS office is under an emergency status to the end of the 2013 fiscal year due to backlogs of SSD claims. It is in the interest of the clients as well as the SSA to process the claims as timely as possible					
815	The Archives is hosting an after-hours Genealogy Lock-in that evening (Friday, July 12) from 6pm - 10pm.					
816	Numerous projects					
817	Strip/Coat Hard floor					
818	Strip/Coat Hard floor					
819	Vacuuming conf. room chairs					
820	Chair Cleaning					
821	To roll out Time and Expense Phase 3A project					
822	Strip/coat hard floor					
823	Carpet					
824	Extract carpet in offices					
825	Staff working to conduct the August 6th primary election.					
826	Custodial					
827	Staff are working Tuesday, August 6th 2013 to conduct the August 6th primary election. Election Staff will be working early and late that day to assist clerks with election problems and assist them with opening and closing the pollsa nd reporting election results.					
828	air bars					
829	Supreme Court term ends next week. The Reporter's office stays late the last week to close out the term for Court.					
830	Strip & refinish					
831	Windows 7 migration and technicians need to physically upgrade computers on both floors					
832	High Traffic areas					
833	Extract carpet in hallways					
834	Extract carpet in hallways					
835	Strip and refinish					
836	Completion of Project High Priority					
837	Saturday overtime from 7:00am to 3:30pm for CDL Help Desk staff					
838	We have a 200 person Move on Saturday August 17th					
839	Microsoft Security patch Distribution- Forced Reboot Created at 8/21/2013 12:51 PM by Spalding, Teresa (DHS) last modified at 8/28/2013 11:41 AM by Spalding, Teresa (DHS)					
840	Contractors must work after hours to minimize additional delays and cost for the project.					
841	Four interns will be working 10 hour days					
842	The EMHSTC building will be used by MSP Recruits for fire scenario training					
843	Facilitating a foster parent training					

	A	B
844		ST-17
845		ST-16
846		ST-23
847		ST-1
848		ST-11
849		ST-23
850		ST-15
851		ST-18
852		ST-22
853		ST-6
854		ST-1
855		ST-2
856		ST-3
857		ST-4
858		ST-10
859		ST-13
860		ST-14
861		ST-17
862		ST-18
863		ST-21
864		ST-8
865		ST-5
866		ST-6
867		ST-9
868		ST-10
869		ST-27
870		ST-28
871		ST-29
872		St-18
873		St-20
874		St-21
875		St-1
876		St-2
877		St-3
878		St-5
879		St-6

	C	D
844	OOF	BOD-ZONE 4
845	DTMB	IT, MCSC
846	Peckham	Enviromental Services
847	Peckham	Enviromental
848	DHS	Child Welfare
849	SOS	Driver and Vehicle DIV
850	Treasury	Data management
851	DTMB	MCSC
852	State	Driver and Vehicle DIV
853	Peckham	Custodial
854	State	Elections
855	DTMB	Peckham
856	MDOS	Occupancy
857	ES	Peckham
858	ES	Peckham
859	ES	Peckham
860	GOB	Enviromental Services
861	ES	Peckham
862	DTMB	Peckham
863	ES	Peckham
864	DTMB	Peckham
865	DTMB/ES	Peckham
866	DTMB/ES	Peckham
867	DTMB	ORS
868	DTMB/ES	Peckham
869	DNR	
870	DEQ	
871	AG	
872	Enviromental Services	Peckham
873	Enviromental Services	Peckham
874	Enviromental Services	Peckham
875	Enviromental Services	Peckham
876		CFS
877	Treasury	treasury University
878	Community Health	Finance and accounting
879	DHS	OHR

	E	F
844	ROMNEY	Basement floor
845	Romney	9th floor South West corner and restrooms lights and HVAC
846	van Wagoner	All floors
847	Austin	all
848	Grand Tower	4th elevator area to SE Corner of 4th floor
849	SOS south building	1st Floor all
850	OPS Center	all 1st Floor North End air and lights
851	Romney	West side of 9th floor Pillars F8, F9, F10 & F11 plus restrooms and Ground floor After-Hours Exit and Air
852	SOS	1ST
853	Cass	4th, 5th, & 6th
854	Austin	1st floor U, V, & W 17 & U, V, & W23
855	Austin	all
856	Austin	4th
857	Austin	All floors
858	Cass	All floors
859	GOB	all floors lights and hvac
860	GOB	3 B, 3 hallway, 2 floor hallway, and Peckham Office
861	Hannah	all floors lights and hvac
862	Hannah/Ottawa	All floors
863	Ottawa	all floors lights and hvac
864	Cass	all
865	Cass	All Floors
866	Con Hall	All Floors
867	GOB	Entire 3rd Floor
868	GOB	1st,2nd & 3rd flr hallways & main stairwell
869	Constitution Hall	1st floor south and 4th&5th floors north
870	Constitution Hall	1st floor south and 4th&5th floors north
871	Constitution Hall	1st floor south and 4th&5th floors north
872	SOS	Entire Building
873	van Wagoner	Entire floor
874	van Wagoner	All
875	Austin	All
876	C&T	Rooms 113, 122, and 125
877	Cadillac Place	2nd floor all lights and HVAC
878	Cass	Entire North side of 4th floor and Pillar A15
879	Flint SOB	7th

	G	H	I
844	08/24/13	7:00-4:00	Beulah Burks
845	09/14/13	6:00 a.m. - 5:30 p.m.	Tina Jensen
846	09/14/13	6:00 a.m. - 4:00 p.m.	Cheryl Bush
847	10/05/13	6:00 a.m. - 3:30 p.m.	Cheryl Bush
848	09/12/13 - 09/30/13	9:00 p.m. - 11:00 p.m.	Erika Engel
849	08/17/13 - 09/28/13	7:00 a.m. - 4:00 p.m.	Bill Allen
850	Saturdays 08/24/13 - 09/28/13	7:00 a.m. - 5:00 p.m.	Ann Leupnitz
851	09/30/2013 - 10/01/2013	6:00 a.m. -6:00 p.m.	Tina Jensen
852	8/17/13 - 9/28/13	6:30AM-4:00PM	John Lorencen or Pat Crosby
853	10/05/13	7:00 am - 3:30 pm	Skip Stanton
854	11/05/13	6:30 a.m. - 9:00 p.m.	Lucinda Sheltrown
855	10/26/13	6:00 a.m. - 3:30 p.m.	Cheryl Bush
856	10/26/2013	6:45 a.m. - 5:00 p.m.	Pamela Shaw
857	11/02/13	6:00 a.m. - 3:30 p.m.	Cheryl Bush
858	11/02/2013	7:00 a.m. - 3:30 p.m.	Skip stanton
859	10/19/13	6:00 am - 3:30 pm	Steve Beals
860	10/26/13	6:00 am. - 3:30 p.m.	Barb Fullerton
861	10/18/13	5:00-9:00 pm	Will Ward
862	10/26/13	6:00am - 5:00pm	Will Ward
863	10/18/13	5:00-9:00pm	Will Ward
864	10/26/13	7:00 a.m. - 3:30 p.m.	Skip stanton
865	11/11/13	7:00am-3:30pm	Howard (Skip) Stanton
866	11/11/13	7:00am-3:30pm	Howard (Skip) Stanton
867	11/11/13	7:30 a.m. - 6:00 p.m.	Pam Ward
868	11/11/13	6:00am-3:30pm	Steve Beals
869	11/11/13	7:00am - 6:00pm	Dereck Couzins
870	11/11/13	7:00am - 6:00pm	Dereck Couzins
871	11/11/13	7:00am - 6:00pm	Dereck Couzins
872	Saturday, 11/16/13	6:00 am - 6:00 pm	John Perry
873	Saturday 11/16/13	9:00 am - 5:30 pm	Cheryl Bush
874	11/23/13	7:00 a.m. - 4:30 pm	Cheryl Bush
875	11/23/13	7:00 am - 7:00 pm	Cheryl Bush
876	09/12/13 - 12/31/13	6:00 a.m. - 7:00 p.m.	Christopher Gembel
877	09/14/13 - 12/31/13	5:00 P.m. - 10:00 p.m.	Ann Luepnitz
878	10/26/13 - 11/30/13 Saturdays and Sundays	8:00 a.m. - 5:00 p.m.	Mary Lou Lehman
879	Weekends starting 6/28/13 -12/31/13	6:00 am - 5:00 pm	Sue King

	J
844	749-7085
845	335-4426
846	749-7061
847	517-749-7061
848	335-1318
849	322-5295
850	410-3275
851	241-7254
852	322-5309 OR 322-5290
853	749-4353
854	335-2659
855	749-7061
856	241-2646
857	517-749-7061
858	749-4363
859	749-7149
860	319-6004
861	749-3576
862	749-3576
863	749-3576
864	749-4353
865	749-4353
866	749-4353
867	322-6270
868	749-7149
869	517-243-0643
870	517-243-0643
871	517-243-0643
872	7437134
873	749-7061
874	749-7061
875	749-7061
876	810-394-7866
877	517-410-3275
878	241-5627
879	335-4874

	K	L	M	N	O	P
844	top strip basement floor					
845	Field service techs need lights on so they can upgrade computers to windows					
846	strip and refinish floor					
847	Extract Carpets					
848	Finalize plans for the Michigan Leadership summit					
849	Overtime every Saturday					
850	Data Management OT					
851	Year end testing					
852	working every Saturday except Aug 31 from now until Sept 28					
853	Custodial work					
854	: Staff will be working Tuesday, November 5, 2013 to conduct the November 5th general election (11/5/2013). Election Staff will be working early and late that day to assist clerks with election problems and assist them with opening and closing the polls and reporting election results. HVAC is requested as well.					
855	High traffic areas					
856	Correct end of year travel vouchers before deadline					
857	High traffic areas					
858	All floors in front of the restrooms					
859						
860	clean chairs 3B wing					
861	Top/strip and recoat floors					
862	Top/strip and recoat floors- scrub restrooms					
863	Top/strip and recoat floors					
864	Hallways in front of restroo,					
865	Veterans Day cleaning					
866	Veterans Day cleaning					
867	Carpet cleaning will be done and lighting is needed to allow to properly assess and clean					
868	Detail R/Rs and scrub main stairwell. Please have ventilation on for main stairwell.					
869	need lights to work on the floors building modular furniture					
870	need lights to work on the floors building modular furniture					
871	need lights to work on the floors building modular furniture					
872	Top Scrub Restrooms					
873	Dusting Baseboards, runners & mats					
874	High traffic Areas and Clean Chairs					
875	High traffic Areas and Clean Chairs					
876	Maintaining ft amL.A. abrasions					
877	Classes for Treasury University are going to be held in 7 week intervals					
878	Due to year end closing and auditing process, staff is required to work additional hours to meet various deadlines, including those for the State of Michigan Comprehensive Annual Fiscal Report					
879	Staff overtime					

	A	B
880		St-7
881		St-10
882		
883		St-11
884		St-13
885		St-14
886		St-16
887		St-17
888		St-18
889		St-19
890		St-20
891		St-5
892		St-7
893		ST-8
894		ST-10
895		ST-12
896		ST-13
897		St-3
898		
899	1	DCH
900	2	DTMB
901	3	DTMB
902	4	DEQ
903	5	MDOT
904	6	MDOT
905	7	Attorney General
906	8	

	C	D
880	DTMB	ORS
881	Treasury	Collections
882	DHS	DDS
883	DTMB	HR
884	MSHDA	Hardest Hit Program
885	DTMB	OFM
886	DTMB	MiCSES
887	Enviromental Services	Peckham
888	Treasury	treasury University
889	State	OCS
890	MSHDA	Homeownership - Hardest Hit Funds Program
891	Peckham	Environmental Service
892	Peckham	Environmental Service
893	DTMB	ORS
894	ES	Peckham
895	Peckham	Enviromental Services
896	LARA	WCA-Funds Admin
897	DTMB	ORS
898		
899	Community Health	Budget & Contracts
900	DTMB	ORS
901		Mailing Services
902	DEQ	Environmental Science and Services Division
903	Executive	
904	Attorney General	All
905	Attorney General	All
906	ES	Peckham

	E	F
880	GOB	3rd All of A wing and all rooms in the core
881	Grand Rapids 350 Ottawa St, NW	2nd Floor Center Conference room and lobby lights and HVAC
882	Hannah	Entire 3rd Fl Hannah
883	Mason	6th floor East A2, A3, A4 & B4
884	Romney	Entire East half of 8th floor and restrooms
885	Romney	7th floor H5 the entire room and restrooms
886	Romney	11th Floor, F11, C1, C3, G9, H7, H8 and H9. 12th Floor D3 and C3
887	Romney	Basement
888	Saginaw	2nd floor all lights and HVAC
889	SOS	1st Floor North Quadrant of O-3, S-3, S-9, O-9
890	van Wagoner	Entire East half of 8th floor and restrooms
891	mason/austin	all floors lights and hvac
892	Romney	Freight elevator lobby, floors 1 - 12
893	GOB	Wing A-Pillars G1-G5, G1-A1, A1-A4
894	Hannah and Ottawa	UL's and 1st floors
895	Ottawa	2nd - 4th Floors
896	GOB	1st floor, B Wing from pillar H-13 thru M-15
897	GOB	All of A wing
898	Grand Tower	Following Floors 1,2,3,7,8,9,13,14
899	Cass	4th flr, Central Control has list of people & their pillar numbers
900	GOB	3rd Floor, A-Wing, Pillars A4 to G4 & A7 to G7, C6 & C7
901	GSB	1sr flr OPC rm
902	State Lab	Bsmt (Rm 1), 1st (102-104) & 3rd (All)
903	Van Wagoner	4th floor, Pillars B19-C19
904	VanWagoner	All Attorney General work areas
905	Williams	All Attorney General work areas
906	Austin	Austin all floors

	G	H	I
880	01/01/13 - 12/31/13	6:00 pm - 5:00 am	Pam Ward
881	Mondays and Wednesdays beginning 05/13/13 to 12/31/13	5:00-10:00pm	Ann Leupnitz
882	Sunday, 01/05/14	8:00 a.m. to 1:00 p.m	Patrick Garlitz
883	3/21/11 - 12/31/13	5:00 pm - 10:00 pm	Judy Tkaczyk
884	Saturdays from 07/06/13 to 12/28/13	7:00 am to 2:00 pm	Chad Coffman
885	11/02/13 - 12/31/13	6:00 a.m. - 8:00 p.m.	Tina Ray
886	12/6/13 thru 12/7/13	5:00PM-midnight 12/6 & midnight -7pm 12/7	Dave Reinhard
887	12/14/13	6:50 a.m. - 3:40 p.m.	Beulah Burkes
888	09/14/13 - 12/31/13	5:00 P.m. - 10:00 p.m.	Ann Luepnitz
889	05/10/13 - 01/01/14	Wednesdays5:00 p.m. -8:00p.m. And Saturdays 8:00 a.m. - 1:00 p.m.	John Osborn
890	Saturdays from 07/06/13 to 12/28/13	7:00 am - 2:00 pm	Chad Coffman
891	01/11/14	6:00am-3:00pm	Cheryl Bush
892	01/11/14	6:50am - 3:40pm	Beulah Burks / Bob Bierwagen
893	1/11/14	9:00am-6:00pm	Pam Ward
894	01/17/14	5:00-9:00 pm	Will Ward
895	07/24/13	4:30 - 9:00 p.m.	Tim Warren
896	12/9/13 thru 1/5/15	until 7:30pm each night	Janice Remer
897	Saturdays 12/14/13-01/18/14	9:00 a.m. - 9:00 p.m.	Don Williams
898	1/23/14-1/25/14	8:00am-12am	Kemal Tekinel
899	1/31/2014	As requested	Central Control has list of people & their pillar numbers
900	1/31/14	24/7	Pam Ward
901	1/31/2014	Sun-Thurs:11:30P-6A	William Doxie
902	1/31/2014	8-5 Sat and all other days 24/7 as needed	Julie Smith
903	1/31/2014	As requested	Tom Briggs
904	1/31/2014	24/7	Joyce Macauley
905	1/31/2014	24/7	Joyce Macauley
906	1/8/2014	7:00a.m-6:00p.m.	Leon Arthur

	J
880	322-6270
881	410-3275
882	702-5456
883	373-0046
884	517-335-9031
885	241-0811
886	241-5825
887	749-7085
888	517-410-3275
889	636-0930
890	335-9031
891	517-749-7061
892	749-7085 / 319-6014
893	517-322-620
894	517-749-3576
895	749-7163
896	636-6610
897	322-6071
898	517-614-6666
899	241-2330
900	2-6270
901	322-6764
902	335-8850
903	373-0453
904	373-1114
905	373-1114
906	993-8249

	K	L	M	N	O	P
880	ORS has staff working 6:00 p.m. to 5:00 a.m. Monday - Friday that require Lighting and Air conditioning					
881	Treasury University Classes video conferencing					
882	DDS has a Federal software upgrade installation on that weekend					
883	Overtime					
884	expansion of hours of operation for 10-60 members for the Hardest Hit Funds program					
885	*Auditors Working on the CAFR for December deadline*					
886	A major MiCSES release will be happening over this weekend.					
887						
888	Classes for Treasury University are going to be held in 7 week intervals					
889	Staff assist Branch offices on Wednesday evenings and Saturday Mornings.					
890	MSHDA's Step Forward Program woul dlike to request to have lighting and HVAC services available during their Saturday working hours from 7:00 am - 2:00 pm. This will allow for expansion of office hours for 10 - 60 staff members of the Step Forward Program.					
891	moving supplies from Mason to the Austin					
892	Total stripping of all freight elevator lobbies 12th to 1st floors.					
893	IT Migrating Computers					
894	*carpet runners*					
895	Carpet					
896	We have staff who work past 6:00pm on a daily basis					
897	Completing the migration of technology applictions that willl allow SOM staff to better serve the citizens of Michigan.					
898	This weekend we have major implementation and there will be a lot of resources will be in the building to support the implementation activities.					
899	Staff are required to work extra hours frequently due to meet required deadlines					
900	ORS Support Staff running computer program Monday through Sunday					
901	Night shift to meet mandated mailing dates					
902	24/7 emergency stand-by operation					
903	To install a light switch over the copy area, to reduce amount of lighting used.					
904	Irregular and unscheduled work hours are often required					
905	Irregular and unscheduled work hours are often required					
906						

	A	B
907	9	DTMB
908	10	Step forward
909	11	State Budget Office
910	12	Transportation
911	13	DTMB
912	14	MDOT
913	15	DTMB
914	16	OOF
915	17	Peckham
916	18	Peckham
917	19	Peckham
918	20	Peckham
919	21	DTMB
920	22	Peckham
921	23	Peckham
922	24	Peckham
923	25	Peckham
924	26	Peckham
925		Peckham
926	Lighting requests moved from active tab to expired	DTMB
927	29	Peckham
928	30	ES
929	31	ES
930	32	ES
931	33	DNR
932	34	DTMB
933	35	Peckham
934	36	Peckham
935	37	Peckham
936	38	DTMB
937	39	DTMB
938	40	DTMB
939	41	MDOS
940	42	DTMB
941	43	DTMB
942	44	DTMB
943	45	DHS

	C	D
907	Peckham	CASS
908	MSHDA	Romney
909	N/A	Romney
910	Construction Field Services	C&T
911	PECKHAM	Cass
912	Executive Office	Van Wagoner
913	OFM	Romney Building
914	BOD-Zone 4	Romney Building
915	Environmental Services	GOB
916	Environmental Services	C&T
917	Environmental Services	Forensic Lab
918	Environmental Services	PTA
919	BOD	Lewis Cass
920	Environmental Services	Austin
921	Environmental Services	Cass
922	Environmental Services	Hannah
923	Environmental Services	Ottawa
924	Environmental Services	Williams
925	Environmental Services	Vanwagoner
926	PECKHAM	Van Wagoner
927	Environmental Services	SOS
928	Peckham	Williams & Vanwagoner
929	Peckham	Austin
930	Peckham	Austin
931	Law Enforcement	Mason
932	BOD	Cass
933	Enviromental Services	C&T
934	Enviromental Services	Cass
935	Enviromental Services	MDOT Warehouse
936	Peckham	Romney
937	Peckham	Austin
938	Peckham	Cass
939	Secretary of State	SOS
940	Peckham	Van Wagoner
941	Peckham	Williams
942	OFM	Romney Building
943	Saginaw	Saginaw SOB

	E	F
907	Garden Level	2/1/14
908	Entire East half of 8th floor and restrooms	12/01/2013 - 01/31/2014
909	entire 6th floor	1/31/14-2/04/14
910	Zone A-D Room 113, 122, 125	1/31/2014
911	Garden Level Mailroom	2/8/2014
912	4th Floor A15 - E23	
913	7th floor southeast section of the floor. The accounting and financial division	2/15-2/17
914	All foors	2/17/2014
915	3rd floor A & B wings and main stairwell	2/17/2014
916	1st floor	2/17/2014
917	1st floor	2/17/2014
918	All floors as needed	2/17/2014
919	Stairwells and surrounding areas	2/17/2014
920	ALL FLOORS	2/17/2014
921	all floors, aisles in front of restrooms	2/17/2014
922	All floors as needed	2/17/2014
923	All floors as needed	2/17/2014
924	All floors as needed	2/17/2014
925	All floors as needed	2/17/2014
926	All floors as needed	2/15/2014
927	All floors as needed	2/17/2014
928	All floors needed	3/1/2014
929	All floors needed	3/1/2014
930	All floors needed	3/1/2014
931	7th flr, A1-A4 & A1-D1	
932	WILL VARY	10/7/13-3/1/14
933	all floors	3/15/2014
934	all floors	3/15/2014
935	all floors	3/15/2014
936	all floors	3/22/2014
937	all floors - elevator lobbies	3/21/2014
938	all floors	3/22/2014
939	1st floor	3/22/2014
940	all floors	3/29/2014
941	all floors	3/29/2014
942	southeast section of the floor The accounting and finanical reporting division	3/29/2014
943	1st, 2nd and 3rd floors	3/22/2014-3/30/14

	G	H	I
907	7:00 am - 3:30 pm	Howard (Skip) Stanton	749-4353
908	7:00 am - 7:00 pm	Chad Coffman	335-9031
909	5pm-7am	Connie Minix	517-373-4978
910	6:00am to 7:00pm	Christopher Gembel	810-394-7866
911	7:00am - 3:30pm	Howard (Skip) Stanton	749-4353
912	as required	Pam Sebenick	241-2674
913	24/7	Tina Ray	517-241-0811
914	6:50am to 3:40p.m	Beulah Burks	517-749-7085
915	6:00am-3:30pm	Steve Beals/ Barb Fullerton	517-749-7149/517-319-6004
916	8:00am-3:30pm	Steve Beals	517-749-7149/517-319-6004
917	6am to 3:30pm	Steve Beals	517-749-7149/ 517-319-6003
918	6am-3:30pm	Steve Beals	517-749-7149/ 517-319-6003
919	24/7	Greg Post	517-812-4353
920	6:00am - 6:00pm	Leon Arthur	517.993.8249
921	7:00am - 3:30pm	Chad Antcliff	517.749.7194
922	6:00am - 6:00pm	Will Ward	517.749.3576
923	6:00am - 6:00pm	Will Ward	517.749.3576
924	6:00am - 6:00pm	Andy Yeadon	517.749.7165
925	6:00am - 6:00pm	Andy Yeadon	517.749.7165
926	6:00 am to 6:00 pm	Andy Yeadon	517-749-7165
927	6am-6pm	John Perry	517-743-7134
928	7:00am5:00pm	Andy Yeadon	517-749-7165
929	5:00pm-9:00pm	Leon Arthur	517-9938249
930	5:00pm-9:00pm	Leon Arthur	517-993-8249
931	24/7	Jim Hurst	
932	WILL VARY	LAUX CONSTRUCTIOIN	GREG POST 517-812-4353 and Beau Jackson
933	7am-3:30pm	Steve Beals	517-749-7149
934	7:00am - 3:30pm	Howard (Skip) Stanton	517-749-4353
935	7am-12pm	Lori Dorsey or Joyce Dean	517-719-4720
936	7:00am to 3:30pm	Dave Schuiling	749-7061 or 319-6014
937	5:00 pm - 9:00 pm	Tim Warren	749-7163
938	7:00 am - 3:30 pm	Howard (Skip) Stanton	749-4353
939	7:00am to 2:00pm	Michael Filday	517-322-6268
940	7:00 am - 5:00 pm	Andy Yeadon	517.749.7165
941	7:00 am - 5:00 pm	Andy Yeadon	517.749.7165
942	6:00am to 3:00pm	Tina Ray	517-241-0811
943	7:30am to 5:00pm	Rick Latinen	(989) 758-1217

	J
907	Strip & Refinish hard floor in the mail room
908	
909	Preparation for FY 2015 Executive Budget. Staff will be working at any time over the weekend and possibly Monday night as well.
910	Maintaining FT and L.A. Abrasion Submissions
911	Strip & refinish hard floors in mailroom
912	Staff overtime
913	The AFR Division is working on the MAIN Encryption project over the weekend
914	All rest rooms are being cleaned.
915	Scrub stairwells. Detail vac. And dust 3 A & B wings
916	Vent Cleaning of C&T
917	Vent Cleaning of C&T
918	Chair cleaning and floor care
919	Laux Construction work
920	Top strip/re-coat lobby floors
921	clean floors
922	clean carpeting/ scrub restrooms
923	clean carpeting/ scrub restrooms
924	top scrub bathrooms
925	top scrub bathrooms
926	clean air bars/vents
927	Carpet cleaning, base boards, air bars and vents
928	Scrub restrooms
929	Chair cleaning
930	Lobby/Restroom scrub
931	Report all poaching program call center
932	TO KEEP PROJECT ON TIME LINE
933	Dust / Vac. vents please make sure lights and ventilation is on.
934	clean aisles in front of restrooms
935	Sealing new tile floor in hall
936	extract all floors
937	cleaning elevator carpeting
938	cleaning hallways in front of all restrooms
939	Staff Overtime
940	High traffic carpet cleaning
941	High traffic carpet cleaning
942	Statewide single audit coordinator is working on the statewide single audit
943	Please note we are requesting approval for two Saturdays even though the form only allows one date. We are requesting approval for Saturday March 22, 2014 from 7:30am to 5:00pm and Saturday March 29th, 2014 from 7:30 to 5:00pm

	K	L	M	N	O	P
907						
908						
909						
910	Christopher Gembel					
911	Bob Bierwagen					
912	Bob Ruff					
913	Tina Ray					
914	Bob Bierwagen					
915	Kirk Brennan					
916	Kirk Brennan					
917	Kirk Brennan					
918	Kirk Brennan					
919	Greg Post					
920	Neal Droste					
921	Bob Bierwagen					
922	Steve Doty					
923	Steve Doty					
924	Bob Ruff					
925	Bob Ruff					
926						
927	Kirk Brennan					
928						
929						
930						
931	Jim Hurst					
932						
933		3/16/2014				
934		3/16/2004				
935		3/16/2015				
936		3/23/2014				
937		3/22/2014				
938		3/23/2014				
939		3/23/2014				
940		3/30/2014				
941		3/30/2014				
942		3/30/2014				
943		3/30/2014				

	A	B
944	46	MDOS
945	47	LARA
946	25	DTMB
947	26	Peckham
948	27	Peckham
949	28	Peckham
950	28	Michigan Supreme Court
951	29	DTMB
952	30	DTMB
953	31	DTMB
954	32	DTMB
955	33	DTMB
956	27	ES
957	28	DTMB
958	29	DTMB
959	28	Peckham
960	29	Peckham
961	25	Michigan Supreme Court
962	27	Civil Service Commission
963	28	State
964	29	DHS
965	30	DTMB
966	31	SBO
967	32	DTMB
968	23	DHS
969	27	Peckham
970	26	DTMB
971		DTMB
972	25	DTMB
973		ES
974	32	ES
975		ES
976		ES
977	31	DHS
978	31	DHS
979	28	DTMB
980	27	DTMB/ES
981	29	DHS

	C	D
944	Bureau of Elections	Austin
945	Executive Office	Ottawa
946	Customer Service DHS	Grand tower
947	Enviromental Services	VanWagoner and Williams
948	Enviromental Services	VTS
949	Enviromental Services	Romney
950	Judicial	Hall of Justice
951	ES/Peckham	Hannah
952	ES/Peckham	Ottawa
953	ES/Peckham	Hannah
954	ES/Peckham	Ottawa
955	ES/Peckham	Austin
956	Peckham	Lewis Cass
957	ES/Peckham	Austin
958	Peckham	Lewis Cass
959	Environmental Services	Vehicle and Travel Services
960	ES	Cass
961	Judicial	Hall of Justice
962		Horatio S. Earle Learning Center
963	Elections	Austin
964	Out State Operations	Jackson
965	Peckham	Hannah
966	OFM	Romney Building
967	Telecom	VanWagoner
968	Children's trust fund	Grand tower
969	Environmental Services	GOB
970	ES/Peckham	Austin
971	Peckham	Energy Center
972	MiCSES	Romney
973	Peckham	Romney
974	Peckham	Austin
975	Peckham	Austin
976	Peckham	Austin
977	Department of Human Services	Flint SOB
978	Department of Human Services	Flint SOB
979	Peckham	Romney
980	Peckham	Energy Center
981	Accounting	Grand Tower

	E	F
944	1st floor U-17 and U-18	3/29/2014 - 03/30/14
945	H6 Exec Office	
946	1st, 2nd, 3rd, 8th, 9th, 13th and 14th floors Lights and HVAC	03/19/14 - 04/02/14
947	All Floors	4/5/2014
948	All floors	4/5/2014
949	All Floors	4/5/2014
950	6th floor	4/5/201-4/6/2014
951	all floors	4/11/2014
952	all floors	4/11/2014
953	all floors	4/12/2014
954	all floors	4/12/2014
955	all floors	4/12/2014
956	all	4/19/2014
957	All floors	4/26/2014
958	All floors	4/25/2014
959	All floors/pillars	5/3/2014
960	Garden level	5/3/2014
961	6th floor	4/12/14-5/3/14
962	1st floor common area & Lake Huron Room	5/11/2014
963	Bureau of Elections: U, V, 17-U, V & W23	5/6/2014
964	2nd & 3rd floor	05/10/14, 05/17/14, 05/31/14, 06/07/14, 06/14/14, 06/21/14, 06/28/14
965	1st floor	5/6/2014
966	7th floor	5/10/2014
967	3rd floor	5/10/2014
968	14th floor Children's trust fund ste. 1411	04/01/14 - 05/14/14
969	1st, 2ed and 3ed floor main hallways and R/Rs	5/17/2014
970	all foors as needed	5/23/2014
971	all floors	6/7/2014
972	12 floor Pillars D3 and C3	06/06/14 to 06/08/14
973	all floors	6/14/2014
974	1st floor	6/12/2014
975	all floors	6/14/2014
976	all floors	6/13/2014
977	4 and 5	6/14/2014
978	4 and 5	6/14/2014
979	all floors	6/7/14 and 6/14/14
980	All floors and restrooms	6/21/2014
981	10th floor pillar K5 and J2	6/21/2014

	G	H	I
944	7 am - 5 pm	Lucinda sheltrown	517-373-0941
945	As needed.	Karen Towne	517-373-9495
946	24/7	Kemal Tekinel	517-241-5779
947	7:00 a.m. - 5 p.m.	Andy Yeadon	517-749-7165
948	6am-6pm	John Perry	517-743-7134
949	7:00am - 3:30pm	David Schuiling	517.749.7061
950	12am-12pm	Ryan Tomlinson	517-373-7492
951	5:00pm - 9:00pm	Will Ward	517.749.3576
952	5:00pm - 9:00pm	Will Ward	517.749.3576
953	6:00am - 6:00pm	Will Ward	517.749.3576
954	6:00am - 6:00pm	Will Ward	517.749.3576
955	6:00am - 6:00pm	Leon Arthur	517.993.8249
956	6:00 a.m. - 6:00 p.m	Debbye Kafara	517-202-2907
957	7:00am - 6:00pm	Leon Arthur III	517.993.8249
958	6:00pm-9:00pm	Debbye Kafara	517-202-2907
959	6am-6pm	John Perry	517-743-7134
960	7:00am-12:00pm	Debbye Kafara	517-202-2907
961	8am-5pm	Dave Palazzolo	517-373-5541
962	12:00pm to 6:00pm	John VanHoesen	517-284-5015
963	6:30am-9:00pm	Lucinda Sheltrown	517-335-2659
964	8:00am-12:00pm	James Tippin	517-780-7040
965	5:00 pm - 9:00 pm	Tim Warren	517-749-7163
966	6:00 a.m. - 2:00 pm	Tina Ray	241-0811
967	6:00am - 3:00pm	Peggy Thacker	242-4754
968	8:00 am - 12:00 am	Christina Medina	517-3734320
969	6:00am-3:00pm	Steve Beals	517-749-7149
970	5:00 - 9:00 pm	Leon Arthur III	517.993.8249
971	6:00am-6:00pm	John Perry	517-743-7134
972	6:00pm until 5:00pm	Don Van Buhler	517-392-8182
973	6:00am-6:00pm	Debbye Kafara	517-202-2907
974	5:00 pm - 9:00 pm	Leon Arthur	517-993-8249
975	6:00 am - 6:00 pm	Leon Arthur	517-993-8249
976	5:00 pm to 9:00 pm	Will Ward	517-749-3576
977	8 am - 5pm	Mike Milks	810-760-2637
978	8 am - 5pm	Mike Milks	810-760-2637
979	7:00am-4:00pm	Mofi	517-749-7232
980	6:00am - 6:00pm	John Perry	517.743.7134
981	7:00 a.m. - 2:30 pm	Colleen or Christy Mouser	517 -335-6007 517-373-2021

	J
944	Employees working for the weekend
945	As needed for emergency management
946	After Hours employees
947	Cleaning High Traffice areas
948	Strip and reseal hard floors
949	Top strip and refinish all hard floors
950	The justices of law clerks will be working Saturday and Sunday
951	Carpet Cleaning all floors
952	Carpet Cleaning all floors
953	Carpet Cleaning all floors
954	Carpet Cleaning all floors
955	Carpet Cleaning all floors
956	Strip & re-finish hard floors
957	Elevators/Stair/Carpet cleaning
958	Touch up hard floors
959	Carpet cleaning, Restrooms, Stairs, Air bars and vents
960	touch up hard floors
961	Only on Saturdays from 8am-5pm. Only for the 6th floor.
962	Quality of Life Agencies are hosting a 3 day training session May 12-14. The trainer has a significant quantitiy of materials/resources that require 3-4 hours of setup time to arrange and prepare ahead of the start of training. Training session is scheduled to begin at 8:00am May 12.
963	Staff are working to conduct the May 6th election.
964	We have been given overtime on these days for cash assistance staff to work.
965	Abdikadir Munganga will be cleaning chairs on the fidrst floor
966	Statewide Single Audit coordinator working on Statewide single audit
967	Telecom Work
968	Preparation for upcoming auction May 14, 2014
969	Scrub all R/Rs GOB
970	scrub/clean stairs
971	Chair cleaning, floor strip and seal
972	A major MiCSES release will be happening over this weekend.
973	Extract carpet
974	Waxing
975	Wax stairways
976	
977	OT Implementation of Automated child Welfare Information system
978	OT Implementation of Automated child Welfare Information system
979	Extract all high traffic areas and scrub all restrooms
980	Floor seal, top scrub restrooms
981	Please turn on lights and HVAC on 06/21/14 for crosswalk Coding work

	K	L	M	N	O	P
944		3/31/2014				
945		3/31/2014				
946		4/3/2014	.			
947		4/6/2014				
948		4/6/2014				
949		4/6/2014				
950		4/8/2014				
951		4/13/2014				
952		4/13/2014				
953		4/13/2014				
954		4/13/2014				
955		4/13/2014				
956		4/20/2014				
957		4/27/2014	BCJ			
958		4/26/2014	MM			
959		5/4/2014	MM			
960		5/4/2014	MM			
961		5/3/2014				
962		5/12/2014	NT			
963		5/7/2014	MM			
964		6/29/2014	MM			
965		5/7/2014	AB			
966		5/11/2014	ab			
967		5/11/2014	bcj			
968		5/15/2014				
969		5/18/2014	MM			
970		5/24/2014	BCJ			
971		6/8/2014	MM			
972		6/9/2014	MM			
973		6/15/2014	MM			
974		6/13/2014	AB			
975		6/15/2014	AB			
976		6/14/2015	AB			
977		6/15/2014	AB			
978		6/15/2014				
979		6/15/2014	MM			
980		6/22/2014	BCJ			
981		6/23/2014	Ab			

	A	B
982	28	DTMB/ES
983	29	DTMB/ES
984	27	DTMB/ES
985	26	LARA
986	27	MSP
987	24	DTMB
988	25	MDOT
989	27	ES
990	26	DNR
991	29	Human Services
992	30	MSP
993	24	Peckham
994	26	DTMB
995	24	State
996	25	DNR
997	26	DHS
998	27	DTMB
999	28	Treasury
1000	29	DHS
1001	30	State
1002	31	ES
1003	32	ES
1004	33	ES
1005	32	MDOT
1006	28	DTMB
1007	34	DTMB
1008	33	Peckham
1009	34	Human Services

	C	D
982	Peckham	Hannah
983	Peckham	Ottawa
984	Peckham	Romney
985	UIA CUSTOMER SERVICE	Cadillac Place
986	CJIC	MSP HQ
987	OFM	Romney
988	Construction Field Services	C&T
989	PECKHAM	Ottawa/Hannah
990	Archives of Michigan	MLHC
991	NA	State Office Building
992	EMHSD	HAZMAT
993	Environmental Services	Romney
994	CS- DMB, MCSC	ROMNEY
995	Election	Austin
996		Michigan Library and Historical Center
997	SACWIS	Flint State Office Building
998	MiCSES	Romeny
999	Tax Compliance	Saginaw SOB
1000	Out State Operations	Jackson State Office Building
1001	Elections	Austin
1002	Peckham	Williams & Vanwagoner
1003	Peckham	Austin
1004	Peckham	Austin
1005	Construction Field Services	Construction Field Svcs.
1006	Peckham	Romeny
1007	Peckham	Austin
1008	Environmental Services	Grand Tower
1009	Out State Operations	Jackson State Office Building

	E	F
982	All floors	6/27/2014
983	All floors	6/27/2014
984	All floors and restrooms	6/28/2014
985	All lights and air handlers 1st and 8th Floors; Pillars L-385, 8-100, 8-150, 8-220, 8-250	06/21/14 & 06/28/14
986	1ST FLOOR	6/28/13 - 6/27/14
987	7th floor	5/27/14-7/3/14
988	1st floor, room 124, panel C	
989	All floors	7/12/2014
990	Archives of Reading Rooms and Reception area	7/18/2014
991	4th and 5th floor	7/19/2014
992	training and excerise	7/20/2014
993	All floors	7/26/2014
994	9TH FLOOR	7/25/14 - 7/28/14
995	U,V & W17-U,V & W 23	8/5/2014-8/6/14
996	1st, 2nd, Event lighting	8/9/2014
997	4th and 5th floor	8/9/2014
998	12, 112 floor Pillars D3 and C3	8/8//14-8/9/14
999	Treasury Offices	3/10/2014-6/25/14
1000	3rd floor	March: 4, 11, 18, 25 April: 1, 8, 15, 22
1001	U, V & W 17-U, V& W 23	2/24/2014-2/25/2015
1002	All floors needed	3/1/2014
1003	All floors needed	2/28/2014
1004	All floors needed	3/1/2014
1005	1st	8/11/14 - 8/11/15
1006	all floors	8/16/2014
1007	all floors	8/16/2014
1008	ALL	8/23/14-8/30/14
1009	2nd & 3rd floors	Every Saturday from 7/12/14 thru 8/23/14

	G	H	I
982	5:00 pm - 10:00pm	Will Ward	517-749.3576
983	5:00 pm - 10:00pm	Will Ward	517-749.3576
984	7:00 a.m. - 4:00 p.m.		517.749.7232
985	7:00 a.m. - 3:30 p.m.	Gail Loving	313-456-2401
986	9:00PM- 6:00AM	PLETRO SEMLFERO	241-0829
987	6:00am-9:00pm	Tina Ray	517-241-0811
988	6:00am to 7:00pm	Ernst Nelson	322-1183
989	6:00am-4:30pm	Abdikadir Murnganga	517-749-3576
990	5:00pm-10:30pm	Kris Rzepczynski	517-373-9191
991	10:30 - 2:30	Mike Milks	810-760-2637
992	7:35-8:30am	Gary Brannock	517-375-2130
993	7:00-5:00pm	MOFI	517-749-7232
994	8:00PM - 4:00AM	CHRIS MITCHELL	517-335-1613
995	6:30am-6:30pm	Lucinda Sheltrown	517-335-2659
996	5:00 p.m. - 11:00 p.m.	Carol Payne	517-373-2565
997	8:00am - 12:00pm	Mike Milks	810-760-2637
998	5:00 pm until 3:00pm	Don Van Buhler	517-392-8182
999	5:00-10:00pm	Kevin Robishaw	989-758-1403
1000	5:00pm-8:30pm	Jessica Deering	517-780-7666
1001	6:30am-9:00pm	Lucinda Sheltrown	517-335-2659
1002	7:00am5:00pm	Andy Yeadon	517-749-7165
1003	5:00pm-9:00pm	Leon Arthur	517-9938249
1004	5:00pm-9:00pm	Leon Arthur	517-993-8249
1005	6:00am - 7:00pm	Kendra Barak / Ernst Nelson	322-1217 / 322-1183
1006	7:00am - 5:00pm	MOFI	517-749-7232
1007	6:00am - 5:00pm	Jennifer Buskirk	517.993.8249
1008	7am-5pm	Tim Hyatt	517-204-7604
1009	8:00am - 5:00pm	James Tippin	517-780-7040

	J
982	carpet cleaning
983	carpet cleaning
984	Scrub restrooms on all floors
985	Mandatory Overtime for Customer Service for tw Saturdays
986	We have 2nd & 3rd shift employees who leave via the elevators. The motion detectors do not turn on the lights until you make it around the corner & into the hallway. Unless someone has just entered the building from that direction, that leaves staff fumbling in the dark & walking into things. We need at least minimal lighting in the elevator lobby. (The lights on the display case would suffice.)
987	Working on ERP projet and other OFM staff are here until 6pm
988	Material testing must be performed at specific times and dates to be in compliance with specifications. Failure to meet these strict time requirements may result in loss of Federal funding for construction projects.
989	Restroom Scrubbing
990	Lighting required for archives of Michigan after-hours event
991	SACWIS OT
992	Training
993	Vacuum all conference room furniture
994	Annual MAIN Disaster Recovery Test.
995	*Staff are working Tuesday, August 5, 2014 to conduct the August 5th primary election (8/5/2014). Election Staff will be working (24 hours) early and thru the next day to assist clerks with election problems and assist them with opening and closing the polls and reporting election results.*
996	After hours and exterior lighting for an after-hours event at the Museum which benefits the Michigan History Foundation.
997	SACWIS OT
998	A major MiCSES release will be happening over this weekend.
999	Staff is attending on-line university classes in our office. Class runs until after 9:00pm. Currenly this class is running on Monday night. This would be the only night we would need after hours lighting.
1000	We will be facilitating a foster parent training on the above dates.
1001	Staff are working Tuesday, Febuary 24th, 2014 to conduct the February 25th election (2/25/2014). Election staff will be working early and late tha that day to assit clerks with election problems and assit them with opening and closing the polls and reporting election results.
1002	Scrub restrooms
1003	Chair cleaning
1004	Lobby/Restroom scrub
1005	Material Testing must be performed at specific times and dates to be in compliance with specifications. Failure to meet these strict requirements may result in loss of federal funding for construction projects.
1006	Top strip and finish all floors
1007	carpet cleaning
1008	Scrub all restrooms and high traffic areas
1009	We have been given overtime on these days for cash assistance staff work.

	K	L	M	N	O	P
982		6/28/2014	bcj			
983		6/28/2014	bcj			
984		6/28/2014	nik			
985		6/29/2014	AB			
986		6/27/2014				
987		7/4/2014	MM			
988	Brenda J O'Brien	7/6/2014				
989		7/13/2014	EK			
990		7/19/2014	EK			
991		7/20/2014	EK			
992		7/21/2014	EK			
993		7/27/2014	ML			
994		7/28/2014	NT			
995		8/6/2014	MM			
996		8/10/2014	EK			
997		8/10/2014	bcj			
998		8/10/2014	EK			
999		6/25/2014				
1000	Jessica Deering	4/22/2014				
1001		2/26/2014				
1002		3/2/2014				
1003		2/29/14				
1004		3/2/2014				
1005		8/12/2015	bcj			
1006		8/17/2014	nt			
1007		8/17/2014	bcj			
1008		8/31/2014	EK			
1009		9/1/2014				

	A	B
1010	33	SOS
1011	30	DTMB
1012	40	DTMB
1013		
1014		
1015		
1016		
1017		
1018		
1019		
1020		
1021		
1022		
1023	26	Human Services
1024	44	Peckham

	C	D
1010	Driver and Vehicle Records Division	Secretary of State
1011	MICSES	ROMNEY
1012	DHS- ELIGIBILITY	GRAND TOWER
1013		
1014		
1015		
1016		
1017		
1018		
1019		
1020		
1021		
1022		
1023	Out State Operations	Jackson State Office Building
1024	Environmental Services	Secretary of State

	E	F
1010	1st Floor South Building and 2nd Floor Tower	9/6/2014
1011	12th	09/05/14 to 09/06/14
1012	ENTIRE FLOORS: 1, 2, 3, 4, 8, 9 & 14	10/25/14-10/26/14
1013		
1014		
1015		
1016		
1017		
1018		
1019		
1020		
1021		
1022		
1023	3rd floor	9/9/2014-10/28/14
1024	All	11/4/2014

	G	H	I
1010	6:00am-5pm	Lorencen, John	(517) 322-5309
1011	5:00 pm until 7:00pm(on the 6th)	Dave Reinhart	517-241-5825
1012		Kemal Tekinel	241-5779
1013		#VALUE!	MDOS
1014		#VALUE!	Peckham
1015		34	DTMB
1016		35	DCH
1017		36	Human Services
1018		37	DHS
1019		38	DHS
1020		36	DTMB
1021		31	Supreme Court
1022		33	MDOT
1023	5:00p.m-9:00p.m	Brenda Cros	517-780-7171
1024	6am to 6pm	John Perry	517-743-7134

	J
1010	Reducing backlogs in Conversion, Vehicle Update, Document Processing, Microfilm Processing, and Operations Support Units
1011	A major MiCSES release will be happening over this weekend.
1012	Bridges Realease Implementation
1013	CSA/DVRD
1014	Enviormental Services
1015	Driver and Vehicle Records
1016	Reimbursement
1017	Out State Operations
1018	DDS
1019	Children's Trust Fund
1020	CS-DMB-MCSC
1021	Judicial
1022	Construction Field Services
1023	Pride Training every Tuesday evenings from 5-9pm beginning 9/9/14-10/28/14
1024	Building Cleaning

	K	L	M	N	O	P
1010		9/7/2013	EK			
1011		9/7/2014	EK			
1012		10/26/2014	nik	24/7	John Lorencen	(517) 322-6599
1013	SOS	1st floor South Building and 2nd floor Tower, H-J 14-15A	9/20/2014	6:30am - 3:45pm	John Lorencen	517.322.5309
1014	Romey	All floors	9/20/2014	7am-5pm	MOFI	517-749-7232
1015	SOS	1st and 2nd floors, H14A-15A I14A-15A J14A-15A	9/27/2014	7:00am-5:00pm	John Lorencen	(517) 322-5309
1016	Cass	Garden level, NW Office suite, Adjacent the Guard Station	9/13-20,27	24/7	Carrie Budd or Pauline Brussel	517-241-3722
1017	Jackson State Office Building	2nd & 3rd floors	Every Saturday from 8/9/14 thru 9/27/14	7:00am - 4:00pm	James Tippin	517-780-7040
1018	Hannah	All of 3rd floor Hannah	1/18/14-9/27/14	7:00am-1:00pm	Patrick Garlitz	517-702-5456
1019	Grand Tower	4th floor	8/4/14 - 9/30/14	24/7	Christina Medina	517-373-3420
1020	Romney Building	9th floor west side pillars F8-9,10,11 and restrooms	9/30/2014	6:00am-6:00pm	Tim Hyde	517-241-7411
1021	Hall of Justice	1st, 2nd and 6th throughout entire floors	10/8/2014	5:00pm-9:30pm	Dave Palazzolo	517-373-5541
1022	C&T	Room 112, Room 130A and front restrooms	10/16/14 - 10/20/14	5:00pm Oct 16 through 7:00am Oct 20	Lori Wieber	322-1085
1023		10/29/2014	EK			
1024		11/4/2014	EK			

	Q	R	S	T
1010				
1011				
1012	Reducing backlogs in Conversion, Vehicle Update, Document Processing, Microfilm Process, and Operations Support Units.		9/14/2014	EK
1013	Reducing backlogs in Conversion, Vehicle Update, Document Processing, and Microfilm Processing		9/21/2014	BCJ
1014	High traffic areas for overtime		9/21/2014	EK
1015	Reducing backlogs in Conversion, Vehicle Update, Document Processing, Microfilm Processing, and Operations Support Units		9/28/2014	EK
1016	DMB-624 Security Access Forms are in the process of being completed for Saturday work and will be delivered to the Cass Facility office tomorrow, I will endorse them on Monday when I return to the office		9/28/2014	EK
1017	We have been given overtime on these days for cash assistance staff work.		9/28/2014	bcj
1018	The social security admin. Has authorized overtime		9/27/2014	
1019	preparing for FY15 direct services grant application		10/1/2014	bcj
1020	Production Financial Table Roll-Over		10/1/2014	EK
1021	Lights need to remain on 9:30pm this day		10/9/2014	EK
1022	From 5:00pm, October 16th through 7:00am Monday, October 20 some employees will be working in the above stated rooms. Please make arrangements to have heat and lights on during this entire period along with the front restrooms.		10/21/2014	nik
1023				
1024				

	A	B
1025	43	Peckham
1026	42	Peckham
1027	41	Peckham
1028	40	Peckham
1029	39	SOS
1030	38	SOS
1031	28	DHS
1032	26	GOVERNOR'S OFFICE
1033	30	State
1034	31	DTMB
1035	40	ES
1036	39	Peckham
1037	38	Peckham
1038	37	Peckham
1039	34	Peckham
1040	33	Peckham
1041	28	DNR
1042	26	DHS
1043	29	DCH
1044	31	DCH
1045	31	DHS
1046	29	Civil Service
1047	27	DMOT
1048	28	DTMB
1049	31	Michigan Supreme Court
1050	30	DNR
1051	28	MDCH
1052	29	Peckham
1053	22	LARA

	C	D
1025	Environmental Services	C&T
1026	Environmental Services	GOB
1027	Environmental Services	PTA
1028	Environmental Services	OPS Center
1029	Occupancy Services	SOS
1030		Austin
1031	Foster Care Unit	Grand Tower
1032		ROMNEY
1033	Elections	Austin
1034	MDOS Systems Development	OPS Center
1035	PECKHAM	Cass
1036	Environmental Services	PTA
1037	Environmental Services	GOB
1038	Environmental Services	C&T
1039	Environmental Services	ROMNEY
1040	Environmental Services	Grand Tower
1041	Historical Museum	MLHC
1042	Accounting	Grand Tower
1043	MSA	Cass
1044	MSA	Lewis Cass
1045	DDS	Hannah
1046	Human Resources	Horatio
1047	Operations Field Services	MDOT Warehouse
1048	MiCSES	romney
1049	Judicial	HOJ
1050	Historical Museum	MLHC
1051	Operations/admin services	Cass
1052	Environmental Services	Romeny
1053	Michigan Administrative Hearing System	Ottawa

	E	F
1025	all	11/4/2014
1026	all	11/4/2014
1027	all	11/4/2014
1028	1st and 2nd floors	11/4/2014
1029	1st, 2nd, 4th and 3rd floor	11/1/14-11/4/2014
1030	4th and 3rd floor Y-16-U16 to Y22-U22 1st floor bureau of elections	11/4/2014
1031	1st floor, The entire 1st floor of the Grand Tower, including the Dempsey Room, bathrooms, and hallway area.	11/4/2014
1032	GROUND-4TH FLOORS	11/4/2014
1033	1st floor U, V & W17 & W23	11/4/14-11/5/14
1034	1st Floor	11/4/14-11/5/14
1035	all floor	11/11/2014
1036	all	11/11/2014
1037	all	11/11/2014
1038	all	11/11/2014
1039	all floors	11/4/14-11/11/14
1040	All Floors	11/4/14 11/11/14
1041	All areas of all requested floors	11/12/2014
1042	10th floor	9/27/14-11/15/14
1043	north end of third floor	10/25/2014
1044	north end of third floor	10/25/14-11/22/14
1045	Pillars A-C (East Section)	11/28/2014
1046	1st floor training center in lake huron room	11/30/14 - 12/3/15
1047	1st floor Michigan, Huron, Superior, restrooms, kitchen (whole facility)	12/6/2014
1048	12th floor, pillars D3/C3	12/5/2014
1049	1, 2nd, 6th	12/3/2014
1050	1, 2, 2M, 3, 3M, Event lighting, All areas of all requested floors	12/8/2014
1051	4th floor	12/13/14-12/20/14
1052	all floors	12/20/2014
1053	Pillars F6, C6, B5, B3, F2	3/29/14-12/31/14

	G	H	I
1025	6am to 3:30pm	Steve Beals	517-749-7149
1026	6am to 3:30pm	Steve Beals	517-749-7149
1027	6am to 3:30pm	Steve Beals	517-749-7149
1028	7am-4pm	Lori Dorsey or Joyce Dean	517-322-0098
1029	6am-9pm	James Fackler	517-636-0949
1030	7am-9pm	William Badgero	517-241-4228
1031	5:00am-5:00pm	Amanda Doane	517-335-6869
1032	7:00AM - 5:00pm	MARSHA QUEBBEMAN	241-5190 OR 517-388-2552
1033	24/7	Lucinda Sheltrown	517-335-2659
1034	7am-9pm	Kathleen Stevenson	(517) 242-3632
1035	7:00am - 6:00pm	Chad Antcliff	749-7194
1036	6am to 3:30pm	Steve Beals	517-749-7149
1037	6am to 3:30pm	Steve Beals	517-749-7149
1038	6am to 3:30pm	Steve Beals	517-749-7149
1039	7:30am-4:00pm	MOFI	517-749-7232
1040	7:30am-4:00pm	Tim Hyatt	517-204-7604
1041	5:30p.m-11:00pm	Cindy Hales	373-2565
1042	6:30am-4:00pm	Christy Mouser	517-373-2021
1043	7am-noon	Terri Chamberlain	517-335-5493
1044	7am-noon	Terri Chamberlain	517-335-5493
1045	8a.m.-2p.m.	Steve Miller	517-702-5521
1046	12:00pm-5:00pm	Tami Eyer	517-930-6888 or 517-284-5032
1047	7:00am-2:00pm	Sue Taylor	517-636-4086
1048	5:00pm-5:00pm	Vince Smoker	517-241-8818
1049	6am-10:30pm	Dave Palazzolo	517-373-5541
1050	5:00 p.m. - 10:00 p.m.	Alexandra Raven	517-241-7080
1051	8 am- 2pm	Julie Kelly	517-335-4254
1052	7 am - 3:30 pm	Mofi	749-7232
1053	weekends and Holiday as needed	Rita Canady	(517) 373-8420

	J
1025	Scrubbing R/Rs, detailing shop areas.
1026	Carpet cleaning, dusting and edging building wide
1027	Scrub R/Rs dusting building wide
1028	Cleaning all day as a normal work day and doing some periodic work
1029	These floors need to be climate controlled and the lights need to be on
1030	Election staff located on 4th floor and 3rd floors working overtime
1031	The Office of Child Welfare Policy & Programs is hosting a 3-day Family Nurturing/Bavolek Training in the Grand Tower-Dempsey Room. One of the dates, 11/4, is a state holiday, and therefore we will need lighting and heat in the building in order to host this training on 11/4.
1032	STAFF WORKING ELECTION DAY
1033	Election staff are working on November 4th-5th 24/7 to assit with elections issue
1034	Gubernatorial election support for staff located throughout the 1st Floor, Southeast Corner of the Operations Center.
1035	Restroom floors
1036	Scrub R/Rs, Detail dorm rooms.
1037	Scrub R/Rs, dusting and edging building wide
1038	Detail office areas, detailing shop areas.
1039	On 11/4/14 we will be scrubbing all restrooms on all floors, cleaning air bars and on 11/11/14 we will be doing high traffic areas
1040	11/4/14 cleaning air bars on all floors 11/11/14 we will be scrubbing restrooms on all floors and vacuum runners and clean stairwells
1041	This is an event sponsored by the Michigan History Foundation to raise funds to support Museum operations.
1042	Please turn on lights for the entire 10th floor for the next eight saturdays from 9/27/14-11/15/14
1043	PE is working to catch up on the backlog created by the ACA which was approved by the director
1044	PE is working to catch up on the backlog created by the ACA which was approved by the director
1045	Contract work
1046	The QOL Departments are hosting Dr. Pfau and his Executive Speaking session for 3 days. I will need access to the building Sunday afternoon to allow Dr. Pfau to set up and be ready for training that begins 8:30am on December 1st.
1047	Annual MDOT Transpo Cludb Children's Christmas Party
1048	A major MiCSES release will be happening over this weekend.
1049	Lights remain on until 10:30pm during this day
1050	This is an event sponsored by the Michigan History Museum. Please leave lights on at the end of the day and turn on event lighting.
1051	Due to work overtime
1052	scrub all stariwells and glass
1053	These administrative law judges find it necessary to work past 5:00 pm on week days, work weekends as well holidays based on the cases they have and the extra work required. The dates and times are unpredictable. (See attached letter from Peter Plummer)

	K	L	M	N	O	P
1025		11/5/2014	EK			
1026		11/5/2014	EK			
1027		11/5/2014	EK			
1028		11/5/2014	EK			
1029		11/5/2014	EK			
1030		11/5/2014	EK			
1031		11/5/2014	EK			
1032		11/5/2014	NIK			
1033		11/6/2014	EK			
1034		11/5/2014	EK			
1035		11/12/2014	EK			
1036		11/12/2014	EK			
1037		11/12/2014	EK			
1038		11/12/2014	EK			
1039		11/12/2014	EK			
1040		11/12/2014	EK			
1041		11/13/2014	EK			
1042		11/16/2015	EK			
1043		11/23/2014	EK			
1044		11/23/2014	EK			
1045	Steve Miller	11/29/2014	EK			
1046		12/3/2014	nik			
1047		12/7/2014	EK			
1048		12/7/2014	nik			
1049		12/4/2014	EK			
1050		12/9/2014	EK			
1051	Julie Kelly	12/21/2014	EK			
1052		12/21/2014	nik			
1053		12/31/2014				

	A	B
1054	23	SBO
1055	26	Justices Offices
1056	30	sos
1057	31	DNR
1058	25	LARA
1059	30	MDCH
1060	28	ES
1061	24	Treasury
1062	25	STATE
1063	26	LARA
1064	24	Peckham
1065	4	State
1066	#REF!	DCH
1067	#REF!	DCH
1068	#REF!	MDOT
1069	#REF!	DNR
1070	#REF!	DTMB
1071	#REF!	DTMB
1072	11	Asset Management
1073	12	Treasury
1074	#REF!	DCH
1075	#REF!	MDOT
1076	#REF!	MDOT
1077	#REF!	MDOT
1078	21	DHS
1079	24	Peckham
1080	9	State Budget Office
1081	22	Peckham
1082	21	Peckham

	C	D
1054	OFM	Romeny
1055	Supreme Court	Hall of Justice
1056	Occupancy Services	Austin
1057	Historical Museum	MLHC
1058	Michigan Administrative Hearing System	Ottawa
1059	Operations/Administrative services	Lewis Cass
1060	Peckham	Austin
1061	Data Management	OPS Center
1062	CSA/BDVP/Traffic Safety Division	Austin
1063	Funds Administration	GOB
1064	Environmental Services	Grand Tower
1065	Occupancy Services	Austin
1066	Budget & Grants & Purchasing	Cass
1067	Budget & Grants & Purchasing	Cass
1068	Highway Operations-Office of Operations Administrative Serives	Van Wagoner
1069	Finance and Operations	Constitution Hall
1070	BOD	Energy Center
1071	OSS/ LOS/PRINTING SERVICES	GSB
1072	Data Collections	MDOT Warehouse
1073	Executive Office	OPS Center
1074	Bureau of Laboratories	State Lab
1075	Executive Office	VanWagoner
1076	Transportation (AG)	VanWagoner
1077	AG	VanWagoner
1078	HR	Grand Tower
1079	DEQ	Romney
1080	N/A	Romney Building
1081	Enviomental Services	Forensic Lab
1082	Enviomental Services	PTA

	E	F
1054	7th floor, bathrooms and auditor general room, East side of 7th floor, pillars - C1, G3, F2, F4, plus restrooms Ground Floor After-Hours Exit	7-31-12-31-14
1055	6th floor, 1st, 2nd north and south tower	11/2/2014-12/31/14
1056	1st & 4th	1/1/2015
1057	1,2,2m,3,3m,event lighting	1/1/2015
1058	Pillars F6, C6, B5, B3, F2	3/29/14-1/16/15
1059	m-10 m-8 m-4	1/10/2015
1060	all floors	1/10/2015
1061	1st floor	1/3/15-1/10/15
1062	3rd fl Y17	2/7/2014
1063	1st floor B-wing pillar H-13 thru M-15	12/09/13 - 01/05/2015
1064	ALL	1/17/2015
1065	4th floor	1/23/2013
1066	4th floor	
1067	4th floor	2/5/15-1/31/15
1068	1st floor A8-A11 & A13-A15	2/3/14-1/31/15
1069	3, 4, 5 north tower	
1070	1st flr & basement of Boiler Plant	
1071	Consolidated Print Center	
1072	1st floor, Room 129, 130 & 131	
1073	1st floor conference room a/b/c and adjacent hallways to rest rooms lights and HVAC	Mondays and Wednesdays beginning 05/13/13 -indefinitely
1074	Basement, 1st, 2nd & ground level	
1075	4th floor executive suite	
1076	4th flr, pillar A12	
1077	4th, D20-D21	
1078	7th floor entire floor	12/8/14-1/31/15
1079	All	1/31/2015
1080	6th floor entire floor	2/6/2015-2/9/15
1081	all	2/16/2015
1082	all	2/16/2015

	G	H	I
1054	6:00am-8:00pm	Tina Ray	517-241-0811
1055	8am-6pm Saturday and Sunday	Dave Palazzolo	517-373-5541
1056	10 am- 5 pm	Kathy Knapp	3356735
1057	11am-4:30 pm	Alexandra Raven	2417080
1058	weekends and Holiday as needed	Rita Canady	(517) 373-8420
1059	630am-3pm	Julie Kelly	3354254
1060	7am-4pm	Jennifer Buskirk	517-993-8249
1061	7:00am-6:00pm	Bruce Hanses	517-636-6434
1062	As needed.	Ramona Putman	241-3961
1063	5:00 pm - 7:30 pm	Lavonne Blonde	636-6602
1064	7:00-3:30pm	Tim Hyatt	517-204-7604
1065	5:00pm to 7:00pm	William Badgero	241-4228
1066	Call as needed	Contact list	517-241-2330
1067	Call as needed	Suzanne Brownwell	517-241-2330
1068	as required	Penny Hunt	373-3015
1069	6am to 7pm	Sharon Schafer	517-284-5961
1070	24/7	Scott Davis	517-636-0520
1071	24/7	Kristin Hampton	322-5488
1072	24/7 Including Weekends & Holidays	Alan Jerome	332-1716
1073	5:00pm-10:00pm	Ann Leupnitz	410-3275
1074	24/7	Judy Smith	517-202-1843
1075	As requeseted	Keith Belonga	243-3908
1076	As needed.	Keith Belonga	517-243-3908
1077	when requested	Keith Belonga	517-243-3908
1078	All day	Michelle Holloway	517-241-2969
1079	7am-3:30pm	MOFI	517-749-7232
1080	5:00pm-8:00am	Connie Minix	(517) 373-4978
1081	6am-330pm	Steve Beals	517-749-7149
1082	6am-330pm	Steve Beals	517-749-7149

	J
1054	Working on the CAFR and some staff are on AWS where they are here past six.
1055	Supreme court term starts next week. The justices and staff work on weekends during the team
1056	SOS hosting inaugural event
1057	Event for DNR
1058	These administrative law judges find it necessary to work past 5:00 pm on week days, work weekends as well holidays based on the cases they have and the extra work required. The dates and times are unpredictable. (See attached letter from Peter Plummer)
1059	Work overflow
1060	Extract carpet in elevators
1061	Staff Overtime
1062	Special Project
1063	Staff working until 7:30 p.m.
1064	Scrub all restrooms
1065	We have executive level staff in this area of the 4th floor who often return to work at or after 5pm from being in the field.
1066	Due to often overtime requests.
1067	Due to numerous, unscheduled, last minute deadlines from the State Budget Office, Governor's office, House of Fiscal Agency, and Senate Fiscal Agency, staff are required to work extra hours in order to meet required deadlines.
1068	Staff overtime
1069	The DNR has many employees with alternate work schedules and many managers who work on a regular basis past 6:00p.m. Leaving the lights on will create a safe environment for those employees working later hours.
1070	We Work 24/7/365 and lighting is crucial to our operations
1071	CPC and PGS night shifts
1072	The nature of our work often requires someone to be here after normal business hours and on weekends/holidays
1073	Treasury University classes
1074	The State Lab is a 247 day 365 days a year operation
1075	Chief Deputy and governmental need lights to be on
1076	Overtime
1077	AG in-charge is required to work nights and weekends as needed.
1078	Staff in need of lights
1079	High Traffic
1080	State Budget Office staff will be working all weekend getting ready for the budget presentation on February 11. It would be nice if all normal ventilation be left on as well. :-)
1081	carpet cleaning & conference room 122
1082	Hard floors, Kitchen

	K	L	M	N	O	P
1054		1/1/2015	EK			
1055		1/1/2015	EK			
1056		1/1/2015	AP			
1057		1/1/2015	AP			
1058	Jerry Keeder	1/16/2015	EK			
1059	Julie Kelly	1/10/2015	AP			
1060		1/10/2015	AP			
1061	Bruce Hanses	1/11/2015	EK			
1062	Ramona Putman	1/7/2015				
1063		1/5/2015				
1064	Tim Hyatt	1/18/2015	EK			
1065		1/23/2015				
1066	Wanda Rademacher	1/28/2015				
1067	Wanda Rademacher	1/31/2015				
1068	Penny Hunt	1/31/2015				
1069		2/1/2015				
1070	Scott Davis	2/1/2015				
1071	Kristin Hampton	2/1/2015				
1072	Alan Jerome	2/1/2015				
1073		2/1/2015				
1074	Judy Smith	2/1/2015				
1075	Keith Belonga	2/1/2015				
1076	Keith Belonga	2/1/2015				
1077	Keith Belonga	2/1/2015				
1078		2/1/2015	EK			
1079	MOFI	2/1/2015	EK			
1080	Connie Mnix	2/10/2015	EK			
1081	kirk brennan	2/17/2015	nik			
1082	kirk brennan	2/17/2015	nik			

	A	B
1083	20	Peckham
1084	20	Peckham
1085	19	Peckham
1086	16	DTMB
1087	15	DTMB
1088	14	sbo
1089	13	ES
1090	11	DHS
1091	10	Peckham
1092	12	DTMB
1093	11	DSRS
1094	15	State
1095	11	DTMB
1096	13	DTMB
1097	12	Human Services
1098	11	Peckham
1099	15	DHS
1100	14	Peckham
1101	13	ES
1102	12	DTMB
1103	10	Peckham
1104	13	DNR
1105	11	Peckham
1106	10	Peckham
1107	12	DTMB
1108	13	Peckham
1109	10	MDOS
1110	9	Treasury
1111	15	Peckham
1112	16	State
1113	16	State
1114	15	Peckham
1115	16	Peckham
1116	12	DTMB
1117	16	MDOS
1118	15	ES

	C	D
1083	Enviomental Services	GOB
1084	Enviomental Services	GOB
1085	Enviomental Services	C & T
1086	Peckham	Hannah & Ottawa
1087	Peckham	Austin
1088	ofm	Romney Building
1089	Peckham	Cass
1090	N/A	Grand Tower
1091	Enviomental Services	Romney Building
1092	DHS	Grand Tower
1093	BBOS	SOS
1094	Elections	Austin
1095	ORS	GOB
1096	DHS	Grand Tower
1097	Disability Determination Service	Hannah
1098	Enviormnetal Services	Romney
1099	Children's Services	Grand Tower
1100	Environmental Services	VTS
1101	PECKHAM	Austin
1102	Customer Service-DHS	Grand Tower
1103	Environmental Services	Grand Tower
1104	Historical	MLHC
1105	Austin	All floors
1106	Enviromental Services	Romney
1107	Procurement	Con Hall
1108	Enviromental Services	Lewis Cass
1109	DVRD	SOS
1110	Special Taxes	OPS Center
1111	Enviromental Serivces	Grand Tower
1112	DVRD	SOS
1113	DVRD	SOS
1114	Enviromental Services	Romney
1115	Enviromental services	Grand Tower
1116	BOD	Cass
1117	DVRD	SOS
1118	Pekham	Hannah and Ottawa

	E	F
1083	all	2/16/2015
1084	all	2/16/2015
1085	all	2/16/2015
1086	All floors	2/16/2015
1087	All Floors	2/16/2015
1088	H2 including bathrooms	2/14/2015
1089	All floors	2/16/2015
1090	13th floor	2/16/2015
1091	All	2/16/2015
1092	2,3,4,8,9,13,14	2/21/2015
1093	1st floor	2/21/2015
1094	1st	2/24/2015
1095	From entrance, through cafeteria seating and conference room B at back of cafeteia area	2/24/2015
1096	Entire Floors	3/6/2015
1097	3rd floor H-18-H20	3/8/2015
1098	All	3/7/2015
1099	14th floor, children's trust fund	3/14/2015
1100	All	3/14/2015
1101	All	3/14/2015
1102	1,2,3,4,7,8,9,13,14	3/14/2015
1103	All	3/14/2015
1104	1,2m, 2, 3, 3m event lighting	3/19/2015
1105	All floors as needed	3/21/2015
1106	All	3/21/2015
1107	1st floor NE, Rachel Carson Conference Room, Atrium level	3/23/2015
1108	1st & 2nd	3/28/2015
1109	1st floor, south end of building	3/28/2015
1110	2nd floor	2/14/15-3/28/15
1111	All	4/4/2015
1112	south building	411/15
1113	south building	411/15
1114	All	4/11/2015
1115	ALL	4/18/2015
1116	3-south	4/6/15-4/9/15
1117	south building	4/18/2015
1118	All Floors	4/18/2015

	G	H	I
1083	6am-330pm	Steve Beals	517-749-7149
1084	6am-330pm	Steve Beals	517-749-7149
1085	6am-330pm	Steve Beals	517-749-7149
1086	6:30am-6pm	Tim Warren/Leon Arthur	517-749-3576
1087	6:30-6:00pm	Tim Warren/Jennifer Buskirk	517-749-3576
1088	8am-1pm	Tina Ray	241-0811
1089	6:30am-6pm	Chad Antcliff	517-749-7194
1090	24/7	Michelle Holloway	517-241-2989
1091	7:00am-3:30pm	MOFI	517-749-7232
1092	6:00am-7:00pm	Kemal Tekinel	517-614-6666
1093	6:00am-2:00pm	Lona Angel	517-636-4422 or 517-614-8234
1094	6:30am-8:30pm	Lucinda Sheltrown	517-335-2659
1095	6:00pm-9:00pm	Pam Ward	517-322-6270
1096	6am-7pm	Kemal Tekinel	517-614-6666
1097	8:00am-2:00pm	Patrick Garlitz	517-702-5456
1098	7am-3:30pm	MOFI	517-749-72-32
1099	9:00am-11:00pm	Sylvia Brown Jones	517-241-7792
1100	6:00am-6:00pm	John Perry	517-743-7134
1101	6:30am-6pm	Arnulfo Macias	517-993-8249
1102	7am-11am	Eric Robbins	517-230-6653
1103	7am-3:30pm	Tim Hyatt	517-204-7604
1104	5:00p.m-10:00pm	Kathy Knapp	335-6735
1105	6:30am-6:00pm	Jennifer Buskirk	517-993-8249
1106	7am-3:30pm	MOFI	517-749-7232
1107	7:00am-9:00pm	Mary Ostrowski	517-284-7021
1108	6am-5pm	Chad Antcliff	517-749-7194
1109	24/7	Tonia Council	517-322-6599
1110	6am-6pm	Barb Thelen/Heather Holley	Bard: 517-636-5337 Heather: 617-636-7839
1111	7am-330pm	Tim Hyatt	517-204-7604
1112	8am-4:30pm	Tonia Council	517-322-6599
1113	8am-4:30pm	Tonia Council	517-322-6599
1114	7am-4pm	MOFI	517-749-7232
1115	7am-3:30pm	Tim Hyatt	517-204-7604
1116	6pm-1am	Bob Bierwagen	517-373-2177
1117	24/7	Tonia Council	517-322-6599
1118	6am-5pm	Leon Arthur	517-749-3576

	J
1083	Scrub R/Rs, dusting and edging building wide, stairwells
1084	Scrub R/Rs, dusting and edging building wide, stairwells
1085	detail office areas, detailing shop areas
1086	Various cleaning tasks
1087	Various cleaning tasks
1088	Working on statewide single audit
1089	Top strip floors
1090	Please keep lights on the 13th floor, as DBI will doing modular work on the State Holiday
1091	Scrub Restrooms
1092	DHS will be working on 2/21 and DTMB will giving support
1093	Unit working overtime
1094	Staff is working to conduct election
1095	ORS is working with customer focus group (Project: When I'm 65, DPTV focus group) and will be meeting in conference room B. Please ensure lights and heat remain on until 9:00pm.
1096	Scanning team is working
1097	Upgrade of the Federal computer software system. Sunday, 03/08/15, will be the go live testing for the Social Security, Disability Determination Service, computer system. Lights are necessary during the timeperiod of 8:00 a.m. to 2:00 p.m.
1098	High Traffic Areas
1099	Need to work this weekend in preparation for direct service grantee training day
1100	Clean high traffic carpet and air bars and vents
1101	carpet
1102	Bridges march release
1103	Dust Cleaning Blinds
1104	This is an event sponsored by the Michigan History Foundation. Please leave lights on at the end of the day and turn on EVENT LIGHTING. Please retain daytime heating until event is over.
1105	Carpet cleaning
1106	Top Strip and Refinish
1107	This request is to keep lighting on, in and around Rachel Carson conference room where necessary. (Lighting tends to regulary shut off around 6pm on weekday) I will be holiding oral presentation all thru the evening where the last is scheduled from 5-8:30pm. Guests will be entering the building around 4:45 pm when security is present at the main entrance
1108	N/A
1109	We need lights on for Saturday Overtime
1110	Overtime Staff
1111	Scrub Restrooms
1112	overtime
1113	overtime
1114	Dust/Clean Bathrooms
1115	High Traffic
1116	Removal of old carpet and installation of new carpet
1117	We need lights on Saturday for overtime
1118	Air Bars

	K	L	M	N	O	P
1083	kirk brennan	2/17/2015	nik			
1084	kirk brennan	2/17/2015	nik			
1085	kirk brennan	2/17/2015	nik			
1086	Tim Warren	2/17/2015	EK			
1087	Tim Warren	2/17/2015	EK			
1088	Mike Moody	2/14/2015	ap			
1089		2/17/2015	ap			
1090	Michelle Holloway	2/17/2015	EK			
1091	MOFI	2/17/2015	EK			
1092	Kemal Tekinel	2/22/2015				
1093	Lona Angel	2/22/2015	EK			
1094		2/24/2015	AP			
1095	Pam Ward	2/25/2015	EK			
1096	Kemal Tekinel	3/6/2015	AP			
1097	Patrick Garlitz	3/9/2015	EK			
1098		3/8/2015	EK			
1099	Sylvia Brown-Jones	3/15/2015	EK			
1100	John Perry	3/15/2015	EK			
1101		3/14/2015	AP			
1102	Kemal Tekinel	3/14/2015	AP			
1103	Tim Hyatt	3/15/2015	EK			
1104	Kathy Knapp	3/20/2015	EK			
1105	Jennifer Buskrik	3/22/2015	EK			
1106		3/21/2015	AP.			
1107	Mary Ostrowski	3/24/2015	EK			
1108		3/28/2015	AP			
1109	Tonia Council	3/29/2015	EK			
1110	Barb Thelen	3/29/2015	EK			
1111		4/4/2015	AP			
1112	John Harris	411/15	AP			
1113	John Harris	411/15	AP			
1114		4/11/2015	AP			
1115		4/13/2015	AP			
1116	Bob Bierwagon	4/9/2015	AP			
1117	Tonia Council	4/19/2015	EK			
1118		4/19/2015	AP			

	A	B
1119	14	DTMB/Infrastructure Protection
1120	12	Michigan State Police
1121	21	Peckham
1122	19	State
1123	8	DHS
1124	20	DHS
1125	17	DHS
1126	9	Michigan Court of Appeals
1127	21	MDOS
1128	18	State
1129	20	Treasury
1130	11	DTMB
1131	12	Peckham
1132	9	Human Services
1133	8	Education
1134	16	DTMB
1135	15	Peckham
1136	17	Peckham
1137	13	Civil Service
1138	10	Peckham
1139		
1140	9	Treasury
1141	5	State Police
1142	11	DTMB
1143	14	Peckham
1144	15	Peckham
1145	12	Attorney General
1146	6	Justices
1147	9	SOS
1148	10	Supreme Court

	C	D
1119	Infrastructure Protection	Con Hall
1120	EMHSD/EMHSTC	HazMat Center
1121	Environmental Services	Romney
1122	DVRD	SOS
1123	Out State Operations	Jackson State office Building
1124		Grand Tower
1125		Flint State Office Building
1126	Security	Hall of Justice
1127	DVRD	SOS
1128	Elections	Austin
1129	Treasury	Operations Center
1130	BOD	Cass
1131	Enviromental Services	Grand Tower
1132	Children's Trust Fund	Grand Tower
1133	Tax Processing	Hannah
1134	MDHHS-Customer Service	Grand Tower
1135	Environmental Services	Romney
1136	Environmental Services	Romney
1137	Quality of Life Group	Mdot Warehouse
1138	Environmental Services	Grand Tower
1139		
1140	Treasury / Operations Center	OPS Center
1141	Criminal Justice Information Center	MSP HQ
1142	Customer Service	Grand Tower
1143	Enviromental Services	Romney
1144	Enviromental Services	Grand Tower
1145	Human Division	Williams
1146	Supreme Court	HOJ
1147	Elections	Austin
1148	Reporters Office	HOJ

	E	F
1119	Antrim Level, Con Con A&B	4/18/2015
1120	Entire First Floor	4/10/15-4/12/15 and 4/17/15-4/19/15
1121	All floors	4/26/2015
1122	1st floor	4/25/2015
1123	3rd floor	3/03/15-4/28/15
1124	2nd floor	4/29/2015
1125	2 &3	4/18/15-5/2/15
1126	2nd floor & 3rd floor	4/29/15-4/30/15
1127	1floor	5/2/2015
1128	1st floor, U, V&W 17-U, V &W23	5/5/2015-5/6/15
1129	1st floor	5/9/2015
1130	3-South	5-13-15/5-14-15
1131	ALL	5/16/2015
1132	Suite 1411 14th floor	4/11/15-4/14/15
1133	4fl/ UP Level	4/3/15-5/18/15
1134	All Third floor	5/16/15-5/17/15
1135	ALL	5/23/2015
1136	All	5/30/2015
1137	Main-Lake Huron Conference Room	5/31/2015
1138	All	6/6/2015
1139		
1140	1st floor	5/16/15 through 6/13/15
1141	2nd floor	6/28/14-6/27/15
1142	3rd floor	July 11-12th
1143	All Floors	7/25/2015
1144	All	7/25/2015
1145	4th and 5th floor	7/25/2015
1146	6th floor Northa and South	1/8/15-7/31/15 Weekends
1147	U, V& W 17 – U, V & W 23	August 1st
1148	4th floor North End	7-20-15/ 8-01-15

	G	H	I
1119	6:30am-5:30pm	Kathy Knapp	517-335-6735
1120	7am-5pm	Phil Salinas	619-485-9879
1121	7:00am-4:00pm	4/25/2015	517-749-7232
1122	24/7	Tonia Council	517-322-6599
1123	5:00pm-9:00pm	Brenda Cros	517-780-7171
1124	6:00am-9:00pm	DeMona Willingham-Davis	810-760-2346
1125	8am-5pm	Demetrius Starling	810-760-2637
1126	24/7	Jimmy Patrick	517-373-3970
1127	8:00am-12:00 pm	Tonia Council	517-322-6599
1128	6:30am-9:00pm	Lucinda Sheltrown	518-335-2659
1129	7am-530pm	Keith Bullinger	517-294-7118
1130	6pm-1am		
1131	7an-4pm	Tim Hyatt	517-204-7604
1132	8:00am-12:00am	Anne Stokes	517-373-7008
1133	7am-6pm	James Shilling	517-373-8269
1134	7am-8pm	Nicole Sparcio	917-757-1516
1135	7am-4pm	MOFI	517-749-7232
1136	7am-4pm	MOFI	517-749-7232
1137	All Day	John Van Hoesen	517-575-5007
1138	7am-4pm	Tim Hyatt	517-204-7604
1139			
1140	7AM – 5:30PM	Keith Bullinger	517-294-7118
1141	9:00 p.m-6:00 a.m.	Gregory Rivet	517-241-0626
1142	7am-8pm	Nicole Sparacio	917-757-1516
1143	7am-4:30pm	Mofi	517-749-7232
1144	7am-4pm	Leon Arthur	517-204-7604
1145	7:30am-3pm	Joyce Macauley	517-282-7792
1146	8am-6pm	Dave Palazzolo	517-373-5541
1147	24/7	Lucinda Sheltrown	517-335-2659
1148	Until 10pm weekday Nights	Dave Palazzolo	517-373-5541

	J
1119	MDARD is hosting a meeting from 7:00 a.m. to 5:00 p.m. the meeting is Wild-Forged Mushroom Training and Certification. They have submitted an event application and will pay for necessary staffing.
1120	Training
1121	Clean all Blinds
1122	We need lights on for Satyrday due to overtime
1123	Foster Care Training every Tuesday evening from 5-9pm beginning 3/3/15-4/28/15 no training on March 31st due to spring break
1124	First Aid/CPR training for our foster parents
1125	Mandatory Overtime for Foster Care staff
1126	Lights are needed to be left on until 11:00pm on April 29. 2015. This will allow for Peckham cleaning crew to clean the conference room and DTMB to move tables, and chairs to the third floor rotunda
1127	Overtime
1128	Staff will be working Tuesday, May 6, 2014 to conduct the May 5h election)5/5/15. Election Staff will be working early and late that day to assist clerks with election problems problems and assist them with opening and closing the polls and reported election results
1129	
1130	Removing old carpet and installing new carpet
1131	Top Strip & Refinish
1132	Need lights to be on in order to work and function after hours preparing for our upcoming auction
1133	MDE project needing overtime
1134	Bridges scanning and indexing over time
1135	Scrub Bathrooms
1136	High Traffic
1137	Set up for Speaking Session June 1
1138	Clean air bars
1139	
1140	We are hoping to be authorized to work Saturdays at the operations center in Dimondale until we are finished with the project (starting this Saturday 5/16/15). Please see the attached request form.
1141	2nd and 3rd shift employees who leave via the elevators. The motion detectors on the 1st floor do not turn on the lights until you make it around the corner and into the hallway. Unless someone has just entered the building from that direction, that leaves staff fumbling in the dark & walking into things. We need at least minimal lighting in the elevator lobby. (The lights on the display case would suffice.)
1142	Overtime
1143	High Traffic
1144	Scrub all restrooms
1145	Merging of divisions
1146	Supreme court justices and staff work on weekends during the term
1147	Staff are working Saturday, August 1, 2015 and Sunday, August 2, 2015 in preparation for the August 4th primary election. Election Staff will be working both days from 9 AM – 4 PM to assist clerks with election problems and assist them with getting ready for the election.
1148	Finishing term reports

	K	L	M	N	O	P
1119	Kathy Knapp	4/19/2015	EK			
1120	Amanda Bresler	4/19/2015	AP			
1121	Dave Schulling	4/26/2015	EK			
1122	Tonia Council	4/26/2015	EK			
1123	Brenda Cros	4/29/2015	EK			
1124	DeMona Willingham Davis	4/30/2015	EK			
1125	Demetrius Starling	5/3/2015	EK			
1126	Jimmy Patrick	5/1/2015	EK			
1127	Keith Browning	5/3/2015	AP			
1128	William Badgero	5/7/2015	EK			
1129		5/10/2015	AP			
1130	Bob Bierwagen	5/15/2015	AP			
1131		5/17/2015	AP			
1132	Anne Stokes	5/15/2015	EK			
1133	James Shilling	5/18/2015	AP			
1134	Kemal Tekinel	5/18/2015	AP			
1135	MOFI	5/24/2015	EK			
1136		5/31/2015	AP			
1137	Tamara Eyer	6/1/2015	AP			
1138	Tim Hyatt	6/7/2015	EK			
1139						
1140	Keith Bullinger	6/14/2015	EK			
1141		6/28/2015	EK			
1142	Nicole Sparacio	7/13/2015	EK			
1143		7/26/2015	AP			
1144	Leon Arthur	7/26/2015	EK			
1145	Julie Campbell	7/26/2015	AP			
1146	Dave Palazzolo	7/31/2015	AP			
1147	Lucinda Sheltrown	8/2/2015	EK			
1148	Dave Palazzolo	8/2/2015	AP			

	A	B
1149	11	MDOS
1150	13	Peckham
1151	7	SOS
1152	8	Peckham
1153	9	Peckham
1154	8	LARA0
1155	11	DTMB
1156	11	DTMB
1157	10	DTMB
1158	9	DTMB
1159	14	DTMB
1160	17	Peckham
1161	16	Peckham
1162	15	DNR
1163	15	DNR
1164	16	Peckham
1165	14	LARA
1166	21	Peckham
1167	19	DTMB
1168	20	Peckham
1169	18	Peckham
1170	6	Health and Human Services
1171	13	Peckham
1172	11	Civil Service
1173	10	DTMB/Agency Service
1174	9	Education
1175	7	DTMB
1176	18	Peckham
1177	16	Peckham
1178	12	Supreme Court
1179	8	Supreme Court
1180	14	Natural Resources
1181	15	Peckham
1182	15	Peckham

	C	D
1149	Customer Records	SOS
1150	Enviromental Services	Grand Tower
1151	Elections	Austin
1152	Enviromental Services	Romney
1153	ES	Austin/Mason
1154	Professional Licensing	Ottawa Building
1155	Peckham	Cass
1156	Peckham	Cass
1157	Peckham	Grand Tower
1158	Peckham	Grand Tower
1159	peckham	Grand Tower
1160	Enviromental Services	Romney
1161	Enviromental Services	Cass
1162	Michigan Historical Foundation	MLHC
1163	Michigan Historical Foundation	MLHC
1164	Enviromental Services	Romney
1165	Bureau of Services	Grand Tower
1166	Enviromental Services	Romney
1167	Bridges	Grand Tower
1168	Enviromental Services	Grand Tower
1169	Enviromental Services	Cass
1170	Disability Determination Service	Hannah
1171	Environmental Services	Grand Tower
1172	Human Resources	MDOT Warehouse
1173		Romney
1174	Office of Imrprovement & Innovation	MLHC
1175	SBO-OFM	Romney
1176	Enviromental Services	Grand Tower
1177	Enviromental Services	Grand Tower
1178	Justices Offices	Hall of Justice
1179	Justives Offices	Hall of Justice
1180	Marketing & Outreach	Con Hall
1181	Enviromental Services	Ottawa & Hannah
1182	Enviromental Services	Ottawa & Hannah

	E	F
1149	1st floor south end	8/1/2015
1150	4th, 5th, 6th, 7th & 8th	8/1/2015
1151	U, V& W 17 – U, V & W 23	4-Aug-15
1152	ALL	8/8/2015
1153	All	8/8/2015
1154	3rd floor	8/22/2015
1155	ALL	8/29/2015
1156	ALL	8/29/2015
1157	ALL	8/30/2015
1158	All	8/29/2015
1159	2,3,4,5,6	9/5/2015
1160	All	9/12/2015
1161	all	9/12/2015
1162	1st	9/11/2015
1163	1st	9/11/2015
1164	All	9/19/2015
1165	1st	9/20/2015
1166	All	9/26/2015
1167	3rd floor	9/26/2015-9/27/15
1168	1st floor	9/26/2015
1169	all	9/26/2015
1170	3rd floor	4/18/15-9/26/15
1171	1st floor	10/3/2015
1172	All	9/27/15-9/30/15
1173	NW Corner of 9th Floor Romney K8 - K12 - F12 - F8 and the men's and women's bathroom	9/30/2015
1174	Main Floor	9/30/2015
1175	7th floor C1, G3, F2, F4	9/29/15-10/2/15
1176	All	10/17/2015
1177	Lobby	10/10/2015
1178	1st floor and 6th floor	10/17/2015
1179	1st, 2nd and 6th floors	10/14/2015
1180	5 north J1-K1	10/17-10/18
1181	ALL	10/24/2015
1182	ALL	10/24/2015

	G	H	I
1149	24/7	Trina Pline	517-322-5297
1150	7am-4pm	Enviromental Services	517-204-7604
1151	6:30 am – 11:00 pm	Lucinda Sheltrown	517-335-2659
1152	7am-4pm	MOFI	517-749-7232
1153	24/7	Camille Brown	517-898-1682
1154	5:45am-5:30pm	Kathleen Sly	517-241-6447
1155	6am-6pm	Debbye Kafara	517-202-2907
1156	6am-6pm	Debbye Kafara	517-202-2907
1157	7am-4pm	Jennifer	517-203-7604
1158	7am-4pm	Jennifer	517-204-7604
1159	7am-4pm	Jennifer	517-204-7604
1160	7am-4pm	Mofi	517-749-7232
1161	6am-6pm	Debbye Kafara	517-202-2907
1162	6:00am-11:30pm	Carol Payne	517-373-2565
1163	6:00am-11:30pm	Carol Payne	517-373-2565
1164	7am-3:30pm	Mofi	517-749-7232
1165	517-402-3750	Richard Heisser	517-402-3750
1166	7am-3:30pm	Mofi	517-749-7232
1167	8am-6pm	Pete Eckman	517-304-9280
1168	7am-3:30pm	Jennifer	517-204-7604
1169	6am-6pm	Debbye Kafara	517-202-2907
1170	6:30am-2pm	Patrick Garlitz	517-702-5456
1171	7am-3:30pm	Jennifer	517-204-7604
1172	24/7	Tami Eyer	517-930-6888
1173	(517) 373-0656	Anne Tseng	517-241-7411
1174	517-241-4285	Vonda Combs	517-284-7958
1175	24/7	Kim Gardner	517-241-0811
1176	7am-4pm	Jennifer	517-204-7604
1177	6am-7pm	Debbye Kafara	517-202-2907
1178	12pm-6pm	Dave Palazzolo	517-373-5541
1179	until 10pm that night	Dave Palazzolo	517-373-5541
1180	8am-5pm	Hollie Dietz	517-284-6077
1181	24/7	Leon Arthur	517-749-3576
1182	24/7	Leon Arthur	517-749-3576

	J
1149	Overtime
1150	Scrub all restrooms
1151	Staff will be working Tuesday, August 4, 2015 to conduct the August 4th Primary Election (8/4/2015). Election Staff will be working early and late that day to assist clerks with election problems and assist them with opening and closing the polls and reporting election results.
1152	Vacuuming
1153	Floor waxing
1154	Employees will be on the 3rd floor working on backlogged files. Also, can we please have the air conditioning turned on.
1155	Scrub Restroom Floors
1156	Scrub Restroom Floors
1157	High Traffic Areas
1158	High Traffic Areas
1159	High Traffic Areas
1160	Scrub all restrooms
1161	Strip and wax womens lounges
1162	Michigan Historical Foundation
1163	Michigan Historical Foundation
1164	Top Strip all floors
1165	Dropping off fresh produce for the week ahead and prep work.
1166	Top Strip
1167	Bridges release weekend
1168	Diamond Disc
1169	Extract Carpet and Chairs
1170	Overtime
1171	Diamond Disc
1172	The QDL Departments are hosting Dr. Pfau and his executive speaking session for 3 days. I will need access to the builidng Sunday afternoon to all Dr. Pfau to set and be ready for training that begins 8:30 a.m. on September 28th.
1173	Financial Table Rollover
1174	This will be a public information session to answer questions regarding the proposed Social Studies and Science Standards revisions. The Lake Superior Room will be used as one breakout room and the Forum will be another, after the general session in the Forum.
1175	Year-end closing staff working late
1176	Scrub All Restrooms
1177	Polish stone floor
1178	Justice Zahra function in HOJ
1179	Advocates Guild dinner with justices
1180	Overtime due to year end
1181	Carpet/RR Scrubs
1182	Carpet/RR Scrubs

	K	L	M	N	O	P
1149	Trina Pline	8/2/2015	EK			
1150	Jennifer	8/2/2015	EK			
1151	Lucinda Sheltrown	8/4/2015	EK			
1152		8/9/2015	AP			
1153	Camille Brown	8/9/2015	EK			
1154	Kathleen Sly	8/23/2015	EK			
1155		8/30/2015	AP			
1156		8/30/2015	AP			
1157	Jennifer	8/31/2015	EK			
1158		8/30/2015	AP			
1159		9/6/2015	AP			
1160		9/13/2015	AP			
1161		9/13/2015	AP			
1162	Carol Payne	9/12/2015	EK			
1163	Carol Payne	9/12/2015	EK			
1164		9/20/2015	AP			
1165	Neal Droste	9/21/2015	EK			
1166		9/27/2015	AP			
1167	Peter Eckman	9/27/2015	EK			
1168		9/27/2015	AP			
1169		9/27/2015	AP			
1170		9/26/2015	AP			
1171	Jennifer	10/4/2015	EK			
1172	Tami Eyer	10/1/2015	EK			
1173	Cathy Dufrense	10/1/2015	EK			
1174	Vonda Combs	10/1/2015	EK			
1175	Kim Gardner	10/2/2015	AP			
1176		10/13/2015	AP			
1177	Neal Droste	10/11/2015	AP			
1178	Dave Palazzolo	10/18/2015	EK			
1179	Dave Palazzolo	10/15/2015	EK			
1180	Hollie Diets	10/19/2015	AP			
1181	Leon Arthur	10/1/2515	EK			
1182	Leon Arthur	10/1/2515	EK			

	A	B
1183	14	Peckham
1184	11	DTMB
1185	5	DNR
1186	9	Peckham
1187	10	Peckham
1188	11	LARA
1189	9	Sec of State
1190	10	Romney
1191	11	DTMB
1192	12	DTMB
1193	13	DTMB
1194	14	DTMB
1195	9	TED/MSHDA
1196	10	Peckham
1197	11	DNR
1198	7	DTMB
1199	13	DTMB
1200	12	MSHDA
1201	8	DHHS
1202	16	Peckham
1203	21	DTMB
1204	20	DTMB
1205	19	DTMB
1206	18	DTMB
1207	17	MSHDA
1208	14	MDOT
1209	12	DTMB
1210	11	MDHHS
1211	10	DTMB
1212	9	MSHDA
1213	4	Treasury
1214	3	Attorney General
1215	2	Treasury
1216	1	Treasury
1217	8	SBO

	C	D
1183	Enviromental Services	Romney
1184		MLHC
1185	Historical	MLHC
1186	Enviromental Services	Grand Tower
1187	ES	Ausin/Mason
1188	Construction Codes	Ottawa
1189	Bureau of Elections	Austin
1190	Peckham	Romney
1191	Peckham	Grand Tower
1192	Peckham	Construction & Technology
1193	Peckham	Police Training Academy
1194	Peckham	Cass
1195	Homeownership	Romney
1196	Environmental Services	VTS
1197	Archives of Michigan	MLHC
1198	MiCSES	Romney
1199	ORS	Mason
1200	Homeownership	Romney
1201	Accounting	Grand Tower
1202	E.S.	Romney
1203	Peckham	GOB
1204	Peckham	Cass
1205	Peckham	Mason
1206	Peckham	Romney
1207	Homeownership	Romney
1208		Earle Center/ MDOT Warehouse
1209	Eligibility	Grand Tower
1210	Accounting	Grand Tower
1211	Peckham	GOB
1212	Homeownership	Romney
1213	Tax Processing	OPS Center
1214	ALL	Grand Rapids, Van Wagoner, Cadillac and Williams
1215	Departmental Services	Austin
1216	Executive	Austin
1217	OFM	Romney

	E	F
1183	ALL	10/24/2015
1184	1st floor Rotunda and Museum	10/24/2015
1185	throughout entire building	1/2/15-10/24/15
1186	All	10/17/2015
1187	all	10/31/2015
1188	First East Wing	10/31/15-11/1/15
1189	1st floor	10/3/2015
1190	All	11/11/2015
1191	All	11/12/2015
1192	All	11/11/2015
1193	All	11/11/2015
1194	all	11/1/2015
1195	8th	11/14/2015
1196	all	11/14/2015
1197	4-Feb	11/13/2015
1198	12th	11/13/15-11/15/15
1199	core area between wings 3 south and 5east	11/18/2015
1200	8th floor entire east half of 8th floor (A-1 to A-7 through K-1 to K-7)	11/21/2015
1201	10	10/10/15-11/22/15
1202	ALL	12/12/2015
1203	All Floors	12/5/15-12/6/15
1204	3rd floor	12/5/2015
1205	3rd and 5th floor	12/5/2015
1206	ALL	12/5/2015
1207	8th floor A-1 to A-7 through K-1 to K-7	12/5/2015
1208		12/5/2015
1209	1,2,3,4,13	entire floor
1210	10th floor	entire floor
1211	1st floor all, hallway and peckham office	12/8/15-12/10/15
1212	8th floor A-1 to A-7 through K-1 to K-7	12/12/15 and 12-19-15
1213	Entire 2nd Floor all lights & All air handlers need to be operational	2/7/2014-12/31/14
1214	All Attorney General work areas	12/11/14-12/31/15
1215	1st: U10-Y10 thru U23-Y23, All of 2nd: U10-Y10 thru U23-Y23, 3rd: U10-Y10 thru U16-Y16	2/7/2014
1216	entire north-west wing of 1st floor	2/7/2014
1217	7th	entire floor

	G	H	I
1183	7am-4pm	MOFI	517-749-7232
1184	4pm-11pm	Carol Payne	517-373-2565
1185	5:00pm-10:00pm	Carole Payne	517-373-2565
1186	7am-4pm	Jennifer	517-204-7604
1187	24/7	Tim Warren	517-749-7163
1188	24/7	Hillary Cushman	517-241-9314
1189	6am-11pm	Rose Jarois	517-241-4228
1190	8am-4:30pm	MOFI	517-749-7232
1191	8am-4:30pm	Jennifer	517-204-7604
1192	6am-3:30pm	Steve Beals	517-749-7143
1193	6am-6pm	Steve Beals	517-749-7143
1194	6am-7pm	Debbye Kafara	517-202-2907
1195	7am-1pm	Chad Coffman	616-460-0347
1196	6am-6pm	John Perry	517-743-7134
1197	6pm-10:30pm	Kris Rzepczynski	517-373-9191
1198	6pm-6pm	Dgreg Yarmoluk	517-241-9023
1199	5:30PM-1AM	Dave DesRochers	517-284-4523
1200	7am-1pm	Chad Coffman	616-460-0347
1201	7am-4pm	Marilyn Carey	517-335-6008
1202	7am-4pm	MOFI	517-749-7061
1203	6am-4pm	Steve Beals	517-749-7149
1204	6am-7pm	Debbye Kafara	517-202-2907
1205	7am-5pm	David ReRochers	517-284-4523
1206	7am-4pm	Mofi	517-749-7061
1207	7am-1pm	Chad Coffman	616-460-0347
1208	7am-2pm	Sue Taylor	517-667-6451
1209	12/12/2015	8am-8pm	517-373-7287
1210	12/12/2015	Christy Mouser	517-373-2021
1211	4pm-8pm	Steve Beals	517-749-7149
1212	7am-1pm	Chad Coffman	616-460-0347
1213	24/7 and include ALL holidays	Ann Luepnitz	636-5335 after hours 517-410-3275
1214	24/7	Joyce Macauley	517-335-7431
1215	24/7 and include ALL holidays	Ann Luepnitz	517-636-5335
1216	24/7 and include ALL holidays	Ann Luepnitz	517-636-5335
1217	11/26/15-12/31/15	Kim Gardner	24/7

	J
1183	Air Bars, runners, and mats
1184	CPAN event
1185	This is an event sponsored by the Michigan History Foundation. Please leave lights on at the end of the day and turn on event lighting.
1186	Scrub all restrooms
1187	Restroom floors scrubbed
1188	Staff Over Time
1189	1st floor in the NE wing of the building (entire bureau of electons suite). Lighting and HVAC requestef from 6am-11pm
1190	MOFI
1191	Runners and mats, high traffic area, dust and clean
1192	Scrub Restrooms, dust building wide
1193	Hard Floors, kitchen, general cleaning
1194	Periodics
1195	Staff working extra hours on Hardest Hit Found Program loan applications
1196	Strip and wax break rooms and offices
1197	Genalogy research
1198	A major MiCSES release will be happening over this weekend.
1199	ORS conducting application installs.testing
1200	Overtime
1201	Overtime
1202	High traffic
1203	Clean carpets and strip lobby floor
1204	Extract Carpet
1205	Office of Retirement services is conducting server testing and will require lights and air/heat in the indicated areas.
1206	High Traffic
1207	Working after hours
1208	MDOT Transpo Club Christmas Party
1209	This is for our Immediate Release
1210	Please have lights on for the entire 10th floor, Grand Tower on Saturday 12/12/15 from 9:30am-4:30pm
1211	Strip lobby floors
1212	Working after hours
1213	Project staff switching tax systems to SAP
1214	Irregular and unschueduled work hours are often required
1215	Staff overtime
1216	Staff overtime
1217	Auditors will be working through holidays and weekends. Please keep lights on during weekend, thanksgiving and christmas holidays

	K	L	M	N	O	P
1183	Dave Schuiling	10/25/2015	AP			
1184		10/25/2015	AP			
1185	Carole Payne	10/25/2015	EK			
1186		10/28/2015	AP			
1187	Tim Warren	11/1/2015	EK			
1188	Barbara Kunkel	11/2/2015	AP			
1189	William Badgero	11/4/2015	EK			
1190	MOFI	11/12/2015	EK			
1191	Jennifer	11/12/2015	EK			
1192	Kirk Brennan	11/12/2015	AP			
1193	Kirk Brennan	11/12/2015	AP			
1194	Debbye Kafara	11/12/2015	EK			
1195	Chris Hudson	11/15/2015	AP			
1196	John Perry	11/15/2015	EK			
1197		11/14/2015	AP			
1198	Dgreg Yarmoluk	11/16/2015	EK			
1199	Pamie Ward	11/20/2015	AP			
1200	Chris Hudson	11/22/2015	AP			
1201	`Marilyn Carey	11/23/2015	AP			
1202	MOFI	12/13/2015	EK			
1203	Kirk Brennan	12/7/2015	AP			
1204		12/6/2015	AP			
1205	David ReRochers	12/6/2015	EK			
1206	Dave Schuling	12/6/2015	AP			
1207	Chris Hudson	12/6/2015	AP			
1208	Keith Belonga	12/6/2015	AP			
1209	Sanjay Srivastava	12/13/2015	EK			
1210	Christy Mouser	12/13/2015	EK			
1211	Kirk Brennen	12/11/2015	AP			
1212	Chris Hudson	12/20/2016	AP			
1213	Ann Leupnitz	12/31/2015				
1214	Joyce Macauley	12/31/2015				
1215	Ann Luepnitz	12/31/2015				
1216	Ann Luepnitz	12/31/2015				
1217	Kim Gardner	1/1/2016	EK			

	A	B
1218	7	DTMB
1219	9	DTMB
1220	6	MSHDA
1221	8	MDHHS
1222	10	DTMB

	C	D
1218	Peckham	Grand Tower
1219	Peckham	Romney
1220	Homeownership	Romeny
1221	Accounting	Grand Tower
1222	DTMB/Telcommunications	OPS Center

	E	F
1218	All	1/9/2017
1219	All	1/16/2016
1220	Entire East half of 8th floor (A-1 to A-7 through K-1 to K-7)	1/9/16 and 1/16/16
1221	entire 10th floor	1/16/16 and 1/18/16
1222	1 & 2	1/23/2016

	G	H	I
1218	7am-3:30pm	Jennifer	204-7604
1219	7am-3:30pm	Mofi	517-746-7061
1220	7am-1pm both dates	Chad Coffman	6164600347
1221	6:30am-4:30pm	Christy Mouser	517-373-2021
1222	6am-7pm	Peggy Thacker	517-241-8576

	J
1218	Scrub all Restrooms
1219	High Traffic
1220	20 staff working after hours
1221	Overtime
1222	All

	K	L	M	N	O	P
1218	Dave Schuiling	1/10/2017	AP			
1219	Dave Shilling	1/17/2016	AP			
1220	Chris Hudson	1/17/2016	AP			
1221	Deborah Christopher	1/19/2016	AP			
1222	Peggy Thacker	1/24/2016	EK			

	A	B	C	D
1	**After Hours Lighting Exemption**			
2	**#**	**Depart.**	**Division**	**Building**
3	1	Supreme Court	Justives Offices	Hall of Justice
4	2	MDOT	Construction Field Services	C&T
5	3	Treasury	exec office	Austin
6	4	Treasury	Departmental Services	Austin
7	5	Treasury	Tax Processing	OPS Center
8	6	State	Elecations	Austin
9	7	Executive	Constituent Relations	Romney
10	8	MSHDA	Homeownership- hardest hit program	Romney
11	9	DTMB	Peckham	VTS
12	10	DTMB	DTMB/State Budget Office	Romney

	E	F	G
1			
2	**Location**	**Date**	**Time**
3	6th floor	8/10/15-7/1/16	8am-6pm
4	1st floor room 124, light panel C	8/26/15-8/15/16	24/7
5	1st floor	1/4/16-12/31/16	24/7
6	All of 1st and 2nd floors and the west half of 3rd floor, U10-Y10 thru U23-Y23. All of 2nd. U10-Y10 thru U23-Y23. 3rd floor U10-Y10 thru U16-Y16	1/4/16-12/31/16	24/7
7	All of 2nd floor to have lights and air flow	1/4/16-12/31/16	24/7
8	1st	3/8/2016	6am-7pm
9	1, 2, 3, 4	1/16/16-2/16/16	6am-10pm
10	Entire east half of 8th floor (A1-A18 through K1-K7)	1/23/16-2/26/17	7am-1pm
11	ALL	1/30/2016	6am-6pm
12	6th floor	2/5/16-2/8/16	5pm-6am

	H	I
1		
2	**Contact**	**Phone #**
3	Dave Palazzolo	517-373-5541
4	Kendra Barak	517-322-1217
5	Ann Luepnitz	517-636-5335 and after hours 517-410-3275
6	Ann Luepnitz	517-636-5335, after hours call 517-410-3285
7	Ann Luepnitz	517-636-5335, after hours call 517-410-3285
8	Lucinda Sheltrown	517-335-2659
9	Melissa Ball	517-241-5588
10	Chad Coffman	517-335-9031 or cell 616-460-0347
11	John Perry	517-743-7134
12	Connie Minix	517-373-4978

	J	K
1		
2	**Reason**	**Approval**
3	Overtime	Dave Palazzolo
4	Material testing must be performed as specfic times and dates to be in compliance with specfications. Failure to meet these strict time requirements may result in loss of federal funding for construction.	Kendra Barak
5	This is a carryover from AY15 that will expire Dec. 31, 2016, no changes needed. Executive Office staff work after hours and on weekends. The Exec office staff, often without notice, may have the need to do work in their office. Issues relating to the budget, revenues and tax policy may need to be addressed at any given day and/or time.	Ann Luepnitz
6	This is a carryover from AY15 that will expire on Dec. 31, 2016. Treasury staff may need to work after normal business hours and on weekends. Therefore, Treasury staff needs to have the ability to call central control to have the lights turned on.	Ann Luepnitz
7	This request is a carryover from AY15 that will expire on Dec. 31, 2016. there is no change to the existing lighting needed. Impentations of the new SAP tax system. Need lights and air 7 days a week from 6am-11:59 p.m., including weekends and holidays	Ann Luepnitz
8	Staff will be working Tuesday, March 8, 2016 to conduct the March 8th Presidential Primary Election (3/8/16). Election staff will be working early and late that day to assist them with opening and closing the polls and reporting election results. Time requested is from 6am-11pm on March 8th only for both lighting and HVAC.	Lucinda Sheltrown
9	Working on the Flint water crisis	Melissa Ball
10	An estimated 20 staff will be working after hours between the times of 7am and 1pm lighting and HVAC cwill be needed during this time	Chad Coffman
11	Strip and wax radio room	Scott Davis
12	State Budget Office staff will be working all weekend preparing for the budget presentation on February 10.	Connie Minix

	L	M
1		
2	**EXPIRATION - 1 YEAR MAX**	Initial
3	7/2/2016	EK
4	8/15/2016	EK
5	12/31/2016	EK
6	12/31/2016	EK
7	12/31/2016	EK
8	3/8/2016	EK
9	2/16/2016	EK
10	3/1/2016	EK
11	1/31/2016	AP
12	2/9/2016	EK

From: Keilen, Elizabeth (DTMB)
Sent: Tuesday, February 02, 2016 12:49 PM
To: Philip, Brandon (DTMB)
Subject: RE: Constitution Hall- Patriot Room 2nd-15th

No problem ☺

From: Philip, Brandon (DTMB)
Sent: Tuesday, February 02, 2016 12:48 PM
To: Keilen, Elizabeth (DTMB) <KeilenE1@michigan.gov>
Subject: RE: Constitution Hall- Patriot Room 2nd-15th

Thank you for your help with this!

Brandon Philip
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
(517) 335-4110

DTMB
HELP. CONNECT. SOLVE.

From: Keilen, Elizabeth (DTMB)
Sent: Tuesday, February 2, 2016 7:39 AM
To: Ruff, Robert (DTMB) <RuffR1@michigan.gov>; Philip, Brandon (DTMB) <philipb@michigan.gov>
Cc: Pattison, Brandon (DTMB) <PattisonB@michigan.gov>; Parking <Parking@michigan.gov>
Subject: RE: Constitution Hall- Patriot Room 2nd-15th

Team,

All meetings in the Patriot room up until the 29th have been re-coordinated. Please let me if you have any questions.

Thanks!

From: Parker, Alexandrea (DTMB) **On Behalf Of** DTMB-CustomerService
Sent: Monday, February 01, 2016 4:28 PM
To: Ruff, Robert (DTMB) <RuffR1@michigan.gov>; Philip, Brandon (DTMB) <philipb@michigan.gov>
Cc: Keilen, Elizabeth (DTMB) <KeilenE1@michigan.gov>; Pattison, Brandon (DTMB) <PattisonB@michigan.gov>
Subject: RE: Constitution Hall- Patriot Room 2nd-15th

I will start on this now, if I do not finish today Elizabeth can pick up where I left off in the morning.

Thank you for your time,

Alexandrea Parker
Michigan Department of Technology, Management & Budget

Cybersecurity & Infrastructure Protection
Customer Service Center: (517)-373-6227
Office: (517) 241-3447
Fax: (517) 241-4658

DTMB
HELP. CONNECT. SOLVE.

From: Ruff, Robert (DTMB)
Sent: Monday, February 01, 2016 4:17 PM
To: DTMB-CustomerService
Cc: Keilen, Elizabeth (DTMB); Pattison, Brandon (DTMB)
Subject: Fwd: Constitution Hall- Patriot Room 2nd-15th

FYI on the change in this request

Thanks Bob Ruff Sent from my iPhone

Begin forwarded message:

> **From:** "Doll, Jeanette (DTMB)" <dollj@michigan.gov>
> **Date:** February 1, 2016 at 4:15:32 PM EST
> **To:** "Ruff, Robert (DTMB)" <RuffR1@michigan.gov>
> **Cc:** "Pattison, Brandon (DTMB)" <PattisonB@michigan.gov>
> **Subject: FW: Constitution Hall- Patriot Room 2nd-15th**
>
> FYI
>
> Brandon,
>
> The resource request was received in the SEOC. It states the following:
>
> **Please reserve the Patriot Conference for the DEQ IMT thru Feb 29**
>
> Please have the CSC reserve the room until February 29.
>
> Thank you,
>
> **Ryan McKee**
> DTMB Cybersecurity & Infrastructure Protection
> Office of Infrastructure Protection
> p: (517) 241-3356
> e: mckeer1@michigan.gov
>
> ---
>
> **From:** Philip, Brandon (DTMB)
> **Sent:** Monday, February 1, 2016 11:59 AM
> **To:** Doll, Jeanette (DTMB) <dollj@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>
> **Subject:** FW: Constitution Hall- Patriot Room 2nd-15th
>
> FYI – no overtime was used for this.

Brandon Philip
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
(517) 335-4110

From: Keilen, Elizabeth (DTMB)
Sent: Monday, February 1, 2016 11:55 AM
To: Philip, Brandon (DTMB) <philipb@michigan.gov>; Pattison, Brandon (DTMB) <PattisonB@michigan.gov>; Ruff, Robert (DTMB) <RuffR1@michigan.gov>
Cc: Sadler, Taunia (DNR) <SadlerT@michigan.gov>; Parker, Alexandrea (DTMB) <ParkerA8@michigan.gov>; Tefft, Niki (DTMB) <tefftn@michigan.gov>
Subject: Constitution Hall- Patriot Room 2nd-15th

Team,

All meetings from February 2nd-15th have been canceled and re-booked based on the need of the Flint water crisis team. Please let me know if you have any questions.

Thank you,

Elizabeth Keilen
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Customer Service Center
Office: (517) 335-4106
Fax: (517) 241-4658
Keilene1@michigan.gov

	A	B
1		**EXPIRED Long-Term Lighting Exemption Requests**
2	**#**	**Dept**
3		DLEG
4		DIT
5		DIT
6		DIT
7		DIT
8		DIT
9		DIT
10		FIA
11		FIA
12		DIT
13		DIT
14		DMB
15		DMB
16		Lt. Gov's Office
17		Senate
18		Senate
19		State
20		MDOT
21		DHS
22		MDOT
23		Attorney General
24		DCH
25		DCH
26		DCH
27		DCH
28		DHS
29		DHS
30		DHS
31		DIT
32		DIT
33		DIT
34		DIT
35		DOS
36		State
37		Treasury

	C	D
1		
2	**Division**	**Building**
3	Office of Finance, Tax & Field Audit	Cadillac Place
4	Infrastructure Services DPO	Grand Tower
5		Grand Tower
6	IS/DCO/LOA Operations	Grand Tower
7	IS/DCO/LOA Operations	Grand Tower
8	IS/DCO/LOA Operations	Grand Tower
9	IS/Client Service Center	Grand Tower
10	Bureau of Legal Affairs & Financial Integrity	Grand Tower
11	Executive Office	Grand Tower
12	DCS/LAO	Operations Center
13	Infrastructure Services DPO	Operations Center
14	Budget Offices	Romney
15	State Budget Office	Romney
16	Executive Office	Romney
17	Secretary, Majority Policy & Communications and Democratic Staff	Romney
18	Secretary of the Senate Majority Policy Office	Romney
19	Customer Services Administration	SOS
20	Executive	VanWagoner
21	DDS, CSA, ASP	Hannah
22	Office of Operations Administrative Services	VanWagoner
23	All	Escanaba
24	Mental Health & Substance Abuse	Cass
25	Bureau of CMH Services	Cass
26	Mental Health Admin/Bureau of CMH Services	Cass
27	Mental Health & Substance Abuse Administration	Cass
28	OTIM	Grand Tower
29	HR	Grand Tower
30	**Suite 204**	**Grand Tower**
31	DPO Operations	Operations Center
32	Infrastructure Services DPO	Operations Center
33	Enterprise Systems Division	SOS
34	Enterprise Systems Division	Austin
35	Information Center - Field Support	SOS
36	Bureau of Driver & Vehicle Records	SOS
37	Student Financial Services	Austin

	E	F
1		
2	**Location**	**Date**
3	Lightings in work areas (ceilings), printers, copiers and computers	
4	2nd flr Suite 212	
5	7th flr, West side computer room 713	
6	7th flr	
7	2nd flr, zone 4	
8	2nd flr, zone 2	
9	3rd flr	
10	15th flr, suite 1518	
11	15th flr, suite 1512	
12	1st flr - INE & 40, 41	
13	1st flr, INE	
14	6th flr	
15	7th floor ALL	
16	5th flr, Lt. Gov's Office, pillar E12 and the women's restroom in Main	
17	11th and 12th flrs	
18	11th & 12th floors	
19	Entire 2nd flr & 1st flr, pillars A1-G in South Bldg + pillars M1-T in North Bldg	
20	4th flr, pillars A20-D22	
21	Entire 3rd Floor as requested	
22	1st floor, SW wing, pillars C10-E10	
23	All Attorney General work areas	
24	5th flr, zone 3	
25	5th Floor	
26	5th floor, zone 2 pillar A-11	
27	5th flr, Zone 3	
28	13th pillar D-12	
29	7th floor	
30	Community Action & Economc Support	
31	1st flr Central Core, pillar C F10.5	
32	1st flr, pillar B J14	
33	1st flr South East Corner	
34	4th flr DCO Development/DR computer rms	
35	1st Floor	
36	2nd flr Tower & 1st flr of south bldg (all areas), north bldg server rm & south bldg BDVR Resource rm which also houses computer servers	
37	3rd Floor, Pillar U12	

	G	H	I
1			
2	**Time**	**Contact**	**Phone #**
3	All Saturdays 6/7/03-12/27/03, 7a-3:30p	Rodger M. Palm	313-456-6120
4	24/7	Doug Walker	241-8762
5	24/7	David Thomason	335-6035
6	24/7	Gwen Bowersox	335-8751
7	Lights should be on 11p Sunday night to 1a Sunday morning	Gwen Bowersox	335-8751
8	Lights should be on 11p Sunday night to 1a Sunday morning	Gwen Bowersox	335-8751
9	Every Saturday 8:30a-1:30a	Teresa Spalding	335-1223
10	M-F until 9p Sat. & Sun. 8a-5p	Eva Gross	373-2082
11	M-F until 9p Sat. & Sun. 8a-5p	Barb Allen	335-6121
12	Mon-Fri until 1am	Joseph Czubak	241-4388
13	Saturdays noon-6pm	Joseph Czubak	241-4388
14	9a-5p Jan.-March, every weekend all year	Connie Minnix	373-0870
15	5:30a-6:00p on: Nov 3, 10, 12, 17, 23, 24 and Dec 1, 8, 15, 22, 24, 29	Adel Beachnau	241-0811
16	Every Saturday 10:00a-7:00p	Annette Rodgers	241-2990
17	6/04-12/04 to Midnight	Bettie Trice	373-6528
18	June, July and December until 12a(Midnight)	Bettie Trice	373-6528
19	1/12/05-1/12/06	Yvonne Young McConnell	322-5460
20	9/03-9/04, as needed	Ann Edinger-Menerey	373-2114
21	Through 09/26/09	Patrick Garlitz	335-3053
22	through 4/20/10	Kelly Bastian	373-0315
23	24/7	Doug Bramble	373-1114
24	Will call Central Control as needed	Carol A. Danieli / Patrick Barrie	335-0196
25	Various days	Teri Johnson & Irene Kazieczko	5-5100
26	As needed.	Pam Werner	335-4078
27	24/7 - As needed, will call Central Control when needed	Carol A. Danieli or Patrick Barrie	335-0196
28	Every Saturday thru 12/17/11, 8:30-3:00pm	Regina Clopton	241-9748
29	6:00:00 AM 7:00 am	Sally Van Vyve	373-8869
30	**Saturdays & Sundays 9:00 am - 5:00 pm**	**Steve Listman**	**Jan-13**
31	Mon-Fri 5a-6p (excluding holidays)	Sharon Civils	636-0292
32	Mon-Fri 9p-11p	Jan Hartsoe	636-5113
33	24/7	Joe Carter	322-6346
34	when requested	Joe Carter	322-6346
35	All Saturday's 8:00a - 1:00p	Victoria Dittmer	322-1482
36	9p-3:30a & 5:30a-6a Mon-Fri, 5:30a on Saturday to 12:30a on Sunday	Richard Gilchrist	322-6127
37	24/7 As Needed	Bruce Hanses	5-0967

	J
1	
2	**Reason**
3	Overtime needed to process checks to meet federal mandate
4	Computer operations require staffing on a 24 hour basis
5	Supports critical FIA applications,maintenance performed during off hours on nights and weekends
6	Change room to switch control rather than computer control
7	Area is staffed 24hrs/day, 6 days per week
8	Area is staffed 24hrs/day, 6 days per week
9	Client Service Center staff must be on-site every Saturday to provide technical support for the Dept. of State
10	Deputy Director Musette A. Michael regularly works beyond 8p during the week and is regularly in the office on weekends
11	Kristen McDonald-Stone frequently works irregular hours
12	Lights needed for individuals working 2nd shift
13	Lights needed for individuals working Saturdays for WIC onlines
14	Preparation of state budget requires work on weekends and after hours
15	Year-end closing and state of MI conprehensive annual financial report
16	Lynda Rossi is in the office working each weekend and needs lighting to accomplish her work
17	Permanent exemption to provide appropriate lighting for staff who work after hours due to late-hour sessions of the Legislature
18	To provide appropriate lighting for staff who work after hours due to late-hour sessions of the Legislature
19	CSA has evening staff as well as Saturday staff
20	Executive personnel often work late hours compiling info for Governor's Office and legislators
21	Federally Funded Overtime for the Social Security Administration
22	Additional hours required to effectively manage the assets of the Operations area of MDOT and to comply with the Executive Directives and ARRA funding.
23	Irregular and unscheduled work hours are often required
24	Deputy Director Barrie occasionally arrives at work as early as 4a and stays as late as 10p
25	Occasionally working early and late
26	Periodically the work area requires lighting beyond the normal hours due to the I ndividual's travel schedule, workload and job assignments.
27	Deputy Director Patrick Barrie sometimes comes to work on irregular hours
28	Operates Bridges Help desk on Saturday
29	Office opens at 6:00am daily
30	**Staff Overtime**
31	These are the hours of critical operation, deadlines will not permit work hours to be shifted in the morning - the period btwn 5a and 8a is intense
32	2nd shift Info. Tech. on duty year round to provide support for Treasury data entry systems
33	The systems and their efficient operation are critical to the state's computing infrastructure requirements, employee work and safety
34	Data Center Operations Production site staffed 24/7, 365 days/yr -- Treasury computer rm is Disaster Recovery & Development facility, staffed 7a-6p Mon-Fri
35	Provide in-house assistance to SOS branch offices open on Saturday mornings
36	2nd shift + overtime is necessary on 90% of Saturdays
37	Completion of the year end closing/audit of MHESLA and various bonding transactions for MHESLA

	K	L	M	N	O	P
1						
2	**Approval**					
3	Dan Plawecki					
4	Denise Rhadigan					
5	Karen Tarrant					
6	Gwen Bowersox					
7	Gwen Bowersox					
8	Gwen Bowersox					
9						
10	Musette A. Michael					
11	Kristen McDonald-Stone					
12						
13						
14	Rose Wilson					
15	Nancy Duncan					
16	Lynda Rossi					
17	Carol Viventi					
18	Carol Vivanti					
19	William Pruzinsky					
20	Gloria J. Jeff					
21	Brian Hengesbach					
22	Myron Frierson					
23	Doug Bramble					
24	Janet Olszewski					
25	Janet Olszewski					
26	Janet Olzewski					
27	Janet Olzewski					
28	Bob Bierwagen					
29	Bob Bierwagen					
30	**Doug Church**					
31	Denise Rhadigan					
32	Denise Rhadigan					
33	Denise Rhadigan					
34	Denise Rhadigan					
35	Bill Pruzinsky					
36	Duane Berger					
37	Bruce Hanses					

	A	B
38		Treasury
39		LT-10
40		LT-21
41		LT-22
42		Auditor General
43		DCH
44		DCH
45		DELEG
46		DELEG
47		DHS
48		DHS
49		DHS
50		DHS
51		DHS
52		DHS
53		DHS
54		DHS
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74		DHS
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81		DHS

	C	D
38	Executive Office	Austin
39	DCH	Budget & Contracts
40	HAL	Michigan Historical Center
41	HAL	Michigan Historical Center
42	Audit Operations	Van Wagoner
43	Accounting	Cass
44	Environmental	Cass
45	Board of Review	Ottawa
46	MES Board of Review	Ottawa
47	Out State Operations	Flint
48	Out State Operations	Flint
49	Outstate Operations	Flint
50	North District	Flint
51	North District	Flint
52	North District	Flint
53	Outstate Operatios	Flint
54	North District	Flint
55	Children's District	Flint
56	Outstate Operations	Flint S.O.B.
57	Out State Operations	Flint SOB
58	Out State Operations	Flint SOB
59	Operations	Flint SOB
60	Out State Operations	Flint SOB
61	North District	Flint State Building
62	Out State Operations	Flint State Office
63	Out State Operations	Flint State Office
64	North District	Flint State Office
65	Out State Operations	Flint State Office
66	Outstate Operations	Flint State Office Building
67	Out State Operations	Flint State Office Building
68	Out State Operations	Flint State Office Building
69	Out State Ops	Flint State Office building
70	Bridges	Grand Tower
71	BRIDGES	Grand Tower
72	Chief Administration Office	Grand Tower
73	DHS Systems Development	Grand Tower
74	Systems Development	Grand Tower
75	Systems Development	Grand Tower
76	Chief Administration Office	Grand Tower
77	Bridges	Grand Tower
78	Bridges	Grand Tower
79	Bridges	Grand Tower
80	Bridges	Grand Tower
81	Bridges	Grand Tower

	E	F
38	2nd floor U16-Y16 & U21-Y21 The entire east end needs to be able to call CC after hours to turn on lights.	
39	Cass	
40	MLHC	
41	MLHC	
42	4th Floor, Between Pillars C-15 & C-16	Through 12/27/08
43	4th Floor	10/18/08 - 1/3/09
44	1st Floor, South Central Pillar C-17	Through 05/15/09
45	4th Floor, Pillars B2 - E2	02-13-10, 02-20-10
46	4th floor, Pillars B2 - E2	5-29-10, 6-5-10, 6-12-10, 6-19-10
47	4th & 5th flrs	March 15, 22, 29, 2008
48	2, 3, 4 & 6th flrs	April 12 & 19, 2008
49	Floors 4 & 5	10-17-09 10-24-09
50	4th & 5th Floors	01-16-10, 01-23-10, 01-23-10
51	4th and 5th floors	04-10-10, 04-17-10, 04-24-10
52	4th & 5th	6-5-10, 6-12-10, 6-19-10
53	Floors 2, 3, 4 & 5	6-26-10
54	2,3,4,6 floors	7/31, 8/2, 8/3, 8/4, 8/5, 8/7, 8/9, 8/10, 8/11, 8/12, 8/14
55	2nd, 3rd, 4th, 6th	8/23, 8/24, 8/25, 8/26, 8/30, 8/31
56	Floors 2, 3, 4, 5, 6	05/30/09
57	Floors 2 through 6	
58	2nd & 3rd flrs	5/17/2008
59	Floors 2, 3, 4, 5, 6	6-27-09
60	2nd, 3rd, 4th, 5th and 6th floors	7-11-09
61	4th and 5th floors	2/20/10 & 2/27/10
62	2nd, 3rd, 4th, 5th and 6th floors	8-29-09
63	Floors 2, 3, 4, 5 & 6	08-15-09
64	4th and 5th floors	12/19/09
65	2nd, 3rd, 4th, 5th and 6th floors	6-6-09
66	Floors 2, 3, 4, 5 & 6	12/06/08 & 12/20/08
67	2nd, 3rd, 4th, 5th and 6th floors	1/17, 1/24, 1/31, 2/7, 2/14, 2/21, 2/28
68	4th and 5th floors	5/2/09 and 5/9/09
69	2nd, 3rd, 4th, 5th and 6th floors	7-18-09
70	1st, 2nd & 3rd floors	11/11/2008
71	Floors: 2, 3, 6, 7, 8, 9, 13, 14	1/2/08 to 3/31/08
72	8th Floor, Pillars D-12, E-13 to H-13, K-13	01/07/09 and 01/14/09
73	6th, Suite 611	1-8-09 1-15-09
74	6th Floor	1/14/2009
75	6th Floor	1/15/2009
76	8th Floor, Pillars D-12, E-13 to H-13, K-13	1/15/2009
77	Floors 2, 3, 6, 8, 10, 13, 14	5/15/09 through 05/19/09
78	Floors 2, 3, 6	08/07/09 through 08/12/09
79	Floors 2, 3, 6, 8, 10	07-25-09, 08-01-09, 08-08-09
80	2nd, 3rd , 6th and 13th floors	8-21-09 through 8-24-09
81	Floors 2, 3, 6, 7, 8	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09

	G	H	I
38	24/7	Ann Luepnitz	636-5335
39	4th Floor	24/7 - As needed, will call Central Control when needed	Tim Becker
40	1st, 2nd and 3rd flrs (exhibit areas and store)	Saturday 9a-5p Sunday 12p-5:30p	Janet Laverty
41	1st, 2nd, 3rd and 4th flrs (all areas housing library books & materials available to the public)	Saturday 8a-5:30p Sunday 12p-5:30p	Janet Laverty
42	6a - 5p Inluding Weekends and Holidays	Rod Wlock	1-4722
43	24/7	Mary Lou Lehman	1-5627
44	5:30 p - 6:30 a	Brian Radigan	202-3696
45	7:00a - 3:00p	Elaine Pohl	1-7264
46	8:00a - 4:00p	Elaine Pohl	1-7264
47	8:00a-1:00p	Jeri Sanderling	810-760-2651
48	6am-1pm	Jeri Sanderling	810-760-2651
49	7:00a - 4:00p	Linda Best	810-760-2737
50	8:00a - 2:00p	Cleo Spates	810-760-2737
51	7:00a - 6:30p	Cleo Spates	810 760-2737
52	8:00am - 1:00pm	Cleo Spates	810-760-2737
53	7:30a - 4:00p	Cleo Spates	810 760-2737
54	Saturdays 7:00a - 5:00p Mon - Thur 5:00p- 9:30p	Cleo Spates	810-760-2737
55	5:00p - 8:00p	Cleo Spates	810 760-2737
56	7:00a - 5:00p	Ruth Johnson	810-760-2737
57	8a-1p	Ruth Johnson	(810)760-2737
58	8a-2p	Ruth Johnson	(810)760-2737
59	7:00a - 5:00p	Ruth Johnson	810-760-2737
60	9a - 12p	Ruth Johnson	760-2737
61	7:00a - 6:30p	Cleo Spates	810 760-2737
62	8:00a - 4:00p	Linda Best	810-760-2737
63	8:00a - 4:00p	Ruth Johnson	810 760-2737
64	7:00a - 1:30p	Cleo Spates	810 760-2737
65	7:00a - 5:00p	Ruth Johnson	810 760-2737
66		Linda Best	810-760-2651
67	7:00a - 5:00p	Ruth Johnson	810-760-2737
68	8:00 a - 1:00p	Ruth Johnson	810 760-2737
69	8:00a-4:00p	Ruth Johnson	810 760-2737
70	8a - 6p	Jeff Huskell	1402899
71	weekdays until 9p, weekends 10a-9p	Arthur Kurtze	3-6098
72	5:00p to Midnight	Mark Pullano	1-8976
73	4:30p - 11:30p 4:30p - 11:30p	John Black	5-2819
74	4:30p - 11:30p	John Black	5-2819
75	4:30p - 11:30p	John Black	5-2819
76	5:00p to Midnight	Mark Pullano	1-8976
77	5p - 11p	Kamal Tekinel	1-5779
78	24/7	Kemal Tekinel	1-5779
79	8:00a - 6:00p	Kemal Tekinel	1-5779
80	24/7	Kemal Tekinel	241-5779
81	24/7	Kemal Tekinel	1-5779

	J
38	Staff overtime
39	241-2330
40	373-1550
41	373-1550
42	Statewide Audit for State Financial Records
43	Overtime for year end closing and auditing
44	Construction/Environmental Analysis
45	Overtime
46	Working overtime
47	Approved OT
48	Approved OT
49	Approved Overtime
50	Bridges Overtime
51	Staff working on bridges
52	Staff working bridges overtime
53	Overtime work on Bridges
54	Bridges overtime
55	Children's District CPS staff working overtime for case completions
56	Approved overtime for children's services
57	Approved OT
58	Approved OT
59	Approved OT for Children's Services
60	Approved OT for Children's Services
61	Staff working on bridges
62	Approved overtime
63	Approved overtime
64	Staff working overtime for BRIDGES
65	Approved Over Time for Children's Services and FISES staff.
66	Approved Overtime
67	Children's foster care and PSW workers approved over time.
68	Bridges over time for FIS/ES/Administrative Support
69	Approved overtime for FIS?ES staff.
70	Deloitte, PCO, PMO and the state will all have resources working.
71	BRIDGES requires off-hour facilities support
72	DIT MI/Migration Central Office
73	DIT MI/Migration being completed for Payments Aarea staff spit over both evenings.
74	DIT MI/Migration being completed for Payments Aarea staff spit over both evenings.
75	DIT MI/Migration being completed for Payments Area staff moved to 1-15-09.
76	DIT MI/Migration Central Office
77	Bridges over time for wave 1 conversion
78	Bridges team working off hours for facilities support
79	Bridges team working off hours for facilities support
80	BRIDGES Self Service Implementation
81	Bridges team working during furlough days

	K	L	M	N	O	P
38	Bob Ruff					
39	Numerous, unscheduled, last minute deadlines from State Budget Office, Gov's Office, House Fiscal Agency and Senate Fiscal Agency - need to work extra hours to meet					
40	Historical Center is open to general public 7 days/week					
41	Library of Michigan is open to general public 7 days/week					
42	Leon Hank					
43	Tim Becker					
44	Larry Franklin					
45	Bob Bierwagen					
46	Bob Bierwagen					
47	Jeri Sanderling					
48	Jeri Sanderling					
49	Dave Stevens					
50	Dave Stevens					
51	Dave Stevens					
52	Martin Stone					
53	Marty Stone					
54	Marty Stone					
55	Marty Stone					
56	Stacie Bowers					
57	Steve Gleason					
58	Steve Gleason					
59	Ronnie Logan					
60	Larry Franklin					
61	Dave Stevens					
62	Dave Stevens					
63	Ronnie Logan					
64	Dave Stevens					
65	Dave Stevens					
66	Diane David					
67	Ron Logan					
68	Ronnie Logan					
69	Larry Franklin					
70	Brian Hengesback					
71	Brian Hengesbach					
72	John Sorbet					
73	Nancy Freserki					
74	Nancy Freserki					
75	Jess Layman					
76	John Sorbet					
77	Dave Stevens					
78	Brian Hengesbach					
79	Brian Hengesbach					
80	Dave Stevens					
81	Dave Stevens					

	A	B
82		DHS
83		DHS
84		DHS
85		DHS
86		DHS
87		DHS
88		DHS
89		DHS
90		DHS
91		DHS
92		DHS
93		DHS
94		DHS
95		DHS
96		DHS
97		DHS
98		DHS
99		DHS
100		DHS
101		DIT
102		DIT
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119		DIT
120		DIT
121		DIT
122		DIT

	C	D
82	Child Welfare	Grand Tower
83	Disability Determination	Grand Tower
84	DDS, Central Service Agency	Hannah
85	DDS	Hannah
86	DDS	Hannah
87	DDS, CSA & ASP	Hannah
88	DDS, CSA, ASP	Hannah
89	DDS	Hannah
90	DDS, CSA, ASP	Hannah
91	DDS, CSA, ASP	Hannah
92	DDS, CSA,ASP	Hannah
93	DDS	Hannah
94	DDS, CSA	Hannah
95	DDS	Hannah
96	Saginaw	Jerome T Hart
97	Saginaw County	Jerome T. Hart
98	Saginaw County	Jerome T. Hart
99	North District	Union Street
100	North District	Union Street
101	Executive	Con. Hall
102	Agency Services	GOB
103	Agency Services	GOB
104	Agency Services	Grand Tower
105	Agency Services	Grand Tower
106	Agency Services	Grand Tower
107	Telecom	Hannah
108	DIT Agency Services	Operations Center
109	AS/MDOS	Operations Center
110	Design & Delivery	Operations Center
111	Agency Services	Operations Center
112	Agency Services	Operations Center
113	AS	Operations Center
114	Agency Services	Operations Center
115	Design & Delivery Servcies	Ops Center
116	Agency Services	Romney
117	Agency Services	Romney
118	Executive	Romney
119	Agency Services	Romney
120	MBSii	Romney
121	Agency Services	Romney
122	Michigan Business One Stop	Romney

	E	F
82	1st Floor, Dempsey Room	04-27-10
83	10th & 11th floor	8-7-10
84	3rd flr	03/01/08 & 03/15/08
85	All of 3rd floor	9/27/2008
86	Entire 3rd Floor	11/2/2008
87	3rd Floor	12/20/2008
88	3rd Floor	1/17/2009
89	Entire 3rd Floor	2/28/2009
90	3rd floor	3/14/2009
91	3rd floor	4/4/2009
92	3rd floor	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
93	3rd Floor	02-07-10
94	Upper Level, DDS Server Room C!6	6/13/10
95	3rd floor	8/16/10 thru 8/19/10
96	2nd & 3rd floors	11/16/09 through 11/19/09, 11/23/09 through 11/25/09 and 11/30/09
97	2nd, 3rd & 4th Floors	02-06-10, 02-13-10, 02-20-10, 02-27-10
98	2nd, 3rd & 4th Floors	03-06-10, 03-13-10, 03-20-10, 03-27-10
99	4 & 5 floors	11/14/09
100	4 & 5 floors	11/21/09
101	1st Floor NW Corner 5th floor, Pillars K-14 & J14	9/20/2008
102	3rd flr, B wing	January - March 2008
103	3rd flr, A or B wing	2/1/08-6/30/08
104	11th and 12th floors north and south teledata rooms on each floor	9-2-09
105	Floors 1, 2, 10, 15	08-19-09
106	3rd and 4th floors, north and south teledata rooms	10-7-09
107	1st Floor, east wing	6-27-09
108	2nd floor Room 299 2DL12 & 2DL13	11-14-08 - 11-16-08
109	1st floor, SE corner	1-31-09, 2-7-09, 2-14-09, 2-21-09, 2-28-09, 3-7-09, 3-14-09, 3-21-09, 3-28-09
110	1st floor, CE 11, EE7, DH11, and FH7	6-19-09, 7-6-09, 7-24-09, 8-7-09, 8-21-09, 9-4-09
111	1st Floor, Southeast Corner	10-17-09
112	1st floor SE corner rooms #46 &47	10/30/09 thru 10/31/09
113	1st floor, SE Corner rooms 46 & 47	1-18-10
114	1st Floor, rooms 46 & 47	2-15-10
115	1st floor, middle section	6-19-09
116	9th Floor, pillars F-8, F-9, F-10, F-11. Restrooms & Ground Floor Emergency exit.	7/26/2008 - 7/28/08
117	9th flr, pillars F8-F11, Ground floor emergency exits and restrooms	8/19/2008
118	4th, 8th & 12th Floors	9/18/08 9/20/08
119	9th floor, pillars F8-F11, ground floor emergency exits and restrooms	9/30/2008
120	12th floor/West side	Through 01/31/09
121	9th Floor, West side, Pillars F2, F8, F9, F10, F11 Ground Floor Emergency Exit and restrooms on both floors	4/18/2009
122	12th floor, west side	06-03-09

	G	H	I
82	5:00p - 8:30p	Saragen Gross	1-8082
83	7:30 am-3:30pm		243-5647
84		Patrick Garlitz	5-3053
85	7:00am - 1:00pm	Patrick Garlitz	5-3053
86	800a - 5:00p	Patrick Garlitz	421247
87	7:00a - 1:00p	Patrick Garlitz	5-3053
88	7:00a - 1:00p	Patrick Garlitz	5-3053
89	7:00a - 1:00p	Patrick Garlitz	5-3053
90	7:00a - 1:00p	Patrick Garlitz	5-3053
91	7:00a -1:00p	Patrick Garlitz	5-3053
92	7:00a - 6:00p	Patrick Garlitz	5-3053
93	7:00a - 7:00p	Patrick Garlitz	5-3053
94	8:00a - 7:00p	Patrick Garlitz	5-3053
95	5:00p - 12:30a	Patrick Garlitz	5-3053
96	7:00a - 8:00a and 5:30p - 7:00p	Richard Latinen	989 758-1217
97	8:00a - 5:00p	Richard Latinen	989-758-1217
98	7:00a - 6:30p	Richard Latinen	989-758-1217
99	8:00a -2:30p	Colleen Hayes	810 760-2447
100	8:00a -1:00p	Michele Chockley	810-760-2242
101	8:00a - 11:00p	Linda Baker	202-6219
102		Ginger Czubak	6-5099
103	As needed	Ginger Czubak	636-5099
104	6:00p - 12:00a	Paula Palmatier	335-6382
105	7:00p - 12:00a	Paula Palmatier	5-6382
106	7:00p - midnight	Paula Palmatier	335-6382
107	6:00a - 1:00p	Jack Harris	241-7565
108	until midnight	Ryan Sadler	927-8326
109	6:00a - 4:00p	Mary McClean	6-0201
110	6:00a - 6:00p	R. Surapaneni	636-0329
111	6:00a - 6:00p	Mary McClean	636-0201
112	5:00p - midnight	Mary McClean	636-8201
113	6:00a - midnight	Mary McClean	636-0201
114	6:00a - 6:00p	Mary McClean	636-0201
115	6:00a - 6:00p	R. Surapaneni	636-0329
116	8:00a through 8:00a	Jan Foster	5-5108
117	6p-11p	Jan Foster	5-5108
118	6p - 11p 8a - 11p	Linda Baker	202-6219
119	5:00pm - 7:00am	Jan Foster	
120	Mon-Fri 6:00a - 9:00p Sat & Sun 8:00a - 5:00p	Terry Horton	1-8258
121	8:00a - 4:00p	Jan Foster	335-5108
122	6:00p - 11:00p	Terry Horton	1-8258

	J
82	Child Welfare Advisory Board Meeting
83	Installing new computers
84	Federally funded overtime
85	Overtime for Social Security Administration
86	Dry Run of upgraded software to ensure it works correctly
87	Approved Overtime
88	The SSA has autorized overtime, to develop claims filed by the people of Michigan claiming a disability.
89	Federally funded overtime.
90	The Social Security Administration has authorized the use of overtime, funded 100% by federal funds, to develop claims filed by people of the State of MI claiming disability.
91	The Social Security Administration has authorized the use of overtime, funded 100% by federal funds, to develop claims filed by people of the State of MI claiming disability.
92	Requesting lights and HVAC Ensures that the 100% federally funded SSA program continues to adjudicate cases in a timely and cost effective manner on behalf of the claimants of Mi.
93	Federally funded SSA Overtime
94	Federally funded overtime
95	Ensure that the 100% federally funded SSA program continues to adjudicate cases in a timely and cost effective manner on behalf of the claimants of Michigan.
96	Approximately 100 employees working ot on the second and third shifts to complete BRIDGES activities.
97	Bridges Overtime
98	Bridges Overtime
99	Staff working overtime on BRIDGES
100	Staff working overtime on BRIDGES
101	PC Migration
102	Critical software development
103	Web Self Service Project for ORS
104	MDIT Telecommunications will be upgrading the LAN equipment.
105	Telecom LAN equipment upgrade
106	MDIT Telecommunications will be upgrading the LAN equipment.
107	PBX Consolidation Project
108	DIT application work for MBT eService application development for Siebel Call Center for Treasury
109	Staff Working OT
110	Coverage for messaging - critical application.
111	High Priority Project with short deadline
112	working on a mandated project w/ a tight timeline
113	To complete Legislative mandated project (BAM)
114	High Priority Project with short deadline
115	Coverage for Messaging
116	Annual MAIN Disaster Recovery Test
117	Annual Escheats run
118	PC Migration
119	Year End Testing
120	High profile project for the Governor's office.
121	Multiple EFT Going Live
122	Critical deadlines for Governor's Business One Stop project

	K	L	M	N	O	P
82	Steve Doty					
83	Steve Doty					
84						
85	Byron Haskins					
86	Byron Haskins					
87	Byron Harkins					
88	Bryon Hawkins					
89	Bryon Haskins					
90	Bryon Haskins					
91	Bryon Haskins					
92	Dave Stevens					
93	Dave Stevens					
94	Neal Droste					
95	Bob Bierwagen					
96	Dave Stevens					
97	Dave Stevens					
98	Dave Stevens					
99	Stacie Bowens					
100	Dave Stevens					
101	Troy Spitzley					
102						
103	Tim McCormick					
104	Troy Spitzley					
105	Troy Spitzley					
106	Troy Spitzley					
107	Jack Harris					
108	David Borzewski					
109	Beth Dean					
110	Troy Spitzley					
111	Larry Franklin					
112	Troy Spitzley					
113	Troy Spitzley					
114	Dave Stevens					
115	Larry Franklin					
116	Troy Spitzley					
117	Troy Spitzley					
118	Troy Spitzley					
119	Troy Spitzley					
120	Troy Spitzley					
121	Larry Franklin					
122	Troy Spitzley					

	A	B
123		DIT
124		DIT
125		DIT
126		DIT
127		DIT
128		DIT
129		DIT
130		DIT
131		DIT
132		DIT
133		DIT
134		DIT
135		DLEG
136		DLEG
137		DLEG
138		DLEG
139		DLEG
140		DLEG
141		DLEG
142		DLEG
143		DLEG
144		DLEG
145		DLEG
146		DMB
147		DMB
148		DMB
149		DMB
150		DMB
151		DMB
152		DMB
153		DMB
154		DMB
155		DMB
156		DMB
157		DMB
158		DMB
159		DMB
160		DMB
161		DMB
162		DMB
163		DMB
164		DMB
165		DMB
166		DMB
167		DMB

	C	D
123	Agency Services	Romney
124	E-Michigan	Romney
125	Agency Services	Romney
126	E-Michigan	Romney
127	Agency Services	Romney
128	Michigan One Stop	Romney
129	Agency Services	Romney
130	MBSii	Romney
131	MBSII	Romney
132	MBSii	Romney
133	MBSii	Romney
134	MBSii/Mi One Stop Project	Romney
135	MIOSHA	GOB
136	MIOSHA	GOB
137	MIOSHA	GOB
138	Office Services	GOB
139	MES	Ottawa
140	MES	Ottawa
141	MES	Ottawa
142	MES	Ottawa
143	Director's Office	Ottawa
144	OFIR	Ottawa
145	Tax Tribunal	Ottawa
146	Director's Office	Cass
147	Operations	Cass
148	Operations	Cass
149	Peckham	Cass
150	Peckham	Cass
151	Operations	Cass
152	Operations	Cass
153	Operations	Cass
154	Operation	Cass
155	Operation	Cass
156	Operations	Cass
157	Operations	Cass
158	FA/BOD	Cass
159	FA/BOD	Cass
160	Facilities	GOB
161	FA	GOB
162	Operations	Grand Tower
163	Buidling Operations	Hannah
164	FA	Hannah
165	Operations	Mason, Austin, Hannah, Ottawa, Van Wagoner, Grand Tower, Con Hall
166	Operations	MLHC
167	Operations	MLHC

	E	F
123	9th floor west side pillars f8, f9, f10, f11 ground flr emergency exit and restrooms on both floors	7-25-09 through 07-27-09
124	9th floor column D1 and D3 and column G11	7-23-09
125	9th floor	8-18-09
126	9th floor	8-6-09, 8-7-09, 8-8-09, 8-9-09
127	Entire 11th & 12th floors	6-19-09, 7-6-09, 7-24-09, 8-7-09, 8-21-09, 9-4-09
128	12th floor, west side	9-1-09 through 9-3-09
129	9th floor west side pillars f8, f9, f10, f11, ground floor emergency exit, and restrooms on both floors	9-30-09 through 10-1-09
130	12th Floor, West Side	12-12-09 & 12-19-09
131	12th Floor, West Side	01-27-10
132	12th floor, west side	4-17-10, 4-24-10, 5-1-10,
133	12th floor, west side	5-19-10
134	12th floor west side	6-23-10
135	2nd Floor B-Wing	8/16/08 & 8/23/08
136	2nd Floor B-Wing	10/11/2008
137	2nd floor, all B Wing	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
138	1st Floor, A Wing, NE Corner	12-12-09
139	4th Flr	3/8/08
140	4th Flr, pillars B2-E2	3/15/2008
141	4th Flr, pillars B2-E2	3/22/2008
142	4th Flr, pillars B2-E2	3/29, 4/5, 4/12, 4/19, 4/26
143	4th floor, Director's suite Pillar H8	11-25-08 11-26-08 - 11-30-08
144	3rd floor, pillars F5 & G5	5-30-09
145	2nd Floor, Pillars E7 and F7	Through 12/31/09
146	1st Floor, North Wing	11/22/2008
147	Garden Level	7-23-09 Thru 9-30-09
148	1st and 2nd floor, North side	09-28-10 Thru 10-09-09
149	5th Floor	10-17-09
150	Basement & 5th Floor	10-31-09
151	1st Floor South	10-01-09 through 11-09-09
152	1at floor	11/11/09
153	all floors	11/11/09
154	Basement	11-10-09 until 12-30-09
155	Basement	11-10-09 until 12-30-09
156	All floors	2/15/10
157	Garden Level	03/01/10
158	4th floor	3/19/10 through 3/21/10
159	4th floor	3/26/10 through 3/28/10
160	3rd Floor, B Wing, North Side	4/27/2009
161	Pillars H, K, M and N10 - N16	39937
162	All floors	2/15/10
163	1st floor, Parking office	3-14-09 & 3-15-09
164	1st Floor, NE side, Pillars A-15, B-14-15, C-13-16	6-3-09, 6-4-09, 6-5-09
165	1st Floor	7-23-09 Thru 9-30-09
166	4th Floor Library- North & South Sides	04/19/09 through 07/23/09
167	5th Floor, Library, North Wing & Lobby	01-13-10, 01-14-10

	G	H	I
123	24/7	Jan Foster	335-5108
124	7:30p - 4:00 a	Roana Smith	373-6999
125	6:00p - 12:00p	Jan Foster	335-5108
126	24/7	Roana Smith	373-6999
127	8:00a - 5:00p	Pratin Travedl	1-9637
128	6:00a - 12:00a	Terry Horton	1-8258
129	5:00p - 7:00a	Jan Foster	335-5108
130	8:00a - 9:00p	Terry Horton	1-8258
131	6:00p - 6:00a	Terry Horton	1-8258
132	8:00a - 6:00p	Terry Horton	1-8258
133	6:00p - 3:00a	Terry Horton	1-8258
134	5:00p - 12:00a	Terry Horton	1-8258
135		Leanne Haeck	2-1833
136	6a-12p	Leanne Haeck	2-1833
137	6:30a - 6:00p	Doug Kalinowski	2-1817
138	7:00a - 1:00p	Dave Thomas	1-1449
139	7:00a-4:00p	Elaine Pohl	1-7264
140	7:00a-4:00p	Elaine Pohl	1-7264
141	7:00a-4:00p	Elaine Pohl	1-7264
142	7:00a-3:00p	Elaine Pohl	1-7264
143	until 10:00 p.m until 7:00 p.m	Carolyn Hutting	241-7124
144	12:00o - 7:00p	Kathy Lafleur	1-1559
145	24/7	Patti Halm	1-2982
146	9:00a - 3:00p	Linda Norlock	241-8619
147	5:00p - 6:00a	Tim Crawford	206-0339
148	5:00 p.m. - 7:00 a.m.	Brian Radigan	202-3696
149	8:00a - 5:00p	Terry Bush	719-2040
150	8:00a - 5:00p	Terry Bush	719-2040
151	5:00p - 7:00a	Brett Eberhard	517-719-5886
152	as needed	Brian radigan	202-3696
153	7:00a - 3:30p	Debbye Kafara	202-2907
154	5:30 a.m.	Brandon Philip	5-4110
155	5:30 a.m.	Brandon Philip	5-4110
156	6:00a - 4:00p	Steve Doty or John Speice	3-2177 or 1-4703
157	5:30p - 11:00p	Mick Sowle	490-3530
158	3/19/10 6:00p - 12:00a 3/21/10 8:00a - 6:30p	John Spiece	1-4703
159	3/26/10 6:00p - 12:00a 3/27/10 & 3/28/10 8:00a - 6:30p	John Spiece	1-4703
160	4:30p - 1:00a	Karin Carver	2-1499
161	5:00p - 10:00p	Kelly Minton	290-1643
162	6:00a - 4:00p	Steve Doty or John Speice	3-2177 or 1-4703
163	8:00a - 5:00p	Dave Dunn	719-0912
164	5:00p - 8:00a	Larry Rosenbrook	3-2163
165	5:00p - 6:00a	Tim Crawford	206-0339
166	3:00p - 12:00a	Anita Stevens Bob Littrell	373-7110 719-0676
167	5:00p - 12:00a	Anita Stevens	3-7110

	J
123	Disaster Recovery Testing
124	To upgrade the intranet, connect.michigan.gov, so state employees will be able to access the intranet
125	Annual eschears run.
126	To upgrade the internet, connect.michigan.gov so state employees will be able to access the internet
127	Requesting lights and HVAC MiCSES application development during furlough days
128	Project release is scheduled to be released on that evening. Everyone has to be up, running and on board for any issues that arise when the release to the website goes out.
129	Year end testing
130	Critical tasks needed to be complete by Jan. 1st deadling
131	Critical Task for Governor's Project
132	Critical tasks need to be finished for Governor's project.
133	Critical tasks need to be finished for Governor's project.
134	Governor's project
135	Inspection file deadline
136	Overtime to complete year end inspection
137	Requesting lights and HVAC. MIOSHA is required to maintain continuous operations Monday thru Friday. 50% will be working on furlough days.
138	Wage & Hour division is moving into the GOB and needs lighting for safety
139	Working OT
140	Working OT
141	Working OT
142	Working OT
143	DLEG Director will be working until 10:00 p.m. tonight and until 7:00 p.m. every other night until 11-30-08
144	Insurance assignments have to be completed prior to opening of business on Monday.
145	Overtime for Tax Tribunal Judges
146	To light area in order to organize, lay out a publication - DMB annual report
147	Capitol Complex Lobby Security Upgrade Project
148	Painting/fire suppression system work
149	Carpet extracting - Willcall only if lights are needed to clean carpet in office areas
150	Carpet Extracting & Hard Floor Maintenance - Will call only if lights are needed
151	Phase 1 Abatement & Demo
152	1st floor north & south renovation project.
153	Refinishing tile floors on 2nd and the garden level, carpet extracting, 5th & 4th floors, cleaning restroom stall walls on all floors. Will call when lights are needed.
154	Parking lot is wired to this circuit. Need lights on in building so customers can access the parking lot
155	Parking lot is wired to this circuit. Need lights on in building so customers can access the parking lot
156	Cleaning of high traffic areas
157	Grinding concrete floor in cafeteria
158	removal of asbestos in west stairwell, safety and health needs to be done afterhours.
159	removal of asbestos in west stairwell, safety and health needs to be done afterhours.
160	Construction Work
161	Set the masking system that was installed last week. Work over head and with sound system.
162	Cleaning of high traffic areas
163	In an effort to minimize down time and disruption of services to its customers, the bulk of the modular renovation to the Parking office/customer service center will be performed afterhours on a weekend.
164	Demolition of Walls for construction project
165	Capitol Complex Lobby Security Upgrade Project
166	Construction - Moore Trosper will contact CC each night to have lights turned off
167	Lansing Tile Staff doing after hours work

	K	L	M	N	O	P
123	Troy Spitzley					
124	Troy Spitzley					
125	Troy Spitzley					
126	Troy Spitzley					
127	Troy Spitzley					
128	Dave Stevens					
129	Troy Spitzley					
130	Troy Spitzley					
131	Troy Spitzley					
132	Steve Doty					
133	Steve Doty					
134	Troy Spitzley					
135	Allan Pohl					
136	Allan Pohl					
137	Dave Stevens					
138	Dave Stevens					
139	Allan Pohl					
140	Allan Pohl					
141	Allan Pohl					
142	Allan Pohl					
143	Allan Pohl					
144	Allan Pohl					
145	Allan Pohl					
146	Patty Ruso					
147	Dave Stevens					
148	Dave Stevens					
149	Dave Stevens					
150	Larry Franklin					
151	Dave Stevens					
152	Dave Stevens					
153	Dave Stevens					
154	Dave Stevens					
155	Dave Stevens					
156	Steven Doty					
157	Steve Doty					
158	Steven Doty					
159	John Spiece					
160	Larry Franklin					
161	Dave Stevens					
162	Steven Doty					
163	Dave Stevens					
164	Dave Stevens					
165	Dave Stevens					
166	Dave Stevens					
167	Dave Stevens					

	A	B
168		DMB
169		DMB
170		DMB
171		DMB
172		DMB
173		DMB
174		DMB
175		DMB
176		DMB
177		DMB
178		DMB
179		DMB
180		DMB
181		DNR
182		DNR
183		DNR
184		DNR
185		DNRE
186		DOS
187		DOS
188		DOS
189		DOS
190		DOS
191		DOS
192		DTMB
193		DTMB
194		DTMB
195		DTMB
196		DTMB
197		DTMB
198		DTMB
199		DTMB
200		DTMB
201		DTMB
202		DTMB
203		DTMB
204		DTMB
205		DTMB
206		DTMB
207		DTMB
208		DTMB
209		DTMB
210		DTMB
211		Education

	C	D
168	BOD	MLHC
169	Operations	Ottawa
170	Budget Office	Romney
171	Budget Office	Romney
172	Financial Management	Romney
173	Office of Financial management	Romney
174	Office of Financial management	Romney
175	Office of Financial Mgt, Acct and Financial Reporting	Romney
176	State Budget Office	Romney
177	Accounting and Financial Reporting	Romney
178	Budget Office	Romney
179	Operations	Romney
180	Office of Financial Mgt	Romney
181	Law enforcement	Mason
182	Michigan History Foundation	MLHC
183	Communications	MLHC
184	Communications	MLHC
185	Communications	MLHC
186	Driver Program	Austin
187	Elections	Austin
188	Elections	Austin
189	Elections	Austin
190	Legal and regulatory services	Austin
191	Information Center - Field Support	SOS
192	DCO	Austin
193	Operations	Cass
194	BOD	Cass
195	OOF	Cass
196	ORS	GOB
197	Peckham	Grand Tower
198	Operations	MLHC
199	Data Center Services	Operations Center
200	TS	Operations Center
201	Data Center	Operations Center
202	Fin Mgt	Romney
203	Agency Services	Romney
204	Agency Services	Romney
205	Facilities Admin	Romney
206	Agency Services	Romney
207	Agency Services	Romney
208	MBSii	Romney
209	Facilities Admin	Van Wagoner
210	FA	Van Wagoner
211	Office of School Improvement	Hannah

	E	F
168	2nd floor library pillars H1-H10	8-30-09 through 01-10-10
169	All floors	2/15/10
170	6th flr	1/25-1/31 2/1-2/3 2/4-2/6
171	Entire 6th Floor	Through June 27th
172	All of 7th floor, including restrooms and breakroom	9/30/08 - 10/1/08
173	7th floor everything including rest rooms and break rooms	11/4, 11/8, 11/11, 11/15, 11/22, 11/28 11/29, 12/6, 12/13, 12/20, 12/24, 12/27, 12/31
174	7th floor everything including rest rooms and break rooms	12/28/2008
175	7th floor, all offices including restrooms and breakroom	4/18/2009
176	6th floor	9/29/09 thru 9/30/09
177	7th floor, east side, pillars c1, g3, f2, f4 include restrooms and breakrooms	9-30-09 through 10-1-09
178	6th Floor	01-15-10 through 02-10-10. including Holidays & Weekends
179	All floors	2/15/10
180	7th floor, including restrooms and break rooms	1/9/10, 1/16/10, 1/23/10, 1/30/10, 2/6/10, 2/13/10, 2/20/10, 2/27/10, 3/6/10, 3/13/10, 3/20/10, 3/27/10
181	7th floor, east wing, rap room	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
182	All Floors	12-18-09
183	Museum Side, Floors 1, 2, 2M, 3, 3M & Cafeteria	01-16-10 to 01-17-10
184	Museum Side, Floors 1, 2, 2M, 3, 3M & Cafeteria, and forum	2-5-10 through 2-6-10
185	Museum Side, Floors 1, 2, 2M, 3, 3M & Cafeteria	03/06/10 through 03/07/10
186	West - U-Y16 to U-Y10	23-Feb
187	1st Floor, Pillars W-21, W-22 & W-23	11/1/2008
188	1st Floor, NE Wing Pillars U17-U23, V17-V23, W17-W23	2/24/2009
189	1st Floor, Northeast Wing, Pillars W 21, 22,23	5/2/2009
190	4th floor	9/25/09 through 11/2/09
191	1st Floor	11-11-09, 11-27-09, 12-24-09, 12-31-09, 01-18-10, 02-15-10
192	4th Floor, Traverse Bay Hosting Center	04-24-10
193	All	04-24-10
194	1st & 2nd floors, North and South	5-15-10
195	1st floor South Wing	June 26
196	3rd Floor, B Wing	05-15-10 through 06-30-10
197	All	8/14/10
198	1st Floor North & 3rd floor, library	5-4-10 through 8-15-10
199	1st Floor, Hosting Center	03/27/10
200	1st Floor	8/27-8/28
201	1st floor	8/28/10
202	7th & 9th	5-2-10
203	11th & 12th	5-29-10 through 5-31-10
204	11th floor	6-26-10 & 6-27-10
205	11th floor	July 3 - July 5
206	9th floor	7/24/10 thru 7/26/10
207	11th floor	July 17, 18, 24, 25, 31 & Aug 1
208	12th floor	9/8/10 - 9/9/10
209	1st Floor	6-30 thru 7-2
210	1st Floor	Aug 5 - Aug 7
211	Upper Level, Conference Room 5	7/15/2008

	G	H	I
168	6:00p - 12:00a	Anita Stevens	3-7110
169	6:30a - 4:00p	Jerry Arnold	719-8233
170	7a-9p 7a-11p 7a-9p	Connie Minix	3-0870
171	5:00p-12:00a	Vickie Wesley	3-4978
172	5p - 7am	Adel Beachnau	1-0811
173	5:45a-6:00p	Adel Beachnau	1-0811
174	10:00a - 6:00 p	Adel Beachnau	1-0811
175	8:00a - 4:00p	Adel Beachnau	241-0811
176	6:00a - 12:00p	Connie Minix	3-0870
177	24/7	Adel Beachnau	241-0811
178	7:00a - 11:00p	Connie Minix	3-0870
179	6:00a - 4:00p	Steve Doty or John Speice	3-2177 or 1-4703
180	6:00a - 7:00p	Adel Beachnau	1-0811
181	24/7	David Grimm	372-9028
182	6:30p - 9:30p	Carol Payne	3-2565
183	5:00p - 9:00p	Alexandra Raven	1-0708
184	5:00p - 9:00a	Alexandra Raven	1-0708
185	5:00p - 10:00p	Alexander Raven	1-0708
186	8a-1:30p	Lorraine Finison	3-9067
187	8:30a - 2:30p	Sandra Shenkus-Pasik	1-1379
188	6:30a - 8:30p	Lucinda Sheltrown	5-2659
189	8:30 a - 2:00 p	Lucinda Sheltrown	5-2659
190	as needed	Kelly Cilski	1-3463
191	8:00a - 1:00p	Victoria Dittmer	2-1482
192	8:00a - 5:00p	Bill Bacalis	6-4090
193	7:00a - 5:00p	John Spiece	204-6917
194	7:00a - 5:00p	John Spiece	1-4703
195	7:00am - 3:30pm	Steve Doty	3-2177
196	24/7	Fred Covert Kathy Tober Connie Morse	2-6014
197	6:30a - 5:00p	Terry Bush	719-2040
198	6:00P - 4:30a	Bob Luttrell	719-0676
199	7:00a - 5:00p	Bill Bacalis	6-4090
200	6:00pm-12:00am	David Wade	517-636-4073
201	7:00am - 6:00pm	Bill Bacalis	636-4090
202	7:00a - 7:00p	Adel Beachnau	1-0811
203	24/7	Maary Bresnahan	1-9179
204	6:00a -6:00p	James Piecuch	1-5863
205	24/7	James Piecuch	241-5863
206	24/7	Jan Foster	5-5108
207	7:00a - 6:00p	James Piecuch	1-5863
208	6:00pm - 3:00am	Terry Horton	241-8258
209	5:00pm - 7:00am	Jud Sorensen	335-1477
210	5pm - 7am	Jud Sorensen	335-1477
211	5:00p-9:00p	Cheryl Fortin	1-3147

	J
168	Moore Trosper will begin working a 2nd shift schedule for a sprinkler pipe replacement project.
169	Cleaning of high traffic areas
170	2009 Executive Budget
171	Staff working late with the Legislature
172	Year End Closing
173	OAG working on CAFR audit
174	OAG working on CAFR audit
175	Multiple EFT going into production
176	completion of FY 2010 - or 30 day continuation budget.
177	Year end closing activities.
178	2011 Executive Budget
179	Cleaning of interior glass.
180	Office of Auditor General working on the CAFR.
181	Rap room requires lighting 24/7
182	After Hours Event for the Michigan History Foundation
183	Muesum Overnight Program
184	Muesum Overnight Program
185	Museum Overnight Program
186	Training rm is being used to offer a Saturday session of the Driver Education Curriculum Workshop
187	QVF Help Desk needs to be opwn to assist clerks for Nov. 4 Election
188	Election staff working to cover for an Election
189	QVF Election Help Desk to prepare for May 5 Election
190	The DOS, Legal and Regulatory Services Administration, Office of the Great Seal must enter all bills signed by the Governor to fulfill the legal requirements of enacting a bill into law. 2010 budget bill may be signed after hours and the staff will require lights to finalize the paperwork.
191	Provide in-house assistance to SOS branch offices open on Saturday mornings
192	Repaits for Austin Generator and 4th Floor Computer Room
193	Fire Systems Test
194	Fire system work
195	Maintain State Buildings
196	ORS Customer Education Schedule
197	Carpet extraction
198	sprinkler construction
199	Under Floor Cleaning in Computer Room
200	Application upgrade
201	Data Center Maintenance
202	MAIN FACS testing.
203	per Steve Doty
204	Working overtime
205	MICES work
206	MAIN Disaster Recovery Testing (MAIN DR Test)
207	Work on the MiCSES is needed to provide support to children/families.
208	Integration Release
209	Asbestos Abentment
210	Asbestos abatement
211	MDE Employee's meeting

	K	L	M	N	O	P
168	Dave Stevens					
169	Bob Bierwagen					
170	Nancy Duncan					
171	Robert Emerson					
172	Nancy Duncan					
173	Nancy Duncan					
174	Nancy Duncan					
175	Larry Franklin					
176	Dave Stevens					
177	Nancy Duncan					
178	Nancy Duncan					
179	Steven Doty					
180	Nancy Duncan					
181	Larry Franklin					
182	Rodney Stokes					
183	Rodney Stokes					
184	Jamie Uphaus					
185	Jamie Uphaus					
186	Bill Pruzinsky					
187	Bill Pruzinsky					
188	William Pruzinsky					
189	Bill Pruzinsky					
190	Dave Stevens					
191	Bill Pruzinsky					
192	Mike Noonan					
193	Steve Doty					
194	John Spiece					
195	Steve Doty					
196	Larry Scates					
197	Steve Doty					
198	Jamie Uphaus					
199	Troy Spitzley					
200	Larry Scates					
201	Larry Scates					
202	Steve Doty					
203	Steve Doty					
204	Steve Doty					
205	Steve Doty					
206	Steve Doty					
207	Steve Doty					
208	Steve Doty					
209	Mike Noonan					
210	Bob Ruff					
211	Carol Wolenberg					

	A	B
212		Education
213		Education
214		Education
215		Education
216		Education
217		Education
218		Education
219		Education
220		Education
221		Education
222		Education
223		Education
224		Education
225		Governor's Exe office
226		HAL
227		HAL
228		HAL
229		HAL
230		HAL
231		Human Services
232		Human Services
233		Human Services
234		Human Services
235		MDOT
236		MDOT
237		MDOT
238		MDOT
239		MDOT
240		MDOT
241		MDOT
242		MI Supreme Court
243		MI Supreme Court
244		MLHC
245		MLHC
246		MSP
247		MSP
248		MSP
249		MSP
250		MSP
251		MSP
252		MSP
253		OOF
254		State

	C	D
212	Financial Management	Hannah
213	OSI	Hannah
214	School Improvement	Hannah
215	OEII	Hannah
216	Education Improvement & Innovation	Hannah
217	Education Improvement & Innovation	Hannah
218	Office of the Superintendent	Hannah
219	Education Improvement & Innovation	Hannah
220	Education Improvement & Innovation	Hannah
221	Education Assessment	Hannah
222	OEAA	Hannah
223	Education Improvement & Innovation	Hannah
224	Library of Michigan Foundation	MLHC
225	Economic Recovery	Romney
226	Foundation/ Museum	MLHC
227	Library of Michigan Foundation	MLHC
228	Foundation	MLHC
229	Foundation	MLHC
230	Foundation	MLHC
231	DHS	Grand Tower
232	Chief Administrative Office	Grand Tower
233	CSA	Hannah
234	DDS, CSA & ASP	Hannah
235	Financial Operations	Earle Center
236	HR	MDOT Warehouse
237	PED Transportation	MDOT Warehouse
238	Directors Office	MDOT Warehouse
239	Executive	Van Wagoner
240	Design Division	Van Wagoner
241	Contract Services	Van Wagoner
242	Reporter's Office	HOJ
243	Justices	HOJ
244	Executive	MLHC
245	Museum	MLHC
246	EMHSD	Emergency Management & Homeland Security Training Center
247	EMHSD - EMHSTC	EMHSTC
248		First District Headquarters
249	Firebsuc Science Division	Forensic Lab
250	Forensic Science Division	Lansing Forensic Laboratory
251	Uniform	Lansing Post
252	Training Division	PTA
253	Zone 4	Romney
254	Elections	Austin

	E	F
212	4th Floor, Pillars C-19 & C-20	11-11-09, 11-14-09
213	4th Floor Pillars G-18 & F-19	11-15-09
214	4th Floor, Pillar G-18 & F-18	12-06-09, 12-13-09, 12-20-09, 12-27-09, 01-03-10, 01-10-10
215	4th Floor	11/29/09
216	4th Floor, Pillars D19-20, E19-20, H18-19, G18-19, F18-20	01/22/10, 01/23/10 01/24/10, 01/27/10, 01/28/10, 01/29/10, 01/30/10, 01/31/10, 02/03/10, 02/04/10, 02/05/10
217	4th Floor, Pillar G-18	05-08-10 & 05-09-10
218	2nd & 4th floors	5-7-10
219	4th Floor, Pillar H-19	5-15-10 & 5-16-10
220	4th floor, Pillar H-19, enclosed office of Director OEII (linda Forward)	On 06/13/2010
221	2nd floor	June 26-27
222	2nd, SE Corner	7-10-10 & 7-11-10
223	4th Floor Pillar H-19 enclosed office	6-19-10 through 9-6-10
224	Library 1st & 2nd Floor, Rotunda & Forum	04-17-10
225	3rd floor, pillars F#, H3, H5, H7, K5	10-9-09 and 10-10-09
226	1st, 2nd & 3rd flrs Forum, Rotunda & Museum	12/5/2008
227	2nd floor library, Roundra Forum	4/18/2009
228	1st, 2nd, 3rd floor museum & rotunda	9/30/2009
229	1st, 2nd and 3rd flrs museum, forum and rotunda	11-21-09
230	1st, 2nd, 3rd floors, museum, forum and rotunda	04-09-10
231	Floors 2,3,6,8,10,13	8/15/085 - 8/25/08
232	10th, 11th & 15th floor	
233	Entire 3rd Floor	8/24/2008
234	3rd floor	12/6/2008
235	1st floor, whole building	weekends 1-16-10 through 2-28-10
236	1st Floor	11/23/2008
237	Earle Learning Center	12/6/2008
238	1st Floor, Horatio Earle Center	12-05-09
239	1st Floor East End Pillars D17-D20, E17-E20	2/10/2009
240	2nd floor, pillars A17-A20, A13-15, A^	6-19-09
241	1st Floor, Pillars A-16 and B-16	08-08-09 through 08-30-09
242	4th floor, North and 3rd Floor cnter library	7-13-10 through 7-31-10
243	4th & 6th floors	7-31-10
244	1st floor, Lake Superior and Lake Erie	3/18/2009
245	Museum Side, floors 1, 2, 2M, 3, 3M	3-14-09 & 3-15-09
246	Classroom, restrooms & garage	05/09/09 & 05/10/09
247	Classrooms, restrooms and the garage	10/24/08 10/25 - 10/26
248	1st, rooms 114, 115, 116, 117, 124, 126, 127, hallways, conference room	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
249	1st floor, entire building	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
250	1st floor, entire building	6-19-09
251	Entire Post	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
252	1st floor, dorms, café, auditorium & TA staff offices	6-19-09
253	Basement	7/31/10
254	1st flr, all Bureau of Elections areas	1/12/08

	G	H	I
212	7:00a - 5:00p	Rose Zukar	335-2429
213	8:00a - 6:00p	Mary Brinks	1-0247
214	10:00a - 6:00p	Mary Brinks	3-8480
215	10:00a - 6:00p	Mary Brinks	3-8480
216	6:00a - 10:00p	Mark Brinks or Bill Witt	3-8480
217	9:00a - 6:00p	Linda Forward	1-4553
218	6:00p - 12:00a	Karen Zarka	5-0011
219	9:00a - 5:00p	Linda Forward	1-3232
220	9am - 5pm	Catherine McClain	1-3147
221	8:00-5:00-- & 10:00-5:-00	Kim Mull	1-2734
222	8:00a - 5:00p 7/10 & 10:00a - 5:00p 7/11	Kim Mull	1-2734
223	9am - 5pm	Catherine McClain	241-3147
224	5:00p - 12:00a	Joyce Ruttan	3-2977
225	24/7	Leslee Fritz	896-9096
226	6:00a-11:00p	Carol Payne	3-2565
227	5:00p - 11:00p	Judith Moore or Joyce Ruttan	373-4470 or 373-2977
228	6:00p -11:00p	Carol Payne	373-2565
229	7p-11p (event additional hrs needed for tear down)	Carol Payne	373-2565
230	6:00p - 10:00p	Carol Payne	3-2565
231		Jeff Haskell	1-5741
232		Janet Reed	3-7787
233	8:00a-5-00p	Patrick Garlitz	5-3053
234	7:00a - 1:00p	Patrick Garlitz	5-3053
235	6:00a - 6:00p	Bill Ragla	5-2377
236	1:30p - 8:00p	Staci Grover	3-1533
237	9:00am-1:00pm	Delia McGregor	591694
238	6:00a - 6:00p	Jan Pohl	3-9571
239	12:30a - 2:30a	Dennis Armstead	1-4919
240	6:00a - 6:00p	Roberta Tisdale	1-2731
241	24/7	Sylvia Alexander	373-1885
242	M-F until 12a weekends 8a - 5p	Dave Palazzolo	3-5541
243	8:00a - 7:00p	Dave Palazzolo	3-5541
244	6:00p - 9:00p	Anne Bischoff	3-2486
245	5:30p - 9:00a	Alexandra Raven	241-0708
246	8:00 a - 5:00 p	Renee Osborn	2-5519
247	5:00 - 10:00 p 8:00a - 5:00 p	T. Renee Osborn	2-5519
248	6:00a - 5:00p	Sgt. Dwayne Gill	322-5573
249	6:00a - 6:00p	Michelle Dunkerley	322-6700
250	6:00a - 6:00p	Michelle Dunkerley	322-6700
251	24/7	Edward Hay	694-5312
252	7:00a-6:00p	Daniel Atkinson	322-1501
253	7:30a - 4:30p	Beulah Burks	749-7085
254	7a-4p	Ruth Lee	3-2540

	J
212	Year End Closing
213	Alternative Work Schedule
214	Office Consolidation
215	Clean-up of year ending files
216	Project after hours to meet deadline
217	Office Move for MDE
218	MDE is applying for Race to the Top Phase 2 grant funding. Due to accelerated deadlines to submit the application, deparment staff will be working overtime.
219	Office Move for MDE, school improvement grant work
220	Program file reviews and tranfers
221	Creat Meap Books
222	MEAP test booklet composition
223	Overtime for transition
224	Night for Notables after hours event
225	To complete federal reporting deadline due midnight October 10th.
226	After-hours event
227	Night for Notables clebrating Michigan Notable Books and Authors of these books.
228	This is a revenue producing event that helps fund the programs of the MHC w non general fund money generated from the private sector. (MSU Radiology)
229	This event is part of the Foundations fundraising program to raise funds for the MHCL w Non-General fund money generated from the private sector.
230	This is a revenue producing event that helps fund the programs of the MHC w non general fund money generated from the private sector. (MSU/LCC East Central Writing Center Assn)
231	Bridges Wave 1 conversion
232	MI Migration
233	Software upgrade for federal DDS system
234	To develop claims filed by the people of the State of Michigan claiming disability.
235	Work needs to be completed on the final stages of testing one of MDOT's critical IT applications Project Accounting & Billing (PAB).
236	Recruitment initiatives
237	Transpo Club Christmas Party for Employees Children
238	TRAC Training for Lansing Area Teachers
239	Investigatory conference
240	To complete work for ARRA (American Recovery and Reinvestment Act)
241	IT system implementation
242	Justices end of term opinions need to be done by end of the month. Reporter's office will be working late hours preparing them for publication.
243	Last day for the Supreme Court to put out opinions for this calendar year.
244	Legislators gathering for a Lincoln Leadership Roundtable discussion with Dr. Bill Anderson, Chair of the Lincoln Leadership Series
245	This is a revenue producing program for the Museum and has been approved through the event application process.
246	HAZMAT Response Training
247	Emergency Response to Hazardous Material Incidents course
248	MSPTA contract does not require furlough days.
249	Troopers and Sergeants will be working on furlough days.
250	Troopers and Sergeants will be working on furlough days.
251	Furlough days do not apply to MSPTA members. Maintain public safety
252	Involved with the Advanced Trooper School for approx 119 troopers.
253	Area floors need to be stripped and waxed.
254	Presidential primary

	K	L	M	N	O	P
212	James Shilling					
213	James Shilling					
214	James Shilling					
215	James Shilling					
216	James Shilling					
217	Bob Bierwagen					
218	Neil Droste					
219	Bob Bierwagen					
220	Neal Droste					
221	Bob Bierwagen					
222	Bob Bierwagen					
223	Bob Bierwagen					
224	Janet Laverty					
225	Dave Stevens					
226	Janet Laverty					
227	Dave Stevens					
228	Dave Stevens					
229	Dave Stevens					
230	Dave Stevens					
231	Mary Kay Hawes					
232	John Sorbet					
233	Byron Haskins					
234	Byron Harkins					
235	Bill Ragla					
236	Kirt Steudle					
237	Roberta Tisdale					
238	Leon Hank					
239	Thomas Briggs					
240	Larry Franklin					
241	Myron Frierson					
242	Jamie Uphaus					
243	Jamie Uphaus					
244	Mark Hoffman					
245	Phillip Kwiatkowski					
246	Michael Johnson					
247	Dan Sibo					
248	Larry Franklin					
249	Jerri McClure					
250	Larry Franklin					
251	Dave Stevens					
252	Dave Stevens					
253	Steve Doty					
254	William Pruzinsky					

	A	B
255		State
256		State
257		State
258		State
259		State
260		State
261		State
262		State
263		State
264		State Budget Office
265		Transportation
266		Treasury
267		Treasury
268		Treasury
269		Treasury
270		Treasury
271		Treasury
272		Treasury
273		Treasury
274		Treasury
275		Treasury
276		Treasury
277		Treasury
278		Treasury
279		Treasury
280		Treasury
281		DELEG
282		DTMB
283		DTMB
284		DHS
285		DHS
286		DTMB
287		DTMB
288		OOF
289		State
290		Treasury
291		DTMB
292		DOT
293		DTMB
294		DTMB
295		State
296		DTMB
297		DTMB
298		DTMB
299		DHS
300		DTMB

	C	D
255	Elections	Austin
256	Elections	Austin
257	Bureau of Elections	Austin
258	Bureau of Elections	Austin
259	Bureau of Elections	Austin
260	Bureau of Elections	Austin
261	Elections	Austin
262	Legal & Regulatory Services	GOB
263	Document Assembly Unit	SOS
264		Romney
265	Highway delivery	C&T
266	Bureau of Elections	Austin
267	Bureau of Elections	Austin
268	Tax Processing	Austin
269	Office of Revenue & Tax Analysis	Austin
270	Program Management	Operations Center
271	Program Management	Operations Center
272	Program Management	Operations Center
273	Program Management	Operations Center
274	Program Management	Operations Center
275	Program Management	Operations Center
276	Return Processing	Operations Center
277	Customer Contact	Operations Center
278	Return Processing	Operations Center
279	Revenue Bureau	Operations Center
280	Technical Services	Operations Center
281	SOAHR	Ottawa
282	Agency Services	Grand Tower
283	Agency Services	Grand Tower
284	North District	Flint
285	Outstate Operations	Jackson SOB
286	AS/MDOS	Operations Center
287	Financial Management	Romney
288	BOD	Romney
289	Document Assembly	SOS
290	Tech Services	OPS
291	Environmental Services	Cass
292	DSD	Van Wagoner
293	Agency Services	Operations Center
294	Peckham	Grand Tower
295	Executive Office	Austin
296	Building Operations	Austin
297	Environmental Services	Cass
298	Building Operations	Con Hall
299	North District	Flint
300	Environmental Services	Grand Tower

	E	F
255	1st flr, all Bureau of Elections areas	1/15/08 & 1/16/08
256	1st flr, U17/V17 - U23/V23	5/22/2008
257	1st flr, pillars U17-U23, V17-V23 & W17-W23	07/12, 13, 18 & 19
258	1st flr, pillars U17-U23, V17-V23 & W17-W23	07/07/08-07/24/08
259	1st flr, pillars U21-U23, V21-V23 & W21-W23	8/2/2008
260	1st flr, pillars U17-U23, V17-V23 & W17-W23	8/5/08 - 8/6/08
261	1st floor, U, V, W17 through U, V, W23	08/03/10
262	1st floor	3/28/2009
263	South Wing	9/11/10
264	6rh floor	11-11-09
265	Room 131, soils lab	5/29/10
266	1st flr, pillars V17-V23, U17, U18, U21, U23, W17 & W23	4/12/2008
267	1st flr, pillars V17-V23, U17, U18, U21, U23, W17 & W23	05/03/08 05/06/08
268	2nd flr, Pillars U16, U21, U22 & W18	8/02/08 - 12/13/08
269	2nd flr, pillars U14-U15	Through April 2009
270	2nd flr, rooms 276 & 277 and MBT/MIITAS Project Area - pillars 2E E7 and 2E E8	10/22/07 - 4/30/09
271	2nd flr - 2BH15	1/2/08 - 4/30/09
272	2nd flr - 2BH15	7/18/08 - 4/30/09
273	2nd flr, rooms 276 & 277 - pillars 2E E8 and 2B H15	7/22/08 - 12/31/09
274	2nd Floor, Pillars 2E E7, 2E E8, 2B H15	9/1/08 - 12/31/09
275	2nd Floor, Pillars 2E E7, 2E E8, 2B H15	Through 12/31/09
276	2nd floor, Pillars 2EB4, 2EA4, 2EB7, 2EA7	4/18/09, 4/25/09, 5/2/09, 5/9/09
277	2nd floor, 2C E10, 2C E11	5/2/09, 5/9/09, 5/16/09, 5/23/09, 5/30/09, 6/6/09, 6/13/09
278	2nd floor, 2E B4, 2E A4, 2E B7, 2E A7, 2C E9	6-13-09, 6-27-09
279	2nd floor, 2E E7, 2E E8, 2B H15	Through 12/31/09
280	2nd Floor, Pillars 2G C1 through 2G D1.5 & 2G C2 through 2G D2.5	04-29-10 through 05-22-10
281	2nd floor, B8 - D7	8/21, 8/28, 9/4, 9/11, 9/18
282	5,8,9	9/17 - 9/19
283	Floors 4, 5, 8, 9, 13	9/17/10 through 9/19/10
284	4,5	9/11,9/18,9/25
285	2nd & 3rd floor	9/11, 9/18, 9/25
286	1st floor, SE Corner	09/30/10
287	1,7,9	9/18 - 10/1
288	12th floor	09/25/10
289	South wing	09/25/10
290	2nd, 2G C1, 2G D1 & D2	Saturdays 7/31/10 through 9/25/10
291	5th floor	10/09/10
292	1st floor Room 124	10/08-10/9
293	1st floor Room 48	10/16/10
294	All	10/16/10
295	4th floor	11/2/10 to 11/3/10
296	Entire building	11/02/10 & 11/11/10
297	Entire building	11/11/10
298	Entire building	11/02/10 & 11/11/10
299	4th & 5th Floors	Saturdays 10/9, 10/16, 10/23, 10/30
300	ALL	11/11/10

	G	H	I
255	6a to 8a	Ruth Lee	3-2540
256	6p-10p	Rayan Anastor	3-3429
257	7:30a-5:30p	Evelyn Quiroga	5-2790
258	6p-8:30p	Lucinda Sheltrown	5-2659
259	8a-3p	Lucinda Sheltrown	5-2659
260	6:00a through 6:00p	Lucinda Sheltrown	5-2659
261	24/7	Lucinda Sheltrown	5-2659
262	8:00a - 4:30p	Jennette Sawyer	1-8322
263	6:30a - 4:00p	Bill Allen	2-5295
264	7:30a - 6:00p	Connie Minix	3-0870
265	7:00a - 6:00p	Bill Redmond	322-1208
266	7:30a-2:30p	Lydia Valles	1-4662
267	7:30a-3:00p 6:00a-10:00p	Lydia Valles	1-4662
268	6a - 10p	Sheila Rolandson	6-5476
269	6p-11p	Phillip Wippel / Ann Simon	3-6277
270	until 10p	Shelly Brooks	6-4248
271	until 10p M-F	Shelly Brooks	6-4249
272	until 10p M-S & Holidays	Shelly Brooks	6-4249
273	until Midnight M-F	Shelly Brooks	6-4248
274	until 10p 7 days a week & holidays	Floyd Schmitzer	810-223-5461
275	24/7 including holidays	Floyd Schmitzer	810-223-5461
276	6:00a - 6:00p	Floyd Schmitzer	636-4280
277	6:00 a - 6:00p	Floyd Schmitzer	6-4280
278	6:00a - 6:00p	Floyd Schmitzer	6-4280
279	6:00a - 12:00p	Floyd Schmitzer	810-223-5461
280	6:00a - 6:00p	Renee Stokes	6-4230
281	8:00a - 5:00p	Terry Colby	1-3914
282	6:00 pm - 9:00 pm	Micole Schrauben	335-3124
283	24/7	Nicole Schrauben	5-3124
284	7:00 am - 5:00 pm	Cleo Spates	810-760-2737
285		Pamela Roxberry	517-780-7650
286	24/7	Mary McClean	6-0201
287	24/7	Adel Beachnau	241-0811
288	7:30a - 4:30p	Beulah Burks	749-7085
289	6:30a - 4:00p	Bill Allen	322-5295
290	7:00a - 6:00p	Renee Stokes	636-4230
291	6:30a - 4:00p	Debbye Kafara	202-2907
292	6:00pm to midnight & all day Saturday	keith Belonga	243-3908
293	8:00a - 8:00p	Mary McClean	6-0201
294	10:00 am - 6:00 pm	Tim Warren	749-7163
295	24/7	Bill Pruzinsky	1-4228 or 204-2181
296	7:00a - 7:00p	Mike Noonan	1-2708
297	7:00a - 5:00p	Debbye Kafara	202-2907
298	7:00a - 7:00p	Mike Noonan	1-2708
299	7:00a - 5:00p	Cleo Spates	810-760-2737
300	7:30a - 5:00p	Tim Warren	749-7163

	J
255	Presidential primary
256	Working on recall petitions to finalize recommendation for Board of State Canvasser meeting
257	Programming equipment for election
258	Programming equipment for election
259	Preparation for Statewide Primary Election 8/5/08
260	Statewide Primary Election 8/5/08
261	BOE staff are working through the night for the primary election.
262	The Department of State and Motorcycle Safety Foundation are conducting a professional development training for the RiderCoach Trainers certified through the MI Motorcycle Safety Program.
263	OT has been authorized tohave the unit catch up regarding compliance issues.
264	State Budget Office Employees will be working on Veteran's Day
265	Testing of "select backfill" required to be completed in a timely manner to help keep project on track
266	Ballot testing & programming for May 2008 school elections
267	School elections
268	MBT/MIITAS Project for implementation of the new SAP tax system
269	Tax analysis for Governor's Office and 2008 budget
270	MBT/MIITAS Project for implementation of the new SAP tax system
271	MBT/MIITAS Project for implementation of the new SAP tax system
272	MBT/MIITAS Project for implementation of the new SAP tax system
273	MBT/MIITAS Project for implementation of the new SAP tax system
274	MBT/MIITAS Project for implementation of the new SAP tax system
275	MBT/MIITAS Project for implementation of the new SAP tax system
276	To work on MBT returns.
277	Working MBT clarification and accounts payable work list errors.
278	Process MBT returns that were backlogged
279	Michigan Business Tax overtime
280	Assisting the Tax Processing Bureau with their IIT and SUW backlogs
281	Approved over time
282	Model Payment system rollout
283	Model Payment system rollout
284	FAP Overtime
285	DHS Overtime
286	Implementing large project and need lights.
287	Year End closing
288	High area carpet cleaning is been extractd and floors are been waxed.
289	Ovetime to clear the backlog due to year end clsoing.
290	Assisting the Customer Service Bureau with their IIT correspondence backlog.
291	Extract carpet on entire floor
292	Installation of new carpet
293	High priority could fall behind in schedule.
294	Cleaning air/bar vents
295	Department is responsible for the election and compiling election results.
296	Janitors will be cleaning rest rooms and break rooms on all floors.
297	Strip & Recoat Floors
298	Janitors will be cleaning rest rooms and break rooms on all floors.
299	Staff working overtime
300	Finish strip/re-coat floors.

	K	L	M	N	O	P
255	William Pruzinsky					
256	William Pruzinsky					
257	Bill Pruzinsky					
258	Bill Pruzinsky					
259	Bill Pruzinsky					
260	Bill Pruzinsky					
261	Mike Noonan					
262	William Pruzinsky					
263	Larry Scates					
264	Nancy Duncan					
265	Larry Scates					
266	Bill Pruzinsky					
267	Bill Pruzinsky					
268	Floyd Schmitzer					
269	Phillip Wippel					
270	Phillip Wippel					
271	Bruce Hanses					
272	Dawn Shuttuck					
273	Dawn Shuttuck					
274	Bruce Hanses					
275	Bruce Hanses					
276	Bruce Hanses					
277	Ann Luepnitz					
278	Bruce Hanses					
279	Bruce Hanses					
280	Dave Stevens					
281	Bob Bierwagen					
282	Steve Doty					
283	Steve Doty					
284	Marty Stone					
285	Marty Stone					
286	Larry Scates					
287	Steve Doty					
288	Steve Doty					
289	Larry Scates					
290	Larry Scates					
291	John Spiece					
292	Mike Noonan					
293	Larry Scates					
294	John Spiece					
295	Mike Noonan					
296	Mike Noonan					
297	Steve Doty					
298	Mike Noonan					
299	Marty Stone					
300	Steve Doty					

	A	B
301		DTMB
302		DTMB
303		DTMB
304		DTMB
305		DTMB
306		DIT
307		OOF
308		DTMB
309		DTMB
310		State
311		State
312		DTMB
313		DTMB
314		DHS
315		DHS
316		DNRE
317		DNRE
318		DTMB
319		DTMB
320		Operations
321		DHS
322		MDOT
323		DNRE
324		DTMB
325		DTMB
326		DHS
327		DHS
328		Treasury
329		DELEG
330		DTMB
331		DTMB
332		DTMB
333		DHS
334		DTMB
335		DELEG
336		DTMB
337		DTMB
338		DHS
339		DTMB
340		DHS
341		DTMB

	C	D
301	Environmental Services	Hannah
302	Agency Services	Operations Center
303	Environmental Services	Ottawa
304	Mi one stop project	Romney
305	Budget Office	Romney
306	MBSii/Mi One Stop Project	Romney
307	BOD - Zone 4	Romney
308	Building Operations	Van Wagoner
309	Environmental Services	Williams
310	Bureau of Elections	Austin
311	Legal & Regulatory Services Administration	Austin
312	Environmental Services	Mason
313	Agency Services	Romney
314	North District	Saginaw
315	Out State Ops	Jackson
316	History Foundation	MLHC
317	Historical Programs Division	MLHC
318	Facilties Admin	Romney
319	Environmental Services	Cass
320	Executive Office	Romney
321	DDS	Hannah
322	PED - Finance and Administration	MDOT Warehouse
323	Historical Programs	MLHC
324	State Budget Office	Romney
325	Budget Office	Romney
326	North District	Flint State Office
327	outstate Operations	Jackson
328	Return Processing	Operations Center
329	MES Board of Review	Ottawa
330	Agency Services	Romney
331	e-Michigan Web Development	Romney
332	Mi One Stop	Romney
333	North District	Flint
334	Environmental Services	Mason
335	SOAHR	Ottawa
336	Accounting & Financial Reporting Division	Romney
337	Budget Office	Romney
338	North District	Flint
339	Peckham	Mason
340	Childrens Trust Fund	Grand Tower
341	MICSES	Romney

	E	F
301	Entire building	11/02/10 & 11/11/10
302	1st floor south east area	11/05 & 11/06
303	Entire building	11/02/10 & 11/11/10
304	12th floor	10/2, 10/9, 10/16, 10/23, 10/30, 11/6
305	6th floor	11/2/10 & 11/11/10
306	12th floor, West side	11/11/10
307	12th floor	11/11/10
308	Entire building	11/02/10 & 11/11/10
309	Entire building	11/02/10 & 11/11/10
310	1st floor, U17 - W17 & U23 - W23	11/2/10 & 11/3/10
311	3rd floor, U15 - Y15 thru U23 - Y23	11/2/10 to 11/3/10
312	Entire building	11/02/10 & 11/11/10
313	11th & 12th Floor	11/11, 11/13, 11/14
314	4th & 5th Floors	11/06 & 11/13
315	1st & 2nd Floors	11/06 & 11/20
316	Entire building	11/20/10
317	All	11/19/10
318	Ground thru 12th	11/20/10
319	All	11-20-10
320	Ground thru 5th	11-26 & 11-27
321	3rd	12/05/10
322	Earle Training Center, Lobby, Lake MI & Lake Huron, Lake Erie, Lake Superior, & bathrooms	12/04/10
323	All	12/1/10
324	6th floor	12/4/10 & 12/5/10
325	6th floor	11/13, 11/14, 11/20, 11/21, 11/26 -11/28
326	4th & 5th	12/4, 12/11, 12/18
327	1st & 2nd Floor	12/4, 12/11, 12/18
328	A A16, A B15.5, A B16, D H13.5, B H14.5, D G13.5, A D15.5, A C15.5, C D13.5, A D14.5, A C14.5, C C13.5, A B15, A A15.5 A A15	12-11, 12/18
329	4th floor	12/11/10 & 12/18/10
330	12th floor	12/10/10 thru 12/12/10
331	9th floor	12/17/10 thru 12/20/10
332	12th floor	12/15 - 12/16
333	4 & 5	2/12/11
334	2nd Floor	2/12/11
335	2nd floor	2/5, 2/12, 2/19, 2/26
336	Ground & 7th floor	1/8/11, 1/15/11, 1/17/11, 1/22/11, 1/29/11, 2/5/11, 2/12/11, 2/19/11, 2/21/11, 2/26/11
337	6th Floor	1/11-2/10 Weeknights 7-10 1/11-2/10 Weekends 7-7 2/11-2/13 all lights 24/7 2/14-2/17 7-10 2/18 - resume normal
338	4 & 5	3-5-11
339	3rd floor	3/12/11
340	14th Floor	3/19 - 3/20
341	11th & 12th	3/18 - 3/19

	G	H	I
301	8:00a - 4:30p	Skip Stanton	319-6006
302	5:00p - 11:59p	Michael Spagnuolo	636-0249
303	8:00a - 4:30p	Skip Stanton	319-6006
304	8:00 am - 6:00pm	Tetty Horton	241-8258
305	7:00a - 5:00p	Connie Minix	3-0870
306	7:00a - 7:00p	Terry Horton	1-8258
307	8:00a - 4:30p	Beulah Burks	749-7085
308	7:00a - 7:00p	Mike Noonan	1-2708
309	8:00a - 4:30p	David Pletzke	319-6001
310	24/7	Bill Pruzinsky	1-4228 or 204-2181
311	24/7	Bill Pruzinsky	1-4228 or 204-2181
312	8:00a - 4:30p	Cheryl Bush	749-7061
313	24hrs	Michael Taylor	241-1890
314	7:30 - 3:00	Cleo Spates	810-760-2737
315	7:30 - 1:00	Pamela Roxberry	782-4921
316	5:00pm - 2:00am	Carol Payne	373-2565
317	5:00p - midnight	Maria Leiby	
318	8:00am-4:30pm	Beulah Burks	517-749-7085
319	7:00a - 5:00p	Debbye Kafara	202-2907
320	7:00a - 7:00p	Sarah Garcia	1-5850
321	8:00a - 5:00p	Patrick Garlitz	5-3053
322	8:00a - 2:00p	Susan Taylor	636-4086
323	5:00pm - 11:00pm	Sandra Clark	
324	8:00a - 5:00p	Connie Minix	3-0870
325	7:00a - 5:00p	Connie Minix	3-0870
326	7:00a - 3:00p	Cleo Spates	810-760-2737
327	7:30a - 11:30a	Pamela Roxberry	517-780-7650
328	7:00a - 4:00p	Floyd Schmitzer	636-4428
329	8:00a - 4:00p	Elaine Pohl	1-7264
330	24/7 on 12/10 & 12/11 8:00a - 5:00p on 12/12	Nish Ghelani	1-1767
331	7:00p 12/17 thru 6:00a on 12/20	Roana Smith	3-6999
332	6:00 pm - 2:00am	Terry Horton	1-8258/
333	7:30a - 2:300p	Cleo Spates	810-760-2737
334	6am-12pm	Cheryl Bush	517-749-7061
335	8am - 5pm	Terry Colby	
336	6:00a - 7:00p	Adel Beachnau	1-0811
337		Connie Minix	3-0870
338	7:30 am - 2:30 pm	Cleo Spates	810-760-2737
339	6:00am - 3:30pm	Cheryl Bush	749-7061
340	8:00 am - 7:00 pm & 8:00 am - 3:30 pm	Sylvia Brown Jones	1-7792
341	6:00 pm on 3/18 - 11:59 pm on 3/19	Jaydeed Das	517-241-0200

	J
301	Detail cleaning.
302	Driver LID program imblementation
303	Detail cleaning.
304	Critical tasks to complete program
305	Staff will be working on 11/2 & 11/11 on transition issures for the next administration.
306	Without working these dates the project will not meet the deadlines. Governor's project.
307	Area flood are being top scrub and cleaned.
308	Janitors will be cleaning rest rooms and break rooms on all floors.
309	Detail cleaning.
310	Department is responsible for the election and compiling election results.
311	Department is responsible for the election and compiling election results.
312	Detail cleaning.
313	MiCSES
314	DHS Overtime
315	DHS Overtime
316	History Education Fundraiser
317	The museum is open to provide tours and activities in conjuntion with the City's Silver Bells in the City celebration and the lighting of the State's Christmas Tree.
318	Special Cleaning
319	Strip & re-coat floors
320	
321	Ensures that the SSA Disability program continues to adjudicate cases in a timely and cost effective manner on behalf of the claimants of the State of Michigan.
322	TRANSPO Club annual Children's Christmas party for employees children. Cost is entriely paid for by the TRANSPO Club.
323	Judge Whitbeck reception
324	Transition meetings
325	Budget Office Staff will be working on weekends in November as well as the Friday after Thanksgiving getting ready for the gubernatorial transition and working on the executive budget recommendation.
326	FAP/Bridges overtime
327	Cash assistance overtime
328	Garnishment processing
329	Working overtime.
330	Work on the MiCSES is needed to provide support to children/families.
331	Migration on the State of Michigan portal.
332	Project Overtime
333	Overtime
334	Chair Extraction
335	Staff overtime
336	Office of the Auditor General working on the CAFR audit
337	State budget overtime
338	Bridges Overtime
339	Chari Cleaning
340	CTF Staff Overtime
341	Micses Release - Overtime

	K	L	M	N	O	P
301	Bob Bierwagen					
302	Larry Scates					
303	Bob Bierwagen					
304	John Spiece					
305	Steve Doty					
306	Steve Doty					
307	Steve Doty					
308	Mike Noonan					
309	Bob Bierwagen					
310	Mike Noonan					
311	Mike Noonan					
312	Bob Bierwagen					
313	Steve Doty					
314	Marty Stone					
315	Marty Stone					
316	Jamie Uphaus					
317	Jamie Uphaus					
318	Steve Doty					
319	Steve Doty					
320	Steve Doty					
321	Bob Bierwagen					
322	Larry Scates					
323	Jamie Uphaus					
324	Steve Doty					
325	Steve Doty					
326	Marty Stone					
327	Marty Stone					
328	Larry Scates					
329	Bob Bierwagen					
330	Steve Doty					
331	Steve Doty					
332	Steve Doty					
333	Mike Noonan					
334	Steve Doty					
335	Neal Droste					
336	Steve Doty					
337	Steve Doty					
338	Mike Noonan					
339	Steve Doty					
340	Bob Bierwagen					
341	Bob Bierwagen					

	A	B
342		Peckham
343		Peckham
344		DELEG
345		DTMB
346		DTMB
347		DHS
348		ES
349		DHS
350		DTMB
351		DTMB
352		MDOS
353		MDOS
354		MDOS
355		DTMB
356		DTMB
357		DTMB
358		ES
359		
360		St-1
361		DTMB
362		DTMB
363		DTMB
364		DTMB
365		DTMB
366		DTMB
367		DTMB
368		DTMB
369		DTMB
370		Exec. Office
371		DTMB
372		DTMB
373		DTMB
374		DHS/CSC
375		DHS
376		Education
377		DTMB
378		Peckham
379		LARA
380		DTMB
381		DTMB
382		DHS
383		ES
384		LARA
385		DTMB

	C	D
342	Enviromental Services	Mason
343	Custodial	Ottawa
344	MES	Ottawa
345	BOD/ODC	Romney
346	Peckham	Austin
347	North District	Flint State Office BLDG
348	Peckham	Grand Tower
349	Childrens Trust Fund	Grand Tower
350	Agency Services	OPS Center
351	AS	Romney
352	DSIC	SOS
353	DSIC	SOS
354	DSIC	SOS
355	DTMB	Peckham
356	DTMB	Peckham
357	DTMB	BOD
358	ES	Peckham
359		
360	DHS	Children's District
361	Peckham	Austin
362	Peckham	Austin
363	Telecom	Grand Tower
364	Telecom	Hannah
365	Lansing Tile & Mosaic	Lewis Cass
366	Peckham	Lewis Cass
367	Telecom	Mason
368	Peckham	Mason
369	TRANE	Romney
370	Administrative Services	Romney
371	MiCSES	Romney
372	Peckham	Austin
373	Peckham	Grand Tower
374	OHR	Grand Tower
375	Outstate Operations	Jackson
376	Library Operations	MLHC
377	AS -DTMB, SBO and CS	Romney
378	Enviromental services	Lewis Cass
379	MES board of Review	Ottawa
380	Peckham	C&T
381	Peckham	Cass
382	North District	Flint
383	Peckham	Grand Tower
384	Energy	Ottawa
385	Peckham	C&T

	E	F
342	All floors	04/23/11
343	Cafeteria	04/15/11 - 04/16/11
344	4th Floor	Saturdays starting 1/8/11 - 3/19/11
345	1st floor	4/13/11 - 4/18/11
346	2nd floor	5/20/11
347	4th & 5th Fl	05/07/11, 05/14/11, 05/21/11
348	All floors	05/14/11
349	14th floor	5/13 - 5/18
350	1st floor Rooms 46,47,48, SE Corner	4/01/11 - 5/30/11
351	9th floor	05/20/11 until 10 pm, 05/21/11 7 am - 10 pm, 05/22/11 8 am - 5 pm
352	1st floor O3, S3, O9, S8	5-19-11
353	1st floor O3, S3, O9, S8	5-20-11
354	1st floor O3, S3, O9, S8	5-23-11
355	Austin	All floors
356	Austin	1st Fl
357	Austin	UL Lobby
358	Grand Tower	All floors
359		
360	125 E. Union St Flint	6-Jan
361	all	06/11/11
362	All	6/18/11
363	Basement switch room	06/11/11 - 06/12/11
364	1st Fl	06/11/11 - 06/12/11
365	Garden level North Entrance	06/06/11 - 06/07/11
366	All	06/18/11
367	Basement switch room	06/11/11 - 06/12/11
368	1-4 floors	5/21/11
369	Penthouse	05/23/11 - 05/27/11
370	2nd Floor	06/10/11 - 06/13/11
371	11th floor C1, C3, G9, H7, H8, H9. 12th floor C3	6/10/11 - 6/11/11
372	All	6/22/11
373	basement and 1st fl	Saturday 6/25/11
374	7th fl	06/28/11
375	2nd & 3rd	6/4, 6/11, 6/18, 6/25
376	2nd floor	6/23/11
377	9th Fl	06/25/11
378	4th and garden A-16	07/01/11
379	4th Fl	Saturdays Starting 4/2/11 - 7/2/11
380	All	7/16/11
381	All	7/16/11
382	4th and 5th floor	07/16/11
383	all	07/16/11
384	4th Fl Pillar H5 to H2 and F5 to F2 The Northwest side of the 4th Fl	07/16/11 - 07/17/11
385	All	7/23/11

	G	H	I
342	6:00 am - 4:30 pm	Cheryl Bush	749-7061
343	4:00pm - 8:00pm Fri 6:00am -2:30pm Saturday	Howard Stanton	517-749-4353
344	6:00am - 2:00pm	Elaine Pohl	1-7264
345	24hrs	Bill Kunkle	749-7520
346	5:00 pm - 7:00 pm	Cheryl Bush	749-7061
347	7:30 am - 2:30pm	Cleo Spates	810-760-2737
348	6:30 am - 4:30 pm	Tim Warren	517-749-7163
349	8:00 am - 12:00am	Patricia Headley	241-7226
350	24/7	Mary Mcclean	636-0201
351	5/21until 10 pm, 05/21/11 7 am - 10 pm, 05/22/11 8 am - 5 pm	Christina Jensen	517-335-5108
352	6:00 pm - 8:00 pm	Bud Driver	6-6304
353	6:00 pm - 8:00 pm	Bud Driver	6-6304
354	6:00 pm - 8:00 pm	Bud Driver	6-6304
355	5/28/11	6:00 am - 3:30 pm	Cheryl Bush
356	05/28/11	6:00 am - 3:30 pm	Cheryl Bush
357	5/28/11	7:00 am - 1:00 pm	Todd Merideth
358	05/28/11	6:30 am - 4:30 pm	Tim Warren
359			
360	06/04/11 - 06/07/11	7:30 am - 5:30 Pm	Sheryl Thompson
361	06:00 am - 3:30 pm	Cheryl Bush	517-749-7061
362	6:00 - 3:30	Cheryl Bush	749-7061
363	lights on from 6 am on 06/11 until 10pm on 6/12	Darrin Fogg	30099
364	lights on from 6 am on 06/11 until 10pm on 6/12	Darrin Fogg	30099
365	5:00 pm - 12:00 am	Tony Bruno	517-908-1376
366	08:00 - 4:30 pm	Debbye Kalara	517-202-2907
367	lights on from 6 am on 06/11 until 10pm on 6/12	Darrin Fogg	30099
368	7:00 am - 1:00 pm	Cheryl Bush	749-7061
369	4:00 pm to 10:00 pm	Dick Cowles	517-204-5091
370	6:00 pm - 6:00 am	Marsha Quebbman	517-241-5588
371	247	Randy Church	248-240-3510
372	3:30 - 7:30	Cheryl Bush	749-7061
373	7:30 am to 5:00 pm	Tim Warren	517-749-7163
374	Daily 24/7	Susan King	
375	7:30am - 4:00pm	Jessica Deering	517-750-7666
376	5:00pm - 11:00 pm	Neal Droste	749-7465
377	7:30 - 12:30	Tina Jensen	517-335-5108
378	3:00 pm - 7:30 pm	Debbye Kafara	517-202-2907
379	6:00 - 3:00	Elaine Pohl	517-241-7264
380	6:00 am - 6:00 pm	John Perry	743-7134
381	6:30 am - 4:00 pm	Debbye Kafara	202-2907
382	7:30 am to 2:30 pm	nancy Reinke	810-760-2803
383	7:00 am - 5:00 pm	Tim Warren	517-749-7163
384	7:00 am to 12:00 am	Jan Patrick	241-6153
385	6:00am -4:00 pm	Steve Beals	517-743-7149

	J
342	Clean High Traffic Carpet and scrub restrooms
343	Cleaning the Cafteria Hard Floors
344	Overtime
345	Governors Office transition work
346	Special Cleaning
347	Staff working FAP overtime
348	Scrub Restrooms
349	Staff overtime
350	BAM Project Overtime
351	HRMN Server Replacement
352	Staff Overtime
353	Staff Overtime
354	Staff Overtime
355	749-7061
356	517-749-7061
357	712-0889
358	517-749-7163
359	
360	8107602737
361	Extract Carpets & Top scrub Restrooms
362	Carpet extractions
363	Telecom is conducting 2 cut-overs over the weekend to be taking place on both Saturday and Sunday merging EPN 1 from Grand Tower to Capital Switch and Migrating SOM voicemail to a new voicemail system.
364	Telecom is conducting 2 cut-overs over the weekend to be taking place on both Saturday and Sunday merging EPN 1 from Grand Tower to Capital Switch and Migrating SOM voicemail to a new voicemail system.
365	Floor Polishing in progress
366	Extract High traffic Carpet and Runners
367	Telecom is conducting 2 cut-overs over the weekend to be taking place on both Saturday and Sunday merging EPN 1 from Grand Tower to Capital Switch and Migrating SOM voicemail to a new voicemail system.
368	Carpet cleaning
369	Romney Chiller Rebuild
370	Carpet work in Executive Offices Please program HVAC to run during this time
371	MiCSES overtime
372	Carpet cleaning
373	Outdoor Glass Cleaning
374	Must have lighting for weekend Overtime purposes
375	Staff Overtime
376	Lobby tile work
377	Production Archive
378	Perform request for Office Cleaning
379	Ever increasing back log of new unemployment appeals - along with reduction in staff
380	Special Cleaning
381	Restroom Cleaning
382	North Staff FAP working overtime
383	Cleaning exterior glass and High traffic carpet areas
384	The energy Bureau is preparing for a move early next week. Staff is packing this weekend. Jan will call Central Control if the lights are needed. X30193
385	Strip & Reseal Offices

	K	L	M	N	O	P
342	Steve Doty					
343	Steve Doty					
344	Bob Bierwagen					
345	Bob Bierwagen					
346	Neal Droste					
347	Mike Noonan					
348	Bob Bierwagen					
349	Bob Bierwagen					
350						
351	Steve Doty					
352	Butch Kimball					
353	Butch Kimball					
354	Butch Kimball					
355	Special Cleaning					
356	Extract Offices and Extract chairs on First fL					
357	Change panel					
358	Scrub Restrooms					
359						
360	Children's Supervisor overtime					
361	Neal Droste					
362	Neal Droste					
363	Bob Bierwagen					
364	Larry Scates					
365	Bob Bierwagen					
366	Bob Bierwagen					
367	Neal Droste					
368						
369	Bob Bierwagen					
370	Bob Bierwagen					
371	Bob Bierwagen					
372	Neal Droste					
373	Bob Bierwagen					
374	Doug Church					
375	Michael noonan					
376	Neal Droste					
377	Bob Bierwagen					
378	Larry Scates					
379	Steve Doty					
380	Butch Kimball					
381	Bob Bierwagen					
382	Mike Noonan					
383	Doug Church					
384	Kyle Peake					
385	Butch Kimball					

	A	B
386		DTMB
387		Human services
388		DTMB
389		LARA
390		DTMB
391		Supreme Court
392		LARA
393		Peckham
394		State
395		LARA
396		DTMB
397		State
398		Treasury
399		DTMB
400		Peckham
401		ST-7
402		ST-10
403		ST-13
404		ST-17
405		ST-8
406		ST-16
407		ST-1
408		ST-5
409		ST-9
410		ST-18
411		ST-23
412		ST-26
413		ST-23
414		ST-22
415		ST-2
416		ST-4
417		ST-5
418		ST-6
419		ST-28
420		ST-3
421		ST-11
422		ST-14
423		ST-16
424		ST-17

	C	D
386	Peckham	Cass
387	DDS	Hannah
388	AS-DTMB, SBO and Civil Service	Romney
389	Appellate Commission	GOB
390	ORS	GOB
391	Reporters Office	Hall Of Justice
392	Appellate Commission	Ottawa
393	Enviromental Services	Photo Lab
394	Elections	Austin
395	Public Service Commission	GOB
396	Peckham	Cass
397	Executive Office	Austin
398	Return Processing	OPS Center
399	Peckham	Ottawa/Hannah
400	Vehicle & travel Services	VTS
401	DHS	Out State Operations
402	MDOT	MDOT
403	DTMB	Agency Services
404	LARA	MAHS
405	DTMB	Telecom
406	DTMB	Peckham
407	State	Elections
408	DHS	Out State Operations
409	DHS	Bureau of Community Action & Economic Opport
410	DTMB	AS-DTMB, SBO, Civil Service
411	State	Renewal by mail
412	OOF	BOD-Zone 4
413	DTMB	MICSES
414	DTMB	OFM
415	DTMB	Peckham
416	DHS	Genesee County
417	DTMB	Peckham
418	LARA	Funds Administration
419	DHS	North District
420	DHS	Genesee County
421	DHS	Out State Operations
422	Treasury	Discovery
423	LARA	Bureau of Health Professions/Medical Marijuana
424	LARA	MES board of Review

	E	F
386	All	7/23/11
387	3rd floor/Upper Level	07/24/11
388	9th	7/23/2011 - 07/25/11
389	1st floor wing B	07/30/11
390	Full 3rd Fl	07/11/11 - 07/29/11
391	4th Floor north	7/13/11 - 7/31/11
392	4th floor - G-2	07/30/11
393	All	07/30/11
394	1st U, V & W 17 - U, V, & W 23	8/2/11
395	1st floor A&B Wings	8/1/11
396	All	8/6/11
397	4th floor U22	8/8/11
398	1st floor Pillars 1AA17 through 1AF17 to pillars 1AA12 through 1AF12 - Zone A and half of Zone C	6/6/11 - 8/14/11
399	UL	8/12/11 - 8/13/11
400	1st Floor	08/13 & 08/14
401	Jackson	2nd & 3rd floor
402	MDOT C&T	1st Floor
403	OPS CENTER	1st floor entire area between Pillars F K6.5 - H K2.5
404	Ottawa	2nd Floor between Pillar B8 & C7
405	Hannah	East End 1st fl
406	Ottawa/Hannah	All Floors - Elevators
407	Austin	1st Floor pillar U, V & W17 - U, V & W 23
408	Flint SOB	Floors 2-5
409	Grand Tower	Floor 2 Suite 204
410	Romney Bldg	9th floor NE side of Bldg
411	Secretary of State Secondary Complex	Secondary Complex 1st Floor
412	Romney Bldg	12th floor - G Floor
413	Romney Bldg	11th floor pillar C1, C3, G9, H7, H8, and H9 & 12th Floor Pillar C3
414	Romney Bldg	7th C1 & restrooms
415	Austin	All
416	Flint SOB	floors 2-6
417	General Office Building	All
418	General Office Building	1st floor A Wing A4 - C-6
419	Som 125 E Union Flint	4 & 5
420	Flint	Floors 2-6
421	Jackson SOB	2nd & 3rd floor
422	OPS Center	2nd fl
423	Ottawa	1st FL
424	Ottawa	4th Floor

	G	H	I
386	6:30 am - 4:00 pm	Debbye Kafara	202-2907
387	7:30am - 3:30 pm	Heather Torrance	517-643-4023
388	8:00 am on 07/23 to 8:00 am on 7/25	Tina Jensen	517-335-5108
389	7:00 am - 2:00 pm	Jamie Schramski	517-243-0145
390	6:00 pm - 2:00 am	Pam Ward	517-322-6270
391	Until 11:00 pm nightly	Dave Palazzolo	373-5541
392	9:30 am - 2:00 pm	Jamie Schramski	517-243-0145
393	6:00 am to 4:00 pm	Steve Beals	517-743-7149
394	6:30am -8:30 pm	Lucinda Sheltrown	335-2659
395	6:00 pm - 11:59 pm	Jamie Schramski	243-0145
396	6:30am -4:00 pm	Debbye Kafara	202-2907
397	6:00 pm - 9:00 pm	Janet Robinson	241-0108
398	8:00 am - 8:00 pm	Josh Horn	636-4295
399	8/12 5:00 - 8:00 8/13 8:00 - 4:30	Ann Dilwar	319-6006
400	6:00 am to 6:00 pm	Lori Dorsey	719-4720
401	8/20/11, 8/27/11	7:20 - 11:30	Jessica Deering
402	08/27/11	7:00 - 11:00 am	Kendrick
403	08/27/11 to 08/28/11	12:00 to midnight	Janet Herington
404	07/30, 08/06, 08/13, & 08/20	8:00 am - 5:00 pm	Terry Colby
405	8/30 - 9/1 & 9/6 - 9/7	6:00 pm - 2:00 am	Troy Spitzley
406	9/6/11	5:00 am - 11:00 pm	Ann Marie Dilawar
407	09/13/11	6:30 am - 8:30 pm	Lucinda Sheltrown
408	9/10/11	7:00 am - 4:30 am	Jeri Sanderling
409	09/10/11 - 09/11/11	9 am - 5 pm	Steve Listman
410	09/10/11	7:30 - 6:30	Tina Jensen
411	09/10/11	8:00 am - 2:00 pm	Mike Fildey
412	09/17/11	8:00 am - 4:30 pm	Beulah Burks or Bob Bierwagen
413	09/16/11 - 09/18/11	24 hours	Nish Fhelani and Jaydeep Das
414	9/17/11	6:30 am - 8:00 pm	Tina Ray
415	9/17/11	6:00 am - 3:30 pm	Cheryl Bush
416	9/17/11	7:30 - 5:00	Jeri Sanderling
417	9/17/11	6:00 am - 4:00 pm	Steve Beals
418	9/9/11 - 9/9/12	Lights on until 7:30 pm daily	Lavonne Blonde
419	09/17/11	7:30 am -4:00 pm	Nancy Reinke
420	09/24/11	5:45am - 6:30 pm	Jeri Sanderling
421	9/24/11	7:30 am - 4:30 pm	Jessica Deering
422	08/20/11 - 09/24/11	7:00 am - 4:00 pm	Kathy McCarthy
423	Saturdays 5/21/11 - 09/24/11	08:00 am to 4:00 pm	Celeste Clarkston or Rae Ramsdell
424	Saturdays starting 07/09/11 - 09/24/11	6:00am -3:00 pm	Elaine Pohl

	J
386	Restroom Cleaning
387	Social Security Administration, Disability Determination Service, is initiating a software upgrade for processing client cases. The software is going live on Monday, 07/25/11. Final testing and activation is needed on Sunday, 07/24/11
388	Annual MAIN Disaster Recovery Test
389	LARA Office Services and DTMB movers will be moving the Appellate Commission out of the GOB 1st Floor-Wing B to the Ottawa Building 4th Fl
390	To allow for carpet cleaning to be done in the evening so as to not interupt the service to ORS membership dueing regular business hours
391	Staff overtime
392	LARA Office Services and DTMB movers will be moving the Appellate Commission out of the GOB 1st Floor-Wing B to the Ottawa Building 4th Fl
393	Strip and reseal floors, please have lights and air conditioning on so wax will dry
394	Staff overtime
395	Staff Overtime
396	Restroom scrubbing
397	Staff Overtime
398	M1 computer migration
399	Carpet cleaning
400	To strip & Wax the floors in the Radio Dept. Rooms, Equipment had to be removed and work had to be completed on the weekend
401	780-7666
402	
403	636-0321
404	13914
405	5-0051
406	130*41*25820
407	335-2659
408	810-760-2651
409	241-2613 or 241-4871
410	335-5108
411	517-322-6268
412	Beulah 749-7085 or Bob 313-2177
413	734-355-3190
414	241-0811
415	517-749-7061
416	810-760-2651
417	517-743-7149
418	517-636-6602
419	810-760-2398
420	810.760.2651
421	517-780-7666
422	517-636-4144
423	517-373-4992 or 517-241-2897
424	517-241-7264

	K	L	M	N	O	P
386	Bob Bierwagen					
387	Steve Doty					
388	Bob Bierwagen					
389	Larry Scates					
390	Butch Kimball					
391	Steve Doty					
392	Kyle Peake					
393	Butch Kimball					
394	Neal Droste					
395	Butch Kimball					
396	Bob Bierwagen					
397	Neal Droste					
398	Larry Scates					
399	Kyle Peake					
400	Larry Scates					
401	Staff Overtime					
402	Need to perform Concrete testing for Government Specifications					
403	Sobriety Court Project Implementation					
404	Staff overtime					
405	Carpet replacement					
406	Elevator carpet cleaning					
407	Staff are working Tuesday September 13, 2011 to conduct the September 13th election					
408	Staff overtime					
409	Need access to File drawers to prepare for monitoring on next week.					
410	To work on the time and Expense WAS upgrade for production					
411	Backlog of Renewal By Mail work for License plate tabs require the staff to work overtime on Saturday					
412	High Traffic and elevator are to be extracted on all floors					
413	A major MICSES release will be happening over the weekend					
414	Overtime					
415	Cleaning air bars and vents					
416	Staff overtime					
417	Strip & Reseal floors					
418	Staff overtime					
419	North Staff FAP working overtime					
420	overtime for staff					
421	Staff overtime					
422	To work 11,000 plus backlogs of income tax correspondence.					
423	Medical Marijuana Registry Program staff will be working authorized overtime on Saturdays from May 21, 2011 - September 24, 2011					
424	Increasing Backlog of New Unemployment Appeals					

	A	B
425		ST-9
426		ST-16
427		ST-20
428		ST-2
429		ST-8
430		ST-24
431		ST-3
432		ST-4
433		ST-8
434		ST-9
435		ST-3
436		ST-4
437		ST-9
438		ST-10
439		ST-11
440		ST-12
441		ST-20
442		ST-23
443		ST-4
444		ST-21
445		ST-1
446		ST-4
447		ST-8
448		ST-12
449		ST-33
450		ST-30
451		ST-29
452		ST-28
453		ST-24
454		ST-23
455		ST-17
456		ST-14
457		ST-7
458		ST-6
459		ST-3
460		ST-2
461		ST-1
462		ST-1
463		ST-4
464		ST-14

	C	D
425	DTMB	Agency Support Services
426	DTMB	Peckham
427	DTMB	State
428	DTMB	Enviromental Services
429	DHS	Bureau of Accounting
430	DTMB	AS-DTMB, SBO and Civil Service
431	DTMB	Peckham Enviromental Services
432	DTMB	Peckham Enviromental Services
433	DHS	Bureau of Accounting
434	DHS	Contract Payment unit
435	DCH	Budget and Grants & Purchasing
436	DTMB	Peckham
437	DTMB	Peckham
438	DTMB	Peckham
439	DHS	Federal Reporting
440	DHS	DDS
441	Treasury	Return Processing
442	LARA	MAHS
443	DTMB	ORS
444	DTMB	Facilities
445	State	Finance
446	DTMB	Peckham
447	MDE	OFM
448	DNR	Executive
449	DHS	Accounting
450	DTMB	Executive Office
451	Peckham	Enviromental services
452	DTMB	Peckham
453	Peckham	Enviromental services
454	Peckham	Enviromental services
455	DTMB	Peckham
456	Peckham	Enviromental services
457	DHS	Accounting
458	Peckham	Enviromental services
459	DTMB	Peckham
460	State	Elections
461	State	Elections
462	State	Bureau of Elections
463	DTMB	ORS
464	Treasury	Tax Processing

	E	F
425	Horatio S. Earle Learning Center	1st floor Huron Conference room bathrooms, common area and parking lot lighting
426	Ottawa/Hannah	All Floors
427	SOS Complex	DVRD-South Wind and second floor of the tower Ground and 2nd Floor
428	Austin	4th fl all
429	Grand Tower	11th Floor
430	Romney Bldg	9th
431	GOB	Cafeteria
432	GOB	3rd Fl A-Wing and Hallway
433	Grand Tower	11th Floor entire floor
434	Grand Tower	1st fl STE 1018
435	Cass	4th floor as needed
436	GOB	3rd A wing & Hallway
437	Grand Tower	Basement/1st floor
438	Grand Tower	Basement/1st floor
439	Grand Tower	10th Pillar K5 1001
440	Hannah	3rd floor all
441	Operations Center	1st floor North End only DG13.5, DH13.5, and CD 13.5. We need air handlers too
442	Ottawa	2nd Floor Pillars B6, B7, B8, C7, D7
443	GOB	3rd Fl Bwing and core
444	SOS	1st North & South Wing
445	Austin	4th floor Pillar X-21 - Y-21
446	GOB	2nd floor hall & peckham Office, 3rd Floor b-wingand central hallway.
447	Grand Tower	11th northside
448	Hannah	4th Floor C20
449	SOS	All
450	Romney Bldg	1, 2, 3
451	Romney Bldg	ALL
452	Romney Bldg	12th floor - Ground Floor
453	PTA	All
454	Ottawa	All
455	Mason	All Floors
456	Hannah	All
457	Grand Tower	11th floor North Side
458	GOB	All
459	Austin	1st Floor
460	Austin	1st floor
461	Austin	1st floor U, V & W17 -U, V & W23
462	Austin	1
463	GOB	3
464	MLHC	ALL

	G	H	I
425	09/28/11	9:00 am - 9:00 pm	Yvonne Morrison
426	9/30/11	5:00 pm - 7:30	Anne Marie Dilawar
427	09/21/11 - 09/30/11	6:30 am - 8:00 pm Monday - Friday and 6:30 - 5:00 pm on Saturdays This includes the HVAC system	Maxwell Deh
428	10/08/11	7:00 am - 12:00 pm	cheryl Bush
429	10/08/11	7 am - 5:30 pm	Amie Baugh
430	09/30/11 - 10/01/11	5pm - 7am	Tina Jensen
431	10/14/11	7:00 am - 8:00 pm	Roxanna Mann
432	10/14/11	4:00 pm - 8:00 pm	Steve Beals
433	10/15/11	6:30 am - 5:00 pm	Dawn Guilford
434	10/15/2011	6am -3pm	Amanda Borgman
435	10/21/11 - 10/21/12	24/7	Bob Bierwagen
436	10/22/2011	7:00 am - 4:00 pm	Steve Beals
437	10/23/11	8:30 am - 12:30 pm	Tim Warren
438	10/22/11	8:30 am - 12:30 pm	Tim Warren
439	10/22/11 - 10/23/11	7:00 am - 6:00 pm	Cathy Gosselin
440	Saturdays 8/13/11 - 10/01/11	7:00 am - 3:30 pm as needed	Patrick Garlitz
441	10/29/2011	7:00am-3:00pm	Karin Willson
442	10/1/11 to 10/29	7am - 5pm Saturdays	Rita Canady
443	10/31/11 - 11/01/11	6:00 pm - 5 Am	Pam Ward
444	10/4/11 - 10/20/11	5:00 pm - 3:0 am	Butch Kimball
445	08/15/11 to 10/31/11	5:00 pm to 8:00 pm	Paul Kelly
446	11/5/11	7:00 am - 4:00 pm	Steve Beals
447	11/5/11	8:30 AM	Dave Putman
448	10/09/11 - 11/04/11	7 am - 2 pm Saturday and Sunday	Amy Schmitt
449	11/11/11	6:00 am - 6:00 pm	John Perry
450	11/11/11	8:00 - 5:00	Marsha Quebbeman
451	11/11/11	6:30 am - 4:30 pm	Debbye Kafara
452	11/11/11	8:00 am - 4:30 pm	Beulah Burks
453	11/11/11	6:00 am - 4:00 pm	Steve beals/Marcy Beebe
454	11/11/11	6:00 am - 6:00 pm	Steve Doty
455	11/11/11	7:00am-3:30pm	Cheryl Bush
456	11/11/11	6:00 am - 6:00 pm	Steve Doty
457	11/11/11 - 11/12/11	7:00 am on 11/11 & 7:30 am on 11/12	Margo Yakilin
458	11/11/11	6:00 am - 4:00 pm	Steve beals/Barb Fullerton
459	11/11/11	7:00am-3:30pm	Cheryl Bush
460	11/11/11	8:00 am - 8:00 pm	Mandy Brooke
461	11/8/11	6:30 am - 8:30 pm	Lucinda Sheltrown
462	11/25/11	8:00 am - 5:00 pm	William Pruzinsky
463	11/25/11 - 11/26/11	8:00 am - 5:00 pm	Pam Ward
464	11/19/11	close of business to 2:00 am or until notified	Carol A Payne

	J
425	373-9041
426	517-719-2040
427	517-322-1730
428	517-749-7061
429	517-335-3742
430	517-335-5108
431	402-4120
432	517-743-7149
433	517-335-8227
434	517-241-7037
435	
436	517-743-7149
437	517-749-7163
438	517-749-7163
439	517-335-3724
440	702/5456
441	517-636-4431
442	517-373-8420
443	322-6270
444	517-322-5497
445	241-2646
446	743-7149
447	517-335-3746
448	517-373-4983
449	517-743-7134
450	241-5190
451	517-202-2907
452	517-749-7085
453	517-743-7149/319-6003
454	517-749-7302
455	517-749-7061
456	517-749-7302
457	241-9806
458	517-743-7149/319-6004
459	517-749-7061
460	989-413-0035
461	335-2659
462	517-373-2540
463	517-322-6270
464	517-373-2565 or 285-7822

	K	L	M	N	O	P
425	Online conference broadcast 2 time zones					
426	Carpet cleaning					
427	Units in both areas working late daily and on Saturday's during September to get work caught up to be in compliance with timelines set for Driver and Vehicle Records					
428	extract Carpet					
429	Year End Processing due to applicable overload					
430	Production financial Table Roll-over					
431	Cafeteria cleaning					
432	Clean office Chairs					
433	Year end payment processing to meet required deadlines					
434	OT has been granted to this unit process FY11 payments in time before cut off for year end closing of contract deadlines					
435	Possible uncheduled Budget overtime					
436	Cleaning office chairs					
437	Top strip/recoat lobby					
438	Top strip/recoat lobby					
439	extra working hours to meet the federal reporting deadline 10/30/2011					
440	Staff overtime					
441	Installing new servers and need to do some system testing while vendor is on site					
442	Staff working overtime due to increased workload and backlog					
443	Lighting is needed for effective maintenance carpet cleaning					
444	Contractor work after hours					
445	Books need to be closed by 10/31/11 for FY 11 run the risk of Audit Exception if this is not accomplished					
446	Chair cleaning					
447	Year end closing work.					
448	Year end closeout for Accounting					
449	Carpet Cleaning					
450	Working on State Holiday					
451	Perform Carpet Cleaning/runner cleaning					
452	Scrubbing rest room floors. Also Partition and interior glass					
453	Clean Office area and periodics					
454	Periodic General Cleaning work on 1st and 2nd floor					
455	Clean restrooms					
456	Periodic General Cleaning work on 1st and 2nd floor					
457	Staff overtime					
458	Clean Office area and periodics					
459	Carpet & Chair Cleaning					
460	Chair cleaning					
461	Special election overtime					
462	BOE Staff will be in the office to receive Petitions					
463	Auditor General Staff working to complete Audits					
464	The Jingle Ball - Annual Fundraiser for the Michigan History Education Fund					

	A	B
465		ST-6
466		ST-15
467		ST-21
468		ST-25
469		ST-3
470		ST-5
471		ST-10
472		ST-6
473		ST-9
474		ST-15
475		ST-16
476		
477		ST-14
478		ST-18
479		ST-19
480		ST-1
481		ST-8
482		ST-18
483		ST-1
484		ST-5
485		ST-14
486		ST-10
487		ST-1
488		ST-6
489		ST-8
490		ST-10
491		ST-1
492		ST-18
493		ST-4
494		ST-12
495		ST-14
496		ST-20
497		ST-21
498		ST-3
499		ST-5
500		ST-8
501		ST-10
502		ST-13
503		ST-16
504		ST-18
505		ST-21

	C	D
465	DTMB	FA/BOD
466	MDOT	Finance & Administration
467	DTMB	Office of Financial Management
468	DTMB	AS,SBO and Civil Service
469	DTMB	Peckham
470	DTMB	Peckham
471	Education	
472	LARA	Attorney Generall
473	DHS	Technology & Information Management
474	Peckham	Enviromental Services
475	Peckham	Enviromental Services
476	DTMB	Peckham
477	Lara	Appellate Commission
478	DIT	Agency Services
479	DTMB	BOD
480	DTMB	Peckham
481	MDE	Office of Education Improvement & Innovation
482	Executive	
483	SOS	Exec Office
484	DTMB	ORS
485	DTMB	Telecom
486	DTMB	Telecom
487	DTMB	Peckham
488	DHS	Genesee County
489	Education	
490	Education	Financial Management
491	DTMB	Peckham
492	DTMB	BOD
493	MSP	EMHSD-EMHSTC
494	DTMB	Telecom
495	DTMB	Agency Services
496	OOF	BOD - Zone 4
497	DTMB	Budget Office
498	DTMB	Peckham
499	MSP	EMHSD-EMHSTC
500	DTMB	Peckham
501	DTMB	Peckham
502	DTMB	Peckham
503	DTMB	Building Operations
504	DTMB	Peckham
505	LARA	BHP

	E	F
465	Cass	Basement north end
466	Horatio Earle Training Center	Lobby, Lake Michigan, Lake Huron, Lake Erie, Lake superior and Bathrooms
467	Romney Bldg	E side of 7th Fl, Pillars C1, G3, F2, F4, Whole room Pillar H5 plus Restrooms
468	Romney Bldg	9
469	Cass	Garden
470	Cass	Garden
471	Hannah	4th
472	GOB	2nd floor - A wing pillar B6
473	Grand Tower	13th
474	Lewis Cass	Garden Level
475	Lewis Cass	Garden Level
476	Ottawa	3rd Floor
477	Ottawa	2nd Floor
478	Romney Bldg	9
479	Van Wagoner	1, Parking Garage
480	Austin	2nd floor
481	Hannah	4th
482	Romney Bldg	Floors 1-4 - All
483	Austin Bldg	4th NE corner Exec Area
484	General Office Building	3rd floor Core & AB wings
485	Mason Bldg	3rd & 4th Floors
486	Hannah	1st floor East Wing
487	Austin	All
488	Grand Rapids SOB	Floor 3-5
489	Hannah	4th
490	Hannah	4th floor Southeast corner
491	Austin	All
492	Secretary of State	1st floor North wing
493	EMHSTC Training Center	Classroom, restrooms, kitchenette, garage
494	Mason Bldg	Basement - 3rd floor
495	Operations Center	1st floor Lab Area, rooms 47 & 48 and between pillars FJ6.5 & HK2.5
496	Romney Bldg	6th floor Entire Floor
497	Romney Bldg	6th floor Entire Floor
498	Cass	All Floors
499	EMHSTC Training Center	Classroom, restrooms, kitchenette, garage
500	General Office Building	All Floors
501	Hannah	All Floors
502	Mason	All Floors
503	MDOT C&T	1st floor South 3rd of Building
504	Ottawa	All Floors
505	Ottawa	1st floor East side

	G	H	I
465	12/03/11	7:00 am - 4:00 pm	LT
466	12/03/11	8:00 to 2:00	Susan Taylor
467	10/01/11 - 12/31/11	6:30 am - 8:30 pm	Tina Ray
468	12/3/11	8:00 am - 8:00 pm	Tina Jensen
469	12/9/11	3:30 pm - 8:00 pm	Debbye Kafara
470	12/10/11	6:30 pm - 5:00 pm	Debbye Kafara
471	12/5/11 - 1/30/12	6:00 am - 6:00 pm	James Schilling
472	12/12/11 - open	leave lights on until 10:00 pm	Gerald Whalen
473	Saturdays 7/28/11 - 12/17/11	8:20 am - 3:00 pm	Regina Clopton
474	12/16/11	4:30 pm - 9:00 pm	Debbye Kafara
475	12/17/11	6:30 am - 8:00 pm	Debbye Kafara
476	12/17/11	7:00 am - 3:30 pm	David Pletzke
477	All 2011		Patricia Halm
478	11/10/11 - 12/31/11	leave lights on until 10:00 pm	Terry Horton
479	12/23/11	7:00 am - 3:30 pm	Brian Radigan
480	01/14/12	6:00 am - 3:30 pm	Cheryl Bush
481	09/16/11 - 12/31/11 Saturday's & Sunday	8 am - 5 pm	James Schilling /Ann Mazurek
482	1/16/12	7:00 am - 9:00 pm	Marsha Quebbeman
483	1/18/12	Until 10:00 pm	Bill Pruzinsky
484	1/18/12 - 1/19/12	6:00 pm - 3:00 am	Pam Ward
485	1/21/2012	8:00 am - 5:00 pm	Rudi Semen
486	1/23/12	9:00 pm - 6:00am	Steve Doty
487	1/28/12	7:00 am - 3:30 pm	Cheryl Bush
488	1/28/12	9:00 am - 2:00 pm	Jeri Sanderling
489	12/5/11 - 1/30/12	6:00 am - 6:00 pm	James Schilling
490	10/01/11 - 01/31/12	8 am - 4 pm Saturday and Sunday	Rose Zuker
491	2/4/12	6:00 am - 3:30 pm	Cheryl Bush
492	1/24/12 - 2/3/12	24/7	Butch Kimball
493	2/10/12	5:00pm - 10:00 pm	Carol Wolfinger
494	2/11/12	8:00 am - 5:00 pm	Rudi Semen
495	2/4//12 & 2/7/12	7:00 am - 9:00 pm & 5:00 pm - 1:00 am	Debbi Simon
496	10/29/11 - 02/15/12	All Weekends 7:00 am - 6:00 pm	Phyllis Newby
497	1/16/12 - 2/9/12	5:00 am - 11:00 pm M-Th & 24/7 S-SUN	Connie Minix
498	2/20/12	6:30 am - 4:00 pm	Debbye Kafara
499	2/11/12-2/12/12	7:00am - 5:oopm	Carol Wolfinger
500	2/20/12	6:00 am - 4:00 pm	Steve Beals
501	2/20/12	7:00 am - 4:00 pm	David Pletzke
502	2/20/12	7:00 am - 3:30 pm	Cheryl Bush
503	12/20/11, 12/23/11, 12/26/11, 1/12/12, 1/16/12, 2/20/12	6:00 am - 4:30 pm	Robert Luttrell
504	2/20/12	7:00 am - 4:00 pm	David Pletzke
505	2/20/12	7:30 am - 11:00 am	Jamie Schramski

	J
465	517-819-3404
466	517-636-4086
467	517-241-0811
468	517-335-5108
469	517-202-2907
470	517-202-2907
471	373-8269
472	517-322-1367
473	517-241-9748
474	517-202-2907
475	517-202-2907
476	749-7111
477	241-2982
478	517-373-6999
479	517-202-3696
480	749-7061
481	373-8269 or 335-0531
482	241-5190
483	241-4228
484	322-6270
485	719-1385
486	749-7302
487	749-7061
488	810-760-2651
489	373-8269
490	517-335-2429
491	749-7061
492	322-5497
493	648-8598
494	719-1385
495	517-636-0244
496	517-373-0870
497	373-4978
498	202-2907
499	648-8598
500	743-7149
501	749-7111
502	749-7061
503	517-719-0676
504	749-7111
505	243-0145

	K	L	M	N	O	P
465	Mason Plaster working doing drywall refinishing for Dept. Needs to be done on Saturday and all paperwork is completed for this project.					
466	TRANSPO CLUB annual Children's Christmas Part for employees children					
467	Year end closing for the Office of Financial Management					
468	They will be working on the Earning Statement upgrade					
469	Strip/wax floor					
470	Strip/wax floor					
471	Carpet install					
472	The Assistant Attorneys General often works late, so proper lighting is needed					
473	Staff overtime					
474	After construction clean up of Office of recipient rights area					
475	Strip/wax floor					
476	Carpet cleaning					
477	Overtime					
478	E-MI is working on special Projects for the Govenor's office. This is at the Govenor's Request					
479	Construction					
480	Carpet cleaning					
481	Staff needing to work during year end close					
482	State of the State					
483	Staff overtime					
484	Carpet cleaning					
485	Replacing/upgrading network equipment					
486	Installation of tile in new breakroom					
487	Carpet extraction					
488	Staff overtime					
489	Carpet install					
490	Education will be able to close the FY2011 year out by the deadline set by DTMB					
491	Carpet cleaning					
492	New carpet installation					
493	HAZMAT Tech Course					
494	Udgrade data switches					
495	Staff overtime					
496	State Budget Office Preparing for the FY2013 Budget					
497	State Budget Office Preparing for the executive budget presentation					
498	Special cleaning					
499	HAZMAT Tech Course					
500	Special cleaning					
501	Special cleaning					
502	Special cleaning					
503	AHU & ERU Installation					
504	Special cleaning					
505	Tennants moving					

	A	B
506		ST-22
507		ST-23
508		ST-25
509		ST-27
510		ST-28
511		ST-12
512		ST-1
513		ST-2
514		ST-4
515		ST-8
516		ST-18
517		ST-2
518		ST-4
519		ST-6
520		ST-17
521		ST-18
522		ST-2
523		ST-3
524		ST-5
525		ST-7
526		ST-8
527		ST-11
528		ST-13
529		ST-14
530		ST-18
531		ST-19
532		ST-9
533		ST-3
534		ST-6
535		ST-7
536		ST-2
537		ST-4
538		ST-8
539		ST-2
540		ST-5
541		ST-9
542		ST-5
543		ST-14
544		ST-7
545		ST-9
546		ST-3
547		ST-4

	C	D
506	DTMB	Peckham
507	DTMB	Peckham
508	DTMB	BOD
509	DTMB	Peckham
510	DTMB	Peckham
511	DTMB	Telecom
512	State	Elections
513	State	Executive Office
514	DTMB	Peckham
515	DTMB	ORS
516	DTMB	State Budget Office
517	DTMB	Financial Services
518	DTMB	Peckham
519	DTMB	ORS
520	DTMB	Financial Management
521	DTMB	MiCSES
522	DCH	WIC
523	MSP	EMHSD-EMHSTC
524	Peckham	Enviromental services
525	MDE	Financial Management
526	DHS	DDS
527	DTMB	Peckham
528	Peckham	Enviromental services
529	Peckham	Enviromental services
530	DTMB	Office of Financial Management
531	LARA	MAHS
532	Peckham	Enviromental services
533	State Police	EMHSD
534	DTMB	ORS
535	DTMB	Peckham
536	State	Traffic Safety
537	State Police	EMHSD
538	Peckham	Enviromental Services
539	DTMB	Peckham
540	DHS	Genesee County
541	DHS	Out State Operations
542	Peckham	Environmental Services
543	OOF	BOD-Zone 4
544	DHS	Children's Trust Fund
545	DTMB	Peckham
546	Peckham	Enviromental Services
547	DEQ	Environmental Assistance

	E	F
506	Police Training Academy	All Floors
507	Romney Bldg	1st - 12th floors
508	Romney Bldg	1st Floor
509	Van Wagoner	All Floors
510	Williams	All Floors
511	Mason	8th floor
512	Austin	1st floor Elections area
513	Austin	4th floor U16,, v16 - U23, v23, X22, X23
514	Cass	All floors
515	General Office Building	3rd floor B-wing, K12, K13, M12, M13, n12, N13
516	Romney Bldg	Whole Room by Pillar H5 plus restrooms
517	Cass	2nd floor south Wing
518	Cass	all floors
519	GOB	3rd floor, B-Wing Pillars K12/13, M12/13 & N12/13
520	Romney Bldg	7th floor H8 & Restrooms
521	Romney Bldg	11th floor C3, D3 & 12th floor F11, C1, C3, G9, H7, H8, H9
522	Cass	6th floor South
523	EMHSTC Training Center	Classrooms, restrooms, kitchenette and garage
524	GOB	2nd floor A wing hallway & Peckham office
525	Hannah	4th
526	Hannah Bldg	3rd floor
527	Mason	7th floor
528	Mason	All Floors
529	Mason	4th, 5th, 6th, 7th & 8th floors
530	Ottawa	4th floor A1
531	Ottawa	2nd floor B6-8, C7, D2, D7
532	Mason	7th & 8th Floors
533	EMHSTC Training Center	1st Floor
534	GOB	3rd floor A,B & Core
535	GOB	2nd floor A Wing & Peckham Office
536	Austin	3rd floor center bank
537	EMHSTC Training Center	1st Floor
538	Lewis Cass	All
539	Austin	3rd Floor All
540	Flint S.O.B.	Floors 2-6
541	Jackson	3rd floor
542	GOB	2nd Floor A wing, Hall way and Peckham office
543	Romney	12-Jan
544	Grand Tower	14th floor Suite 1411
545	Mason	Dock & 1st floor
546	Cass	Garden Level, 1st & 2nd
547	Con Hall	Atrium Level - All conf. rooms

	G	H	I
506	2/20/12	6:00 am - 4:00 pm	Steve Beals
507	2/20/12	8:00 am - 4:30 pm	Beulah Burks
508	2/19/12	24/7	Bob Bierewagen
509	2/20/12	7:00 am - 4:00 pm	David Pletzke
510	2/20/12	7:00 am - 4:00 pm	David Pletzke
511	2/25/12	8:00 am - 5:00 pm	Rudi Semen
512	2/28/12 - 2/29/12	6:00 am on 2/28 - 6:00 am on 2/29/12	Sally Williams
513	2/28/12	9:00 - 10:00 pm	William Pruzinsky
514	3/3/12	6:30 am - 3:30 pm	Debbye Kafara
515	2/21/12, 2/23/12, 2/29/12	6:00 am - 8:30 pm	Pam Ward
516	01/01/12 - 02/29/12	6:30 am - 8:30 pm	Tina Ray
517	Various up to 3-7-12	7:30 am - 7"00 pm	Ronald Foss
518	3/17/12	6:30am - 4:30pm	Debbye Kafara
519	3/19/12	6:00pm - 9:00pm	Pam Ward
520	2/29/12 - 3/9/12	6:30 am - 8:00 pm	Tina Ray
521	3/16/12 - 3/17/12	316 - All Day 3/17 - 8:00 am - 5:00 pm	Randy Church
522	12/3-4/12	6:00 am - 11:59 pm	Suzanne Brownell
523	Thursday 03/23/12 & 03/30/12	5:00 pm to 10:00 pm	Carol Wolfinger
524	03/07/12	8:00 am - 4:00 pm	Steve Beals
525	10/01/11 - 003/31/12	9 am - 5 pm Saturdays and Sundays	Catherine McClain
526	Saturdays 3/3/12 - 3/31/12	7:00 am - 5:00 pm	Pat Garlitz
527	3/24/12	7:00 am - 3:30 pm	Cheryl Bush
528	03/31/12	6:00 am - 3:30 p.m.	Cheryl Bush
529	04/07/12	6 am - 3:30 pm	Cheryl Bush
530	10/01/11 - 03/30/12	6:30 am - 3:30 pm	Jameie Schramski
531	Saturdays 1/28/12 - 3/31/12	7:00 am - 6:00 pm	Terry Colby
532	04/14/12	6 am - 3:30 pm	Cheryl Bush
533	4/20/12	5:00 pm -10:00 pm	Carol Wolfinger
534	4/12/12 , 4/19/12	6:00 pm - 3:00 am	Pam Ward
535	4/21/12	8:00 am - 4:00 pm	Steve Beals
536	04/28/12	6:00 am - 6:00 pm	Ramona Putnam
537	4/27/12	5:00 pm -10:00 pm	Carol Wolfinger
538	04/28/12	7:30 am - 12:30 pm	Debbye Kafara
539	05/05/12	6:00 am - 3:30 pm	Cheryl Bush
540	4/30/12 - 5/1/12	6:00 pm - 6:00 am	Jeri Sanderling
541	Tuesdays 03/20/12 - 05/01/12	5:00 pm - 8:30 pm	Jessica Deering
542	05/12/12	7:00 am - 4:00 pm	Steve Beals /Greg Dean
543	05/08/12	8:00 am - 4:30 pm	Beulah Burks
544	05/01/12 - 05/16/12	8:00 am - 12:00 am	Patricia Headley
545	5/12/12	6:00 am - 3:30 pm	Cheryl Bush
546	05-19-12	8:00 am - 4:30 pm	Debbye Kafara
547	5/19/12	8:00 am - 5:00 pm	Thomas Occhipinti

	J
506	743-7149
507	749-7085
508	373-2177
509	749-7111
510	749-7111
511	517-719-1385
512	373-2540
513	241-4228
514	2022907
515	322-6270
516	517-241-0811
517	335-7015
518	517-202-2907
519	322-6270
520	517-241-0811
521	241-8818
522	241-2761
523	517-648-8598
524	517-743-7149
525	241-3147
526	517-702-5456
527	749-7061
528	517-749-7061
529	517-749-7061
530	243-0145
531	241-3914
532	517-749-7061
533	517-648-8598
534	322-6270
535	743-7149
536	517-241-3961
537	517-648-8598
538	517-202-2907
539	517-749-4061
540	810-760-5651
541	517-780-7666
542	743-7149
543	749-7085
544	241-7226
545	517-749-7061
546	202-2907
547	517-373-2379

	K	L	M	N	O	P
506	Special cleaning					
507	Restroom cleaning					
508	New carpet installation					
509	Special cleaning					
510	Special cleaning					
511	Upgrade Network Equipment in Data Closets RFC#43693					
512	Staff Overtime					
513	Staff Overtime					
514	Carpet cleaning					
515	Staff Overtime					
516	Audit of year end closing for the Office of Financial Management					
517	Year end closing activities					
518	Scrub all restroom floors					
519	Staff will be conducting a webinar for customers. The webinar will begin at 4:30 p.m. and staff will not be able to contact Central Control if lights go off at 6:00 p.m.					
520	Year end closing					
521	Project release					
522	Staff overtime					
523	This is first evening of the first weekend of a Hazardous Materials Technician Part 1 course					
524	Clean office chairs					
525	Linda quite frequently has an overflow of work that she is not able to attend to during the week. She finds that coming in on Saturday and Sunday allows her to catch ip and organize the coming week					
526	Staff Overtime					
527	Carpet extraction					
528	Cleaning High Traffic areas					
529	High traffic area					
530	Staff Overtime					
531	Staff overtime					
532	High traffic area					
533	Staff Training					
534	Carpet Cleaning					
535	Cleaning office chairs					
536	required after hours lighting to meet required deadlines					
537	Staff Training					
538	Vacuum conference room chairs					
539	Chair cleaning					
540	Computer software download					
541	Foster Parent training					
542	Clean Office carpets					
543	All High Traffic areas to be extracted					
544	Overtime for signature auction event on May 16					
545	Cleaning dock & 1st floor lobby					
546	Top Strip hard floors					
547	MEECS Training					

	A	B
548		ST-6
549		ST-8
550		ST-11
551		ST-14
552		ST-15
553		ST-16
554		ST-17
555		ST-6
556		ST-9
557		ST-12
558		ST-14
559		ST-9
560		ST-12
561		ST-13
562		ST-4
563		ST-8
564		ST-11
565		ST-14
566		ST-15
567		ST-6
568		ST-7
569		ST-8
570		ST-14
571		ST-2
572		ST-4
573		ST-13
574		ST-14
575		ST-16
576		ST-5
577		ST-11
578		ST-17
579		ST-2
580		ST-4
581		ST-5
582		ST-8
583		ST-9
584		ST-10
585		ST-16
586		ST-17
587		ST-22

	C	D
548	DTMB	Peckham
549	DHS	Human services
550	Peckham	Enviromental Services
551	Peckham	Enviromental Services
552	DTMB	Agency Services
553	Peckham	Enviromental Services
554	Peckham	LARA
555	Peckham	Enviromental Services
556	DTMB	Peckham
557	Peckham	Enviromental Services
558	DTMB	MiCSES
559	Peckham	Enviromental Services
560	Peckham	Enviromental Services
561	Peckham	Enviromental Services
562	DTMB	Peckham
563	DTMB	Peckham
564	Peckham	Enviromental Services
565	DTMB	Peckham
566	Peckham	Enviromental Services
567	DTMB	Peckham
568	DTMB	Agency Services
569	DTMB	Peckham
570	DTMB	Peckham
571	State	Elections
572	DTMB	Peckham
573	DTMB	Peckham
574	DTMB	Peckham
575	DHS	Saginaw County
576	DTMB	PECKHAM
577	Peckham	Enviromental Services
578	DTMB	PECKHAM
579	State	Elections
580	State	Elections
581	State	Executive Offices
582	Peckham	Custodial
583	DEQ	Office of Enviromental Assistance
584	DTMB	Peckham
585	DTMB	Library of Michigan Foundation
586	Education	Library of Michigan Foundation
587	DTMB	Agency Services

	E	F
548	GOB	2nd Floor A wing & Peckham office
549	Jerome T. Hart State office Bldg	1st, 2nd, 3rd, & 4th floors
550	Mason	Dock & 1st floor
551	PTA	Cafeteria/Basement
552	Romney	9th floor NW corner & restrooms
553	SOS	All
554	Ottawa	4th floor
555	Hannah	All
556	Mason	1st floor
557	Ottawa	All
558	Romney	11th & 12th
559	Mason	7th & 8th floor
560	PTA	Cafeteria /basement
561	Van Wagoner	1st floor
562	Cass	All floors & restrooms
563	Hannah	4th floor & UL
564	Mason	3rd, 4th, 5th
565	Ottawa	UL
566	VTS	All floors
567	GOB	3rd A wing
568	Hannah	1st floor G17 & G18
569	Hannah	2nd, 3rd & 4th floors
570	Ottawa	2nd & 3rd floors
571	Austin	1st floor
572	Cass	4th Floor South
573	Ottawa	1st Floor
574	Ottawa/Hannah	all areas
575	Saginaw SOB	2 & 3
576	CASS	ALL FLOORS
577	Mason	1st - 3rd floor
578	OTTAWA HANNAH	ALL FLOORS
579	Austin	1st floor Pillar U, V & W23
580	Austin	Lights and HVAC Please1st Floor U-V 22 - 23
581	Austin	HVAC & Lights 4th floor Pillar U-23 & V-23 through X22 & X23
582	Cass	1st - 6th
583	Constitution Hall	Atrium level
584	Envirometnal Services	1st Floor
585	MLHC	1st floor Forum & Lake Superior Conerence Rooms
586	MLHC	1st Forum, Lake Superior and Rotunda
587	Romney	9th floor

	G	H	I
548	05/19/12	7:00 am - 4:00 pm	Steve Beals
549	05/07/12 - 05/18/12	7:00 am - 7:00pm	Cheryl Kubczak
550	05/26/12	6 am - 3:30 pm	Cheryl Bush
551	06/01/12 - 06/03/12	3:00:00 PM - 10:00 pm	Marcy Beebe
552	5/19/12	4:00 pm - 7:00 pm	Christina Jensen
553	06/02/12	6am - 6 pm	John Perry
554	06/02/12	6:30 am - 5:00 pm	Dave Pletzke
555	06/09/12	6:30 am - 5:00 pm	Tim Warren
556	6/9/12	6:00 am - 3:30 pm	Cheryl Bush
557	06/09/12	6:30 am - 5:00 pm	Tim Warren
558	6/9/12	8:00 am - 5:00 pm	Randy Church
559	06/16/12	6:00 am - 3:30 pm	Cheryl Bush
560	06/08/12 - 06/09/12	3pm to 10 pm on 06/08 and 7am - 4 pm on 06/09	Steve Beals/Marcy Beebe
561	06/16/12	9:00 am - 4:00 pm	Cheryl Bush
562	06/23/12	7:00 am - 3:30 pm	Howard Stanton
563	6/23/12	6:30 am - 5:00 pm	Tim Warren
564	06/30/12	6:00 am - 3:30 pm	Cheryl Bush
565	6/23/12	6:30 am - 5:00 pm	Tim Warren
566	06/30/12	6:00 am - 7:00 pm	John Perry
567	6/30/12	7:00am - 12:00 pm	Steve Beals
568	07/07/12	8 am - 6 pm	Melinda Evelith
569	07/07/12	6:30am-5:00pm	Tim Warren
570	07/07/12	6:30am-5:00pm	Tim Warren
571	06/09/12 - 07/14/12	24/7	Mike Diljak
572	07/14/12	7:00am-3:30pm	Howard Stanton/Jordan Hanifan
573	07/12/12	5:00pm-8:30pm	Tim Warren
574	07/14/12	6:30am-5:00pm	Tim Warren
575	07/14/12	8:00 am - 12:01 pm	Richard Latinen
576	7/21/12	7:00AM-3:30PM	HOWARD (SKIP) STANTON
577	07/21/12	6:00 am to 3:30 pm	Cheryl Bush
578	7/21/12	6:30AM-5:00PM	TIM WARREN
579	08/07/12 & 08/08/12	6:30:00 AM 08/07/12 - 6:30 am on 08/08/12	Lucinda Sheltrown
580	08/04/12	8:00 am - 4:00 p.m.	Lucinda Sheltrown
581	08/07/12	5:00 pm - Midnight	Bill Pruzinsky
582	08/04/12	7:00 am - 3:30 pm	Howard Stanton
583	07/28/12	8:00 am - 5:00 pm	Thomas Occhipinti
584	08-04-12	6:30 a.m. - 2 p.m.	Tim Warren
585	07/25/2012 - 07/27/2012	07/25-07/26/12 until 10 pm and 07/27/12 until 11 pm	Carolyn Sparks
586	07/25/12 - 07/27/12	6:00 pm - 10:30 pm nightly	Carolyn Sparks
587	07/28/12 - 07/30/12	8:00 am - 8:oo am	Tina Jesen

	J
548	517-743-7149
549	989-758-2744
550	749-7061
551	319-6003
552	241-7254
553	749-7134
554	749-7111
555	517-749-7163
556	517-749-7061
557	517-749-7163
558	517-241-8818
559	517-749-7061
560	517-743-7149 517-319-6003
561	517-749-7061
562	749-4353
563	749-7163
564	749-7061
565	749-7163
566	749-7134
567	743-7149
568	517-373-7057
569	517-749-7163
570	517-749-7163
571	514-241-2542
572	517-749-4353/517-749-7194
573	517-749-7163
574	517-749-7163
575	989-758-1217
576	517-749-4353
577	749-7061
578	517-749-7163
579	517-335-2659
580	335-2659
581	517-204-2181
582	749-4353
583	517-373-2379
584	517-749-7163
585	517-373-1297
586	373-1297
587	517-335-1613

	K	L	M	N	O	P
548	Carpet cleaning					
549	Overtime					
550	Top Scrub Basement Lobby					
551	Top strip and refinish cafeteria floor					
552	Staff overtime - DHS-PFOs EFT project implementation work					
553	Top scrub Restrooms					
554	Cleaning of vents					
555	Extract high traffic carpet					
556	Lobby cleaning					
557	Extract high traffic carpet					
558	MiCSES release					
559	Top Scrub 7th & 8th Floor					
560	Top Strip and Refinish Cafeteria hall floor					
561	Scrub cafeteria floor					
562	Top scrubbing all restroom floors					
563	Carpet cleaning					
564	Top scrub 3rd, 4th, 5th					
565	Carpet cleaning					
566	Topstrip and refinish hard floors					
567	Cleaning vents					
568	NEED LIGHTS AND AIR - OMNI Rollout software system					
569	Cleaning air bar vents					
570	Cleaning air bar vents					
571	Testing computer Software					
572	Clean carpet 42 cubicles south side.					
573	Cleaning air bar vents					
574	Cleaning air bar vents & carpeting					
575	Staff Overtime					
576	TOP SCRUB RESTROOM FLOORS/ SOUTH SIDE					
577	Top Scrub lobbies					
578	AIR BAR VENTS/RR SCRUB					
579	Staff are working Tuesday August 7, 2012 to conduct the August 7 election.					
580	QVF Help Desk staff are working to assist clerks to prepare for the August 7th election					
581	Executive Office including the Secretary of state, chief legal counsel, office of communications will be working late for the primary Election					
582	Clean High Traffic Carpet					
583	HVAC will also be needed at this time					
584	Finish Airbars					
585	Need Lights and air on Rehearsal for the Will on 07/25/12 - 07/26/12 and performance of the Will on 07/27/12					
586	Need Lights and air on until 10:30 PM Nightly The Library of Michigan and the Michigan Historical Center are sponsoring The Will: A Civil War Drama					
587	MAIN Disaster Recovery Training					

	A	B
588		ST-2
589		ST-8
590		ST-4
591		ST-10
592		ST-2
593		ST-6
594		ST-8
595		ST-13
596		ST-3
597		ST-11
598		ST-2
599		ST-4
600		ST-8
601		ST-9
602		ST-17
603		ST-18
604		ST-2
605		ST-9
606		ST-10
607		ST-15
608		ST-16
609		ST-18
610		ST-29
611		ST-31
612		ST-32
613		ST-33
614		ST-34
615		ST-3
616		ST-7
617		ST-23
618		ST-24
619		ST-25
620		ST-26
621		ST-27
622		ST-28
623		ST-29
624		ST-30
625		ST-5
626		ST-11
627		ST-15
628		ST-20

	C	D
588	State	Elections
589	DTMB	Peckham
590	DTMB	Peckham
591	DTMB	Peckham
592	DTMB	Peckham
593	DTMB	Peckham
594	DTMB	ORS
595	DTMB	Peckham
596	DTMB	Peckham
597	Treasury	Tax Processing
598	State	Elections
599	DTMB	Peckham
600	DTMB	Telecom
601	DTMB	Peckham
602	DTMB	MiCSES
603	DTMB	Peckham
604	DTMB	Peckham
605	LARA	Tax Tribunal
606	LARA	Tax Tribunal
607	DTMB	Agency Services
608	Peckham	Enviromental Services
609	Peckham	Custodial
610	DTMB	OOF
611	DTMB	Peckham
612	Peckham	Enviromental Services
613	Attorney General	Executive
614	Attorney General	Attorney General
615	MDOT	C&T
616	DHS	Geneee County
617	LARA	
618	Treasury	Income Tax
619	LARA	OHR
620	LARA	MAHS
621	DTMB	Peckham
622	Budget	OFM
623	DTMB	MCSC
624	State	Driver & Vehicle Records
625	LARA	MAHS
626	Human Services	DDS
627	DTMB	Peckham
628	Historical Museum	DNR

	E	F
588	Austin	1st floor U17-22
589	Mason	1st & 7th floor
590	Cass	All Floors
591	Mason	1st & 7th floors
592	Austin	All
593	Cass	3rd floor South wing
594	GOB	3rd fl A wing
595	Mason	All
596	C&T	All
597	Operations Center	Lights and HVAC 1st floor All North End from Pillar A11 -A17 to H11 - H17 Treasury space
598	Austin	1st floor U,V & w 17 - U, V & w 23
599	Cass	3rd flr North
600	Hannah	1st floor
601	Hannah/Ottawa	Hannah- 1st flr, Ottawa- UL and 1st flr
602	Romney	11th and 12th Pilars: F11, C1, C3, G9, H7, H8 and H9 Pilars: F12 D3 and C3
603	Hannah/Ottawa	All Floors
604	Austin	All
605	GOB	1st floor Lights and HVAC entire A wing
606	GOB	1st floor A wing 9:00 am to 6:00 pm
607	Hannah	Ligths and Hvac please 1st floor West Side
608	Hannah	3rd floor Hannah/Ottawa 1st, 2nd, & 3rd floor
609	Lewis Cass	All South side restrooms
610	Romney	1ST-12TH FL ALL FREIGHT ELEVATOR LOBBY
611	Van Wagoner	All
612	Van Wagoner	4th Floor - entire floor
613	Williams	Lights and HVAC entire 7th floor
614	Williams	Please lower the temperature to 69 degrees in Auditorium, 1st floor training room, 2nd floor conference room and 7th floor main hall and Kelley library
615	C&T Laboratory	1st floor Room 124
616	Flint SOB	Floors 1 - 7
617	OPS Center	1st floor South Center area
618	OPS Center	1st fl A11-A17 , H11-H17
619	Ottawa	4th floor E7, E8 F7, F8
620	Ottawa	2nd Fl
621	Ottawa/Hannah	all floors
622	Romney	7th floor Ci1, G3, F2, F4
623	Romney	West side of 9th floor, pillars F8, 9, 10, 11 plus restrooms
624	SOS	LA4-LA10, CC4-CC10
625	GOB	1st fl A wing
626	Hannah	Entire 3rd Floor Lights and HVAC
627	Hannah/Ottawa	all floors
628	MLHC	1, 2, 2M 3, 3M

	G	H	I
588	7/23/12	Until 8:00 pm	Bill Pruzinsky
589	08/11/12	7:00 am - 3:30 pm	Cheryl Bush
590	08/18/12	7:00 am - 3:30 pm	Howard (Skip) Stanton
591	5/18/12	7:00 am - 3:30 pm	Cheryl Bush
592	8/25/12	7:00 am - 3:30 pm	Cheryl Bush
593	08/25/12	7:00 am - 3:30 pm	Larry Herbert
594	8/23/12	5:00 pm - 11:59 pm	Pam Ward
595	8/25/12	7:00 am - 3:30 pm	Cheryl Bush
596	09/01/12	6:00 pm - 6:00 am	John Perry
597	08-11-12 to 08-25-12 Saturdays	7:00 am - 4:00 pm	Ann Luepnitz
598	09/05/12	6:30 am - 9:00 pm	Lucunda Sheltrown
599	09/08/12	7:00 am - 3:30 pm	Skip Stanton
600	09/09/12	6:30 am - 9:00 pm	Ryan Charbonneau
601	09/08/12	7:00 am - 5:00 pm	Tim Warren
602	09/07/12 - 09/08/12	6:00 pm 09/07/12 - 10:00 pm 09/08/12	Mark Jorgensen
603	09/12/12	6:00 am - 6:00 pm	Tim Warren
604	09/15/12	7:00 am - 3:30 pm	Cheryl Bush
605	09/19/12	6:00 p.m. - 8:00 pm	Jamie Schramski
606	09/22/12 - 09/23/12	9:00 am - 6:00 pm	Jamie Schramski
607	09-15-12 - 09-16-12	6 am Saturday - 3 am Sunday	Terry Lippincott
608	09/22/12	5:30 am - 1:00 pm	Tim Warren
609	09/22/12	7:00 am - 3:00 pm	Skip Stanton
610	9/22/12	7:00AM-3:30PM	BEULAH BURKS/BOB BIERWAGEN
611	09/15/12	9:00 am - 5:00 pm	Cheryl Bush
612	09/22/12	7:00 am - 3:30 pm	Cheryl Bush
613	09/12/12 - 09/15/12	5:00 pm to 2:00 am	Bob Ruff
614	09/19/12	10:00 am - 3:00 p.m.	Kathy Knapp
615	8/6/10 - 12/31/12	7:00am-5:00pm	Thomas Woodhouse
616	09/21/12 - 09/23/12	24 hours	Jeri Sanderling
617	9/21-23/12 & 9/28-30/12	6:00 am - 11:00 pm	Pat Willett
618	09/23,29/12	6:00 am - 6:00 pm	Pat Cotter
619	7/16/12 - 9/28/12	9:00 pm - 6:00 am	Margie Holben
620	09/30/12	7:00 am - 8:00 pm	Jamie Schramski
621	Saturday 9/29/12	5:30am- 1:00pm	Tim Warren
622	09/29/12	6:30 am - 8:00 pm	Tina Ray
623	09/29/12	6:30 am to 8:00 pm	Tina Jensen
624	09/15,22,27, 29/12	6:30 am - 4:00 pm	Grace Ueberroth
625	09/30/12	7:00 am - 8:00 pm	Jamie Schramski
626	Monday 08/06/12- Wednesday 08/08/12 & Monday 08/13/12 - Wednesday 08/15/12	6:00 pm -11:00 pm	Patrick garlitz
627	Saturday 9/29/12	5:30am- 1:00pm	Tim Warren
628	09/27/12	7:00 AM	Scott Peters

	J
588	241-4228
589	749-7061
590	749-4353
591	749-7061
592	749-7061
593	517-749-7223
594	322-6270
595	749-7061
596	743-7134
597	517-410-3275
598	335-2659
599	749-4353
600	517-242-3110
601	749-7163
602	241-9900
603	749-7163
604	749-7061
605	243-0145
606	241-0145
607	335-3347
608	517-749-7163
609	517-749-4353
610	BEULAH @ 749-7085 OR 319-6014
611	749-7061
612	517-749-7061
613	719-4754
614	335-6735
615	322-1183
616	810-760-2651
617	636-6308
618	636-4537
619	373-4771
620	243-0145
621	517-749-7163
622	241-0811
623	241-7254
624	322-3440
625	243-0145
626	517-702-5456
627	517-749-7163
628	3352782

	K	L	M	N	O	P
588	Staff overtime					
589	Top Scrubbing					
590	Clean high traffic carpet area in front of north and south restrooms					
591	Top scrubbing					
592	Carpet cleaning					
593	Carpet Cleaning					
594	Staff overtime					
595	Carpet cleaning					
596	Special cleaning					
597	Overtime for Data Entry and imaging staff to catch up on the keying and imaging of Annual Returns in backlog.					
598	Election staffing					
599	Carpet Cleaning					
600	Working on RFC will be in building all day. Requires AC and lights.					
601	Clean chairs, conf rms and elevators					
602	On-site support for MiCSES 8.2 relaease activities					
603	air bars & waxing of freight elevator lobbies					
604	Cleaning high traffic areas					
605	DTMB Movers File cabinets from Ott to GOB					
606	Tax Tribunal will be coming in to unpack					
607	Implementing updated software package					
608	3rd floor cubicle carpet / Waxing freights					
609	Top scrub bathrooms					
610	STRIP ALL FREIGHT ELEVATOR LOBBY 1ST - 12TH					
611	Top scrub bathrooms					
612	Extract Carpet in the Offices					
613	New carpet installation					
614	AG is hosting an even for 250+ guest					
615	Lighting for weekend testing					
616	New Software Download by DTMB					
617	MiTalent initiative					
618	Staff overtime					
619	OHR Staff overtime					
620	Office move					
621	Carpet Cleaning					
622	Year end closing					
623	Annual Year end closeouts					
624	Staff Overtime					
625	Office move					
626	Ensure that the 100% federally fundedSSA program continue to adjudicate cases in a timely anner on behalf of the claimants of Michigan					
627	Carpet Cleaning					
628	There is a filming taking place in the museum and they need the lights on at 7:00 am					

	A	B
629		ST-3
630		ST-2
631		ST-12
632		ST-19
633		ST-20
634		ST-21
635		ST-22
636		ST-19
637		ST-17
638		ST-7
639		ST-8
640		ST-2
641		ST-4
642		ST-8
643		ST-9
644		ST-11
645		ST-12
646		ST-15
647		ST-16
648		ST-22
649		ST-23
650		ST-24
651		ST-26
652		ST-27
653		ST-2
654		ST-2
655		ST-3
656		ST-5
657		ST-6
658		ST-12
659		ST-15
660		ST-19
661		ST-22
662		ST-23

	C	D
629	DTMB	Peckham
630	Enviromental Services	Peckham
631	DTMB	Agency Services
632	DTMB	Peckham
633	DTMB	Peckham
634	DTMB	Peckham
635	DTMB	Peckham
636	DTMB	Peckham
637	DTMB	Peckham
638	DHS	Contract Payments Unit
639	DHS	Accounting
640	Peckham	Enviromental Services
641	DTMB	Peckham
642	Peckham	Enviromental Services
643	DTMB	Ors
644	DHS	Federal Reporting
645	DTMB	Peckham
646	DHS	DDS
647	DHS	Out State Ops
648	DTMB	Peckham
649	Peckham	Enviromental Services
650	DTMB	Peckham
651	MDOT	Asset Management
652	Education	OEII
653	State	Elections
654	State	OHR
655	DTMB	Peckham
656	DTMB	Peckham
657	DTMB	Real Estate Division
658	DTMB	Peckham
659	DTMB	Peckham
660	DTMB	Peckham
661	DTMB	Peckham
662	DTMB	Peckham

	E	F
629	Cass	North Restrooms all floors
630	Austin	All Floors
631	Hannah	1st fl G17 & G18
632	Romney	Cafeteria
633	Romney	1st fl Cafeteria
634	Romney	Hallways between lobby & dock- Basement, 1st & 6th floors
635	Van Wagoner	All
636	Van Wagoner	3rd Floor
637	Romney	1st floor
638	Grand Tower	10th floor Pillar G1 and Amanda Borgman's office
639	Grand Tower	10th fl G1 and Amanda Borgmans office
640	C & T	All Floors, all Main hall ways. RR and Peckham offices
641	Cass	Garden Level M1-H1
642	GOB	All Floors, all Main hall ways. RR and Peckham offices
643	GOB	1st floor full front area of main entrance including the rest rooms & ORS walk- in office next to the main entrance
644	Grand Tower	10th floor
645	Hannah	1st-4th floors
646	Hannah	3rd entire floor Lights and Hvac
647	Jackson	All
648	Ottawa	UL & 1st Floor
649	Photo Lab	All Floors,
650	PTA	Classroom hallways, Gym Ramp/upper gym landing
651	Van Wagoner	3rd floor Pillar D17
652	Con Hall	1st floor, South Tower
653	Austin	1 U & V 22 & 23
654	Austin	4th floor West wing
655	Austin	All
656	Cass	All
657	Constitution Hall	Atrim North and all of 3rd floor
658	Grand Tower	All
659	Hannah	All
660	Mason	All
661	OPS Center	All
662	Ottawa	All

	G	H	I
629	09/29/12	7:00 am - 3:30 pm	Skip Stanton
630	10/06/12	7:00 a.m. - 3:30 p.m.	Cheryl Bush
631	10/06/12	6:00 am - 10:00 pm	Mindy Eleverh
632	10/05/12	5:00 pm - 9:00 pm	David Pletzke
633	10/5/12	5:00 pm - 9:00 pm	David Pletzke
634	10/6/12	6:45am - 4:00pm	David Pletzke
635	10/06/12	7:00 am - 3:30 pm	Cheryl Bush
636	10/11/12	5:00 pm - 9:00 pm	Cheryl Bush
637	10/11/12	5:00 pm - 10:00 pm	David Pletzke
638	Saturday 10/06/12 & 10/13/12	6:00 am - 4 pm	Amanda Borgman
639	10/06/2012 - 10/13/12	6:30 am to 4 Pm	Amanda Borgman
640	10-20-12	11:00 am - 2:00 pm	Steve Beals
641	10/20/12	7:00 am - 3:30 pm	Skip Stanton
642	10-20-12	7:00 am - 12:00 pm	Steve Beals
643	10/23/12 - 10/25/12	6:00 pm - 9:00 pm	Pam Ward
644	10/20-21/12, 10/27-28/12	7:00 am - 5:00 pm	Cathy Gosselin
645	10/19/12	5:00 pm - 9:00 pm	Tim Warren
646	10/28/12	8:30 am - 1:00 pm	Patrick Garlitz
647	09/11,18,25/12 & 10/02,09,16/12	5:00 pm - 8:30 pm	Jessica Deering
648	10/20/12	6:00 am - 5:00 pm	Tim Warren
649	10-20-12	1:00 pm - 3:00 pm	Steve Beals
650	10/20/12	7:00 am - 5:00 pm	Steve Beals
651	10/06/12 - 10/28/12	8:00 am -5:00 pm Weekends	Judy Baker
652	10/27/12	7:00 am - 2:00 pm	James Shilling
653	10/30/12	8:00 am - 5:00 pm	Lucinda Sheltrown
654	10/30/12 - 11/01/12	Until 10:00 pm	Kelly Ciloski
655	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
656	11/06/12	7:00 am - 3:30 pm	Skip Stanton
657	11/06/12	7 am - 5 pm	Larry Johnson
658	11/06/12	6:45 am to 3:45 pm	David Pletzke
659	11/06/12	6:30 am - 4:00 pm	Tim Warren
660	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
661	11/06/12	6:00 AM - 5:00 p.m.	Lori Dorsey
662	11/06/12	6:30 am - 4:00 pm	Tim Warren

	J
629	749-7353
630	749-7061
631	335-0858
632	749-7111
633	749-7111
634	749-7111
635	749-7061
636	749-7061
637	517-749-7111
638	241-7037
639	241-7037
640	749-7143
641	749-4353
642	749-7143
643	322-6270
644	335-3724
645	749-7163
646	517-702-5456
647	517-780-7666
648	749-7163
649	749-7143
650	749-7143
651	373-2250
652	373-8269
653	335-2659
654	335-3051
655	749-7061
656	749-7353
657	517-290-1643
658	749-7111
659	749-7163
660	749-7061
661	719-4720
662	749-7163

	K	L	M	N	O	P
629	Cleaning					
630	Cleaning high traffic areas					
631	Staff Overtime					
632	Cleaning					
633	Periodic work as per contract					
634	Periodic work as per contract					
635	Cleaning					
636	Cleaning					
637	Cleaning					
638	CPU staff to process FY12 estimates and FY12 original bills in time for year end deadline					
639	For CPU staff to process FY 12 estimates and FY12 original bills in time for deadline					
640	Scrub RR					
641	Cleaning					
642	Scrub RR					
643	ORS is implementing legislation that requires 300,000 public school employees to make a selection on retirement benefits. The window for making the selection is open and ORS has regularly been having customers in the building beyond 5:00 p.m. It was determined today, 10/23/12, that to meet customer needs, for the next 3 days ORS would extend walk-in office hours until 7:00 p.m. each day.					
644	Extra working hours are required to complete federal reports. DHS will be cut off from receiving federal revenue if reports are not complete by the 10/30/12 due date.					
645	Waxing freights					
646	DDS is upgrading the Federal Computer system					
647	Parenting training					
648	Carpet Cleaning					
649	Scrub RR					
650	Carpet Cleaning					
651						
652	Moving of MDE staff from Con Hall to Hannah					
653	Overtime election					
654	major hiring process					
655	High Traffic Areas & restroom cleaning					
656	Carpet cleaning					
657	DTMB has requested that we work on Tuesday Election day on modular furniture in Atrium North and all of 3rd floor as part of the restack plan for the building. All employees are currently on the contractor list.					
658	Periodic cleanings					
659	Periodic work, scrubbing bathrooms and cleaning air bars and vents					
660	High Traffic Areas & restroom cleaning					
661	Periodics. Top scrub rest rooms, dusting, air bars					
662	Periodic cleanings					

	A	B
663		ST-24
664		ST-27
665		ST-28
666		ST-29
667		ST-30
668		ST- 31
669		ST-25
670		ST-2
671		ST-4
672		ST-8
673		ST-10
674		ST-11
675		ST-18
676		ST-19
677		ST-23
678		ST-25
679		ST-26
680		ST-27
681		ST-4
682		ST-5
683		ST-16
684		ST-17
685		ST-20
686		ST-21
687		ST-23
688		ST-24
689		ST-25
690		ST-4
691		ST-17
692		ST-23
693		ST-2
694		ST-17
695		ST-3
696		ST-14
697		ST-15
698		ST-24
699		ST-25
700		ST-8
701		ST-1

	C	D
663	DTMB	Executive office
664	DTMB	Peckham
665	DTMB	Peckham
666	DTMB	Peckham
667	DTMB	Peckham
668	DTMB	Peckham
669	DTMB	Peckham
670	DTMB	Peckham
671	DTMB	Real Estate
672	DTMB	Peckham
673	DHS	Accounting
674	DTMB	Peckham
675	DTMB	Peckham
676	DTMB	Peckham
677	Enviromental Services	Peckham
678	OOF	BOD-Zone 4
679	DTMB	Peckham
680	DTMB	Peckham
681	DTMB	Peckham
682	DTMB	Real estate
683	DNR	PRD
684	MDOT	Operation field Division
685	LARA	MAHS
686	Enviromental Services	Peckham
687	DTMB	Agency Services
688	DTMB	OFM
689	DTMB	Executive Office- Constituent Services
690	Custodial	Peckham
691	Peckham	Enviromental services
692	OOF	BOD
693	Treasury	Property Services Division
694	DNR	Historical Museum
695	Peckham	Custodial
696	DTMB	Agency Services
697	DTMB	DDS
698	DTMB	Peckham
699	DTMB	Agency Services
700	DTMB	ORS
701	State	Traffic Safety

	E	F
663	Romney	Ground - 4th floor
664	SOS	All
665	Van Wagoner	All
666	Williams	All
667	OTTAWA & HANNAH	ALL
668	Cass	ALL
669	Romney	All
670	Austin	All
671	Constitution Hall	1st - 3rd floors
672	GOB	All
673	Grand Tower	11th floor North side
674	Grand Tower	All
675	Mason	All
676	MSPTA	All
677	Ottawa/Hannah Building	all
678	Romney	all
679	Van Wagoner	All
680	Williams	All
681	Cass	Garden Level, 1st floor
682	Con hall	1st - 3rd
683	Mason	3rd Fl N2 - S2 West wing
684	MDOT Warehouse	Horatio Earle learning center all
685	Ottawa Building	2nd floor west wing
686	Ottawa Building	all
687	Romney	9th C11 & Restrooms
688	Romney	5th
689	Romney	Ground and all of 2nd floor
690	Cass	Garden Level, 1st and 2nd and breakrooms
691	Operations Center	All
692	Romney	1, 2, 3
693	Austin	2nd Pillar Y16 to X16
694	MLHC	Rotunda, Forum, Museum
695	Cass	Garden Level and 1st Floor
696	Hannah	1st floor Pillar G18
697	Hannah	3rd floor entire floor
698	Romney	Floors 4-12
699	Romney	9th fl North east side of building and restroom
700	GOB	3rd floor A wing & Core G4-G7, A4-A7, A4-G4 A7-G7
701	Austin	3rd Floor Pillar W-16 - W-17

	G	H	I
663	11/6/12	7:00am - 9:00pm	Marsha Quebbeman
664	11/06/12	6:00 AM - 6:00 p.m.	John Perry
665	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
666	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
667	11/12/12	6:30 am - 4:00 pm	Tim Warren
668	11/12/12	7:00 am - 3:30 pm	Skip Stanton
669	11/06/12	7:00 am - 3:30 pm	Beulah Burks
670	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
671	11/12/12	7:00 am - 5:00 pm	Larry Johnson
672	11/12/12	6:00 am - 3:30 pm	Steve Beals
673	11/06/12 & 11/11/12	7:00 am - 5:00 pm	Margo Yaklin
674	11/12/12	6:45 am - 4:00 pm	David Pletzke
675	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
676	11/12/12	6:00 am - 3:30 pm	Steve Beals
677	11/12/12	6:30:00 AM - 4:00 pm	Tim Warren
678	11/12/12	7:00 am - 3:30 pm	Beulah Burks
679	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
680	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
681	12/1/12	7:00 am - 12:00 pm	Chad Antcliff
682	11/23/12	7:00 am - 5:00 pm	Larry Johnson
683	09/20/12 - 11/17/12	6:00 a.m. - 8:00 p.m. weekdays & 8:00 a.m. - 5:00 pm weekends	Cheri Lee
684	12/01/12	7:00 am - 4:00 pm	Sue taylor
685	11/16/12	5:00 pm - 8:00 pm	Jamie Schramski
686	11/16/12	4:30pm-9:00pm	Tim Warren
687	12/01/12	8:00 am - 5:00 pm	Lisa Evani
688	11/17/12	7:30 am - 5:00 PM	Dave Quigley
689	12/1/12 - 12/4/12	24 hours	Marsha Quebbeman
690	12/08/12	7:00 a.m. - 3:30 p.m.	Skip Stanton
691	12/08/12	7 am - 5 pm	Lori Dorsey
692	12/08/12	7:00 am - 3:30 p.m.	Beulah Burks
693	12/01/12 & 12/02/12	8:00 am - 5:00 pm	Heather Cole
694	12/12/12	4:30 p.m. - 11:00 p.m.	Christiana Hanson
695	12/15/12	7:00 a.m. - 3:30 p.m.	Larry Herbert
696	12/15/12	6:00 a.m. - 12:00 a.m.	Mindy Eveleth
697	12/15/12	6:30 a.m. - 4:00 p.m.	Julie Mavis
698	12/15/12	7am - 4pm	Beulah Burks
699	12/13/12	5:00 pm - 9:00 pm	Vishakha Gagli
700	01/01/23 - 12/31/13	6:00 pm - 5:00 am	Pam Ward
701	04/23/12 - 12/31/12	24/7	Ramona Putnam

	J
663	241-5190
664	743-7134
665	749-7061
666	749-7061
667	749-7163
668	749-4353
669	749-7052
670	749-7061
671	290-1643
672	749-7143
673	241-9806
674	749-7111
675	749-7061
676	749-7143
677	517-749-7163
678	749-7085
679	749-7061
680	749-7061
681	749-7194
682	290-1643
683	373-2699
684	636-4086
685	335-58935
686	749-7163
687	
688	241-4195
689	241-5190 or 388-2552
690	749-4353
691	719-4720
692	749-7085
693	373-0675
694	2416852
695	749-7223
696	335-0858
697	702-5571
698	749-7085 or 319-6014
699	335-7752
700	322-6270
701	517-241-3961

	K	L	M	N	O	P
663	Staff will be working. Need to include HVAC					
664	Periodics. Top scrub rest rooms, dusting, air bars					
665	High Traffic Areas & Clean Air Bars & Vent					
666	High Traffic Areas & Clean Air Bars & Vent					
667	PERIODICS					
668	CLEAN HIGH TRAFFIC CARPETING IN FRONT OF RESTROOMS					
669	Air bar & vent cleaning					
670	Periodic cleaning					
671	modular construction					
672	Periodic cleaning					
673	Year end accounting					
674	Periodic cleaning					
675	Periodic cleaning					
676	Periodic cleaning					
677	Peiodics					
678	All rest rooms floors are going to be scrubbed					
679	Periodic cleaning					
680	Periodic cleaning					
681	Cleaning entry mats and runners					
682	Per DTMB and Bob Ruff we are going to be in the building Friday after Thanksgiving removing Power Monuments from the floor in the swing space. This is to minimize Disruptions to employees					
683	Employees will be working late hours due to year end and closing issues. There is also an employee with stands at their work station and the light under the laterals is not enough lighting to work with					
684	Annual Mdot Children's Christmas party					
685	Division move					
686	Carpet Cleaning					
687						
688	Support Services Division need to work on Saturday					
689	Meetings					
690						
691	Top Scrub all rest rooms and finish carpet extraction on 2nd floor					
692	Carpet Clean					
693						
694	After Hours event that will help promote use of & visitation to the Museum					
695						
696	IT work for Red Card application rollout					
697	Staff Overtime					
698	carpet cleaning					
699	Staff overtime					
700	Second shift staffing					
701	As needed including weekends - To prepare conferences and meetings on an as needed basis					

	A	B
702		ST-2
703		ST-4
704		ST-5
705		ST-11
706		ST-12
707		ST-9
708		ST-6
709		ST-20
710		ST-13
711		ST-22
712		ST-23
713		ST-18
714		ST-17
715		ST-5
716		ST-11
717		St-3
718		St-6
719		St-10
720		St-14
721		St-15
722		ST - 1
723		ST - 5
724		ST - 9
725		ST - 11
726		ST - 2
727		ST - 9
728		ST - 12
729		ST - 14
730		ST - 15
731		ST - 1
732		ST - 2
733		ST - 3
734		ST - 5
735		ST - 8
736		ST - 12
737		ST - 14
738		ST - 15
739		ST - 16
740		ST - 17
741		ST - 18
742		ST - 19

	C	D
702	DTMB	Construction Field Services
703	DTMB	ORS
704	DTMB	ORS
705	Education	Financial Management
706	Education	Financial Management
707	DTMB	ORs
708	DTMB	ORS
709	Treasury	TCB
710	DHS	DDS, CSA, ASP
711	DTMB	OFM
712	DTMB	CS/DMB
713	DTMB	Agency Services
714	Treasury	Tax Processing
715	DTMB	Peckhan
716	DTMB	Peckhan
717	DTMB	CIO Office
718	DHS	DDS, CSA, ASP
719	DTMB	Peckham
720	DTMB	OFM
721	Peckham	Enviromental Services
722	DTMB	Peckham
723	Peckham	Enviromental Services
724	DHS	Out state Operations
725	DNR	Historical Museum
726	DTMB	Peckham
727	Peckham	Peckham
728	DTMB	Peckham
729	Peckham	Peckham
730	DTMB	CS
731	DTMB	Peckham
732	Peckham	Enviromental Services
733	DTMB	Peckham
734	DHS	Human services
735	Peckham	Enviromental Services
736	Peckham	Enviromental Services
737	Peckham	Enviromental Services
738	DTMB	OFM
739	DTMB	Peckham
740	DTMB	MICSES
741	Peckham	Enviromental Services
742	Peckham	Custodial

	E	F
702	C&T Laboratory	Light Panel LC
703	GOB	Lights and HVAC 3rd floor Core area between wings - Core area includes rest rooms, and Kitchen area that is utilized by second shift staff
704	GOB	3rd floor Core area between wings
705	Hannah	09/29/12 - 12/31/12
706	Hannah	4th flor C20
707	GOB	A wing & all core
708	GOB	3rd All of A wing and all rooms in the core
709	OPS Center	2nd 2H H4, 2H K4, 2F K5
710	Hannah	3rd fl
711	Romney	7th floor
712	Romney	Lights and HVAC 9th floor North West side (F8- F12 - K8 - K12) building and restrooms
713	OPS Center	1st floor SE Rooms # 46, 47, 48, & SE Corner
714	OPS Center	Entire 2nd Floor
715	Hannah	1st
716	Ottawa	1st
717	GOB	1st floor Lobby, Hallway and Conference Room A
718	Hannah	3rd Floor entire Floor
719	Mason	all Floors
720	Romney	5th Floor Helpdesk Area S.E. corner of building by pillar C3
721	Van Wagoner	all Floors
722	Austin	All Floors
723	Grand Tower	1st floor
724	Jackson	2nd & 3rd
725	MLHC	1, 2, 2M, 3, 3M
726	AUSTIN	1ST & 2ND FLOORS
727	Hannah	1st
728	Mason	ALL FLOORS
729	Ottawa	1st
730	Romney	9th fl North/West corner F8 - F12, K8 - K12, and restrooms
731	Austin	All
732	Austin	All
733	Cass	All Floors, in front of all restrooms
734	Flint SOB	2nd & 3rd floors
735	Grand Tower	All Floors
736	Mason	All
737	PTA	All
738	Romney	7th
739	Romney	Floors 1-12
740	Romney	12th floor - Pilar C3 and D3 and 11th Floor F11, C1, C3, G9, H7, H8 and H9
741	SOS	All
742	Cass	1st and 2nd floors

	G	H	I
702	07/19/12 - 12/31/12	varies	Kendra Barak
703	09/24/12 - 12/30/12	6:00 pm - 9:30 pm	Pam Ward
704	09/24/12 & 12/30/12	6:00 pm - 9:00 pm	Pam Ward
705	09/29/12 - 12/31/12	7:00 am - 6:00 pm	Ann Mazurek
706	09/29/12 - 12/31/12	7:00 am - 6:00 pm	Rose Zucker, Brandon Reed, Lysandra Lang, Amy Schmitt
707	12/10/12 - 01/03/13	6:00 pm - 5:00 am	Pam Ward
708	12/10/12 -01/03/13	6:00 pm - 5:00 am	Pam Ward
709	12/15/12 - 01/05/13	7:00 am - 4:00 pm	Wendy Hufstedler
710	12/22,29/12	6:30 am - 1:00 pm	Pat Garlitz
711	12/27/12 - 12/28/12	24 hours	Tina Ray
712	12/27/2012 - 12/28/12	5:00 p.m. 12/27/12 - 6:00 a.m. 12/28/12	Tina Jensen
713	3/1/12 - 12/31/12	24/7	Mary McClean
714	Thru 12/31/12	6:00 am - 11:59 pm	Ann Luepnitz
715	01/11,13/13	5:00 pm - 9:00 pm	Tim Warren
716	01/11,13/13	5:00 pm - 9:00 pm	Tim Warren
717	1/22/13	4:30 pm - 8:00 pm	Tiziana Galeazzi
718	01/21/13	6:30 am - 3:00 pm	Patrick Garlitz
719	01/19/13	6:00 am - 3:30 pm	Cheryl Bush
720	01/19/13 - 01/19/13	6:30 am - 2:30 p.m.	Tina Ray
721	01/19/13	7:00 am - 3:30	Cheryl Bush
722	01/26/13	6:00 am - 3:30 pm	Cheryl Bush
723	01/26/13	9:00 a.m. - noon	David Pletzke
724	Saturday 01/12/2013 and 01/26/2013	7:30 am - 12:30 pm	Jessica Deering
725	01/25/13	6:00 p.m. - 11:00 p.m.	Carol Payne
726	2/9/13	6:00 AM - 3:30 PM	Cheryl Bush
727	2/1/2013	5:00 p.m. - 8:00 p.m.	Tim Warren
728	2/9/13	6:00 AM - 3:30 PM	Cheryl Bush
729	2/1/2013	5:00 p.m. - 8:00 p.m.	Tim Warren
730	02/01/13 - 02/04/13	4:00 pm Friday - 4 a.m. Monday	Christopher Mitchell
731	02/02/12	6:00 a.m.-3:30 p.m.	Cheryl Bush
732	2/18/2013	7 am - 3:30 pm	Cheryl Bush
733	02/18/13	7:00 am - 3:30 pm	Howard (Skip) Stanton
734	02/09/13 - 02/10/13 & 20/16/13 - 02/17/13	8 am - 5 pm	Mike Milks
735	02/18/13	6:45 am - 4:00 pm	David Pletzke
736	02/18/13	7 am - 3:30 pm	Cheryl Bush
737	2/18/2013	6:00 am - 3:30 pm	Steve Beals
738	Everyday 11/17/12 - 02/17/13	6:00 AM - 8:00 p.m.	Tina Ray
739	02/18/13	6:30 am - 4:00 pm	Beulah Burks
740	02/22/13-02/23/13	7am-11pm on Friday and 7am-7pm on Saturday	Amy Bransch
741	2/18/2013	6:00 a.m.-3:30 p.m.	John Perry
742	2/23/2013	7:00 am - 3:30 pm	Larry Herbert

	J
702	322-1217
703	322-6270
704	322-6270
705	335-0531
706	335-2429
707	322-6270
708	322-6270
709	636-4124
710	702-5456
711	241-0811
712	241-7254
713	517-636-0201
714	636-5335
715	749-7163
716	749-7163
717	749-9496
718	702-5456
719	517-749-7061
720	517-241-0811
721	517-749-7061
722	749-7061
723	517-749-7111
724	517-780-7666
725	3732565
726	517-749-7061
727	517-749-7163
728	5177497061
729	517-749-7163
730	335-1613
731	517-749-7061
732	517-749-7061
733	517-749-4353
734	810-760-2637
735	517-749-7111 or 517-487-6073
736	517-749-7061
737	517-749-7143
738	517-241-0811
739	517-749-7085
740	517-241-1767
741	541-743-7134
742	517-749-7223

	K	L	M	N	O	P
702	Laboratory testing of concrete specimens to meet specification deadlines					
703	ORS is running a second shift staff until 9:00 pm.					
704	Staff Overtime					
705	Fiscal year closeout					
706	Fiscal year closeout					
707	Carpet installation					
708	Carpet installation					
709	Staff Oovertime					
710	Staff overtime					
711	Year end closing for OFM					
712	To Make Sure Payroll runs Properly					
713	Staff overtime - BAM project					
714	SAP Tax system Implementation					
715	Cleaning carpets					
716	Cleaning carpets					
717	Customer service session					
718	Staff overtime					
719	Scrub Restrooms					
720	Process W-9's that have inundated the helpdesk. Please have lights and heat on in restrooms as well					
721	Scrub Restrooms					
722	Stairway Scrubbing					
723	Periodic Work					
724	Overtime for cash Assitance staff to work on all overdue reviews, application processing, and other work that is past due					
725	Michigan History Foundation					
726	CLEANING CHAIRS					
727	Carpet runner cleaner					
728	STRIP/COAT HARD FLOORS					
729	Carpet runner cleaner					
730	Main disaster recovery training					
731	Extract chairs					
732						
733	Cleaning carpet in high traffic areas					
734	Foster care Supervisors are conducting intensive case reads to prepare for Annual licensing Evaluation					
735	Scrubbing bathroom floors and carpeting.					
736						
737	Refinish Café Floor, scrub showers and general cleaning.					
738	Year end closing for OFM					
739	Scrubbing all restroom floors					
740	A major MiCSES release will be happening over this weekend.					
741	Top scrubbing Restrooms					
742	floors in front of restrooms, north & south					

	A	B
743		ST - 21
744		ST - 22
745		ST-13
746		ST-12
747		ST-9
748		ST-8
749		ST-6
750		ST-3
751		ST-1
752		ST-12
753		ST-5
754		ST-7
755		ST-9
756		ST-10
757		ST-8
758		ST-9
759		ST-10
760		ST-8
761		ST-6
762		ST-4
763		ST-7
764		ST-8
765		ST-12
766		ST-17
767		ST-2
768		ST-9
769		ST-12
770		ST-10
771		ST-13
772		ST-18
773		ST-15
774		ST-16
775		ST-7
776		ST-1
777		ST-7
778		ST-8
779		ST-5

	C	D
743	DCH	Children Special Health Care Services
744	Peckham	Enviromental Services
745	Peckham	Enviromental Services
746	Peckham	Enviromental Services
747	Education	Financial Management
748	Peckham	Enviromental Services
749	Peckham	Enviromental Services
750	LARA	Admin Serv. Office
751	DCH	Operations/ Admin Services
752	DTMB	BOD
753	DHS	Out state Operations
754	Dtmb	telecom
755	DTMB	Peckham
756	DTMB	Peckham
757	Peckham	Enviromental Services
758	DTMB	BOD-Zone 4
759	Peckham	Environmental Services
760	Peckham	Environmental Services
761	Peckham	Environmental Services
762	Human Services	DDS, CSA, ASP
763	DTMB	ES/Peckham
764	DTMB	ES/Peckham
765	DTMB	ES/Peckham
766	MDOS	Driver and Vehicle Records
767	LARA	FAS/Office serv.
768	DTMB	ES/Peckham
769	Peckham	Environmental Services
770	DHS	Saginaw County DHS
771	Library	Library of Michigan Foundation
772	Peckham	Environmental Services
773	DTMB	ES/Peckham
774	DTMB	ES/Peckham
775	DTMB	ES/Peckham
776	State	Elections
777	DTMB	ES/Peckham
778	Peckham	Environmental Services
779	DHS	Children's Trust Fund

	E	F
743	Cass	6th floor Pillar C11, G11 & G17 Conference rooms 6119, 6118 & New Conference room
744	ottawa	all floors
745	Mason	all lights and hvac
746	Mason	all Floors- restrooms, elevators, lobbies Lights & HVAC
747	Hannah	2nd & 4th floors
748	Hannah	All Floors- restrooms, elevators, lobbies
749	Grand Tower	12-15th floors & Basement
750	G.O.B.	Lights and HVAC 1st Floor A wing
751	Cass	1st floor , cube 1045 Pillar A11, A7 & C9
752	romney	12th (B)
753	Jackson	3rd
754	Mason	Lights needed in Mason Loading Dock, Mason Upper Level parking ramp, Mason UL PR Generator Room, Generator room @ Mason Dock
755	Ottawa	1st floor
756	Ottawa	1st floor
757	van wagoner	all lights and hvac
758	Romney	ground floor-12th floor
759	Van Wagoner	all
760	PTA	all
761	Mason	all
762	Hannah	3rd Floor entire Floor
763	Hannah	All Floors
764	Hannah	All Floors lights and HVAC
765	Mason	All Floors lights and HVAC
766	SOS Secondary	First Floor South Building
767	Con Hall	1st floor/west side A2-E2 Area, LARA BCS Securities Group
768	Hannah	All Floors
769	Mason	All Floors lights and HVAC
770	Jerome T. Hart SOB	1ST floor Lighting and HVAC
771	MLHC	1 - 3 Forum, Rotunda, Atrium & 3rd Floor Lights and HVAC
772	Williams	All Floors lights and HVAC
773	Ottawa	1st Floor
774	Ottawa	All Floors
775	Hannah	1st Floor
776	Austin	1st floor U, V&W 17-U, V &W23
777	Hannah	UL/3rd Floor
778	Mason	All Floors lights and HVAC
779	Grand Tower	Children's Trust Fund, 14th floor, Suite 1411

	G	H	I
743	2/20/13 & 2/21/13	5pm - 1am	Julie Kelly
744	2/23/13	6am - 12pm	Tim Warren
745	03/09/13	6a.m-3:30pm	Cheryl Bush
746	03/02/13	6 a.m. - 3:30 p.m.	Cheryl Bush
747	3/5/13	6pm - 11pm	James Shilling
748	03/01/13	5:00 pm - 9:00 pm	Tim Warren
749	03/07/13	5;00 pm - 9:00 pm	David Pletzke
750	03/09/13	7:00 - 3:30	Gene Thelen
751	2/23/13, 3/2/13 & 3/9/13	8 am - 5 pm	Julie Kelly
752	3/9/13	6:30am to 4:00pm	Beulah Burks
753	Every Wednesday 02-05-13 - 03-12-13	5:00 pm - 8:30 pm	Jessica Deering
754	03/23/13	8:00-5:00pm	Craig Rutledge
755	03/22/13	5:00-9:00 pm	Tim Warren
756	03/23/13	7:00-5:00 pm	Tim Warren
757	03/16/13	7a.m-3:30pm	Cheryl Bush
758	03/30/13	7:00am - 4:00pm	Bob Bierwagen/ Beulah Burks
759	03/30/13	7:00am - 3:30pm	Cheryl Bush
760	03/30/13	7:00 a.m-3:30pm	Steve Beals
761	03/30/13	6:00 am - 3:30 pm	Cheryl Bush
762	Every Saturday 01/05/13 - 03/30/13	6:30 a.m. -1:30 p.m.	Pat Garlitz
763	04/12/13	5:00 pm - 9:00 pm	Tim Warren
764	04/20/13	5:00 - 9:30 pm	Lorie Curtis
765	04/20/13	6 a.m. - 3:30 p.m.	Cheryl Bush
766	04/27/13	6:30 am - 4:30 pm	Bill Allen
767	04/27/13	6:30a.m.-12:00p.m.	Bryan Russell
768	04/27/13	7:00am - 5:00pm	Tim Warren
769	04/27/13	6:00am-3:30pm	Cheryl Bush
770	04/27/13	7:00am-3:30pm	Cheryl Kubczak
771	04/27/13	7:00 am - 10:00 pm	Carolyn Sparks
772	04/27/13	7:00am-3:30pm	Cheryl Bush
773	04/26/13	5:00pm - 9:00pm	Tim Warren
774	04/27/13	7:00am - 5:00pm	Tim Warren
775	04/26/13	5:00pm - 9:00pm	Tim Warren
776	05/07/13	6:30am-9:00pm	Bill Badgero
777	05/03/13	5:00pm-9:00pm	Tim Warren
778	05/04/13	6:00 a.m. - 3;30 p.m.	Cheryl Bush
779	4/15/13 - 5/8/13	8am - 12am	Patricia Headley

	J
743	517-335-4254
744	517-749-7163
745	749-7061
746	517-749-7061
747	373-8269
748	749-7111
749	749-7111
750	322-6492
751	517-335-4254
752	749-7085 or 319-6014
753	517-780-7666
754	202-7555
755	749-7163
756	749-7163
757	749-7061
758	749-7085 / 319-6014
759	749-7061
760	517-749-3687
761	749-7061
762	702-5456
763	749-7163
764	517-749-3576
765	749-7061
766	517-322-5295
767	335-1819
768	517-749-7163
769	517-749-7061
770	989-758-2744
771	373-1297
772	517-749-7061
773	517-749-7163
774	517-749-7163
775	517-749-7163
776	241-4228
777	517-749-7163
778	517-749-7061
779	241-7226

	K	L	M	N	O	P
743	carpet is being installed after hours in 3 conference rooms due to sensitive allergy issues with employees					
744	scrub restrooms					
745	scub amd wax hard floor					
746	Scrub and wax hard floor					
747	carpet cleaning in elevator lobby areas					
748	Scrub Restrooms					
749	Periodic work per contract					
750	Heavy Work Load					
751	due to work overflow we will be working overtime for the next 3 Saturdays					
752	top striping & refinish all freight elevator lobby & basement. Cannot walk on floor for 24 hours so it can dry.					
753	Foster Parent training					
754	Bridgeway Cummings will be on site to perform preventive maintenance on the TBHC generator located @ the Mason Loading Dock, and the Mason Telecom generator located in the Mason upper level parking ramp.					
755	Carpet Cleaning					
756	Carpet Cleaning					
757	High traffic areas					
758	Carpet Cleaning					
759	high traffic areas					
760	special cleaning of dorm floors					
761	Scrub and wax hard floor					
762	DDS is in emergency status. SSA has issued OT to handle the workload.					
763	Carpet cleaning/Top strip recoats					
764	Waxing Floors					
765	Scrub and wax floor					
766	MDOS/DVRD employees are working overtime on Saturday April 27, 2013					
767	BCS Securities are moving out of Con Hall on Saturday, 04/27/13					
768	Restroom Scrubbing					
769	Scrub and wax floor					
770	15 DHS employees are scheduled to work in the file room					
771	Overtime					
772	high traffic areas					
773	Carpet Cleaning					
774	Restroom Scrubbing					
775	Carpet Cleaning					
776	staff are working to conduct May 7th special election					
777	Carpet Cleaning					
778	high traffic areas					
779	Need lights to be on in order to work and function after hours preparing for our upcoming auction.					

	A	B
780		ST-6
781		ST-5
782		ST-7
783		ST-11
784		ST-12
785		ST-1
786		ST-2
787		ST-26
788		ST-3
789		ST-4
790		ST-10
791		ST-11
792		ST-14
793		ST-15
794		ST-16
795		ST-19
796		ST-21
797		ST-23
798		ST-24
799		ST-26
800		ST- 25
801		ST-5
802		ST-6
803		ST-10
804		ST-12
805		ST-13
806		ST-14
807		ST-7
808		ST-6
809		ST-1
810		ST-10
811		ST-12
812		ST-17
813		ST-1

	C	D
780	DHS	Children's Trust Fund
781	DTMB	ES/Peckham
782	Peckham	Environmental Services
783	DTMB	ES/Peckham
784	State	Driver and Vehicle Records
785	Peckham	Environmental Services
786	DTMB	PECKHAM
787	Peckham	Environmental Services
788	DTMB	ES/Peckham
789	DTMB	PECKHAM
790	DTMB	ES/Peckham
791	DTMB	ES/Peckham
792	Peckham	Environmental Services
793	DTMB	PECKHAM
794	DTMB	Agency Services
795	DTMB	ES/Peckham
796	OOF	BOD-ZONE 4
797	Peckham	Environmental Services
798	Peckham	Environmental Services
799	DTMB	PECKHAM
800	DTMB	PECKHAM
801	DHS	Federal Compliance
802	Human Services	DDS
803	DTMB	ES/Peckham
804	Peckham	Environmental Services
805	OOF	BOD-ZONE 4
806	Peckham	Environmental Services
807	DTMB	ES/Peckham
808	DTMB	ES/Peckham
809	DTMB	peckham
810	Treasury	Data Management
811	DTMB	ES/Peckham
812	Peckham	Environmental Services
813	DTMB	Jones Lang Lasalle

	E	F
780	Grand Tower	14th Floor, Children's Trust Fund Ste. 1411 Lights and HVAC
781	Hannah	All floors
782	Mason	All Floors lights and HVAC
783	Ottawa	All floors
784	SOS	1st floor South
785	Austin	4th floor and hvac
786	AUSTIN	3RD & 4TH FLOORS
787	Austin	all floors
788	Cass	Garden Level, Mailroom, 1st floor breakrooms
789	Cass	Garden Level, Mailroom, 1st floor breakrooms North/South & Vending area
790	Hannah	4th floor
791	Hannah	1st floor
792	Mason	4, 5, 6, 7, 8th floors and hvac
793	MASON	7TH & 8TH FLOORS
794	OPS Center	1st floor SE Rooms # 46, 47, 48, & SE Corner
795	Ottawa	1st floor
796	Romney building 30229	ground floor to 12th floor
797	SOS	all floors and hvac
798	Van Wagoner	all floors and hvac
799	VTS	ALL
800	WILLIAMS	all floors
801	Grand Tower	5th floor, Conference Rooms 5-A & 5-B
802	Hannah	Entire 3rd floor lights and hvac
803	Ottawa	All Floors
804	Van Wagoner	All Floors
805	Romney	12th-G
806	Austin	All Areas
807	Hannah	UL, 201 South
808	Hannah	1st floor
809	cass	1st thru 6th floors
810	OPS Center	1st floor North
811	Ottawa	1st floor
812	Van Wagoner	All
813	Con Hall	1st & 2nd floors lights & HVAC

	G	H	I
780	04/15/13 - 05/08/13	8:00 a.m. - 12:00 a.m.	Patricia Headly
781	05/11/13	7:00am-4:00pm	Tim Warren
782	05/11/13	6:00a-3:30p.m	Cheryl Bush
783	05/11/13	7:00am-4:00pm	Tim Warren
784	05/04/13 and 05/11/13	6:30 a.m - 4:00 p.m.	Bill Allen
785	05/18/13	6am-3:30 pm	Cheryl Bush
786	5/25/13	6am-3:30 pm	Cheryl Bush
787	06/08/13	6am-3:30 pm	Cheryl Bush
788	05/18/13	7:00am - 3:30pm	Larry Hebert
789	5/25/13	7:00am - 3:30pm	Larry Hebert
790	05/16/13	5:00pm - 9:00pm	Tim Warren
791	05/17/13	5:00pm - 9:00pm	Terry Bush
792	05/18/13	6am-3:30 pm	Cheryl Bush
793	5/25/13	6am-3:30 pm	Cheryl Bush
794	01/01/13 - 06/01/13	24/7	Mary McClean
795	05/17/13	5:00pm - 9:00pm	Terry Bush
796	05/18/13	6:45am-3:45 pm	Beulah Burks
797	05/18/13	6am-6pm	John Perry
798	05/18/13	6am-4pm	Cheryl Bush
799	06/08/13	6am-6pm	John Perry
800	5/25/13	7am-4pm	Cheryl Bush
801	5/30/13 - 6/14/13	leave lights on until 10pm during the week and all night on weekends	Vickie Hilbert
802	Saturdays 06/01/13 & 06/08/13	7:00am-1:00pm	Patrick Garlitz
803	06/13/13	5:00pm - 9:30pm	Lorie Curtis
804	06/15/13	7:00 am-4:00pm	Cheryl Bush
805	06/15/13	7:00 am-4:00pm	Beulah Burks
806	06/15/13	6:00 am - 3:30 pm	Cheryl Bush
807	06/21/13	4:00pm - 6:00pm	Tim Warren
808	06/19/13	5:00pm - 9:00pm	Tim Warren
809	6/22/13	7:00 am-3:30pm	Howard (Skip) Stanton
810	Saturdays starting 05/11/13 to 06/22/13	7:00 am-5:00pm	Ann Leupnitz
811	06/19/13	5:00pm - 9:00pm	Tim Warren
812	06/22/13	7:00 am to 4:00 pm	Cheryl Bush
813	07/13/13	7:00 a.m. - 5:00 p.m.	Jim Bentley

	J
780	241-7226
781	517-749-7163
782	749-7061
783	517-749-7163
784	322-5295
785	749-7061
786	749-7061
787	749-7061
788	749-7194
789	749-7194
790	749-7163
791	719-2040
792	749-7061
793	749-7061
794	636-4028
795	719-2040
796	749-7085
797	743-7134
798	749-7061
799	743-7134
800	749-7061
801	335-6151
802	702-5456
803	749-3576
804	749-7061
805	749-7085
806	749-7061
807	749-7163
808	749-7163
809	517-749-4353
810	410-3275
811	749-7163
812	517-749-7061
813	586-219-4422

	K	L	M	N	O	P
780	Need lights on in order to work and function after hours preparing for upcoming auction					
781	Stair Cleaning					
782	high traffic areas					
783	Stair Cleaning					
784	Employees in Driver and Vehicle Records Division/Document Processing Unit are working overtime on the weekends (Saturdays) of 05/4/13 and 05/11/13.					
785	Extract carpet					
786	Extract Carpet					
787	extract chairs and clean carpet					
788	Top-strip & refinish hard floors					
789	Top-strip & refinish hard floors					
790	Chair Cleaning					
791	Elevator Cleaning					
792	Extract Carpet					
793	Extract Carpet					
794	Multiple People are working on a high priority project (BAM) that has very tight time constraints. The project cannot be completed without extended work hours into the evenings and early mornings. This request is for the time period of January 1, 2013 – June 1, 2013.					
795	Elevator Cleaning					
796	scrubbing restroom floors					
797	scrubbing stairwells					
798	scrubbing stairwells					
799	Top strip and refinish hard floors					
800	TOP SCRUB RESTROOM					
801	We are preparing for a Title IV-E Federal review. All case files are in these conference rooms & staff will be working late & on weekends until the review is finished on 6-14-13					
802	Overtime to develop claims					
803	Air Bar Cleaning					
804	cleaning offices					
805	extracting high traffic carpet					
806	extract carpet					
807	Carpet Cleaning					
808	Scrub Entrances					
809	cleaning high traffic carpet areas					
810	Data management section overtime for seven consecutive Saturdays					
811	Scrub Entrances					
812	High traffic areas					
813	Moving 100 people from 2nd floor to 1st floor. Need lights and HVAC please					

	A	B
814		ST-7
815		ST-15
816		ST-16
817		St-17
818		ST-20
819		ST-19
820		ST-10
821		ST-12
822		ST-16
823		ST-8
824		ST-2
825		ST-3
826		ST-4
827		ST-1
828		ST-11
829		ST-12
830		ST-14
831		ST-18
832		ST-21
833		ST-22
834		ST-20
835		ST-23
836		ST-24
837		ST-20
838		ST-1
839		ST-4
840		ST-7
841		ST-8
842		ST-9
843		ST-10

	C	D
814	Human Services	DDS, Central Service Agency (CSA) and Administrative Support Program (ASP)
815	DNR	Archives of Michigan
816	Peckham	Environmental Services
817	Peckham	Environmental Services
818	Peckham	Environmental Services
819	Peckham	Environmental Services
820	Peckham	Environmental Services
821	DTMB	Agency Services
822	Peckham	Enviromental Services
823	Peckham	Enviromental Services
824	Peckham	ES
825	State	Elections
826	Peckham	Enviromental Services
827	State	Elections
828	DTMB	peckham
829	Supreme Court	Reporter's Office
830	Peckham	Enviromental Services
831	DTMB	OFM
832	Peckham	Enviromental Services
833	Peckham	Enviromental Services
834	Peckham	Enviromental Services
835	Peckham	Environmental Services
836	Transportation	Construction field services
837	DVRD	State
838	MDARD & DEQ	Lansing District Office, Food & Dairy,Animal Industry,Ag Development,Environmental Stewardship & Executive
839	DHS	DHS
840	DTMB	Agency Services
841	Education	BAA
842	State Police	EMHSTC
843	DHS	Out State Operations

	E	F
814	Hannah	3rd floor
815	MLHC	2nd floor
816	Ottawa/Hannah	all
817	Williams	all
818	Williams	all
819	Austin	all
820	Ottawa	4th floor
821	Romney	9th floor
822	Williams	all
823	Hannah	3rd Floor
824	Austin	all floors and HVAC
825	Austin	1st floor U, V, & W17 - U, V & W23 lights and HVAC
826	Cass	Entire 1st Floor
827	Austin	1st floor - pillars U, V & W 17 - U, V & W 23
828	Hannah/Ottawa	all floors
829	HOJ	4th North
830	Mason	All Floors
831	Romney	7th and 5th floors - all floors including bathrooms
832	VTS	All
833	Williams	all floors and HVAC
834	Van Wagoner	all floors and HVAC
835	Van Wagoner	all
836	van Wagoner	1st Rooms 113, 122, and 125
837	SOS	2
838	Con Hall	6 South, 6 North, 5 North, 4 North, 3 North, 1 North, & Atrium North
839	Flint SOB	Entire Facility
840	Grand Tower	3rd floor
841	Hannah	2nd Floor B13 - B16
842	Haz Mat	1st floor all
843	Jackson SOB	3rd floor

	G	H	I
814	07/13/13	7:00 am to 1:00 pm	Patrick Garlitz
815	07/12/13	5:00pm-10:30pm	Kris Rzepcynski
816	07/13/13	7:30am - 5:00pm	Tim Warren
817	07/13/13	7:00 am - 4:00 p.m.	Cheryl Bush
818	07/20/13	7:00 am - 4:00 pm	Cheryl Bush
819	07/20/13	6:00 am - 3:30 pm	Cheryl Bush
820	06/28/13	5:00 pm - 9:00 pm	Mark Allen
821	6/29/13-6/30/13	11:00am-11:00pm	Satish Chidura
822	07/27/13	7:00 am - 4:00 pm	Cheryl Bush
823	07/24/13	4:30 p.m. - 9:00 p.m.	Tim Warren
824	07/31/13	5p.m. - 8p.m.	Cheryl Bush
825	08/06/13	6:30 a.m. - 9:00 p.m.	Lucinda Sheltrown
826	07/27/13	7:00 am - 3:30 PM	Skip Stanton
827	08/06/13	6:30 am - 9:00 pm	Lucinda Sheltrown
828	8/3/13	7:00am - 3:30pm	Tim Warren
829	07/29/13 - 08/02/13	5:00 pm - 10:00 pm	Dave Palazzolo
830	08/03/13	6:00 a.m. - 4:00 p.m.	Cheryl Bush
831	07/27/13 - 07/29/13	6:00 am 07/27/13 through 6:00 am 07/29/13	Tina Ray
832	08/03/13	8 a.m. - 6:00 p.m.	John Perry
833	08/03/13	7:00 a.m. - 4:00 p.m.	Cheryl Bush
834	08/03/13	7:00 a.m. - 4:00 p.m.	Cheryl Bush
835	08/31/13	7:00 a.m. - 4:30 p.m.	Cheryl Bush
836	08/31/13 - 09/01/13 6:00 a.m. to 6:30 pm	6;00 a.m. - 6:00 p.m.	Christopher Gembel
837	08/24/13	7:00 a.m. - 3:30 p.m.	JoLynn Peck
838	08/17/2013	7:00 am - 9:00 pm	Jim Bentley
839	08/29/13 @ 6:00 p.m. - 09/02/13 @ 8:00 a.m.	6:00 p.m.Thursday - 8:00 a.m. Monday	Steve Cooper
840	Saturdays starting 8/14/13	6:00a - 7:00p	Jessica VanWinkle
841	Monday - Thursday 05/28/13 - 08/15/13	6:00 p.m. - 8:00 p.m.	Tammy Triplett
842	08/26/2013 - 08/27/2013	5:30 p.m. - 10:00 p.m.	David Winter
843	08/20/13	5:30 pm - 7:30 pm	Jessica Deering

	J
814	517-702-5456
815	373-9191
816	749-7163
817	749-7061
818	749-7061
819	749-7061
820	749-7163
821	373-1917
822	749-7061
823	749-7163
824	749-7061
825	335-2659
826	749-4353
827	335-2659
828	749-7163
829	373-5541
830	749-7061
831	241-0811
832	749-7134
833	749-7061
834	749-7061
835	749-7061
836	810-394-7866
837	667-1699
838	586-219-4422
839	810-614-5167
840	3-8452
841	373-0048
842	231-388-5166
843	780-7666

	K	L	M	N	O	P
814	The SSA has authorized the use of overtime, funded by 100% federal funds, to develop claims filed by the people of the State of Michigan claiming disability. The DDS office is under an emergency status to the end of the 2013 fiscal year due to backlogs of SSD claims. It is in the interest of the clients as well as the SSA to process the claims as timely as possible					
815	The Archives is hosting an after-hours Genealogy Lock-in that evening (Friday, July 12) from 6pm - 10pm.					
816	Numerous projects					
817	Strip/Coat Hard floor					
818	Strip/Coat Hard floor					
819	Vacuuming conf. room chairs					
820	Chair Cleaning					
821	To roll out Time and Expense Phase 3A project					
822	Strip/coat hard floor					
823	Carpet					
824	Extract carpet in offices					
825	Staff working to conduct the August 6th primary election.					
826	Custodial					
827	Staff are working Tuesday, August 6th 2013 to conduct the August 6th primary election. Election Staff will be working early and late that day to assist clerks with election problems and assist them with opening and closing the pollsa nd reporting election results.					
828	air bars					
829	Supreme Court term ends next week. The Reporter's office stays late the last week to close out the term for Court.					
830	Strip & refinish					
831	Windows 7 migration and technicians need to physically upgrade computers on both floors					
832	High Traffic areas					
833	Extract carpet in hallways					
834	Extract carpet in hallways					
835	Strip and refinish					
836	Completion of Project High Priority					
837	Saturday overtime from 7:00am to 3:30pm for CDL Help Desk staff					
838	We have a 200 person Move on Saturday August 17th					
839	Microsoft Security patch Distribution- Forced Reboot Created at 8/21/2013 12:51 PM by Spalding, Teresa (DHS) last modified at 8/28/2013 11:41 AM by Spalding, Teresa (DHS)					
840	Contractors must work after hours to minimize additional delays and cost for the project.					
841	Four interns will be working 10 hour days					
842	The EMHSTC building will be used by MSP Recruits for fire scenario training					
843	Facilitating a foster parent training					

	A	B
844		ST-17
845		ST-16
846		ST-23
847		ST-1
848		ST-11
849		ST-23
850		ST-15
851		ST-18
852		ST-22
853		ST-6
854		ST-1
855		ST-2
856		ST-3
857		ST-4
858		ST-10
859		ST-13
860		ST-14
861		ST-17
862		ST-18
863		ST-21
864		ST-8
865		ST-5
866		ST-6
867		ST-9
868		ST-10
869		ST-27
870		ST-28
871		ST-29
872		St-18
873		St-20
874		St-21
875		St-1
876		St-2
877		St-3
878		St-5
879		St-6

	C	D
844	OOF	BOD-ZONE 4
845	DTMB	IT, MCSC
846	Peckham	Enviromental Services
847	Peckham	Enviromental
848	DHS	Child Welfare
849	SOS	Driver and Vehicle DIV
850	Treasury	Data management
851	DTMB	MCSC
852	State	Driver and Vehicle DIV
853	Peckham	Custodial
854	State	Elections
855	DTMB	Peckham
856	MDOS	Occupancy
857	ES	Peckham
858	ES	Peckham
859	ES	Peckham
860	GOB	Enviromental Services
861	ES	Peckham
862	DTMB	Peckham
863	ES	Peckham
864	DTMB	Peckham
865	DTMB/ES	Peckham
866	DTMB/ES	Peckham
867	DTMB	ORS
868	DTMB/ES	Peckham
869	DNR	
870	DEQ	
871	AG	
872	Enviromental Services	Peckham
873	Enviromental Services	Peckham
874	Enviromental Services	Peckham
875	Enviromental Services	Peckham
876		CFS
877	Treasury	treasury University
878	Community Health	Finance and accounting
879	DHS	OHR

	E	F
844	ROMNEY	Basement floor
845	Romney	9th floor South West corner and restrooms lights and HVAC
846	van Wagoner	All floors
847	Austin	all
848	Grand Tower	4th elevator area to SE Corner of 4th floor
849	SOS south building	1st Floor all
850	OPS Center	all 1st Floor North End air and lights
851	Romney	West side of 9th floor Pillars F8, F9, F10 & F11 plus restrooms and Ground floor After-Hours Exit and Air
852	SOS	1ST
853	Cass	4th, 5th, & 6th
854	Austin	1st floor U, V, & W 17 & U, V, & W23
855	Austin	all
856	Austin	4th
857	Austin	All floors
858	Cass	All floors
859	GOB	all floors lights and hvac
860	GOB	3 B, 3 hallway, 2 floor hallway, and Peckham Office
861	Hannah	all floors lights and hvac
862	Hannah/Ottawa	All floors
863	Ottawa	all floors lights and hvac
864	Cass	all
865	Cass	All Floors
866	Con Hall	All Floors
867	GOB	Entire 3rd Floor
868	GOB	1st,2nd & 3rd flr hallways & main stairwell
869	Constitution Hall	1st floor south and 4th&5th floors north
870	Constitution Hall	1st floor south and 4th&5th floors north
871	Constitution Hall	1st floor south and 4th&5th floors north
872	SOS	Entire Building
873	van Wagoner	Entire floor
874	van Wagoner	All
875	Austin	All
876	C&T	Rooms 113, 122, and 125
877	Cadillac Place	2nd floor all lights and HVAC
878	Cass	Entire North side of 4th floor and Pillar A15
879	Flint SOB	7th

	G	H	I
844	08/24/13	7:00-4:00	Beulah Burks
845	09/14/13	6:00 a.m. - 5:30 p.m.	Tina Jensen
846	09/14/13	6:00 a.m. - 4:00 p.m.	Cheryl Bush
847	10/05/13	6:00 a.m. - 3:30 p.m.	Cheryl Bush
848	09/12/13 - 09/30/13	9:00 p.m. - 11:00 p.m.	Erika Engel
849	08/17/13 - 09/28/13	7:00 a.m. - 4:00 p.m.	Bill Allen
850	Saturdays 08/24/13 - 09/28/13	7:00 a.m. - 5:00 p.m.	Ann Leupnitz
851	09/30/2013 - 10/01/2013	6:00 a.m. -6:00 p.m.	Tina Jensen
852	8/17/13 - 9/28/13	6:30AM-4:00PM	John Lorencen or Pat Crosby
853	10/05/13	7:00 am - 3:30 pm	Skip Stanton
854	11/05/13	6:30 a.m. - 9:00 p.m.	Lucinda Sheltrown
855	10/26/13	6:00 a.m. - 3:30 p.m.	Cheryl Bush
856	10/26/2013	6:45 a.m. - 5:00 p.m.	Pamela Shaw
857	11/02/13	6:00 a.m. - 3:30 p.m.	Cheryl Bush
858	11/02/2013	7:00 a.m. - 3:30 p.m.	Skip stanton
859	10/19/13	6:00 am - 3:30 pm	Steve Beals
860	10/26/13	6:00 am. - 3:30 p.m.	Barb Fullerton
861	10/18/13	5:00-9:00 pm	Will Ward
862	10/26/13	6:00am - 5:00pm	Will Ward
863	10/18/13	5:00-9:00pm	Will Ward
864	10/26/13	7:00 a.m. - 3:30 p.m.	Skip stanton
865	11/11/13	7:00am-3:30pm	Howard (Skip) Stanton
866	11/11/13	7:00am-3:30pm	Howard (Skip) Stanton
867	11/11/13	7:30 a.m. - 6:00 p.m.	Pam Ward
868	11/11/13	6:00am-3:30pm	Steve Beals
869	11/11/13	7:00am - 6:00pm	Dereck Couzins
870	11/11/13	7:00am - 6:00pm	Dereck Couzins
871	11/11/13	7:00am - 6:00pm	Dereck Couzins
872	Saturday, 11/16/13	6:00 am - 6:00 pm	John Perry
873	Saturday 11/16/13	9:00 am - 5:30 pm	Cheryl Bush
874	11/23/13	7:00 a.m. - 4:30 pm	Cheryl Bush
875	11/23/13	7:00 am - 7:00 pm	Cheryl Bush
876	09/12/13 - 12/31/13	6:00 a.m. - 7:00 p.m.	Christopher Gembel
877	09/14/13 - 12/31/13	5:00 P.m. - 10:00 p.m.	Ann Luepnitz
878	10/26/13 - 11/30/13 Saturdays and Sundays	8:00 a.m. - 5:00 p.m.	Mary Lou Lehman
879	Weekends starting 6/28/13 -12/31/13	6:00 am - 5:00 pm	Sue King

	J
844	749-7085
845	335-4426
846	749-7061
847	517-749-7061
848	335-1318
849	322-5295
850	410-3275
851	241-7254
852	322-5309 OR 322-5290
853	749-4353
854	335-2659
855	749-7061
856	241-2646
857	517-749-7061
858	749-4363
859	749-7149
860	319-6004
861	749-3576
862	749-3576
863	749-3576
864	749-4353
865	749-4353
866	749-4353
867	322-6270
868	749-7149
869	517-243-0643
870	517-243-0643
871	517-243-0643
872	7437134
873	749-7061
874	749-7061
875	749-7061
876	810-394-7866
877	517-410-3275
878	241-5627
879	335-4874

	K	L	M	N	O	P
844	top strip basement floor					
845	Field service techs need lights on so they can upgrade computers to windows					
846	strip and refinish floor					
847	Extract Carpets					
848	Finalize plans for the Michigan Leadership summit					
849	Overtime every Saturday					
850	Data Management OT					
851	Year end testing					
852	working every Saturday except Aug 31 from now until Sept 28					
853	Custodial work					
854	: Staff will be working Tuesday, November 5, 2013 to conduct the November 5th general election (11/5/2013). Election Staff will be working early and late that day to assist clerks with election problems and assist them with opening and closing the polls and reporting election results. HVAC is requested as well.					
855	High traffic areas					
856	Correct end of year travel vouchers before deadline					
857	High traffic areas					
858	All floors in front of the restrooms					
859						
860	clean chairs 3B wing					
861	Top/strip and recoat floors					
862	Top/strip and recoat floors- scrub restrooms					
863	Top/strip and recoat floors					
864	Hallways in front of restroo,					
865	Veterans Day cleaning					
866	Veterans Day cleaning					
867	Carpet cleaning will be done and lighting is needed to allow to properly assess and clean					
868	Detail R/Rs and scrub main stairwell. Please have ventilation on for main stairwell.					
869	need lights to work on the floors building modular furniture					
870	need lights to work on the floors building modular furniture					
871	need lights to work on the floors building modular furniture					
872	Top Scrub Restrooms					
873	Dusting Baseboards, runners & mats					
874	High traffic Areas and Clean Chairs					
875	High traffic Areas and Clean Chairs					
876	Maintaining ft amL.A. abrasions					
877	Classes for Treasury University are going to be held in 7 week intervals					
878	Due to year end closing and auditing process, staff is required to work additional hours to meet various deadlines, including those for the State of Michigan Comprehensive Annual Fiscal Report					
879	Staff overtime					

	A	B
880		St-7
881		St-10
882		
883		St-11
884		St-13
885		St-14
886		St-16
887		St-17
888		St-18
889		St-19
890		St-20
891		St-5
892		St-7
893		ST-8
894		ST-10
895		ST-12
896		ST-13
897		St-3
898		
899	1	DCH
900	2	DTMB
901	3	DTMB
902	4	DEQ
903	5	MDOT
904	6	MDOT
905	7	Attorney General
906	8	

	C	D
880	DTMB	ORS
881	Treasury	Collections
882	DHS	DDS
883	DTMB	HR
884	MSHDA	Hardest Hit Program
885	DTMB	OFM
886	DTMB	MiCSES
887	Enviromental Services	Peckham
888	Treasury	treasury University
889	State	OCS
890	MSHDA	Homeownership - Hardest Hit Funds Program
891	Peckham	Environmental Service
892	Peckham	Environmental Service
893	DTMB	ORS
894	ES	Peckham
895	Peckham	Enviromental Services
896	LARA	WCA-Funds Admin
897	DTMB	ORS
898		
899	Community Health	Budget & Contracts
900	DTMB	ORS
901		Mailing Services
902	DEQ	Environmental Science and Services Division
903	Executive	
904	Attorney General	All
905	Attorney General	All
906	ES	Peckham

	E	F
880	GOB	3rd All of A wing and all rooms in the core
881	Grand Rapids 350 Ottawa St, NW	2nd Floor Center Conference room and lobby lights and HVAC
882	Hannah	Entire 3rd Fl Hannah
883	Mason	6th floor East A2, A3, A4 & B4
884	Romney	Entire East half of 8th floor and restrooms
885	Romney	7th floor H5 the entire room and restrooms
886	Romney	11th Floor, F11, C1, C3, G9, H7, H8 and H9. 12th Floor D3 and C3
887	Romney	Basement
888	Saginaw	2nd floor all lights and HVAC
889	SOS	1st Floor North Quadrant of O-3, S-3, S-9, O-9
890	van Wagoner	Entire East half of 8th floor and restrooms
891	mason/austin	all floors lights and hvac
892	Romney	Freight elevator lobby, floors 1 - 12
893	GOB	Wing A-Pillars G1-G5, G1-A1, A1-A4
894	Hannah and Ottawa	UL's and 1st floors
895	Ottawa	2nd - 4th Floors
896	GOB	1st floor, B Wing from pillar H-13 thru M-15
897	GOB	All of A wing
898	Grand Tower	Following Floors 1,2,3,7,8,9,13,14
899	Cass	4th flr, Central Control has list of people & their pillar numbers
900	GOB	3rd Floor, A-Wing, Pillars A4 to G4 & A7 to G7, C6 & C7
901	GSB	1sr flr OPC rm
902	State Lab	Bsmt (Rm 1), 1st (102-104) & 3rd (All)
903	Van Wagoner	4th floor, Pillars B19-C19
904	VanWagoner	All Attorney General work areas
905	Williams	All Attorney General work areas
906	Austin	Austin all floors

	G	H	I
880	01/01/13 - 12/31/13	6:00 pm - 5:00 am	Pam Ward
881	Mondays and Wednesdays beginning 05/13/13 to 12/31/13	5:00-10:00pm	Ann Leupnitz
882	Sunday, 01/05/14	8:00 a.m. to 1:00 p.m	Patrick Garlitz
883	3/21/11 - 12/31/13	5:00 pm - 10:00 pm	Judy Tkaczyk
884	Saturdays from 07/06/13 to 12/28/13	7:00 am to 2:00 pm	Chad Coffman
885	11/02/13 - 12/31/13	6:00 a.m. - 8:00 p.m.	Tina Ray
886	12/6/13 thru 12/7/13	5:00PM-midnight 12/6 & midnight -7pm 12/7	Dave Reinhard
887	12/14/13	6:50 a.m. - 3:40 p.m.	Beulah Burkes
888	09/14/13 - 12/31/13	5:00 P.m. - 10:00 p.m.	Ann Luepnitz
889	05/10/13 - 01/01/14	Wednesdays5:00 p.m. -8:00p.m. And Saturdays 8:00 a.m. - 1:00 p.m.	John Osborn
890	Saturdays from 07/06/13 to 12/28/13	7:00 am - 2:00 pm	Chad Coffman
891	01/11/14	6:00am-3:00pm	Cheryl Bush
892	01/11/14	6:50am - 3:40pm	Beulah Burks / Bob Bierwagen
893	1/11/14	9:00am-6:00pm	Pam Ward
894	01/17/14	5:00-9:00 pm	Will Ward
895	07/24/13	4:30 - 9:00 p.m.	Tim Warren
896	12/9/13 thru 1/5/15	until 7:30pm each night	Janice Remer
897	Saturdays 12/14/13-01/18/14	9:00 a.m. - 9:00 p.m.	Don Williams
898	1/23/14-1/25/14	8:00am-12am	Kemal Tekinel
899	1/31/2014	As requested	Central Control has list of people & their pillar numbers
900	1/31/14	24/7	Pam Ward
901	1/31/2014	Sun-Thurs:11:30P-6A	William Doxie
902	1/31/2014	8-5 Sat and all other days 24/7 as needed	Julie Smith
903	1/31/2014	As requested	Tom Briggs
904	1/31/2014	24/7	Joyce Macauley
905	1/31/2014	24/7	Joyce Macauley
906	1/8/2014	7:00a.m-6:00p.m.	Leon Arthur

	J
880	322-6270
881	410-3275
882	702-5456
883	373-0046
884	517-335-9031
885	241-0811
886	241-5825
887	749-7085
888	517-410-3275
889	636-0930
890	335-9031
891	517-749-7061
892	749-7085 / 319-6014
893	517-322-620
894	517-749-3576
895	749-7163
896	636-6610
897	322-6071
898	517-614-6666
899	241-2330
900	2-6270
901	322-6764
902	335-8850
903	373-0453
904	373-1114
905	373-1114
906	993-8249

	K	L	M	N	O	P
880	ORS has staff working 6:00 p.m. to 5:00 a.m. Monday - Friday that require Lighting and Air conditioning					
881	Treasury University Classes video conferencing					
882	DDS has a Federal software upgrade installation on that weekend					
883	Overtime					
884	expansion of hours of operation for 10-60 members for the Hardest Hit Funds program					
885	*Auditors Working on the CAFR for December deadline*					
886	A major MiCSES release will be happening over this weekend.					
887						
888	Classes for Treasury University are going to be held in 7 week intervals					
889	Staff assist Branch offices on Wednesday evenings and Saturday Mornings.					
890	MSHDA's Step Forward Program woul dlike to request to have lighting and HVAC services available during their Saturday working hours from 7:00 am - 2:00 pm. This will allow for expansion of office hours for 10 - 60 staff members of the Step Forward Program.					
891	moving supplies from Mason to the Austin					
892	Total stripping of all freight elevator lobbies 12th to 1st floors.					
893	IT Migrating Computers					
894	*carpet runners*					
895	Carpet					
896	We have staff who work past 6:00pm on a daily basis					
897	Completing the migration of technology applictions that willl allow SOM staff to better serve the citizens of Michigan.					
898	This weekend we have major implementation and there will be a lot of resources will be in the building to support the implementation activities.					
899	Staff are required to work extra hours frequently due to meet required deadlines					
900	ORS Support Staff running computer program Monday through Sunday					
901	Night shift to meet mandated mailing dates					
902	24/7 emergency stand-by operation					
903	To install a light switch over the copy area, to reduce amount of lighting used.					
904	Irregular and unscheduled work hours are often required					
905	Irregular and unscheduled work hours are often required					
906						

	A	B
907	9	DTMB
908	10	Step forward
909	11	State Budget Office
910	12	Transportation
911	13	DTMB
912	14	MDOT
913	15	DTMB
914	16	OOF
915	17	Peckham
916	18	Peckham
917	19	Peckham
918	20	Peckham
919	21	DTMB
920	22	Peckham
921	23	Peckham
922	24	Peckham
923	25	Peckham
924	26	Peckham
925		Peckham
926	Lighting requests moved from active tab to expired	DTMB
927	29	Peckham
928	30	ES
929	31	ES
930	32	ES
931	33	DNR
932	34	DTMB
933	35	Peckham
934	36	Peckham
935	37	Peckham
936	38	DTMB
937	39	DTMB
938	40	DTMB
939	41	MDOS
940	42	DTMB
941	43	DTMB
942	44	DTMB
943	45	DHS

	C	D
907	Peckham	CASS
908	MSHDA	Romney
909	N/A	Romney
910	Construction Field Services	C&T
911	PECKHAM	Cass
912	Executive Office	Van Wagoner
913	OFM	Romney Building
914	BOD-Zone 4	Romney Building
915	Environmental Services	GOB
916	Environmental Services	C&T
917	Environmental Services	Forensic Lab
918	Environmental Services	PTA
919	BOD	Lewis Cass
920	Environmental Services	Austin
921	Environmental Services	Cass
922	Environmental Services	Hannah
923	Environmental Services	Ottawa
924	Environmental Services	Williams
925	Environmental Services	Vanwagoner
926	PECKHAM	Van Wagoner
927	Environmental Services	SOS
928	Peckham	Williams & Vanwagoner
929	Peckham	Austin
930	Peckham	Austin
931	Law Enforcement	Mason
932	BOD	Cass
933	Enviromental Services	C&T
934	Enviromental Services	Cass
935	Enviromental Services	MDOT Warehouse
936	Peckham	Romney
937	Peckham	Austin
938	Peckham	Cass
939	Secretary of State	SOS
940	Peckham	Van Wagoner
941	Peckham	Williams
942	OFM	Romney Building
943	Saginaw	Saginaw SOB

	E	F
907	Garden Level	2/1/14
908	Entire East half of 8th floor and restrooms	12/01/2013 - 01/31/2014
909	entire 6th floor	1/31/14-2/04/14
910	Zone A-D Room 113, 122, 125	1/31/2014
911	Garden Level Mailroom	2/8/2014
912	4th Floor A15 - E23	
913	7th floor southeast section of the floor. The accounting and financial division	2/15-2/17
914	All foors	2/17/2014
915	3rd floor A & B wings and main stairwell	2/17/2014
916	1st floor	2/17/2014
917	1st floor	2/17/2014
918	All floors as needed	2/17/2014
919	Stairwells and surrounding areas	2/17/2014
920	ALL FLOORS	2/17/2014
921	all floors, aisles in front of restrooms	2/17/2014
922	All floors as needed	2/17/2014
923	All floors as needed	2/17/2014
924	All floors as needed	2/17/2014
925	All floors as needed	2/17/2014
926	All floors as needed	2/15/2014
927	All floors as needed	2/17/2014
928	All floors needed	3/1/2014
929	All floors needed	3/1/2014
930	All floors needed	3/1/2014
931	7th flr, A1-A4 & A1-D1	
932	WILL VARY	10/7/13-3/1/14
933	all floors	3/15/2014
934	all floors	3/15/2014
935	all floors	3/15/2014
936	all floors	3/22/2014
937	all floors - elevator lobbies	3/21/2014
938	all floors	3/22/2014
939	1st floor	3/22/2014
940	all floors	3/29/2014
941	all floors	3/29/2014
942	southeast section of the floor The accounting and finanical reporting division	3/29/2014
943	1st, 2nd and 3rd floors	3/22/2014-3/30/14

	G	H	I
907	7:00 am - 3:30 pm	Howard (Skip) Stanton	749-4353
908	7:00 am - 7:00 pm	Chad Coffman	335-9031
909	5pm-7am	Connie Minix	517-373-4978
910	6:00am to 7:00pm	Christopher Gembel	810-394-7866
911	7:00am - 3:30pm	Howard (Skip) Stanton	749-4353
912	as required	Pam Sebenick	241-2674
913	24/7	Tina Ray	517-241-0811
914	6:50am to 3:40p.m	Beulah Burks	517-749-7085
915	6:00am-3:30pm	Steve Beals/ Barb Fullerton	517-749-7149/517-319-6004
916	8:00am-3:30pm	Steve Beals	517-749-7149/517-319-6004
917	6am to 3:30pm	Steve Beals	517-749-7149/ 517-319-6003
918	6am-3:30pm	Steve Beals	517-749-7149/ 517-319-6003
919	24/7	Greg Post	517-812-4353
920	6:00am - 6:00pm	Leon Arthur	517.993.8249
921	7:00am - 3:30pm	Chad Antcliff	517.749.7194
922	6:00am - 6:00pm	Will Ward	517.749.3576
923	6:00am - 6:00pm	Will Ward	517.749.3576
924	6:00am - 6:00pm	Andy Yeadon	517.749.7165
925	6:00am - 6:00pm	Andy Yeadon	517.749.7165
926	6:00 am to 6:00 pm	Andy Yeadon	517-749-7165
927	6am-6pm	John Perry	517-743-7134
928	7:00am5:00pm	Andy Yeadon	517-749-7165
929	5:00pm-9:00pm	Leon Arthur	517-9938249
930	5:00pm-9:00pm	Leon Arthur	517-993-8249
931	24/7	Jim Hurst	
932	WILL VARY	LAUX CONSTRUCTIOIN	GREG POST 517-812-4353 and Beau Jackson
933	7am-3:30pm	Steve Beals	517-749-7149
934	7:00am - 3:30pm	Howard (Skip) Stanton	517-749-4353
935	7am-12pm	Lori Dorsey or Joyce Dean	517-719-4720
936	7:00am to 3:30pm	Dave Schuiling	749-7061 or 319-6014
937	5:00 pm - 9:00 pm	Tim Warren	749-7163
938	7:00 am - 3:30 pm	Howard (Skip) Stanton	749-4353
939	7:00am to 2:00pm	Michael Filday	517-322-6268
940	7:00 am - 5:00 pm	Andy Yeadon	517.749.7165
941	7:00 am - 5:00 pm	Andy Yeadon	517.749.7165
942	6:00am to 3:00pm	Tina Ray	517-241-0811
943	7:30am to 5:00pm	Rick Latinen	(989) 758-1217

	J
907	Strip & Refinish hard floor in the mail room
908	
909	Preparation for FY 2015 Executive Budget. Staff will be working at any time over the weekend and possibly Monday night as well.
910	Maintaining FT and L.A. Abrasion Submissions
911	Strip & refinish hard floors in mailroom
912	Staff overtime
913	The AFR Division is working on the MAIN Encryption project over the weekend
914	All rest rooms are being cleaned.
915	Scrub stairwells. Detail vac. And dust 3 A & B wings
916	Vent Cleaning of C&T
917	Vent Cleaning of C&T
918	Chair cleaning and floor care
919	Laux Construction work
920	Top strip/re-coat lobby floors
921	clean floors
922	clean carpeting/ scrub restrooms
923	clean carpeting/ scrub restrooms
924	top scrub bathrooms
925	top scrub bathrooms
926	clean air bars/vents
927	Carpet cleaning, base boards, air bars and vents
928	Scrub restrooms
929	Chair cleaning
930	Lobby/Restroom scrub
931	Report all poaching program call center
932	TO KEEP PROJECT ON TIME LINE
933	Dust / Vac. vents please make sure lights and ventilation is on.
934	clean aisles in front of restrooms
935	Sealing new tile floor in hall
936	extract all floors
937	cleaning elevator carpeting
938	cleaning hallways in front of all restrooms
939	Staff Overtime
940	High traffic carpet cleaning
941	High traffic carpet cleaning
942	Statewide single audit coordinator is working on the statewide single audit
943	Please note we are requesting approval for two Saturdays even though the form only allows one date. We are requesting approval for Saturday March 22, 2014 from 7:30am to 5:00pm and Saturday March 29th, 2014 from 7:30 to 5:00pm

	K	L	M	N	O	P
907						
908						
909						
910	Christopher Gembel					
911	Bob Bierwagen					
912	Bob Ruff					
913	Tina Ray					
914	Bob Bierwagen					
915	Kirk Brennan					
916	Kirk Brennan					
917	Kirk Brennan					
918	Kirk Brennan					
919	Greg Post					
920	Neal Droste					
921	Bob Bierwagen					
922	Steve Doty					
923	Steve Doty					
924	Bob Ruff					
925	Bob Ruff					
926						
927	Kirk Brennan					
928						
929						
930						
931	Jim Hurst					
932						
933		3/16/2014				
934		3/16/2004				
935		3/16/2015				
936		3/23/2014				
937		3/22/2014				
938		3/23/2014				
939		3/23/2014				
940		3/30/2014				
941		3/30/2014				
942		3/30/2014				
943		3/30/2014				

	A	B
944	46	MDOS
945	47	LARA
946	25	DTMB
947	26	Peckham
948	27	Peckham
949	28	Peckham
950	28	Michigan Supreme Court
951	29	DTMB
952	30	DTMB
953	31	DTMB
954	32	DTMB
955	33	DTMB
956	27	ES
957	28	DTMB
958	29	DTMB
959	28	Peckham
960	29	Peckham
961	25	Michigan Supreme Court
962	27	Civil Service Commission
963	28	State
964	29	DHS
965	30	DTMB
966	31	SBO
967	32	DTMB
968	23	DHS
969	27	Peckham
970	26	DTMB
971		DTMB
972	25	DTMB
973		ES
974	32	ES
975		ES
976		ES
977	31	DHS
978	31	DHS
979	28	DTMB
980	27	DTMB/ES
981	29	DHS

	C	D
944	Bureau of Elections	Austin
945	Executive Office	Ottawa
946	Customer Service DHS	Grand tower
947	Enviromental Services	VanWagoner and Williams
948	Enviromental Services	VTS
949	Enviromental Services	Romney
950	Judicial	Hall of Justice
951	ES/Peckham	Hannah
952	ES/Peckham	Ottawa
953	ES/Peckham	Hannah
954	ES/Peckham	Ottawa
955	ES/Peckham	Austin
956	Peckham	Lewis Cass
957	ES/Peckham	Austin
958	Peckham	Lewis Cass
959	Environmental Services	Vehicle and Travel Services
960	ES	Cass
961	Judicial	Hall of Justice
962		Horatio S. Earle Learning Center
963	Elections	Austin
964	Out State Operations	Jackson
965	Peckham	Hannah
966	OFM	Romney Building
967	Telecom	VanWagoner
968	Children's trust fund	Grand tower
969	Environmental Services	GOB
970	ES/Peckham	Austin
971	Peckham	Energy Center
972	MiCSES	Romney
973	Peckham	Romney
974	Peckham	Austin
975	Peckham	Austin
976	Peckham	Austin
977	Department of Human Services	Flint SOB
978	Department of Human Services	Flint SOB
979	Peckham	Romney
980	Peckham	Energy Center
981	Accounting	Grand Tower

	E	F
944	1st floor U-17 and U-18	3/29/2014 - 03/30/14
945	H6 Exec Office	
946	1st, 2nd, 3rd, 8th, 9th, 13th and 14th floors Lights and HVAC	03/19/14 - 04/02/14
947	All Floors	4/5/2014
948	All floors	4/5/2014
949	All Floors	4/5/2014
950	6th floor	4/5/201-4/6/2014
951	all floors	4/11/2014
952	all floors	4/11/2014
953	all floors	4/12/2014
954	all floors	4/12/2014
955	all floors	4/12/2014
956	all	4/19/2014
957	All floors	4/26/2014
958	All floors	4/25/2014
959	All floors/pillars	5/3/2014
960	Garden level	5/3/2014
961	6th floor	4/12/14-5/3/14
962	1st floor common area & Lake Huron Room	5/11/2014
963	Bureau of Elections: U, V, 17-U, V & W23	5/6/2014
964	2nd & 3rd floor	05/10/14, 05/17/14, 05/31/14, 06/07/14, 06/14/14, 06/21/14, 06/28/14
965	1st floor	5/6/2014
966	7th floor	5/10/2014
967	3rd floor	5/10/2014
968	14th floor Children's trust fund ste. 1411	04/01/14 - 05/14/14
969	1st, 2ed and 3ed floor main hallways and R/Rs	5/17/2014
970	all foors as needed	5/23/2014
971	all floors	6/7/2014
972	12 floor Pillars D3 and C3	06/06/14 to 06/08/14
973	all floors	6/14/2014
974	1st floor	6/12/2014
975	all floors	6/14/2014
976	all floors	6/13/2014
977	4 and 5	6/14/2014
978	4 and 5	6/14/2014
979	all floors	6/7/14 and 6/14/14
980	All floors and restrooms	6/21/2014
981	10th floor pillar K5 and J2	6/21/2014

	G	H	I
944	7 am - 5 pm	Lucinda sheltrown	517-373-0941
945	As needed.	Karen Towne	517-373-9495
946	24/7	Kemal Tekinel	517-241-5779
947	7:00 a.m. - 5 p.m.	Andy Yeadon	517-749-7165
948	6am-6pm	John Perry	517-743-7134
949	7:00am - 3:30pm	David Schuiling	517.749.7061
950	12am-12pm	Ryan Tomlinson	517-373-7492
951	5:00pm - 9:00pm	Will Ward	517.749.3576
952	5:00pm - 9:00pm	Will Ward	517.749.3576
953	6:00am - 6:00pm	Will Ward	517.749.3576
954	6:00am - 6:00pm	Will Ward	517.749.3576
955	6:00am - 6:00pm	Leon Arthur	517.993.8249
956	6:00 a.m. - 6:00 p.m	Debbye Kafara	517-202-2907
957	7:00am - 6:00pm	Leon Arthur III	517.993.8249
958	6:00pm-9:00pm	Debbye Kafara	517-202-2907
959	6am-6pm	John Perry	517-743-7134
960	7:00am-12:00pm	Debbye Kafara	517-202-2907
961	8am-5pm	Dave Palazzolo	517-373-5541
962	12:00pm to 6:00pm	John VanHoesen	517-284-5015
963	6:30am-9:00pm	Lucinda Sheltrown	517-335-2659
964	8:00am-12:00pm	James Tippin	517-780-7040
965	5:00 pm - 9:00 pm	Tim Warren	517-749-7163
966	6:00 a.m. - 2:00 pm	Tina Ray	241-0811
967	6:00am - 3:00pm	Peggy Thacker	242-4754
968	8:00 am - 12:00 am	Christina Medina	517-3734320
969	6:00am-3:00pm	Steve Beals	517-749-7149
970	5:00 - 9:00 pm	Leon Arthur III	517.993.8249
971	6:00am-6:00pm	John Perry	517-743-7134
972	6:00pm until 5:00pm	Don Van Buhler	517-392-8182
973	6:00am-6:00pm	Debbye Kafara	517-202-2907
974	5:00 pm - 9:00 pm	Leon Arthur	517-993-8249
975	6:00 am - 6:00 pm	Leon Arthur	517-993-8249
976	5:00 pm to 9:00 pm	Will Ward	517-749-3576
977	8 am - 5pm	Mike Milks	810-760-2637
978	8 am - 5pm	Mike Milks	810-760-2637
979	7:00am-4:00pm	Mofi	517-749-7232
980	6:00am - 6:00pm	John Perry	517.743.7134
981	7:00 a.m. - 2:30 pm	Colleen or Christy Mouser	517 -335-6007 517-373-2021

	J
944	Employees working for the weekend
945	As needed for emergency management
946	After Hours employees
947	Cleaning High Traffice areas
948	Strip and reseal hard floors
949	Top strip and refinish all hard floors
950	The justices of law clerks will be working Saturday and Sunday
951	Carpet Cleaning all floors
952	Carpet Cleaning all floors
953	Carpet Cleaning all floors
954	Carpet Cleaning all floors
955	Carpet Cleaning all floors
956	Strip & re-finish hard floors
957	Elevators/Stair/Carpet cleaning
958	Touch up hard floors
959	Carpet cleaning, Restrooms, Stairs, Air bars and vents
960	touch up hard floors
961	Only on Saturdays from 8am-5pm. Only for the 6th floor.
962	Quality of Life Agencies are hosting a 3 day training session May 12-14. The trainer has a significant quantitiy of materials/resources that require 3-4 hours of setup time to arrange and prepare ahead of the start of training. Training session is scheduled to begin at 8:00am May 12.
963	Staff are working to conduct the May 6th election.
964	We have been given overtime on these days for cash assistance staff to work.
965	Abdikadir Munganga will be cleaning chairs on the fidrst floor
966	Statewide Single Audit coordinator working on Statewide single audit
967	Telecom Work
968	Preparation for upcoming auction May 14, 2014
969	Scrub all R/Rs GOB
970	scrub/clean stairs
971	Chair cleaning, floor strip and seal
972	A major MiCSES release will be happening over this weekend.
973	Extract carpet
974	Waxing
975	Wax stairways
976	
977	OT Implementation of Automated child Welfare Information system
978	OT Implementation of Automated child Welfare Information system
979	Extract all high traffic areas and scrub all restrooms
980	Floor seal, top scrub restrooms
981	Please turn on lights and HVAC on 06/21/14 for crosswalk Coding work

	K	L	M	N	O	P
944		3/31/2014				
945		3/31/2014				
946		4/3/2014	.			
947		4/6/2014				
948		4/6/2014				
949		4/6/2014				
950		4/8/2014				
951		4/13/2014				
952		4/13/2014				
953		4/13/2014				
954		4/13/2014				
955		4/13/2014				
956		4/20/2014				
957		4/27/2014	BCJ			
958		4/26/2014	MM			
959		5/4/2014	MM			
960		5/4/2014	MM			
961		5/3/2014				
962		5/12/2014	NT			
963		5/7/2014	MM			
964		6/29/2014	MM			
965		5/7/2014	AB			
966		5/11/2014	ab			
967		5/11/2014	bcj			
968		5/15/2014				
969		5/18/2014	MM			
970		5/24/2014	BCJ			
971		6/8/2014	MM			
972		6/9/2014	MM			
973		6/15/2014	MM			
974		6/13/2014	AB			
975		6/15/2014	AB			
976		6/14/2015	AB			
977		6/15/2014	AB			
978		6/15/2014				
979		6/15/2014	MM			
980		6/22/2014	BCJ			
981		6/23/2014	Ab			

	A	B
982	28	DTMB/ES
983	29	DTMB/ES
984	27	DTMB/ES
985	26	LARA
986	27	MSP
987	24	DTMB
988	25	MDOT
989	27	ES
990	26	DNR
991	29	Human Services
992	30	MSP
993	24	Peckham
994	26	DTMB
995	24	State
996	25	DNR
997	26	DHS
998	27	DTMB
999	28	Treasury
1000	29	DHS
1001	30	State
1002	31	ES
1003	32	ES
1004	33	ES
1005	32	MDOT
1006	28	DTMB
1007	34	DTMB
1008	33	Peckham
1009	34	Human Services

	C	D
982	Peckham	Hannah
983	Peckham	Ottawa
984	Peckham	Romney
985	UIA CUSTOMER SERVICE	Cadillac Place
986	CJIC	MSP HQ
987	OFM	Romney
988	Construction Field Services	C&T
989	PECKHAM	Ottawa/Hannah
990	Archives of Michigan	MLHC
991	NA	State Office Building
992	EMHSD	HAZMAT
993	Environmental Services	Romney
994	CS- DMB, MCSC	ROMNEY
995	Election	Austin
996		Michigan Library and Historical Center
997	SACWIS	Flint State Office Building
998	MiCSES	Romeny
999	Tax Compliance	Saginaw SOB
1000	Out State Operations	Jackson State Office Building
1001	Elections	Austin
1002	Peckham	Williams & Vanwagoner
1003	Peckham	Austin
1004	Peckham	Austin
1005	Construction Field Services	Construction Field Svcs.
1006	Peckham	Romeny
1007	Peckham	Austin
1008	Environmental Services	Grand Tower
1009	Out State Operations	Jackson State Office Building

	E	F
982	All floors	6/27/2014
983	All floors	6/27/2014
984	All floors and restrooms	6/28/2014
985	All lights and air handlers 1st and 8th Floors; Pillars L-385, 8-100, 8-150, 8-220, 8-250	06/21/14 & 06/28/14
986	1ST FLOOR	6/28/13 - 6/27/14
987	7th floor	5/27/14-7/3/14
988	1st floor, room 124, panel C	
989	All floors	7/12/2014
990	Archives of Reading Rooms and Reception area	7/18/2014
991	4th and 5th floor	7/19/2014
992	training and excerise	7/20/2014
993	All floors	7/26/2014
994	9TH FLOOR	7/25/14 - 7/28/14
995	U,V & W17-U,V & W 23	8/5/2014-8/6/14
996	1st, 2nd, Event lighting	8/9/2014
997	4th and 5th floor	8/9/2014
998	12, 112 floor Pillars D3 and C3	8/8//14-8/9/14
999	Treasury Offices	3/10/2014-6/25/14
1000	3rd floor	March: 4, 11, 18, 25 April: 1, 8, 15, 22
1001	U, V & W 17-U, V& W 23	2/24/2014-2/25/2015
1002	All floors needed	3/1/2014
1003	All floors needed	2/28/2014
1004	All floors needed	3/1/2014
1005	1st	8/11/14 - 8/11/15
1006	all floors	8/16/2014
1007	all floors	8/16/2014
1008	ALL	8/23/14-8/30/14
1009	2nd & 3rd floors	Every Saturday from 7/12/14 thru 8/23/14

	G	H	I
982	5:00 pm - 10:00pm	Will Ward	517-749.3576
983	5:00 pm - 10:00pm	Will Ward	517-749.3576
984	7:00 a.m. - 4:00 p.m.		517.749.7232
985	7:00 a.m. - 3:30 p.m.	Gail Loving	313-456-2401
986	9:00PM- 6:00AM	PLETRO SEMLFERO	241-0829
987	6:00am-9:00pm	Tina Ray	517-241-0811
988	6:00am to 7:00pm	Ernst Nelson	322-1183
989	6:00am-4:30pm	Abdikadir Murnganga	517-749-3576
990	5:00pm-10:30pm	Kris Rzepczynski	517-373-9191
991	10:30 - 2:30	Mike Milks	810-760-2637
992	7:35-8:30am	Gary Brannock	517-375-2130
993	7:00-5:00pm	MOFI	517-749-7232
994	8:00PM - 4:00AM	CHRIS MITCHELL	517-335-1613
995	6:30am-6:30pm	Lucinda Sheltrown	517-335-2659
996	5:00 p.m. - 11:00 p.m.	Carol Payne	517-373-2565
997	8:00am - 12:00pm	Mike Milks	810-760-2637
998	5:00 pm until 3:00pm	Don Van Buhler	517-392-8182
999	5:00-10:00pm	Kevin Robishaw	989-758-1403
1000	5:00pm-8:30pm	Jessica Deering	517-780-7666
1001	6:30am-9:00pm	Lucinda Sheltrown	517-335-2659
1002	7:00am5:00pm	Andy Yeadon	517-749-7165
1003	5:00pm-9:00pm	Leon Arthur	517-9938249
1004	5:00pm-9:00pm	Leon Arthur	517-993-8249
1005	6:00am - 7:00pm	Kendra Barak / Ernst Nelson	322-1217 / 322-1183
1006	7:00am - 5:00pm	MOFI	517-749-7232
1007	6:00am - 5:00pm	Jennifer Buskirk	517.993.8249
1008	7am-5pm	Tim Hyatt	517-204-7604
1009	8:00am - 5:00pm	James Tippin	517-780-7040

	J
982	carpet cleaning
983	carpet cleaning
984	Scrub restrooms on all floors
985	Mandatory Overtime for Customer Service for tw Saturdays
986	We have 2nd & 3rd shift employees who leave via the elevators. The motion detectors do not turn on the lights until you make it around the corner & into the hallway. Unless someone has just entered the building from that direction, that leaves staff fumbling in the dark & walking into things. We need at least minimal lighting in the elevator lobby. (The lights on the display case would suffice.)
987	Working on ERP projet and other OFM staff are here until 6pm
988	Material testing must be performed at specific times and dates to be in compliance with specifications. Failure to meet these strict time requirements may result in loss of Federal funding for construction projects.
989	Restroom Scrubbing
990	Lighting required for archives of Michigan after-hours event
991	SACWIS OT
992	Training
993	Vacuum all conference room furniture
994	Annual MAIN Disaster Recovery Test.
995	*Staff are working Tuesday, August 5, 2014 to conduct the August 5th primary election (8/5/2014). Election Staff will be working (24 hours) early and thru the next day to assist clerks with election problems and assist them with opening and closing the polls and reporting election results.*
996	After hours and exterior lighting for an after-hours event at the Museum which benefits the Michigan History Foundation.
997	SACWIS OT
998	A major MiCSES release will be happening over this weekend.
999	Staff is attending on-line university classes in our office. Class runs until after 9:00pm. Currenly this class is running on Monday night. This would be the only night we would need after hours lighting.
1000	We will be facilitating a foster parent training on the above dates.
1001	Staff are working Tuesday, Febuary 24th, 2014 to conduct the February 25th election (2/25/2014). Election staff will be working early and late tha that day to assit clerks with election problems and assit them with opening and closing the polls and reporting election results.
1002	Scrub restrooms
1003	Chair cleaning
1004	Lobby/Restroom scrub
1005	Material Testing must be performed at specific times and dates to be in compliance with specifications. Failure to meet these strict requirements may result in loss of federal funding for construction projects.
1006	Top strip and finish all floors
1007	carpet cleaning
1008	Scrub all restrooms and high traffic areas
1009	We have been given overtime on these days for cash assistance staff work.

	K	L	M	N	O	P
982		6/28/2014	bcj			
983		6/28/2014	bcj			
984		6/28/2014	nik			
985		6/29/2014	AB			
986		6/27/2014				
987		7/4/2014	MM			
988	Brenda J O'Brien	7/6/2014				
989		7/13/2014	EK			
990		7/19/2014	EK			
991		7/20/2014	EK			
992		7/21/2014	EK			
993		7/27/2014	ML			
994		7/28/2014	NT			
995		8/6/2014	MM			
996		8/10/2014	EK			
997		8/10/2014	bcj			
998		8/10/2014	EK			
999		6/25/2014				
1000	Jessica Deering	4/22/2014				
1001		2/26/2014				
1002		3/2/2014				
1003		2/29/14				
1004		3/2/2014				
1005		8/12/2015	bcj			
1006		8/17/2014	nt			
1007		8/17/2014	bcj			
1008		8/31/2014	EK			
1009		9/1/2014				

	A	B
1010	33	SOS
1011	30	DTMB
1012	40	DTMB
1013		
1014		
1015		
1016		
1017		
1018		
1019		
1020		
1021		
1022		
1023	26	Human Services
1024	44	Peckham

	C	D
1010	Driver and Vehicle Records Division	Secretary of State
1011	MICSES	ROMNEY
1012	DHS- ELIGIBILITY	GRAND TOWER
1013		
1014		
1015		
1016		
1017		
1018		
1019		
1020		
1021		
1022		
1023	Out State Operations	Jackson State Office Building
1024	Environmental Services	Secretary of State

	E	F
1010	1st Floor South Building and 2nd Floor Tower	9/6/2014
1011	12th	09/05/14 to 09/06/14
1012	ENTIRE FLOORS: 1, 2, 3, 4, 8, 9 & 14	10/25/14-10/26/14
1013		
1014		
1015		
1016		
1017		
1018		
1019		
1020		
1021		
1022		
1023	3rd floor	9/9/2014-10/28/14
1024	All	11/4/2014

	G	H	I
1010	6:00am-5pm	Lorencen, John	(517) 322-5309
1011	5:00 pm until 7:00pm(on the 6th)	Dave Reinhart	517-241-5825
1012		Kemal Tekinel	241-5779
1013		#VALUE!	MDOS
1014		#VALUE!	Peckham
1015		34	DTMB
1016		35	DCH
1017		36	Human Services
1018		37	DHS
1019		38	DHS
1020		36	DTMB
1021		31	Supreme Court
1022		33	MDOT
1023	5:00p.m-9:00p.m	Brenda Cros	517-780-7171
1024	6am to 6pm	John Perry	517-743-7134

	J
1010	Reducing backlogs in Conversion, Vehicle Update, Document Processing, Microfilm Processing, and Operations Support Units
1011	A major MiCSES release will be happening over this weekend.
1012	Bridges Realease Implementation
1013	CSA/DVRD
1014	Enviormental Services
1015	Driver and Vehicle Records
1016	Reimbursement
1017	Out State Operations
1018	DDS
1019	Children's Trust Fund
1020	CS-DMB-MCSC
1021	Judicial
1022	Construction Field Services
1023	Pride Training every Tuesday evenings from 5-9pm beginning 9/9/14-10/28/14
1024	Building Cleaning

	K	L	M	N	O	P
1010		9/7/2013	EK			
1011		9/7/2014	EK			
1012		10/26/2014	nik	24/7	John Lorencen	(517) 322-6599
1013	SOS	1st floor South Building and 2nd floor Tower, H-J 14-15A	9/20/2014	6:30am - 3:45pm	John Lorencen	517.322.5309
1014	Romey	All floors	9/20/2014	7am-5pm	MOFI	517-749-7232
1015	SOS	1st and 2nd floors, H14A-15A I14A-15A J14A-15A	9/27/2014	7:00am-5:00pm	John Lorencen	(517) 322-5309
1016	Cass	Garden level, NW Office suite, Adjacent the Guard Station	9/13-20,27	24/7	Carrie Budd or Pauline Brussel	517-241-3722
1017	Jackson State Office Building	2nd & 3rd floors	Every Saturday from 8/9/14 thru 9/27/14	7:00am - 4:00pm	James Tippin	517-780-7040
1018	Hannah	All of 3rd floor Hannah	1/18/14-9/27/14	7:00am-1:00pm	Patrick Garlitz	517-702-5456
1019	Grand Tower	4th floor	8/4/14 - 9/30/14	24/7	Christina Medina	517-373-3420
1020	Romney Building	9th floor west side pillars F8-9,10,11 and restrooms	9/30/2014	6:00am-6:00pm	Tim Hyde	517-241-7411
1021	Hall of Justice	1st, 2nd and 6th throughout entire floors	10/8/2014	5:00pm-9:30pm	Dave Palazzolo	517-373-5541
1022	C&T	Room 112, Room 130A and front restrooms	10/16/14 - 10/20/14	5:00pm Oct 16 through 7:00am Oct 20	Lori Wieber	322-1085
1023		10/29/2014	EK			
1024		11/4/2014	EK			

	Q	R	S	T
1010				
1011				
1012	Reducing backlogs in Conversion, Vehicle Update, Document Processing, Microfilm Process, and Operations Support Units.		9/14/2014	EK
1013	Reducing backlogs in Conversion, Vehicle Update, Document Processing, and Microfilm Processing		9/21/2014	BCJ
1014	High traffic areas for overtime		9/21/2014	EK
1015	Reducing backlogs in Conversion, Vehicle Update, Document Processing, Microfilm Processing, and Operations Support Units		9/28/2014	EK
1016	DMB-624 Security Access Forms are in the process of being completed for Saturday work and will be delivered to the Cass Facility office tomorrow, I will endorse them on Monday when I return to the office		9/28/2014	EK
1017	We have been given overtime on these days for cash assistance staff work.		9/28/2014	bcj
1018	The social security admin. Has authorized overtime		9/27/2014	
1019	preparing for FY15 direct services grant application		10/1/2014	bcj
1020	Production Financial Table Roll-Over		10/1/2014	EK
1021	Lights need to remain on 9:30pm this day		10/9/2014	EK
1022	From 5:00pm, October 16th through 7:00am Monday, October 20 some employees will be working in the above stated rooms. Please make arrangements to have heat and lights on during this entire period along with the front restrooms.		10/21/2014	nik
1023				
1024				

	A	B
1025	43	Peckham
1026	42	Peckham
1027	41	Peckham
1028	40	Peckham
1029	39	SOS
1030	38	SOS
1031	28	DHS
1032	26	GOVERNOR'S OFFICE
1033	30	State
1034	31	DTMB
1035	40	ES
1036	39	Peckham
1037	38	Peckham
1038	37	Peckham
1039	34	Peckham
1040	33	Peckham
1041	28	DNR
1042	26	DHS
1043	29	DCH
1044	31	DCH
1045	31	DHS
1046	29	Civil Service
1047	27	DMOT
1048	28	DTMB
1049	31	Michigan Supreme Court
1050	30	DNR
1051	28	MDCH
1052	29	Peckham
1053	22	LARA

	C	D
1025	Environmental Services	C&T
1026	Environmental Services	GOB
1027	Environmental Services	PTA
1028	Environmental Services	OPS Center
1029	Occupancy Services	SOS
1030		Austin
1031	Foster Care Unit	Grand Tower
1032		ROMNEY
1033	Elections	Austin
1034	MDOS Systems Development	OPS Center
1035	PECKHAM	Cass
1036	Environmental Services	PTA
1037	Environmental Services	GOB
1038	Environmental Services	C&T
1039	Environmental Services	ROMNEY
1040	Environmental Services	Grand Tower
1041	Historical Museum	MLHC
1042	Accounting	Grand Tower
1043	MSA	Cass
1044	MSA	Lewis Cass
1045	DDS	Hannah
1046	Human Resources	Horatio
1047	Operations Field Services	MDOT Warehouse
1048	MiCSES	romney
1049	Judicial	HOJ
1050	Historical Museum	MLHC
1051	Operations/admin services	Cass
1052	Environmental Services	Romeny
1053	Michigan Administrative Hearing System	Ottawa

	E	F
1025	all	11/4/2014
1026	all	11/4/2014
1027	all	11/4/2014
1028	1st and 2nd floors	11/4/2014
1029	1st, 2nd, 4th and 3rd floor	11/1/14-11/4/2014
1030	4th and 3rd floor Y-16-U16 to Y22-U22 1st floor bureau of elections	11/4/2014
1031	1st floor, The entire 1st floor of the Grand Tower, including the Dempsey Room, bathrooms, and hallway area.	11/4/2014
1032	GROUND-4TH FLOORS	11/4/2014
1033	1st floor U, V & W17 & W23	11/4/14-11/5/14
1034	1st Floor	11/4/14-11/5/14
1035	all floor	11/11/2014
1036	all	11/11/2014
1037	all	11/11/2014
1038	all	11/11/2014
1039	all floors	11/4/14-11/11/14
1040	All Floors	11/4/14 11/11/14
1041	All areas of all requested floors	11/12/2014
1042	10th floor	9/27/14-11/15/14
1043	north end of third floor	10/25/2014
1044	north end of third floor	10/25/14-11/22/14
1045	Pillars A-C (East Section)	11/28/2014
1046	1st floor training center in lake huron room	11/30/14 - 12/3/15
1047	1st floor Michigan, Huron, Superior, restrooms, kitchen (whole facility)	12/6/2014
1048	12th floor, pillars D3/C3	12/5/2014
1049	1, 2nd, 6th	12/3/2014
1050	1, 2, 2M, 3, 3M, Event lighting, All areas of all requested floors	12/8/2014
1051	4th floor	12/13/14-12/20/14
1052	all floors	12/20/2014
1053	Pillars F6, C6, B5, B3, F2	3/29/14-12/31/14

	G	H	I
1025	6am to 3:30pm	Steve Beals	517-749-7149
1026	6am to 3:30pm	Steve Beals	517-749-7149
1027	6am to 3:30pm	Steve Beals	517-749-7149
1028	7am-4pm	Lori Dorsey or Joyce Dean	517-322-0098
1029	6am-9pm	James Fackler	517-636-0949
1030	7am-9pm	William Badgero	517-241-4228
1031	5:00am-5:00pm	Amanda Doane	517-335-6869
1032	7:00AM - 5:00pm	MARSHA QUEBBEMAN	241-5190 OR 517-388-2552
1033	24/7	Lucinda Sheltrown	517-335-2659
1034	7am-9pm	Kathleen Stevenson	(517) 242-3632
1035	7:00am - 6:00pm	Chad Antcliff	749-7194
1036	6am to 3:30pm	Steve Beals	517-749-7149
1037	6am to 3:30pm	Steve Beals	517-749-7149
1038	6am to 3:30pm	Steve Beals	517-749-7149
1039	7:30am-4:00pm	MOFI	517-749-7232
1040	7:30am-4:00pm	Tim Hyatt	517-204-7604
1041	5:30p.m-11:00pm	Cindy Hales	373-2565
1042	6:30am-4:00pm	Christy Mouser	517-373-2021
1043	7am-noon	Terri Chamberlain	517-335-5493
1044	7am-noon	Terri Chamberlain	517-335-5493
1045	8a.m.-2p.m.	Steve Miller	517-702-5521
1046	12:00pm-5:00pm	Tami Eyer	517-930-6888 or 517-284-5032
1047	7:00am-2:00pm	Sue Taylor	517-636-4086
1048	5:00pm-5:00pm	Vince Smoker	517-241-8818
1049	6am-10:30pm	Dave Palazzolo	517-373-5541
1050	5:00 p.m. - 10:00 p.m.	Alexandra Raven	517-241-7080
1051	8 am- 2pm	Julie Kelly	517-335-4254
1052	7 am - 3:30 pm	Mofi	749-7232
1053	weekends and Holiday as needed	Rita Canady	(517) 373-8420

	J
1025	Scrubbing R/Rs, detailing shop areas.
1026	Carpet cleaning, dusting and edging building wide
1027	Scrub R/Rs dusting building wide
1028	Cleaning all day as a normal work day and doing some periodic work
1029	These floors need to be climate controlled and the lights need to be on
1030	Election staff located on 4th floor and 3rd floors working overtime
1031	The Office of Child Welfare Policy & Programs is hosting a 3-day Family Nurturing/Bavolek Training in the Grand Tower-Dempsey Room. One of the dates, 11/4, is a state holiday, and therefore we will need lighting and heat in the building in order to host this training on 11/4.
1032	STAFF WORKING ELECTION DAY
1033	Election staff are working on November 4th-5th 24/7 to assit with elections issue
1034	Gubernatorial election support for staff located throughout the 1st Floor, Southeast Corner of the Operations Center.
1035	Restroom floors
1036	Scrub R/Rs, Detail dorm rooms.
1037	Scrub R/Rs, dusting and edging building wide
1038	Detail office areas, detailing shop areas.
1039	On 11/4/14 we will be scrubbing all restrooms on all floors, cleaning air bars and on 11/11/14 we will be doing high traffic areas
1040	11/4/14 cleaning air bars on all floors 11/11/14 we will be scrubbing restrooms on all floors and vacuum runners and clean stairwells
1041	This is an event sponsored by the Michigan History Foundation to raise funds to support Museum operations.
1042	Please turn on lights for the entire 10th floor for the next eight saturdays from 9/27/14-11/15/14
1043	PE is working to catch up on the backlog created by the ACA which was approved by the director
1044	PE is working to catch up on the backlog created by the ACA which was approved by the director
1045	Contract work
1046	The QOL Departments are hosting Dr. Pfau and his Executive Speaking session for 3 days. I will need access to the building Sunday afternoon to allow Dr. Pfau to set up and be ready for training that begins 8:30am on December 1st.
1047	Annual MDOT Transpo Cludb Children's Christmas Party
1048	A major MiCSES release will be happening over this weekend.
1049	Lights remain on until 10:30pm during this day
1050	This is an event sponsored by the Michigan History Museum. Please leave lights on at the end of the day and turn on event lighting.
1051	Due to work overtime
1052	scrub all stariwells and glass
1053	These administrative law judges find it necessary to work past 5:00 pm on week days, work weekends as well holidays based on the cases they have and the extra work required. The dates and times are unpredictable. (See attached letter from Peter Plummer)

	K	L	M	N	O	P
1025		11/5/2014	EK			
1026		11/5/2014	EK			
1027		11/5/2014	EK			
1028		11/5/2014	EK			
1029		11/5/2014	EK			
1030		11/5/2014	EK			
1031		11/5/2014	EK			
1032		11/5/2014	NIK			
1033		11/6/2014	EK			
1034		11/5/2014	EK			
1035		11/12/2014	EK			
1036		11/12/2014	EK			
1037		11/12/2014	EK			
1038		11/12/2014	EK			
1039		11/12/2014	EK			
1040		11/12/2014	EK			
1041		11/13/2014	EK			
1042		11/16/2015	EK			
1043		11/23/2014	EK			
1044		11/23/2014	EK			
1045	Steve Miller	11/29/2014	EK			
1046		12/3/2014	nik			
1047		12/7/2014	EK			
1048		12/7/2014	nik			
1049		12/4/2014	EK			
1050		12/9/2014	EK			
1051	Julie Kelly	12/21/2014	EK			
1052		12/21/2014	nik			
1053		12/31/2014				

	A	B
1054	23	SBO
1055	26	Justices Offices
1056	30	sos
1057	31	DNR
1058	25	LARA
1059	30	MDCH
1060	28	ES
1061	24	Treasury
1062	25	STATE
1063	26	LARA
1064	24	Peckham
1065	4	State
1066	#REF!	DCH
1067	#REF!	DCH
1068	#REF!	MDOT
1069	#REF!	DNR
1070	#REF!	DTMB
1071	#REF!	DTMB
1072	11	Asset Management
1073	12	Treasury
1074	#REF!	DCH
1075	#REF!	MDOT
1076	#REF!	MDOT
1077	#REF!	MDOT
1078	21	DHS
1079	24	Peckham
1080	9	State Budget Office
1081	22	Peckham
1082	21	Peckham

	C	D
1054	OFM	Romeny
1055	Supreme Court	Hall of Justice
1056	Occupancy Services	Austin
1057	Historical Museum	MLHC
1058	Michigan Administrative Hearing System	Ottawa
1059	Operations/Administrative services	Lewis Cass
1060	Peckham	Austin
1061	Data Management	OPS Center
1062	CSA/BDVP/Traffic Safety Division	Austin
1063	Funds Administration	GOB
1064	Environmental Services	Grand Tower
1065	Occupancy Services	Austin
1066	Budget & Grants & Purchasing	Cass
1067	Budget & Grants & Purchasing	Cass
1068	Highway Operations-Office of Operations Administrative Serives	Van Wagoner
1069	Finance and Operations	Constitution Hall
1070	BOD	Energy Center
1071	OSS/ LOS/PRINTING SERVICES	GSB
1072	Data Collections	MDOT Warehouse
1073	Executive Office	OPS Center
1074	Bureau of Laboratories	State Lab
1075	Executive Office	VanWagoner
1076	Transportation (AG)	VanWagoner
1077	AG	VanWagoner
1078	HR	Grand Tower
1079	DEQ	Romney
1080	N/A	Romney Building
1081	Enviomental Services	Forensic Lab
1082	Enviomental Services	PTA

	E	F
1054	7th floor, bathrooms and auditor general room, East side of 7th floor, pillars - C1, G3, F2, F4, plus restrooms Ground Floor After-Hours Exit	7-31-12-31-14
1055	6th floor, 1st, 2nd north and south tower	11/2/2014-12/31/14
1056	1st & 4th	1/1/2015
1057	1,2,2m,3,3m,event lighting	1/1/2015
1058	Pillars F6, C6, B5, B3, F2	3/29/14-1/16/15
1059	m-10 m-8 m-4	1/10/2015
1060	all floors	1/10/2015
1061	1st floor	1/3/15-1/10/15
1062	3rd fl Y17	2/7/2014
1063	1st floor B-wing pillar H-13 thru M-15	12/09/13 - 01/05/2015
1064	ALL	1/17/2015
1065	4th floor	1/23/2013
1066	4th floor	
1067	4th floor	2/5/15-1/31/15
1068	1st floor A8-A11 & A13-A15	2/3/14-1/31/15
1069	3, 4, 5 north tower	
1070	1st flr & basement of Boiler Plant	
1071	Consolidated Print Center	
1072	1st floor, Room 129, 130 & 131	
1073	1st floor conference room a/b/c and adjacent hallways to rest rooms lights and HVAC	Mondays and Wednesdays beginning 05/13/13 -indefinitely
1074	Basement, 1st, 2nd & ground level	
1075	4th floor executive suite	
1076	4th flr, pillar A12	
1077	4th, D20-D21	
1078	7th floor entire floor	12/8/14-1/31/15
1079	All	1/31/2015
1080	6th floor entire floor	2/6/2015-2/9/15
1081	all	2/16/2015
1082	all	2/16/2015

	G	H	I
1054	6:00am-8:00pm	Tina Ray	517-241-0811
1055	8am-6pm Saturday and Sunday	Dave Palazzolo	517-373-5541
1056	10 am- 5 pm	Kathy Knapp	3356735
1057	11am-4:30 pm	Alexandra Raven	2417080
1058	weekends and Holiday as needed	Rita Canady	(517) 373-8420
1059	630am-3pm	Julie Kelly	3354254
1060	7am-4pm	Jennifer Buskirk	517-993-8249
1061	7:00am-6:00pm	Bruce Hanses	517-636-6434
1062	As needed.	Ramona Putman	241-3961
1063	5:00 pm - 7:30 pm	Lavonne Blonde	636-6602
1064	7:00-3:30pm	Tim Hyatt	517-204-7604
1065	5:00pm to 7:00pm	William Badgero	241-4228
1066	Call as needed	Contact list	517-241-2330
1067	Call as needed	Suzanne Brownwell	517-241-2330
1068	as required	Penny Hunt	373-3015
1069	6am to 7pm	Sharon Schafer	517-284-5961
1070	24/7	Scott Davis	517-636-0520
1071	24/7	Kristin Hampton	322-5488
1072	24/7 Including Weekends & Holidays	Alan Jerome	332-1716
1073	5:00pm-10:00pm	Ann Leupnitz	410-3275
1074	24/7	Judy Smith	517-202-1843
1075	As requeseted	Keith Belonga	243-3908
1076	As needed.	Keith Belonga	517-243-3908
1077	when requested	Keith Belonga	517-243-3908
1078	All day	Michelle Holloway	517-241-2969
1079	7am-3:30pm	MOFI	517-749-7232
1080	5:00pm-8:00am	Connie Minix	(517) 373-4978
1081	6am-330pm	Steve Beals	517-749-7149
1082	6am-330pm	Steve Beals	517-749-7149

	J
1054	Working on the CAFR and some staff are on AWS where they are here past six.
1055	Supreme court term starts next week. The justices and staff work on weekends during the team
1056	SOS hosting inaugural event
1057	Event for DNR
1058	These administrative law judges find it necessary to work past 5:00 pm on week days, work weekends as well holidays based on the cases they have and the extra work required. The dates and times are unpredictable. (See attached letter from Peter Plummer)
1059	Work overflow
1060	Extract carpet in elevators
1061	Staff Overtime
1062	Special Project
1063	Staff working until 7:30 p.m.
1064	Scrub all restrooms
1065	We have executive level staff in this area of the 4th floor who often return to work at or after 5pm from being in the field.
1066	Due to often overtime requests.
1067	Due to numerous, unscheduled, last minute deadlines from the State Budget Office, Governor's office, House of Fiscal Agency, and Senate Fiscal Agency, staff are required to work extra hours in order to meet required deadlines.
1068	Staff overtime
1069	The DNR has many employees with alternate work schedules and many managers who work on a regular basis past 6:00p.m. Leaving the lights on will create a safe environment for those employees working later hours.
1070	We Work 24/7/365 and lighting is crucial to our operations
1071	CPC and PGS night shifts
1072	The nature of our work often requires someone to be here after normal business hours and on weekends/holidays
1073	Treasury University classes
1074	The State Lab is a 247 day 365 days a year operation
1075	Chief Deputy and governmental need lights to be on
1076	Overtime
1077	AG in-charge is required to work nights and weekends as needed.
1078	Staff in need of lights
1079	High Traffic
1080	State Budget Office staff will be working all weekend getting ready for the budget presentation on February 11. It would be nice if all normal ventilation be left on as well. :-)
1081	carpet cleaning & conference room 122
1082	Hard floors, Kitchen

	K	L	M	N	O	P
1054		1/1/2015	EK			
1055		1/1/2015	EK			
1056		1/1/2015	AP			
1057		1/1/2015	AP			
1058	Jerry Keeder	1/16/2015	EK			
1059	Julie Kelly	1/10/2015	AP			
1060		1/10/2015	AP			
1061	Bruce Hanses	1/11/2015	EK			
1062	Ramona Putman	1/7/2015				
1063		1/5/2015				
1064	Tim Hyatt	1/18/2015	EK			
1065		1/23/2015				
1066	Wanda Rademacher	1/28/2015				
1067	Wanda Rademacher	1/31/2015				
1068	Penny Hunt	1/31/2015				
1069		2/1/2015				
1070	Scott Davis	2/1/2015				
1071	Kristin Hampton	2/1/2015				
1072	Alan Jerome	2/1/2015				
1073		2/1/2015				
1074	Judy Smith	2/1/2015				
1075	Keith Belonga	2/1/2015				
1076	Keith Belonga	2/1/2015				
1077	Keith Belonga	2/1/2015				
1078		2/1/2015	EK			
1079	MOFI	2/1/2015	EK			
1080	Connie Mnix	2/10/2015	EK			
1081	kirk brennan	2/17/2015	nik			
1082	kirk brennan	2/17/2015	nik			

	A	B
1083	20	Peckham
1084	20	Peckham
1085	19	Peckham
1086	16	DTMB
1087	15	DTMB
1088	14	sbo
1089	13	ES
1090	11	DHS
1091	10	Peckham
1092	12	DTMB
1093	11	DSRS
1094	15	State
1095	11	DTMB
1096	13	DTMB
1097	12	Human Services
1098	11	Peckham
1099	15	DHS
1100	14	Peckham
1101	13	ES
1102	12	DTMB
1103	10	Peckham
1104	13	DNR
1105	11	Peckham
1106	10	Peckham
1107	12	DTMB
1108	13	Peckham
1109	10	MDOS
1110	9	Treasury
1111	15	Peckham
1112	16	State
1113	16	State
1114	15	Peckham
1115	16	Peckham
1116	12	DTMB
1117	16	MDOS
1118	15	ES

	C	D
1083	Enviomental Services	GOB
1084	Enviomental Services	GOB
1085	Enviomental Services	C & T
1086	Peckham	Hannah & Ottawa
1087	Peckham	Austin
1088	ofm	Romney Building
1089	Peckham	Cass
1090	N/A	Grand Tower
1091	Enviomental Services	Romney Building
1092	DHS	Grand Tower
1093	BBOS	SOS
1094	Elections	Austin
1095	ORS	GOB
1096	DHS	Grand Tower
1097	Disability Determination Service	Hannah
1098	Enviormnetal Services	Romney
1099	Children's Services	Grand Tower
1100	Environmental Services	VTS
1101	PECKHAM	Austin
1102	Customer Service-DHS	Grand Tower
1103	Environmental Services	Grand Tower
1104	Historical	MLHC
1105	Austin	All floors
1106	Enviromental Services	Romney
1107	Procurement	Con Hall
1108	Enviromental Services	Lewis Cass
1109	DVRD	SOS
1110	Special Taxes	OPS Center
1111	Enviromental Serivces	Grand Tower
1112	DVRD	SOS
1113	DVRD	SOS
1114	Enviromental Services	Romney
1115	Enviromental services	Grand Tower
1116	BOD	Cass
1117	DVRD	SOS
1118	Pekham	Hannah and Ottawa

	E	F
1083	all	2/16/2015
1084	all	2/16/2015
1085	all	2/16/2015
1086	All floors	2/16/2015
1087	All Floors	2/16/2015
1088	H2 including bathrooms	2/14/2015
1089	All floors	2/16/2015
1090	13th floor	2/16/2015
1091	All	2/16/2015
1092	2,3,4,8,9,13,14	2/21/2015
1093	1st floor	2/21/2015
1094	1st	2/24/2015
1095	From entrance, through cafeteria seating and conference room B at back of cafeteia area	2/24/2015
1096	Entire Floors	3/6/2015
1097	3rd floor H-18-H20	3/8/2015
1098	All	3/7/2015
1099	14th floor, children's trust fund	3/14/2015
1100	All	3/14/2015
1101	All	3/14/2015
1102	1,2,3,4,7,8,9,13,14	3/14/2015
1103	All	3/14/2015
1104	1,2m, 2, 3, 3m event lighting	3/19/2015
1105	All floors as needed	3/21/2015
1106	All	3/21/2015
1107	1st floor NE, Rachel Carson Conference Room, Atrium level	3/23/2015
1108	1st & 2nd	3/28/2015
1109	1st floor, south end of building	3/28/2015
1110	2nd floor	2/14/15-3/28/15
1111	All	4/4/2015
1112	south building	411/15
1113	south building	411/15
1114	All	4/11/2015
1115	ALL	4/18/2015
1116	3-south	4/6/15-4/9/15
1117	south building	4/18/2015
1118	All Floors	4/18/2015

	G	H	I
1083	6am-330pm	Steve Beals	517-749-7149
1084	6am-330pm	Steve Beals	517-749-7149
1085	6am-330pm	Steve Beals	517-749-7149
1086	6:30am-6pm	Tim Warren/Leon Arthur	517-749-3576
1087	6:30-6:00pm	Tim Warren/Jennifer Buskirk	517-749-3576
1088	8am-1pm	Tina Ray	241-0811
1089	6:30am-6pm	Chad Antcliff	517-749-7194
1090	24/7	Michelle Holloway	517-241-2989
1091	7:00am-3:30pm	MOFI	517-749-7232
1092	6:00am-7:00pm	Kemal Tekinel	517-614-6666
1093	6:00am-2:00pm	Lona Angel	517-636-4422 or 517-614-8234
1094	6:30am-8:30pm	Lucinda Sheltrown	517-335-2659
1095	6:00pm-9:00pm	Pam Ward	517-322-6270
1096	6am-7pm	Kemal Tekinel	517-614-6666
1097	8:00am-2:00pm	Patrick Garlitz	517-702-5456
1098	7am-3:30pm	MOFI	517-749-72-32
1099	9:00am-11:00pm	Sylvia Brown Jones	517-241-7792
1100	6:00am-6:00pm	John Perry	517-743-7134
1101	6:30am-6pm	Arnulfo Macias	517-993-8249
1102	7am-11am	Eric Robbins	517-230-6653
1103	7am-3:30pm	Tim Hyatt	517-204-7604
1104	5:00p.m-10:00pm	Kathy Knapp	335-6735
1105	6:30am-6:00pm	Jennifer Buskirk	517-993-8249
1106	7am-3:30pm	MOFI	517-749-7232
1107	7:00am-9:00pm	Mary Ostrowski	517-284-7021
1108	6am-5pm	Chad Antcliff	517-749-7194
1109	24/7	Tonia Council	517-322-6599
1110	6am-6pm	Barb Thelen/Heather Holley	Bard: 517-636-5337 Heather: 617-636-7839
1111	7am-330pm	Tim Hyatt	517-204-7604
1112	8am-4:30pm	Tonia Council	517-322-6599
1113	8am-4:30pm	Tonia Council	517-322-6599
1114	7am-4pm	MOFI	517-749-7232
1115	7am-3:30pm	Tim Hyatt	517-204-7604
1116	6pm-1am	Bob Bierwagen	517-373-2177
1117	24/7	Tonia Council	517-322-6599
1118	6am-5pm	Leon Arthur	517-749-3576

	J
1083	Scrub R/Rs, dusting and edging building wide, stairwells
1084	Scrub R/Rs, dusting and edging building wide, stairwells
1085	detail office areas, detailing shop areas
1086	Various cleaning tasks
1087	Various cleaning tasks
1088	Working on statewide single audit
1089	Top strip floors
1090	Please keep lights on the 13th floor, as DBI will doing modular work on the State Holiday
1091	Scrub Restrooms
1092	DHS will be working on 2/21 and DTMB will giving support
1093	Unit working overtime
1094	Staff is working to conduct election
1095	ORS is working with customer focus group (Project: When I'm 65, DPTV focus group) and will be meeting in conference room B. Please ensure lights and heat remain on until 9:00pm.
1096	Scanning team is working
1097	Upgrade of the Federal computer software system. Sunday, 03/08/15, will be the go live testing for the Social Security, Disability Determination Service, computer system. Lights are necessary during the timeperiod of 8:00 a.m. to 2:00 p.m.
1098	High Traffic Areas
1099	Need to work this weekend in preparation for direct service grantee training day
1100	Clean high traffic carpet and air bars and vents
1101	carpet
1102	Bridges march release
1103	Dust Cleaning Blinds
1104	This is an event sponsored by the Michigan History Foundation. Please leave lights on at the end of the day and turn on EVENT LIGHTING. Please retain daytime heating until event is over.
1105	Carpet cleaning
1106	Top Strip and Refinish
1107	This request is to keep lighting on, in and around Rachel Carson conference room where necessary. (Lighting tends to regulary shut off around 6pm on weekday) I will be holiding oral presentation all thru the evening where the last is scheduled from 5-8:30pm. Guests will be entering the building around 4:45 pm when security is present at the main entrance
1108	N/A
1109	We need lights on for Saturday Overtime
1110	Overtime Staff
1111	Scrub Restrooms
1112	overtime
1113	overtime
1114	Dust/Clean Bathrooms
1115	High Traffic
1116	Removal of old carpet and installation of new carpet
1117	We need lights on Saturday for overtime
1118	Air Bars

	K	L	M	N	O	P
1083	kirk brennan	2/17/2015	nik			
1084	kirk brennan	2/17/2015	nik			
1085	kirk brennan	2/17/2015	nik			
1086	Tim Warren	2/17/2015	EK			
1087	Tim Warren	2/17/2015	EK			
1088	Mike Moody	2/14/2015	ap			
1089		2/17/2015	ap			
1090	Michelle Holloway	2/17/2015	EK			
1091	MOFI	2/17/2015	EK			
1092	Kemal Tekinel	2/22/2015				
1093	Lona Angel	2/22/2015	EK			
1094		2/24/2015	AP			
1095	Pam Ward	2/25/2015	EK			
1096	Kemal Tekinel	3/6/2015	AP			
1097	Patrick Garlitz	3/9/2015	EK			
1098		3/8/2015	EK			
1099	Sylvia Brown-Jones	3/15/2015	EK			
1100	John Perry	3/15/2015	EK			
1101		3/14/2015	AP			
1102	Kemal Tekinel	3/14/2015	AP			
1103	Tim Hyatt	3/15/2015	EK			
1104	Kathy Knapp	3/20/2015	EK			
1105	Jennifer Buskrik	3/22/2015	EK			
1106		3/21/2015	AP.			
1107	Mary Ostrowski	3/24/2015	EK			
1108		3/28/2015	AP			
1109	Tonia Council	3/29/2015	EK			
1110	Barb Thelen	3/29/2015	EK			
1111		4/4/2015	AP			
1112	John Harris	411/15	AP			
1113	John Harris	411/15	AP			
1114		4/11/2015	AP			
1115		4/13/2015	AP			
1116	Bob Bierwagon	4/9/2015	AP			
1117	Tonia Council	4/19/2015	EK			
1118		4/19/2015	AP			

	A	B
1119	14	DTMB/Infrastructure Protection
1120	12	Michigan State Police
1121	21	Peckham
1122	19	State
1123	8	DHS
1124	20	DHS
1125	17	DHS
1126	9	Michigan Court of Appeals
1127	21	MDOS
1128	18	State
1129	20	Treasury
1130	11	DTMB
1131	12	Peckham
1132	9	Human Services
1133	8	Education
1134	16	DTMB
1135	15	Peckham
1136	17	Peckham
1137	13	Civil Service
1138	10	Peckham
1139		
1140	9	Treasury
1141	5	State Police
1142	11	DTMB
1143	14	Peckham
1144	15	Peckham
1145	12	Attorney General
1146	6	Justices
1147	9	SOS
1148	10	Supreme Court

	C	D
1119	Infrastructure Protection	Con Hall
1120	EMHSD/EMHSTC	HazMat Center
1121	Environmental Services	Romney
1122	DVRD	SOS
1123	Out State Operations	Jackson State office Building
1124		Grand Tower
1125		Flint State Office Building
1126	Security	Hall of Justice
1127	DVRD	SOS
1128	Elections	Austin
1129	Treasury	Operations Center
1130	BOD	Cass
1131	Enviromental Services	Grand Tower
1132	Children's Trust Fund	Grand Tower
1133	Tax Processing	Hannah
1134	MDHHS-Customer Service	Grand Tower
1135	Environmental Services	Romney
1136	Environmental Services	Romney
1137	Quality of Life Group	Mdot Warehouse
1138	Environmental Services	Grand Tower
1139		
1140	Treasury / Operations Center	OPS Center
1141	Criminal Justice Information Center	MSP HQ
1142	Customer Service	Grand Tower
1143	Enviromental Services	Romney
1144	Enviromental Services	Grand Tower
1145	Human Division	Williams
1146	Supreme Court	HOJ
1147	Elections	Austin
1148	Reporters Office	HOJ

	E	F
1119	Antrim Level, Con Con A&B	4/18/2015
1120	Entire First Floor	4/10/15-4/12/15 and 4/17/15-4/19/15
1121	All floors	4/26/2015
1122	1st floor	4/25/2015
1123	3rd floor	3/03/15-4/28/15
1124	2nd floor	4/29/2015
1125	2 &3	4/18/15-5/2/15
1126	2nd floor & 3rd floor	4/29/15-4/30/15
1127	1floor	5/2/2015
1128	1st floor, U, V&W 17-U, V &W23	5/5/2015-5/6/15
1129	1st floor	5/9/2015
1130	3-South	5-13-15/5-14-15
1131	ALL	5/16/2015
1132	Suite 1411 14th floor	4/11/15-4/14/15
1133	4fl/ UP Level	4/3/15-5/18/15
1134	All Third floor	5/16/15-5/17/15
1135	ALL	5/23/2015
1136	All	5/30/2015
1137	Main-Lake Huron Conference Room	5/31/2015
1138	All	6/6/2015
1139		
1140	1st floor	5/16/15 through 6/13/15
1141	2nd floor	6/28/14-6/27/15
1142	3rd floor	July 11-12th
1143	All Floors	7/25/2015
1144	All	7/25/2015
1145	4th and 5th floor	7/25/2015
1146	6th floor Northa and South	1/8/15-7/31/15 Weekends
1147	U, V& W 17 – U, V & W 23	August 1st
1148	4th floor North End	7-20-15/ 8-01-15

	G	H	I
1119	6:30am-5:30pm	Kathy Knapp	517-335-6735
1120	7am-5pm	Phil Salinas	619-485-9879
1121	7:00am-4:00pm	4/25/2015	517-749-7232
1122	24/7	Tonia Council	517-322-6599
1123	5:00pm-9:00pm	Brenda Cros	517-780-7171
1124	6:00am-9:00pm	DeMona Willingham-Davis	810-760-2346
1125	8am-5pm	Demetrius Starling	810-760-2637
1126	24/7	Jimmy Patrick	517-373-3970
1127	8:00am-12:00 pm	Tonia Council	517-322-6599
1128	6:30am-9:00pm	Lucinda Sheltrown	518-335-2659
1129	7am-530pm	Keith Bullinger	517-294-7118
1130	6pm-1am		
1131	7an-4pm	Tim Hyatt	517-204-7604
1132	8:00am-12:00am	Anne Stokes	517-373-7008
1133	7am-6pm	James Shilling	517-373-8269
1134	7am-8pm	Nicole Sparcio	917-757-1516
1135	7am-4pm	MOFI	517-749-7232
1136	7am-4pm	MOFI	517-749-7232
1137	All Day	John Van Hoesen	517-575-5007
1138	7am-4pm	Tim Hyatt	517-204-7604
1139			
1140	7AM – 5:30PM	Keith Bullinger	517-294-7118
1141	9:00 p.m-6:00 a.m.	Gregory Rivet	517-241-0626
1142	7am-8pm	Nicole Sparacio	917-757-1516
1143	7am-4:30pm	Mofi	517-749-7232
1144	7am-4pm	Leon Arthur	517-204-7604
1145	7:30am-3pm	Joyce Macauley	517-282-7792
1146	8am-6pm	Dave Palazzolo	517-373-5541
1147	24/7	Lucinda Sheltrown	517-335-2659
1148	Until 10pm weekday Nights	Dave Palazzolo	517-373-5541

	J
1119	MDARD is hosting a meeting from 7:00 a.m. to 5:00 p.m. the meeting is Wild-Forged Mushroom Training and Certification. They have submitted an event application and will pay for necessary staffing.
1120	Training
1121	Clean all Blinds
1122	We need lights on for Satyrday due to overtime
1123	Foster Care Training every Tuesday evening from 5-9pm beginning 3/3/15-4/28/15 no training on March 31st due to spring break
1124	First Aid/CPR training for our foster parents
1125	Mandatory Overtime for Foster Care staff
1126	Lights are needed to be left on until 11:00pm on April 29. 2015. This will allow for Peckham cleaning crew to clean the conference room and DTMB to move tables, and chairs to the third floor rotunda
1127	Overtime
1128	Staff will be working Tuesday, May 6, 2014 to conduct the May 5h election)5/5/15. Election Staff will be working early and late that day to assist clerks with election problems problems and assist them with opening and closing the polls and reported election results
1129	
1130	Removing old carpet and installing new carpet
1131	Top Strip & Refinish
1132	Need lights to be on in order to work and function after hours preparing for our upcoming auction
1133	MDE project needing overtime
1134	Bridges scanning and indexing over time
1135	Scrub Bathrooms
1136	High Traffic
1137	Set up for Speaking Session June 1
1138	Clean air bars
1139	
1140	We are hoping to be authorized to work Saturdays at the operations center in Dimondale until we are finished with the project (starting this Saturday 5/16/15). Please see the attached request form.
1141	2nd and 3rd shift employees who leave via the elevators. The motion detectors on the 1st floor do not turn on the lights until you make it around the corner and into the hallway. Unless someone has just entered the building from that direction, that leaves staff fumbling in the dark & walking into things. We need at least minimal lighting in the elevator lobby. (The lights on the display case would suffice.)
1142	Overtime
1143	High Traffic
1144	Scrub all restrooms
1145	Merging of divisions
1146	Supreme court justices and staff work on weekends during the term
1147	Staff are working Saturday, August 1, 2015 and Sunday, August 2, 2015 in preparation for the August 4th primary election. Election Staff will be working both days from 9 AM – 4 PM to assist clerks with election problems and assist them with getting ready for the election.
1148	Finishing term reports

	K	L	M	N	O	P
1119	Kathy Knapp	4/19/2015	EK			
1120	Amanda Bresler	4/19/2015	AP			
1121	Dave Schulling	4/26/2015	EK			
1122	Tonia Council	4/26/2015	EK			
1123	Brenda Cros	4/29/2015	EK			
1124	DeMona Willingham Davis	4/30/2015	EK			
1125	Demetrius Starling	5/3/2015	EK			
1126	Jimmy Patrick	5/1/2015	EK			
1127	Keith Browning	5/3/2015	AP			
1128	William Badgero	5/7/2015	EK			
1129		5/10/2015	AP			
1130	Bob Bierwagen	5/15/2015	AP			
1131		5/17/2015	AP			
1132	Anne Stokes	5/15/2015	EK			
1133	James Shilling	5/18/2015	AP			
1134	Kemal Tekinel	5/18/2015	AP			
1135	MOFI	5/24/2015	EK			
1136		5/31/2015	AP			
1137	Tamara Eyer	6/1/2015	AP			
1138	Tim Hyatt	6/7/2015	EK			
1139						
1140	Keith Bullinger	6/14/2015	EK			
1141		6/28/2015	EK			
1142	Nicole Sparacio	7/13/2015	EK			
1143		7/26/2015	AP			
1144	Leon Arthur	7/26/2015	EK			
1145	Julie Campbell	7/26/2015	AP			
1146	Dave Palazzolo	7/31/2015	AP			
1147	Lucinda Sheltrown	8/2/2015	EK			
1148	Dave Palazzolo	8/2/2015	AP			

	A	B
1149	11	MDOS
1150	13	Peckham
1151	7	SOS
1152	8	Peckham
1153	9	Peckham
1154	8	LARA0
1155	11	DTMB
1156	11	DTMB
1157	10	DTMB
1158	9	DTMB
1159	14	DTMB
1160	17	Peckham
1161	16	Peckham
1162	15	DNR
1163	15	DNR
1164	16	Peckham
1165	14	LARA
1166	21	Peckham
1167	19	DTMB
1168	20	Peckham
1169	18	Peckham
1170	6	Health and Human Services
1171	13	Peckham
1172	11	Civil Service
1173	10	DTMB/Agency Service
1174	9	Education
1175	7	DTMB
1176	18	Peckham
1177	16	Peckham
1178	12	Supreme Court
1179	8	Supreme Court
1180	14	Natural Resources
1181	15	Peckham
1182	15	Peckham

	C	D
1149	Customer Records	SOS
1150	Enviromental Services	Grand Tower
1151	Elections	Austin
1152	Enviromental Services	Romney
1153	ES	Austin/Mason
1154	Professional Licensing	Ottawa Building
1155	Peckham	Cass
1156	Peckham	Cass
1157	Peckham	Grand Tower
1158	Peckham	Grand Tower
1159	peckham	Grand Tower
1160	Enviromental Services	Romney
1161	Enviromental Services	Cass
1162	Michigan Historical Foundation	MLHC
1163	Michigan Historical Foundation	MLHC
1164	Enviromental Services	Romney
1165	Bureau of Services	Grand Tower
1166	Enviromental Services	Romney
1167	Bridges	Grand Tower
1168	Enviromental Services	Grand Tower
1169	Enviromental Services	Cass
1170	Disability Determination Service	Hannah
1171	Environmental Services	Grand Tower
1172	Human Resources	MDOT Warehouse
1173		Romney
1174	Office of Imrprovement & Innovation	MLHC
1175	SBO-OFM	Romney
1176	Enviromental Services	Grand Tower
1177	Enviromental Services	Grand Tower
1178	Justices Offices	Hall of Justice
1179	Justives Offices	Hall of Justice
1180	Marketing & Outreach	Con Hall
1181	Enviromental Services	Ottawa & Hannah
1182	Enviromental Services	Ottawa & Hannah

	E	F
1149	1st floor south end	8/1/2015
1150	4th, 5th, 6th, 7th & 8th	8/1/2015
1151	U, V& W 17 – U, V & W 23	4-Aug-15
1152	ALL	8/8/2015
1153	All	8/8/2015
1154	3rd floor	8/22/2015
1155	ALL	8/29/2015
1156	ALL	8/29/2015
1157	ALL	8/30/2015
1158	All	8/29/2015
1159	2,3,4,5,6	9/5/2015
1160	All	9/12/2015
1161	all	9/12/2015
1162	1st	9/11/2015
1163	1st	9/11/2015
1164	All	9/19/2015
1165	1st	9/20/2015
1166	All	9/26/2015
1167	3rd floor	9/26/2015-9/27/15
1168	1st floor	9/26/2015
1169	all	9/26/2015
1170	3rd floor	4/18/15-9/26/15
1171	1st floor	10/3/2015
1172	All	9/27/15-9/30/15
1173	NW Corner of 9th Floor Romney K8 - K12 - F12 - F8 and the men's and women's bathroom	9/30/2015
1174	Main Floor	9/30/2015
1175	7th floor C1, G3, F2, F4	9/29/15-10/2/15
1176	All	10/17/2015
1177	Lobby	10/10/2015
1178	1st floor and 6th floor	10/17/2015
1179	1st, 2nd and 6th floors	10/14/2015
1180	5 north J1-K1	10/17-10/18
1181	ALL	10/24/2015
1182	ALL	10/24/2015

	G	H	I
1149	24/7	Trina Pline	517-322-5297
1150	7am-4pm	Enviromental Services	517-204-7604
1151	6:30 am – 11:00 pm	Lucinda Sheltrown	517-335-2659
1152	7am-4pm	MOFI	517-749-7232
1153	24/7	Camille Brown	517-898-1682
1154	5:45am-5:30pm	Kathleen Sly	517-241-6447
1155	6am-6pm	Debbye Kafara	517-202-2907
1156	6am-6pm	Debbye Kafara	517-202-2907
1157	7am-4pm	Jennifer	517-203-7604
1158	7am-4pm	Jennifer	517-204-7604
1159	7am-4pm	Jennifer	517-204-7604
1160	7am-4pm	Mofi	517-749-7232
1161	6am-6pm	Debbye Kafara	517-202-2907
1162	6:00am-11:30pm	Carol Payne	517-373-2565
1163	6:00am-11:30pm	Carol Payne	517-373-2565
1164	7am-3:30pm	Mofi	517-749-7232
1165	517-402-3750	Richard Heisser	517-402-3750
1166	7am-3:30pm	Mofi	517-749-7232
1167	8am-6pm	Pete Eckman	517-304-9280
1168	7am-3:30pm	Jennifer	517-204-7604
1169	6am-6pm	Debbye Kafara	517-202-2907
1170	6:30am-2pm	Patrick Garlitz	517-702-5456
1171	7am-3:30pm	Jennifer	517-204-7604
1172	24/7	Tami Eyer	517-930-6888
1173	(517) 373-0656	Anne Tseng	517-241-7411
1174	517-241-4285	Vonda Combs	517-284-7958
1175	24/7	Kim Gardner	517-241-0811
1176	7am-4pm	Jennifer	517-204-7604
1177	6am-7pm	Debbye Kafara	517-202-2907
1178	12pm-6pm	Dave Palazzolo	517-373-5541
1179	until 10pm that night	Dave Palazzolo	517-373-5541
1180	8am-5pm	Hollie Dietz	517-284-6077
1181	24/7	Leon Arthur	517-749-3576
1182	24/7	Leon Arthur	517-749-3576

	J
1149	Overtime
1150	Scrub all restrooms
1151	Staff will be working Tuesday, August 4, 2015 to conduct the August 4th Primary Election (8/4/2015). Election Staff will be working early and late that day to assist clerks with election problems and assist them with opening and closing the polls and reporting election results.
1152	Vacuuming
1153	Floor waxing
1154	Employees will be on the 3rd floor working on backlogged files. Also, can we please have the air conditioning turned on.
1155	Scrub Restroom Floors
1156	Scrub Restroom Floors
1157	High Traffic Areas
1158	High Traffic Areas
1159	High Traffic Areas
1160	Scrub all restrooms
1161	Strip and wax womens lounges
1162	Michigan Historical Foundation
1163	Michigan Historical Foundation
1164	Top Strip all floors
1165	Dropping off fresh produce for the week ahead and prep work.
1166	Top Strip
1167	Bridges release weekend
1168	Diamond Disc
1169	Extract Carpet and Chairs
1170	Overtime
1171	Diamond Disc
1172	The QDL Departments are hosting Dr. Pfau and his executive speaking session for 3 days. I will need access to the builidng Sunday afternoon to all Dr. Pfau to set and be ready for training that begins 8:30 a.m. on September 28th.
1173	Financial Table Rollover
1174	This will be a public information session to answer questions regarding the proposed Social Studies and Science Standards revisions. The Lake Superior Room will be used as one breakout room and the Forum will be another, after the general session in the Forum.
1175	Year-end closing staff working late
1176	Scrub All Restrooms
1177	Polish stone floor
1178	Justice Zahra function in HOJ
1179	Advocates Guild dinner with justices
1180	Overtime due to year end
1181	Carpet/RR Scrubs
1182	Carpet/RR Scrubs

	K	L	M	N	O	P
1149	Trina Pline	8/2/2015	EK			
1150	Jennifer	8/2/2015	EK			
1151	Lucinda Sheltrown	8/4/2015	EK			
1152		8/9/2015	AP			
1153	Camille Brown	8/9/2015	EK			
1154	Kathleen Sly	8/23/2015	EK			
1155		8/30/2015	AP			
1156		8/30/2015	AP			
1157	Jennifer	8/31/2015	EK			
1158		8/30/2015	AP			
1159		9/6/2015	AP			
1160		9/13/2015	AP			
1161		9/13/2015	AP			
1162	Carol Payne	9/12/2015	EK			
1163	Carol Payne	9/12/2015	EK			
1164		9/20/2015	AP			
1165	Neal Droste	9/21/2015	EK			
1166		9/27/2015	AP			
1167	Peter Eckman	9/27/2015	EK			
1168		9/27/2015	AP			
1169		9/27/2015	AP			
1170		9/26/2015	AP			
1171	Jennifer	10/4/2015	EK			
1172	Tami Eyer	10/1/2015	EK			
1173	Cathy Dufrense	10/1/2015	EK			
1174	Vonda Combs	10/1/2015	EK			
1175	Kim Gardner	10/2/2015	AP			
1176		10/13/2015	AP			
1177	Neal Droste	10/11/2015	AP			
1178	Dave Palazzolo	10/18/2015	EK			
1179	Dave Palazzolo	10/15/2015	EK			
1180	Hollie Diets	10/19/2015	AP			
1181	Leon Arthur	10/1/2515	EK			
1182	Leon Arthur	10/1/2515	EK			

	A	B
1183	14	Peckham
1184	11	DTMB
1185	5	DNR
1186	9	Peckham
1187	10	Peckham
1188	11	LARA
1189	9	Sec of State
1190	10	Romney
1191	11	DTMB
1192	12	DTMB
1193	13	DTMB
1194	14	DTMB
1195	9	TED/MSHDA
1196	10	Peckham
1197	11	DNR
1198	7	DTMB
1199	13	DTMB
1200	12	MSHDA
1201	8	DHHS
1202	16	Peckham
1203	21	DTMB
1204	20	DTMB
1205	19	DTMB
1206	18	DTMB
1207	17	MSHDA
1208	14	MDOT
1209	12	DTMB
1210	11	MDHHS
1211	10	DTMB
1212	9	MSHDA
1213	4	Treasury
1214	3	Attorney General
1215	2	Treasury
1216	1	Treasury
1217	8	SBO

	C	D
1183	Enviromental Services	Romney
1184		MLHC
1185	Historical	MLHC
1186	Enviromental Services	Grand Tower
1187	ES	Ausin/Mason
1188	Construction Codes	Ottawa
1189	Bureau of Elections	Austin
1190	Peckham	Romney
1191	Peckham	Grand Tower
1192	Peckham	Construction & Technology
1193	Peckham	Police Training Academy
1194	Peckham	Cass
1195	Homeownership	Romney
1196	Environmental Services	VTS
1197	Archives of Michigan	MLHC
1198	MiCSES	Romney
1199	ORS	Mason
1200	Homeownership	Romney
1201	Accounting	Grand Tower
1202	E.S.	Romney
1203	Peckham	GOB
1204	Peckham	Cass
1205	Peckham	Mason
1206	Peckham	Romney
1207	Homeownership	Romney
1208		Earle Center/ MDOT Warehouse
1209	Eligibility	Grand Tower
1210	Accounting	Grand Tower
1211	Peckham	GOB
1212	Homeownership	Romney
1213	Tax Processing	OPS Center
1214	ALL	Grand Rapids, Van Wagoner, Cadillac and Williams
1215	Departmental Services	Austin
1216	Executive	Austin
1217	OFM	Romney

	E	F
1183	ALL	10/24/2015
1184	1st floor Rotunda and Museum	10/24/2015
1185	throughout entire building	1/2/15-10/24/15
1186	All	10/17/2015
1187	all	10/31/2015
1188	First East Wing	10/31/15-11/1/15
1189	1st floor	10/3/2015
1190	All	11/11/2015
1191	All	11/12/2015
1192	All	11/11/2015
1193	All	11/11/2015
1194	all	11/1/2015
1195	8th	11/14/2015
1196	all	11/14/2015
1197	4-Feb	11/13/2015
1198	12th	11/13/15-11/15/15
1199	core area between wings 3 south and 5east	11/18/2015
1200	8th floor entire east half of 8th floor (A-1 to A-7 through K-1 to K-7)	11/21/2015
1201	10	10/10/15-11/22/15
1202	ALL	12/12/2015
1203	All Floors	12/5/15-12/6/15
1204	3rd floor	12/5/2015
1205	3rd and 5th floor	12/5/2015
1206	ALL	12/5/2015
1207	8th floor A-1 to A-7 through K-1 to K-7	12/5/2015
1208		12/5/2015
1209	1,2,3,4,13	entire floor
1210	10th floor	entire floor
1211	1st floor all, hallway and peckham office	12/8/15-12/10/15
1212	8th floor A-1 to A-7 through K-1 to K-7	12/12/15 and 12-19-15
1213	Entire 2nd Floor all lights & All air handlers need to be operational	2/7/2014-12/31/14
1214	All Attorney General work areas	12/11/14-12/31/15
1215	1st: U10-Y10 thru U23-Y23, All of 2nd: U10-Y10 thru U23-Y23, 3rd: U10-Y10 thru U16-Y16	2/7/2014
1216	entire north-west wing of 1st floor	2/7/2014
1217	7th	entire floor

	G	H	I
1183	7am-4pm	MOFI	517-749-7232
1184	4pm-11pm	Carol Payne	517-373-2565
1185	5:00pm-10:00pm	Carole Payne	517-373-2565
1186	7am-4pm	Jennifer	517-204-7604
1187	24/7	Tim Warren	517-749-7163
1188	24/7	Hillary Cushman	517-241-9314
1189	6am-11pm	Rose Jarois	517-241-4228
1190	8am-4:30pm	MOFI	517-749-7232
1191	8am-4:30pm	Jennifer	517-204-7604
1192	6am-3:30pm	Steve Beals	517-749-7143
1193	6am-6pm	Steve Beals	517-749-7143
1194	6am-7pm	Debbye Kafara	517-202-2907
1195	7am-1pm	Chad Coffman	616-460-0347
1196	6am-6pm	John Perry	517-743-7134
1197	6pm-10:30pm	Kris Rzepczynski	517-373-9191
1198	6pm-6pm	Dgreg Yarmoluk	517-241-9023
1199	5:30PM-1AM	Dave DesRochers	517-284-4523
1200	7am-1pm	Chad Coffman	616-460-0347
1201	7am-4pm	Marilyn Carey	517-335-6008
1202	7am-4pm	MOFI	517-749-7061
1203	6am-4pm	Steve Beals	517-749-7149
1204	6am-7pm	Debbye Kafara	517-202-2907
1205	7am-5pm	David ReRochers	517-284-4523
1206	7am-4pm	Mofi	517-749-7061
1207	7am-1pm	Chad Coffman	616-460-0347
1208	7am-2pm	Sue Taylor	517-667-6451
1209	12/12/2015	8am-8pm	517-373-7287
1210	12/12/2015	Christy Mouser	517-373-2021
1211	4pm-8pm	Steve Beals	517-749-7149
1212	7am-1pm	Chad Coffman	616-460-0347
1213	24/7 and include ALL holidays	Ann Luepnitz	636-5335 after hours 517-410-3275
1214	24/7	Joyce Macauley	517-335-7431
1215	24/7 and include ALL holidays	Ann Luepnitz	517-636-5335
1216	24/7 and include ALL holidays	Ann Luepnitz	517-636-5335
1217	11/26/15-12/31/15	Kim Gardner	24/7

	J
1183	Air Bars, runners, and mats
1184	CPAN event
1185	This is an event sponsored by the Michigan History Foundation. Please leave lights on at the end of the day and turn on event lighting.
1186	Scrub all restrooms
1187	Restroom floors scrubbed
1188	Staff Over Time
1189	1st floor in the NE wing of the building (entire bureau of electons suite). Lighting and HVAC requestef from 6am-11pm
1190	MOFI
1191	Runners and mats, high traffic area, dust and clean
1192	Scrub Restrooms, dust building wide
1193	Hard Floors, kitchen, general cleaning
1194	Periodics
1195	Staff working extra hours on Hardest Hit Found Program loan applications
1196	Strip and wax break rooms and offices
1197	Genalogy research
1198	A major MiCSES release will be happening over this weekend.
1199	ORS conducting application installs.testing
1200	Overtime
1201	Overtime
1202	High traffic
1203	Clean carpets and strip lobby floor
1204	Extract Carpet
1205	Office of Retirement services is conducting server testing and will require lights and air/heat in the indicated areas.
1206	High Traffic
1207	Working after hours
1208	MDOT Transpo Club Christmas Party
1209	This is for our Immediate Release
1210	Please have lights on for the entire 10th floor, Grand Tower on Saturday 12/12/15 from 9:30am-4:30pm
1211	Strip lobby floors
1212	Working after hours
1213	Project staff switching tax systems to SAP
1214	Irregular and unschueduled work hours are often required
1215	Staff overtime
1216	Staff overtime
1217	Auditors will be working through holidays and weekends. Please keep lights on during weekend, thanksgiving and christmas holidays

	K	L	M	N	O	P
1183	Dave Schuiling	10/25/2015	AP			
1184		10/25/2015	AP			
1185	Carole Payne	10/25/2015	EK			
1186		10/28/2015	AP			
1187	Tim Warren	11/1/2015	EK			
1188	Barbara Kunkel	11/2/2015	AP			
1189	William Badgero	11/4/2015	EK			
1190	MOFI	11/12/2015	EK			
1191	Jennifer	11/12/2015	EK			
1192	Kirk Brennan	11/12/2015	AP			
1193	Kirk Brennan	11/12/2015	AP			
1194	Debbye Kafara	11/12/2015	EK			
1195	Chris Hudson	11/15/2015	AP			
1196	John Perry	11/15/2015	EK			
1197		11/14/2015	AP			
1198	Dgreg Yarmoluk	11/16/2015	EK			
1199	Pamie Ward	11/20/2015	AP			
1200	Chris Hudson	11/22/2015	AP			
1201	`Marilyn Carey	11/23/2015	AP			
1202	MOFI	12/13/2015	EK			
1203	Kirk Brennan	12/7/2015	AP			
1204		12/6/2015	AP			
1205	David ReRochers	12/6/2015	EK			
1206	Dave Schuling	12/6/2015	AP			
1207	Chris Hudson	12/6/2015	AP			
1208	Keith Belonga	12/6/2015	AP			
1209	Sanjay Srivastava	12/13/2015	EK			
1210	Christy Mouser	12/13/2015	EK			
1211	Kirk Brennen	12/11/2015	AP			
1212	Chris Hudson	12/20/2016	AP			
1213	Ann Leupnitz	12/31/2015				
1214	Joyce Macauley	12/31/2015				
1215	Ann Luepnitz	12/31/2015				
1216	Ann Luepnitz	12/31/2015				
1217	Kim Gardner	1/1/2016	EK			

	A	B
1218	7	DTMB
1219	9	DTMB
1220	6	MSHDA
1221	8	MDHHS
1222	10	DTMB
1223	9	DTMB

	C	D
1218	Peckham	Grand Tower
1219	Peckham	Romney
1220	Homeownership	Romeny
1221	Accounting	Grand Tower
1222	DTMB/Telcommunications	OPS Center
1223	Peckham	VTS

	E	F
1218	All	1/9/2017
1219	All	1/16/2016
1220	Entire East half of 8th floor (A-1 to A-7 through K-1 to K-7)	1/9/16 and 1/16/16
1221	entire 10th floor	1/16/16 and 1/18/16
1222	1 & 2	1/23/2016
1223	ALL	1/30/2016

	G	H	I
1218	7am-3:30pm	Jennifer	204-7604
1219	7am-3:30pm	Mofi	517-746-7061
1220	7am-1pm both dates	Chad Coffman	6164600347
1221	6:30am-4:30pm	Christy Mouser	517-373-2021
1222	6am-7pm	Peggy Thacker	517-241-8576
1223	6am-6pm	John Perry	517-743-7134

	J
1218	Scrub all Restrooms
1219	High Traffic
1220	20 staff working after hours
1221	Overtime
1222	All
1223	Strip and wax radio room

	K	L	M	N	O	P
1218	Dave Schuiling	1/10/2017	AP			
1219	Dave Shilling	1/17/2016	AP			
1220	Chris Hudson	1/17/2016	AP			
1221	Deborah Christopher	1/19/2016	AP			
1222	Peggy Thacker	1/24/2016	EK			
1223	Scott Davis	1/31/2016	AP			

	A	B	C	D
1	**After Hours Lighting Exemption**			
2	**#**	**Depart.**	**Division**	**Building**
3	1	Supreme Court	Justives Offices	Hall of Justice
4	2	MDOT	Construction Field Services	C&T
5	3	Treasury	exec office	Austin
6	4	Treasury	Departmental Services	Austin
7	5	Treasury	Tax Processing	OPS Center
8	6	State	Elecations	Austin
9	7	Executive	Constituent Relations	Romney
10	8	MSHDA	Homeownership- hardest hit program	Romney
11	9	DTMB	DTMB/State Budget Office	Romney
12	10	DTMB	MiCSES	Romney

	E	F	G	H
1				
2	**Location**	**Date**	**Time**	**Contact**
3	6th floor	8/10/15-7/1/16	8am-6pm	Dave Palazzolo
4	1st floor room 124, light panel C	8/26/15-8/15/16	24/7	Kendra Barak
5	1st floor	1/4/16-12/31/16	24/7	Ann Luepnitz
6	All of 1st and 2nd floors and the west half of 3rd floor, U10-Y10 thru U23-Y23. All of 2nd. U10-Y10 thru U23-Y23. 3rd floor U10-Y10 thru U16-Y16	1/4/16-12/31/16	24/7	Ann Luepnitz
7	All of 2nd floor to have lights and air flow	1/4/16-12/31/16	24/7	Ann Luepnitz
8	1st	3/8/2016	6am-7pm	Lucinda Sheltrown
9	1, 2, 3, 4	1/16/16-2/16/16	6am-10pm	Melissa Ball
10	Entire east half of 8th floor (A1-A18 through K1-K7)	1/23/16-2/26/17	7am-1pm	Chad Coffman
11	6th floor	2/5/16-2/8/16	5pm-6am	Connie Minix
12	12th	3/4/16-3/6/16	6am-9am	Vince Smoker

	I
1	
2	**Phone #**
3	517-373-5541
4	517-322-1217
5	517-636-5335 and after hours 517-410-3275
6	517-636-5335, after hours call 517-410-3285
7	517-636-5335, after hours call 517-410-3285
8	517-335-2659
9	517-241-5588
10	517-335-9031 or cell 616-460-0347
11	517-373-4978
12	517-241-8818

	J	K
1		
2	**Reason**	**Approval**
3	Overtime	Dave Palazzolo
4	Material testing must be performed as specfic times and dates to be in compliance with specfications. Failure to meet these strict time requirements may result in loss of federal funding for construction.	Kendra Barak
5	This is a carryover from AY15 that will expire Dec. 31, 2016, no changes needed. Executive Office staff work after hours and on weekends. The Exec office staff, often without notice, may have the need to do work in their office. Issues relating to the budget, revenues and tax policy may need to be addressed at any given day and/or time.	Ann Luepnitz
6	This is a carryover from AY15 that will expire on Dec. 31, 2016. Treasury staff may need to work after normal business hours and on weekends. Therefore, Treasury staff needs to have the ability to call central control to have the lights turned on.	Ann Luepnitz
7	This request is a carryover from AY15 that will expire on Dec. 31, 2016. there is no change to the existing lighting needed. Impentations of the new SAP tax system. Need lights and air 7 days a week from 6am-11:59 p.m., including weekends and holidays	Ann Luepnitz
8	Staff will be working Tuesday, March 8, 2016 to conduct the March 8th Presidential Primary Election (3/8/16). Election staff will be working early and late that day to assist them with opening and closing the polls and reporting election results. Time requested is from 6am-11pm on March 8th only for both lighting and HVAC.	Lucinda Sheltrown
9	Working on the Flint water crisis	Melissa Ball
10	An estimated 20 staff will be working after hours between the times of 7am and 1pm lighting and HVAC cwill be needed during this time	Chad Coffman
11	State Budget Office staff will be working all weekend preparing for the budget presentation on February 10.	Connie Minix
12	A major MiCSES release will be happening over the weekend	Phyllis Skipper

	L	M
1		
2	**EXPIRATION - 1 YEAR MAX**	Initial
3	7/2/2016	EK
4	8/15/2016	EK
5	12/31/2016	EK
6	12/31/2016	EK
7	12/31/2016	EK
8	3/8/2016	EK
9	2/16/2016	EK
10	3/1/2016	EK
11	2/9/2016	EK
12	3/4/16-3/6/16	EK

	A	B
1		**EXPIRED Long-Term Lighting Exemption Requests**
2	**#**	**Dept**
3		DLEG
4		DIT
5		DIT
6		DIT
7		DIT
8		DIT
9		DIT
10		FIA
11		FIA
12		DIT
13		DIT
14		DMB
15		DMB
16		Lt. Gov's Office
17		Senate
18		Senate
19		State
20		MDOT
21		DHS
22		MDOT
23		Attorney General
24		DCH
25		DCH
26		DCH
27		DCH
28		DHS
29		DHS
30		DHS
31		DIT
32		DIT
33		DIT
34		DIT
35		DOS
36		State
37		Treasury

	C	D
1		
2	**Division**	**Building**
3	Office of Finance, Tax & Field Audit	Cadillac Place
4	Infrastructure Services DPO	Grand Tower
5		Grand Tower
6	IS/DCO/LOA Operations	Grand Tower
7	IS/DCO/LOA Operations	Grand Tower
8	IS/DCO/LOA Operations	Grand Tower
9	IS/Client Service Center	Grand Tower
10	Bureau of Legal Affairs & Financial Integrity	Grand Tower
11	Executive Office	Grand Tower
12	DCS/LAO	Operations Center
13	Infrastructure Services DPO	Operations Center
14	Budget Offices	Romney
15	State Budget Office	Romney
16	Executive Office	Romney
17	Secretary, Majority Policy & Communications and Democratic Staff	Romney
18	Secretary of the Senate Majority Policy Office	Romney
19	Customer Services Administration	SOS
20	Executive	VanWagoner
21	DDS, CSA, ASP	Hannah
22	Office of Operations Administrative Services	VanWagoner
23	All	Escanaba
24	Mental Health & Substance Abuse	Cass
25	Bureau of CMH Services	Cass
26	Mental Health Admin/Bureau of CMH Services	Cass
27	Mental Health & Substance Abuse Administration	Cass
28	OTIM	Grand Tower
29	HR	Grand Tower
30	**Suite 204**	**Grand Tower**
31	DPO Operations	Operations Center
32	Infrastructure Services DPO	Operations Center
33	Enterprise Systems Division	SOS
34	Enterprise Systems Division	Austin
35	Information Center - Field Support	SOS
36	Bureau of Driver & Vehicle Records	SOS
37	Student Financial Services	Austin

	E	F
1		
2	**Location**	**Date**
3	Lightings in work areas (ceilings), printers, copiers and computers	
4	2nd flr Suite 212	
5	7th flr, West side computer room 713	
6	7th flr	
7	2nd flr, zone 4	
8	2nd flr, zone 2	
9	3rd flr	
10	15th flr, suite 1518	
11	15th flr, suite 1512	
12	1st flr - INE & 40, 41	
13	1st flr, INE	
14	6th flr	
15	7th floor ALL	
16	5th flr, Lt. Gov's Office, pillar E12 and the women's restroom in Main	
17	11th and 12th flrs	
18	11th & 12th floors	
19	Entire 2nd flr & 1st flr, pillars A1-G in South Bldg + pillars M1-T in North Bldg	
20	4th flr, pillars A20-D22	
21	Entire 3rd Floor as requested	
22	1st floor, SW wing, pillars C10-E10	
23	All Attorney General work areas	
24	5th flr, zone 3	
25	5th Floor	
26	5th floor, zone 2 pillar A-11	
27	5th flr, Zone 3	
28	13th pillar D-12	
29	7th floor	
30	Community Action & Economc Support	
31	1st flr Central Core, pillar C F10.5	
32	1st flr, pillar B J14	
33	1st flr South East Corner	
34	4th flr DCO Development/DR computer rms	
35	1st Floor	
36	2nd flr Tower & 1st flr of south bldg (all areas), north bldg server rm & south bldg BDVR Resource rm which also houses computer servers	
37	3rd Floor, Pillar U12	

	G	H	I
1			
2	**Time**	**Contact**	**Phone #**
3	All Saturdays 6/7/03-12/27/03, 7a-3:30p	Rodger M. Palm	313-456-6120
4	24/7	Doug Walker	241-8762
5	24/7	David Thomason	335-6035
6	24/7	Gwen Bowersox	335-8751
7	Lights should be on 11p Sunday night to 1a Sunday morning	Gwen Bowersox	335-8751
8	Lights should be on 11p Sunday night to 1a Sunday morning	Gwen Bowersox	335-8751
9	Every Saturday 8:30a-1:30a	Teresa Spalding	335-1223
10	M-F until 9p Sat. & Sun. 8a-5p	Eva Gross	373-2082
11	M-F until 9p Sat. & Sun. 8a-5p	Barb Allen	335-6121
12	Mon-Fri until 1am	Joseph Czubak	241-4388
13	Saturdays noon-6pm	Joseph Czubak	241-4388
14	9a-5p Jan.-March, every weekend all year	Connie Minnix	373-0870
15	5:30a-6:00p on: Nov 3, 10, 12, 17, 23, 24 and Dec 1, 8, 15, 22, 24, 29	Adel Beachnau	241-0811
16	Every Saturday 10:00a-7:00p	Annette Rodgers	241-2990
17	6/04-12/04 to Midnight	Bettie Trice	373-6528
18	June, July and December until 12a(Midnight)	Bettie Trice	373-6528
19	1/12/05-1/12/06	Yvonne Young McConnell	322-5460
20	9/03-9/04, as needed	Ann Edinger-Menerey	373-2114
21	Through 09/26/09	Patrick Garlitz	335-3053
22	through 4/20/10	Kelly Bastian	373-0315
23	24/7	Doug Bramble	373-1114
24	Will call Central Control as needed	Carol A. Danieli / Patrick Barrie	335-0196
25	Various days	Teri Johnson & Irene Kazieczko	5-5100
26	As needed.	Pam Werner	335-4078
27	24/7 - As needed, will call Central Control when needed	Carol A. Danieli or Patrick Barrie	335-0196
28	Every Saturday thru 12/17/11, 8:30-3:00pm	Regina Clopton	241-9748
29	6:00:00 AM 7:00 am	Sally Van Vyve	373-8869
30	**Saturdays & Sundays 9:00 am - 5:00 pm**	**Steve Listman**	**Jan-13**
31	Mon-Fri 5a-6p (excluding holidays)	Sharon Civils	636-0292
32	Mon-Fri 9p-11p	Jan Hartsoe	636-5113
33	24/7	Joe Carter	322-6346
34	when requested	Joe Carter	322-6346
35	All Saturday's 8:00a - 1:00p	Victoria Dittmer	322-1482
36	9p-3:30a & 5:30a-6a Mon-Fri, 5:30a on Saturday to 12:30a on Sunday	Richard Gilchrist	322-6127
37	24/7 As Needed	Bruce Hanses	5-0967

	J
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2	**Reason**
3	Overtime needed to process checks to meet federal mandate
4	Computer operations require staffing on a 24 hour basis
5	Supports critical FIA applications,maintenance performed during off hours on nights and weekends
6	Change room to switch control rather than computer control
7	Area is staffed 24hrs/day, 6 days per week
8	Area is staffed 24hrs/day, 6 days per week
9	Client Service Center staff must be on-site every Saturday to provide technical support for the Dept. of State
10	Deputy Director Musette A. Michael regularly works beyond 8p during the week and is regularly in the office on weekends
11	Kristen McDonald-Stone frequently works irregular hours
12	Lights needed for individuals working 2nd shift
13	Lights needed for individuals working Saturdays for WIC onlines
14	Preparation of state budget requires work on weekends and after hours
15	Year-end closing and state of MI conprehensive annual financial report
16	Lynda Rossi is in the office working each weekend and needs lighting to accomplish her work
17	Permanent exemption to provide appropriate lighting for staff who work after hours due to late-hour sessions of the Legislature
18	To provide appropriate lighting for staff who work after hours due to late-hour sessions of the Legislature
19	CSA has evening staff as well as Saturday staff
20	Executive personnel often work late hours compiling info for Governor's Office and legislators
21	Federally Funded Overtime for the Social Security Administration
22	Additional hours required to effectively manage the assets of the Operations area of MDOT and to comply with the Executive Directives and ARRA funding.
23	Irregular and unscheduled work hours are often required
24	Deputy Director Barrie occasionally arrives at work as early as 4a and stays as late as 10p
25	Occasionally working early and late
26	Periodically the work area requires lighting beyond the normal hours due to the I ndividual's travel schedule, workload and job assignments.
27	Deputy Director Patrick Barrie sometimes comes to work on irregular hours
28	Operates Bridges Help desk on Saturday
29	Office opens at 6:00am daily
30	**Staff Overtime**
31	These are the hours of critical operation, deadlines will not permit work hours to be shifted in the morning - the period btwn 5a and 8a is intense
32	2nd shift Info. Tech. on duty year round to provide support for Treasury data entry systems
33	The systems and their efficient operation are critical to the state's computing infrastructure requirements, employee work and safety
34	Data Center Operations Production site staffed 24/7, 365 days/yr -- Treasury computer rm is Disaster Recovery & Development facility, staffed 7a-6p Mon-Fri
35	Provide in-house assistance to SOS branch offices open on Saturday mornings
36	2nd shift + overtime is necessary on 90% of Saturdays
37	Completion of the year end closing/audit of MHESLA and various bonding transactions for MHESLA

	K	L	M	N	O	P
1						
2	**Approval**					
3	Dan Plawecki					
4	Denise Rhadigan					
5	Karen Tarrant					
6	Gwen Bowersox					
7	Gwen Bowersox					
8	Gwen Bowersox					
9						
10	Musette A. Michael					
11	Kristen McDonald-Stone					
12						
13						
14	Rose Wilson					
15	Nancy Duncan					
16	Lynda Rossi					
17	Carol Viventi					
18	Carol Vivanti					
19	William Pruzinsky					
20	Gloria J. Jeff					
21	Brian Hengesbach					
22	Myron Frierson					
23	Doug Bramble					
24	Janet Olszewski					
25	Janet Olszewski					
26	Janet Olzewski					
27	Janet Olzewski					
28	Bob Bierwagen					
29	Bob Bierwagen					
30	**Doug Church**					
31	Denise Rhadigan					
32	Denise Rhadigan					
33	Denise Rhadigan					
34	Denise Rhadigan					
35	Bill Pruzinsky					
36	Duane Berger					
37	Bruce Hanses					

	A	B
38		Treasury
39		LT-10
40		LT-21
41		LT-22
42		Auditor General
43		DCH
44		DCH
45		DELEG
46		DELEG
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	C	D
38	Executive Office	Austin
39	DCH	Budget & Contracts
40	HAL	Michigan Historical Center
41	HAL	Michigan Historical Center
42	Audit Operations	Van Wagoner
43	Accounting	Cass
44	Environmental	Cass
45	Board of Review	Ottawa
46	MES Board of Review	Ottawa
47	Out State Operations	Flint
48	Out State Operations	Flint
49	Outstate Operations	Flint
50	North District	Flint
51	North District	Flint
52	North District	Flint
53	Outstate Operatios	Flint
54	North District	Flint
55	Children's District	Flint
56	Outstate Operations	Flint S.O.B.
57	Out State Operations	Flint SOB
58	Out State Operations	Flint SOB
59	Operations	Flint SOB
60	Out State Operations	Flint SOB
61	North District	Flint State Building
62	Out State Operations	Flint State Office
63	Out State Operations	Flint State Office
64	North District	Flint State Office
65	Out State Operations	Flint State Office
66	Outstate Operations	Flint State Office Building
67	Out State Operations	Flint State Office Building
68	Out State Operations	Flint State Office Building
69	Out State Ops	Flint State Office building
70	Bridges	Grand Tower
71	BRIDGES	Grand Tower
72	Chief Administration Office	Grand Tower
73	DHS Systems Development	Grand Tower
74	Systems Development	Grand Tower
75	Systems Development	Grand Tower
76	Chief Administration Office	Grand Tower
77	Bridges	Grand Tower
78	Bridges	Grand Tower
79	Bridges	Grand Tower
80	Bridges	Grand Tower
81	Bridges	Grand Tower

	E	F
38	2nd floor U16-Y16 & U21-Y21 The entire east end needs to be able to call CC after hours to turn on lights.	
39	Cass	
40	MLHC	
41	MLHC	
42	4th Floor, Between Pillars C-15 & C-16	Through 12/27/08
43	4th Floor	10/18/08 - 1/3/09
44	1st Floor, South Central Pillar C-17	Through 05/15/09
45	4th Floor, Pillars B2 - E2	02-13-10, 02-20-10
46	4th floor, Pillars B2 - E2	5-29-10, 6-5-10, 6-12-10, 6-19-10
47	4th & 5th flrs	March 15, 22, 29, 2008
48	2, 3, 4 & 6th flrs	April 12 & 19, 2008
49	Floors 4 & 5	10-17-09 10-24-09
50	4th & 5th Floors	01-16-10, 01-23-10, 01-23-10
51	4th and 5th floors	04-10-10, 04-17-10, 04-24-10
52	4th & 5th	6-5-10, 6-12-10, 6-19-10
53	Floors 2, 3, 4 & 5	6-26-10
54	2,3,4,6 floors	7/31, 8/2, 8/3, 8/4, 8/5, 8/7, 8/9, 8/10, 8/11, 8/12, 8/14
55	2nd, 3rd, 4th, 6th	8/23, 8/24, 8/25, 8/26, 8/30, 8/31
56	Floors 2, 3, 4, 5, 6	05/30/09
57	Floors 2 through 6	
58	2nd & 3rd flrs	5/17/2008
59	Floors 2, 3, 4, 5, 6	6-27-09
60	2nd, 3rd, 4th, 5th and 6th floors	7-11-09
61	4th and 5th floors	2/20/10 & 2/27/10
62	2nd, 3rd, 4th, 5th and 6th floors	8-29-09
63	Floors 2, 3, 4, 5 & 6	08-15-09
64	4th and 5th floors	12/19/09
65	2nd, 3rd, 4th, 5th and 6th floors	6-6-09
66	Floors 2, 3, 4, 5 & 6	12/06/08 & 12/20/08
67	2nd, 3rd, 4th, 5th and 6th floors	1/17, 1/24, 1/31, 2/7, 2/14, 2/21, 2/28
68	4th and 5th floors	5/2/09 and 5/9/09
69	2nd, 3rd, 4th, 5th and 6th floors	7-18-09
70	1st, 2nd & 3rd floors	11/11/2008
71	Floors: 2, 3, 6, 7, 8, 9, 13, 14	1/2/08 to 3/31/08
72	8th Floor, Pillars D-12, E-13 to H-13, K-13	01/07/09 and 01/14/09
73	6th, Suite 611	1-8-09 1-15-09
74	6th Floor	1/14/2009
75	6th Floor	1/15/2009
76	8th Floor, Pillars D-12, E-13 to H-13, K-13	1/15/2009
77	Floors 2, 3, 6, 8, 10, 13, 14	5/15/09 through 05/19/09
78	Floors 2, 3, 6	08/07/09 through 08/12/09
79	Floors 2, 3, 6, 8, 10	07-25-09, 08-01-09, 08-08-09
80	2nd, 3rd , 6th and 13th floors	8-21-09 through 8-24-09
81	Floors 2, 3, 6, 7, 8	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09

	G	H	I
38	24/7	Ann Luepnitz	636-5335
39	4th Floor	24/7 - As needed, will call Central Control when needed	Tim Becker
40	1st, 2nd and 3rd flrs (exhibit areas and store)	Saturday 9a-5p Sunday 12p-5:30p	Janet Laverty
41	1st, 2nd, 3rd and 4th flrs (all areas housing library books & materials available to the public)	Saturday 8a-5:30p Sunday 12p-5:30p	Janet Laverty
42	6a - 5p Inluding Weekends and Holidays	Rod Wlock	1-4722
43	24/7	Mary Lou Lehman	1-5627
44	5:30 p - 6:30 a	Brian Radigan	202-3696
45	7:00a - 3:00p	Elaine Pohl	1-7264
46	8:00a - 4:00p	Elaine Pohl	1-7264
47	8:00a-1:00p	Jeri Sanderling	810-760-2651
48	6am-1pm	Jeri Sanderling	810-760-2651
49	7:00a - 4:00p	Linda Best	810-760-2737
50	8:00a - 2:00p	Cleo Spates	810-760-2737
51	7:00a - 6:30p	Cleo Spates	810 760-2737
52	8:00am - 1:00pm	Cleo Spates	810-760-2737
53	7:30a - 4:00p	Cleo Spates	810 760-2737
54	Saturdays 7:00a - 5:00p Mon - Thur 5:00p- 9:30p	Cleo Spates	810-760-2737
55	5:00p - 8:00p	Cleo Spates	810 760-2737
56	7:00a - 5:00p	Ruth Johnson	810-760-2737
57	8a-1p	Ruth Johnson	(810)760-2737
58	8a-2p	Ruth Johnson	(810)760-2737
59	7:00a - 5:00p	Ruth Johnson	810-760-2737
60	9a - 12p	Ruth Johnson	760-2737
61	7:00a - 6:30p	Cleo Spates	810 760-2737
62	8:00a - 4:00p	Linda Best	810-760-2737
63	8:00a - 4:00p	Ruth Johnson	810 760-2737
64	7:00a - 1:30p	Cleo Spates	810 760-2737
65	7:00a - 5:00p	Ruth Johnson	810 760-2737
66		Linda Best	810-760-2651
67	7:00a - 5:00p	Ruth Johnson	810-760-2737
68	8:00 a - 1:00p	Ruth Johnson	810 760-2737
69	8:00a-4:00p	Ruth Johnson	810 760-2737
70	8a - 6p	Jeff Huskell	1402899
71	weekdays until 9p, weekends 10a-9p	Arthur Kurtze	3-6098
72	5:00p to Midnight	Mark Pullano	1-8976
73	4:30p - 11:30p 4:30p - 11:30p	John Black	5-2819
74	4:30p - 11:30p	John Black	5-2819
75	4:30p - 11:30p	John Black	5-2819
76	5:00p to Midnight	Mark Pullano	1-8976
77	5p - 11p	Kamal Tekinel	1-5779
78	24/7	Kemal Tekinel	1-5779
79	8:00a - 6:00p	Kemal Tekinel	1-5779
80	24/7	Kemal Tekinel	241-5779
81	24/7	Kemal Tekinel	1-5779

	J
38	Staff overtime
39	241-2330
40	373-1550
41	373-1550
42	Statewide Audit for State Financial Records
43	Overtime for year end closing and auditing
44	Construction/Environmental Analysis
45	Overtime
46	Working overtime
47	Approved OT
48	Approved OT
49	Approved Overtime
50	Bridges Overtime
51	Staff working on bridges
52	Staff working bridges overtime
53	Overtime work on Bridges
54	Bridges overtime
55	Children's District CPS staff working overtime for case completions
56	Approved overtime for children's services
57	Approved OT
58	Approved OT
59	Approved OT for Children's Services
60	Approved OT for Children's Services
61	Staff working on bridges
62	Approved overtime
63	Approved overtime
64	Staff working overtime for BRIDGES
65	Approved Over Time for Children's Services and FISES staff.
66	Approved Overtime
67	Children's foster care and PSW workers approved over time.
68	Bridges over time for FIS/ES/Administrative Support
69	Approved overtime for FIS?ES staff.
70	Deloitte, PCO, PMO and the state will all have resources working.
71	BRIDGES requires off-hour facilities support
72	DIT MI/Migration Central Office
73	DIT MI/Migration being completed for Payments Aarea staff spit over both evenings.
74	DIT MI/Migration being completed for Payments Aarea staff spit over both evenings.
75	DIT MI/Migration being completed for Payments Area staff moved to 1-15-09.
76	DIT MI/Migration Central Office
77	Bridges over time for wave 1 conversion
78	Bridges team working off hours for facilities support
79	Bridges team working off hours for facilities support
80	BRIDGES Self Service Implementation
81	Bridges team working during furlough days

	K	L	M	N	O	P
38	**Bob Ruff**					
39	Numerous, unscheduled, last minute deadlines from State Budget Office, Gov's Office, House Fiscal Agency and Senate Fiscal Agency - need to work extra hours to meet					
40	Historical Center is open to general public 7 days/week					
41	Library of Michigan is open to general public 7 days/week					
42	Leon Hank					
43	Tim Becker					
44	Larry Franklin					
45	Bob Bierwagen					
46	Bob Bierwagen					
47	Jeri Sanderling					
48	Jeri Sanderling					
49	Dave Stevens					
50	Dave Stevens					
51	Dave Stevens					
52	Martin Stone					
53	Marty Stone					
54	Marty Stone					
55	Marty Stone					
56	Stacie Bowers					
57	Steve Gleason					
58	Steve Gleason					
59	Ronnie Logan					
60	Larry Franklin					
61	Dave Stevens					
62	Dave Stevens					
63	Ronnie Logan					
64	Dave Stevens					
65	Dave Stevens					
66	Diane David					
67	Ron Logan					
68	Ronnie Logan					
69	Larry Franklin					
70	Brian Hengesback					
71	Brian Hengesbach					
72	John Sorbet					
73	Nancy Freserki					
74	Nancy Freserki					
75	Jess Layman					
76	John Sorbet					
77	Dave Stevens					
78	Brian Hengesbach					
79	Brian Hengesbach					
80	Dave Stevens					
81	Dave Stevens					

	A	B
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	C	D
82	Child Welfare	Grand Tower
83	Disability Determination	Grand Tower
84	DDS, Central Service Agency	Hannah
85	DDS	Hannah
86	DDS	Hannah
87	DDS, CSA & ASP	Hannah
88	DDS, CSA, ASP	Hannah
89	DDS	Hannah
90	DDS, CSA, ASP	Hannah
91	DDS, CSA, ASP	Hannah
92	DDS, CSA,ASP	Hannah
93	DDS	Hannah
94	DDS, CSA	Hannah
95	DDS	Hannah
96	Saginaw	Jerome T Hart
97	Saginaw County	Jerome T. Hart
98	Saginaw County	Jerome T. Hart
99	North District	Union Street
100	North District	Union Street
101	Executive	Con. Hall
102	Agency Services	GOB
103	Agency Services	GOB
104	Agency Services	Grand Tower
105	Agency Services	Grand Tower
106	Agency Services	Grand Tower
107	Telecom	Hannah
108	DIT Agency Services	Operations Center
109	AS/MDOS	Operations Center
110	Design & Delivery	Operations Center
111	Agency Services	Operations Center
112	Agency Services	Operations Center
113	AS	Operations Center
114	Agency Services	Operations Center
115	Design & Delivery Servcies	Ops Center
116	Agency Services	Romney
117	Agency Services	Romney
118	Executive	Romney
119	Agency Services	Romney
120	MBSii	Romney
121	Agency Services	Romney
122	Michigan Business One Stop	Romney

	E	F
82	1st Floor, Dempsey Room	04-27-10
83	10th & 11th floor	8-7-10
84	3rd flr	03/01/08 & 03/15/08
85	All of 3rd floor	9/27/2008
86	Entire 3rd Floor	11/2/2008
87	3rd Floor	12/20/2008
88	3rd Floor	1/17/2009
89	Entire 3rd Floor	2/28/2009
90	3rd floor	3/14/2009
91	3rd floor	4/4/2009
92	3rd floor	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
93	3rd Floor	02-07-10
94	Upper Level, DDS Server Room C!6	6/13/10
95	3rd floor	8/16/10 thru 8/19/10
96	2nd & 3rd floors	11/16/09 through 11/19/09, 11/23/09 through 11/25/09 and 11/30/09
97	2nd, 3rd & 4th Floors	02-06-10, 02-13-10, 02-20-10, 02-27-10
98	2nd, 3rd & 4th Floors	03-06-10, 03-13-10, 03-20-10, 03-27-10
99	4 & 5 floors	11/14/09
100	4 & 5 floors	11/21/09
101	1st Floor NW Corner 5th floor, Pillars K-14 & J14	9/20/2008
102	3rd flr, B wing	January - March 2008
103	3rd flr, A or B wing	2/1/08-6/30/08
104	11th and 12th floors north and south teledata rooms on each floor	9-2-09
105	Floors 1, 2, 10, 15	08-19-09
106	3rd and 4th floors, north and south teledata rooms	10-7-09
107	1st Floor, east wing	6-27-09
108	2nd floor Room 299 2DL12 & 2DL13	11-14-08 - 11-16-08
109	1st floor, SE corner	1-31-09, 2-7-09, 2-14-09, 2-21-09, 2-28-09, 3-7-09, 3-14-09, 3-21-09, 3-28-09
110	1st floor, CE 11, EE7, DH11, and FH7	6-19-09, 7-6-09, 7-24-09, 8-7-09, 8-21-09, 9-4-09
111	1st Floor, Southeast Corner	10-17-09
112	1st floor SE corner rooms #46 &47	10/30/09 thru 10/31/09
113	1st floor, SE Corner rooms 46 & 47	1-18-10
114	1st Floor, rooms 46 & 47	2-15-10
115	1st floor, middle section	6-19-09
116	9th Floor, pillars F-8, F-9, F-10, F-11. Restrooms & Ground Floor Emergency exit.	7/26/2008 - 7/28/08
117	9th flr, pillars F8-F11, Ground floor emergency exits and restrooms	8/19/2008
118	4th, 8th & 12th Floors	9/18/08 9/20/08
119	9th floor, pillars F8-F11, ground floor emergency exits and restrooms	9/30/2008
120	12th floor/West side	Through 01/31/09
121	9th Floor, West side, Pillars F2, F8, F9, F10, F11 Ground Floor Emergency Exit and restrooms on both floors	4/18/2009
122	12th floor, west side	06-03-09

	G	H	I
82	5:00p - 8:30p	Saragen Gross	1-8082
83	7:30 am-3:30pm		243-5647
84		Patrick Garlitz	5-3053
85	7:00am - 1:00pm	Patrick Garlitz	5-3053
86	800a - 5:00p	Patrick Garlitz	421247
87	7:00a - 1:00p	Patrick Garlitz	5-3053
88	7:00a - 1:00p	Patrick Garlitz	5-3053
89	7:00a - 1:00p	Patrick Garlitz	5-3053
90	7:00a - 1:00p	Patrick Garlitz	5-3053
91	7:00a -1:00p	Patrick Garlitz	5-3053
92	7:00a - 6:00p	Patrick Garlitz	5-3053
93	7:00a - 7:00p	Patrick Garlitz	5-3053
94	8:00a - 7:00p	Patrick Garlitz	5-3053
95	5:00p - 12:30a	Patrick Garlitz	5-3053
96	7:00a - 8:00a and 5:30p - 7:00p	Richard Latinen	989 758-1217
97	8:00a - 5:00p	Richard Latinen	989-758-1217
98	7:00a - 6:30p	Richard Latinen	989-758-1217
99	8:00a -2:30p	Colleen Hayes	810 760-2447
100	8:00a -1:00p	Michele Chockley	810-760-2242
101	8:00a - 11:00p	Linda Baker	202-6219
102		Ginger Czubak	6-5099
103	As needed	Ginger Czubak	636-5099
104	6:00p - 12:00a	Paula Palmatier	335-6382
105	7:00p - 12:00a	Paula Palmatier	5-6382
106	7:00p - midnight	Paula Palmatier	335-6382
107	6:00a - 1:00p	Jack Harris	241-7565
108	until midnight	Ryan Sadler	927-8326
109	6:00a - 4:00p	Mary McClean	6-0201
110	6:00a - 6:00p	R. Surapaneni	636-0329
111	6:00a - 6:00p	Mary McClean	636-0201
112	5:00p - midnight	Mary McClean	636-8201
113	6:00a - midnight	Mary McClean	636-0201
114	6:00a - 6:00p	Mary McClean	636-0201
115	6:00a - 6:00p	R. Surapaneni	636-0329
116	8:00a through 8:00a	Jan Foster	5-5108
117	6p-11p	Jan Foster	5-5108
118	6p - 11p 8a - 11p	Linda Baker	202-6219
119	5:00pm - 7:00am	Jan Foster	
120	Mon-Fri 6:00a - 9:00p Sat & Sun 8:00a - 5:00p	Terry Horton	1-8258
121	8:00a - 4:00p	Jan Foster	335-5108
122	6:00p - 11:00p	Terry Horton	1-8258

	J
82	Child Welfare Advisory Board Meeting
83	Installing new computers
84	Federally funded overtime
85	Overtime for Social Security Administration
86	Dry Run of upgraded software to ensure it works correctly
87	Approved Overtime
88	The SSA has autorized overtime, to develop claims filed by the people of Michigan claiming a disability.
89	Federally funded overtime.
90	The Social Security Administration has authorized the use of overtime, funded 100% by federal funds, to develop claims filed by people of the State of MI claiming disability.
91	The Social Security Administration has authorized the use of overtime, funded 100% by federal funds, to develop claims filed by people of the State of MI claiming disability.
92	Requesting lights and HVAC Ensures that the 100% federally funded SSA program continues to adjudicate cases in a timely and cost effective manner on behalf of the claimants of Mi.
93	Federally funded SSA Overtime
94	Federally funded overtime
95	Ensure that the 100% federally funded SSA program continues to adjudicate cases in a timely and cost effective manner on behalf of the claimants of Michigan.
96	Approximately 100 employees working ot on the second and third shifts to complete BRIDGES activities.
97	Bridges Overtime
98	Bridges Overtime
99	Staff working overtime on BRIDGES
100	Staff working overtime on BRIDGES
101	PC Migration
102	Critical software development
103	Web Self Service Project for ORS
104	MDIT Telecommunications will be upgrading the LAN equipment.
105	Telecom LAN equipment upgrade
106	MDIT Telecommunications will be upgrading the LAN equipment.
107	PBX Consolidation Project
108	DIT application work for MBT eService application development for Siebel Call Center for Treasury
109	Staff Working OT
110	Coverage for messaging - critical application.
111	High Priority Project with short deadline
112	working on a mandated project w/ a tight timeline
113	To complete Legislative mandated project (BAM)
114	High Priority Project with short deadline
115	Coverage for Messaging
116	Annual MAIN Disaster Recovery Test
117	Annual Escheats run
118	PC Migration
119	Year End Testing
120	High profile project for the Governor's office.
121	Multiple EFT Going Live
122	Critical deadlines for Governor's Business One Stop project

	K	L	M	N	O	P
82	Steve Doty					
83	Steve Doty					
84						
85	Byron Haskins					
86	Byron Haskins					
87	Byron Harkins					
88	Bryon Hawkins					
89	Bryon Haskins					
90	Bryon Haskins					
91	Bryon Haskins					
92	Dave Stevens					
93	Dave Stevens					
94	Neal Droste					
95	Bob Bierwagen					
96	Dave Stevens					
97	Dave Stevens					
98	Dave Stevens					
99	Stacie Bowens					
100	Dave Stevens					
101	Troy Spitzley					
102						
103	Tim McCormick					
104	Troy Spitzley					
105	Troy Spitzley					
106	Troy Spitzley					
107	Jack Harris					
108	David Borzewski					
109	Beth Dean					
110	Troy Spitzley					
111	Larry Franklin					
112	Troy Spitzley					
113	Troy Spitzley					
114	Dave Stevens					
115	Larry Franklin					
116	Troy Spitzley					
117	Troy Spitzley					
118	Troy Spitzley					
119	Troy Spitzley					
120	Troy Spitzley					
121	Larry Franklin					
122	Troy Spitzley					

	A	B
123		DIT
124		DIT
125		DIT
126		DIT
127		DIT
128		DIT
129		DIT
130		DIT
131		DIT
132		DIT
133		DIT
134		DIT
135		DLEG
136		DLEG
137		DLEG
138		DLEG
139		DLEG
140		DLEG
141		DLEG
142		DLEG
143		DLEG
144		DLEG
145		DLEG
146		DMB
147		DMB
148		DMB
149		DMB
150		DMB
151		DMB
152		DMB
153		DMB
154		DMB
155		DMB
156		DMB
157		DMB
158		DMB
159		DMB
160		DMB
161		DMB
162		DMB
163		DMB
164		DMB
165		DMB
166		DMB
167		DMB

	C	D
123	Agency Services	Romney
124	E-Michigan	Romney
125	Agency Services	Romney
126	E-Michigan	Romney
127	Agency Services	Romney
128	Michigan One Stop	Romney
129	Agency Services	Romney
130	MBSii	Romney
131	MBSII	Romney
132	MBSii	Romney
133	MBSii	Romney
134	MBSii/Mi One Stop Project	Romney
135	MIOSHA	GOB
136	MIOSHA	GOB
137	MIOSHA	GOB
138	Office Services	GOB
139	MES	Ottawa
140	MES	Ottawa
141	MES	Ottawa
142	MES	Ottawa
143	Director's Office	Ottawa
144	OFIR	Ottawa
145	Tax Tribunal	Ottawa
146	Director's Office	Cass
147	Operations	Cass
148	Operations	Cass
149	Peckham	Cass
150	Peckham	Cass
151	Operations	Cass
152	Operations	Cass
153	Operations	Cass
154	Operation	Cass
155	Operation	Cass
156	Operations	Cass
157	Operations	Cass
158	FA/BOD	Cass
159	FA/BOD	Cass
160	Facilities	GOB
161	FA	GOB
162	Operations	Grand Tower
163	Buidling Operations	Hannah
164	FA	Hannah
165	Operations	Mason, Austin, Hannah, Ottawa, Van Wagoner, Grand Tower, Con Hall
166	Operations	MLHC
167	Operations	MLHC

	E	F
123	9th floor west side pillars f8, f9, f10, f11 ground flr emergency exit and restrooms on both floors	7-25-09 through 07-27-09
124	9th floor column D1 and D3 and column G11	7-23-09
125	9th floor	8-18-09
126	9th floor	8-6-09, 8-7-09, 8-8-09, 8-9-09
127	Entire 11th & 12th floors	6-19-09, 7-6-09, 7-24-09, 8-7-09, 8-21-09, 9-4-09
128	12th floor, west side	9-1-09 through 9-3-09
129	9th floor west side pillars f8, f9, f10, f11, ground floor emergency exit, and restrooms on both floors	9-30-09 through 10-1-09
130	12th Floor, West Side	12-12-09 & 12-19-09
131	12th Floor, West Side	01-27-10
132	12th floor, west side	4-17-10, 4-24-10, 5-1-10,
133	12th floor, west side	5-19-10
134	12th floor west side	6-23-10
135	2nd Floor B-Wing	8/16/08 & 8/23/08
136	2nd Floor B-Wing	10/11/2008
137	2nd floor, all B Wing	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
138	1st Floor, A Wing, NE Corner	12-12-09
139	4th Flr	3/8/08
140	4th Flr, pillars B2-E2	3/15/2008
141	4th Flr, pillars B2-E2	3/22/2008
142	4th Flr, pillars B2-E2	3/29, 4/5, 4/12, 4/19, 4/26
143	4th floor, Director's suite Pillar H8	11-25-08 11-26-08 - 11-30-08
144	3rd floor, pillars F5 & G5	5-30-09
145	2nd Floor, Pillars E7 and F7	Through 12/31/09
146	1st Floor, North Wing	11/22/2008
147	Garden Level	7-23-09 Thru 9-30-09
148	1st and 2nd floor, North side	09-28-10 Thru 10-09-09
149	5th Floor	10-17-09
150	Basement & 5th Floor	10-31-09
151	1st Floor South	10-01-09 through 11-09-09
152	1at floor	11/11/09
153	all floors	11/11/09
154	Basement	11-10-09 until 12-30-09
155	Basement	11-10-09 until 12-30-09
156	All floors	2/15/10
157	Garden Level	03/01/10
158	4th floor	3/19/10 through 3/21/10
159	4th floor	3/26/10 through 3/28/10
160	3rd Floor, B Wing, North Side	4/27/2009
161	Pillars H, K, M and N10 - N16	39937
162	All floors	2/15/10
163	1st floor, Parking office	3-14-09 & 3-15-09
164	1st Floor, NE side, Pillars A-15, B-14-15, C-13-16	6-3-09, 6-4-09, 6-5-09
165	1st Floor	7-23-09 Thru 9-30-09
166	4th Floor Library- North & South Sides	04/19/09 through 07/23/09
167	5th Floor, Library, North Wing & Lobby	01-13-10, 01-14-10

	G	H	I
123	24/7	Jan Foster	335-5108
124	7:30p - 4:00 a	Roana Smith	373-6999
125	6:00p - 12:00p	Jan Foster	335-5108
126	24/7	Roana Smith	373-6999
127	8:00a - 5:00p	Pratin Travedl	1-9637
128	6:00a - 12:00a	Terry Horton	1-8258
129	5:00p - 7:00a	Jan Foster	335-5108
130	8:00a - 9:00p	Terry Horton	1-8258
131	6:00p - 6:00a	Terry Horton	1-8258
132	8:00a - 6:00p	Terry Horton	1-8258
133	6:00p - 3:00a	Terry Horton	1-8258
134	5:00p - 12:00a	Terry Horton	1-8258
135		Leanne Haeck	2-1833
136	6a-12p	Leanne Haeck	2-1833
137	6:30a - 6:00p	Doug Kalinowski	2-1817
138	7:00a - 1:00p	Dave Thomas	1-1449
139	7:00a-4:00p	Elaine Pohl	1-7264
140	7:00a-4:00p	Elaine Pohl	1-7264
141	7:00a-4:00p	Elaine Pohl	1-7264
142	7:00a-3:00p	Elaine Pohl	1-7264
143	until 10:00 p.m until 7:00 p.m	Carolyn Hutting	241-7124
144	12:00o - 7:00p	Kathy Lafleur	1-1559
145	24/7	Patti Halm	1-2982
146	9:00a - 3:00p	Linda Norlock	241-8619
147	5:00p - 6:00a	Tim Crawford	206-0339
148	5:00 p.m. - 7:00 a.m.	Brian Radigan	202-3696
149	8:00a - 5:00p	Terry Bush	719-2040
150	8:00a - 5:00p	Terry Bush	719-2040
151	5:00p - 7:00a	Brett Eberhard	517-719-5886
152	as needed	Brian radigan	202-3696
153	7:00a - 3:30p	Debbye Kafara	202-2907
154	5:30 a.m.	Brandon Philip	5-4110
155	5:30 a.m.	Brandon Philip	5-4110
156	6:00a - 4:00p	Steve Doty or John Speice	3-2177 or 1-4703
157	5:30p - 11:00p	Mick Sowle	490-3530
158	3/19/10 6:00p - 12:00a 3/21/10 8:00a - 6:30p	John Spiece	1-4703
159	3/26/10 6:00p - 12:00a 3/27/10 & 3/28/10 8:00a - 6:30p	John Spiece	1-4703
160	4:30p - 1:00a	Karin Carver	2-1499
161	5:00p - 10:00p	Kelly Minton	290-1643
162	6:00a - 4:00p	Steve Doty or John Speice	3-2177 or 1-4703
163	8:00a - 5:00p	Dave Dunn	719-0912
164	5:00p - 8:00a	Larry Rosenbrook	3-2163
165	5:00p - 6:00a	Tim Crawford	206-0339
166	3:00p - 12:00a	Anita Stevens Bob Littrell	373-7110 719-0676
167	5:00p - 12:00a	Anita Stevens	3-7110

	J
123	Disaster Recovery Testing
124	To upgrade the intranet, connect.michigan.gov, so state employees will be able to access the intranet
125	Annual eschears run.
126	To upgrade the internet, connect.michigan.gov so state employees will be able to access the internet
127	Requesting lights and HVAC MiCSES application development during furlough days
128	Project release is scheduled to be released on that evening. Everyone has to be up, running and on board for any issues that arise when the release to the website goes out.
129	Year end testing
130	Critical tasks needed to be complete by Jan. 1st deadling
131	Critical Task for Governor's Project
132	Critical tasks need to be finished for Governor's project.
133	Critical tasks need to be finished for Governor's project.
134	Governor's project
135	Inspection file deadline
136	Overtime to complete year end inspection
137	Requesting lights and HVAC. MIOSHA is required to maintain continuous operations Monday thru Friday. 50% will be working on furlough days.
138	Wage & Hour division is moving into the GOB and needs lighting for safety
139	Working OT
140	Working OT
141	Working OT
142	Working OT
143	DLEG Director will be working until 10:00 p.m. tonight and until 7:00 p.m. every other night until 11-30-08
144	Insurance assignments have to be completed prior to opening of business on Monday.
145	Overtime for Tax Tribunal Judges
146	To light area in order to organize, lay out a publication - DMB annual report
147	Capitol Complex Lobby Security Upgrade Project
148	Painting/fire suppression system work
149	Carpet extracting - Willcall only if lights are needed to clean carpet in office areas
150	Carpet Extracting & Hard Floor Maintenance - Will call only if lights are needed
151	Phase 1 Abatement & Demo
152	1st floor north & south renovation project.
153	Refinishing tile floors on 2nd and the garden level, carpet extracting, 5th & 4th floors, cleaning restroom stall walls on all floors. Will call when lights are needed.
154	Parking lot is wired to this circuit. Need lights on in building so customers can access the parking lot
155	Parking lot is wired to this circuit. Need lights on in building so customers can access the parking lot
156	Cleaning of high traffic areas
157	Grinding concrete floor in cafeteria
158	removal of asbestos in west stairwell, safety and health needs to be done afterhours.
159	removal of asbestos in west stairwell, safety and health needs to be done afterhours.
160	Construction Work
161	Set the masking system that was installed last week. Work over head and with sound system.
162	Cleaning of high traffic areas
163	In an effort to minimize down time and disruption of services to its customers, the bulk of the modular renovation to the Parking office/customer service center will be performed afterhours on a weekend.
164	Demolition of Walls for construction project
165	Capitol Complex Lobby Security Upgrade Project
166	Construction - Moore Trosper will contact CC each night to have lights turned off
167	Lansing Tile Staff doing after hours work

	K	L	M	N	O	P
123	Troy Spitzley					
124	Troy Spitzley					
125	Troy Spitzley					
126	Troy Spitzley					
127	Troy Spitzley					
128	Dave Stevens					
129	Troy Spitzley					
130	Troy Spitzley					
131	Troy Spitzley					
132	Steve Doty					
133	Steve Doty					
134	Troy Spitzley					
135	Allan Pohl					
136	Allan Pohl					
137	Dave Stevens					
138	Dave Stevens					
139	Allan Pohl					
140	Allan Pohl					
141	Allan Pohl					
142	Allan Pohl					
143	Allan Pohl					
144	Allan Pohl					
145	Allan Pohl					
146	Patty Ruso					
147	Dave Stevens					
148	Dave Stevens					
149	Dave Stevens					
150	Larry Franklin					
151	Dave Stevens					
152	Dave Stevens					
153	Dave Stevens					
154	Dave Stevens					
155	Dave Stevens					
156	Steven Doty					
157	Steve Doty					
158	Steven Doty					
159	John Spiece					
160	Larry Franklin					
161	Dave Stevens					
162	Steven Doty					
163	Dave Stevens					
164	Dave Stevens					
165	Dave Stevens					
166	Dave Stevens					
167	Dave Stevens					

	A	B
168		DMB
169		DMB
170		DMB
171		DMB
172		DMB
173		DMB
174		DMB
175		DMB
176		DMB
177		DMB
178		DMB
179		DMB
180		DMB
181		DNR
182		DNR
183		DNR
184		DNR
185		DNRE
186		DOS
187		DOS
188		DOS
189		DOS
190		DOS
191		DOS
192		DTMB
193		DTMB
194		DTMB
195		DTMB
196		DTMB
197		DTMB
198		DTMB
199		DTMB
200		DTMB
201		DTMB
202		DTMB
203		DTMB
204		DTMB
205		DTMB
206		DTMB
207		DTMB
208		DTMB
209		DTMB
210		DTMB
211		Education

	C	D
168	BOD	MLHC
169	Operations	Ottawa
170	Budget Office	Romney
171	Budget Office	Romney
172	Financial Management	Romney
173	Office of Financial management	Romney
174	Office of Financial management	Romney
175	Office of Financial Mgt, Acct and Financial Reporting	Romney
176	State Budget Office	Romney
177	Accounting and Financial Reporting	Romney
178	Budget Office	Romney
179	Operations	Romney
180	Office of Financial Mgt	Romney
181	Law enforcement	Mason
182	Michigan History Foundation	MLHC
183	Communications	MLHC
184	Communications	MLHC
185	Communications	MLHC
186	Driver Program	Austin
187	Elections	Austin
188	Elections	Austin
189	Elections	Austin
190	Legal and regulatory services	Austin
191	Information Center - Field Support	SOS
192	DCO	Austin
193	Operations	Cass
194	BOD	Cass
195	OOF	Cass
196	ORS	GOB
197	Peckham	Grand Tower
198	Operations	MLHC
199	Data Center Services	Operations Center
200	TS	Operations Center
201	Data Center	Operations Center
202	Fin Mgt	Romney
203	Agency Services	Romney
204	Agency Services	Romney
205	Facilities Admin	Romney
206	Agency Services	Romney
207	Agency Services	Romney
208	MBSii	Romney
209	Facilities Admin	Van Wagoner
210	FA	Van Wagoner
211	Office of School Improvement	Hannah

	E	F
168	2nd floor library pillars H1-H10	8-30-09 through 01-10-10
169	All floors	2/15/10
170	6th flr	1/25-1/31 2/1-2/3 2/4-2/6
171	Entire 6th Floor	Through June 27th
172	All of 7th floor, including restrooms and breakroom	9/30/08 - 10/1/08
173	7th floor everything including rest rooms and break rooms	11/4, 11/8, 11/11, 11/15, 11/22, 11/28 11/29, 12/6, 12/13, 12/20, 12/24, 12/27, 12/31
174	7th floor everything including rest rooms and break rooms	12/28/2008
175	7th floor, all offices including restrooms and breakroom	4/18/2009
176	6th floor	9/29/09 thru 9/30/09
177	7th floor, east side, pillars c1, g3, f2, f4 include restrooms and breakrooms	9-30-09 through 10-1-09
178	6th Floor	01-15-10 through 02-10-10. including Holidays & Weekends
179	All floors	2/15/10
180	7th floor, including restrooms and break rooms	1/9/10, 1/16/10, 1/23/10, 1/30/10, 2/6/10, 2/13/10, 2/20/10, 2/27/10, 3/6/10, 3/13/10, 3/20/10, 3/27/10
181	7th floor, east wing, rap room	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
182	All Floors	12-18-09
183	Museum Side, Floors 1, 2, 2M, 3, 3M & Cafeteria	01-16-10 to 01-17-10
184	Museum Side, Floors 1, 2, 2M, 3, 3M & Cafeteria, and forum	2-5-10 through 2-6-10
185	Museum Side, Floors 1, 2, 2M, 3, 3M & Cafeteria	03/06/10 through 03/07/10
186	West - U-Y16 to U-Y10	23-Feb
187	1st Floor, Pillars W-21, W-22 & W-23	11/1/2008
188	1st Floor, NE Wing Pillars U17-U23, V17-V23, W17-W23	2/24/2009
189	1st Floor, Northeast Wing, Pillars W 21, 22,23	5/2/2009
190	4th floor	9/25/09 through 11/2/09
191	1st Floor	11-11-09, 11-27-09, 12-24-09, 12-31-09, 01-18-10, 02-15-10
192	4th Floor, Traverse Bay Hosting Center	04-24-10
193	All	04-24-10
194	1st & 2nd floors, North and South	5-15-10
195	1st floor South Wing	June 26
196	3rd Floor, B Wing	05-15-10 through 06-30-10
197	All	8/14/10
198	1st Floor North & 3rd floor, library	5-4-10 through 8-15-10
199	1st Floor, Hosting Center	03/27/10
200	1st Floor	8/27-8/28
201	1st floor	8/28/10
202	7th & 9th	5-2-10
203	11th & 12th	5-29-10 through 5-31-10
204	11th floor	6-26-10 & 6-27-10
205	11th floor	July 3 - July 5
206	9th floor	7/24/10 thru 7/26/10
207	11th floor	July 17, 18, 24, 25, 31 & Aug 1
208	12th floor	9/8/10 - 9/9/10
209	1st Floor	6-30 thru 7-2
210	1st Floor	Aug 5 - Aug 7
211	Upper Level, Conference Room 5	7/15/2008

	G	H	I
168	6:00p - 12:00a	Anita Stevens	3-7110
169	6:30a - 4:00p	Jerry Arnold	719-8233
170	7a-9p 7a-11p 7a-9p	Connie Minix	3-0870
171	5:00p-12:00a	Vickie Wesley	3-4978
172	5p - 7am	Adel Beachnau	1-0811
173	5:45a-6:00p	Adel Beachnau	1-0811
174	10:00a - 6:00 p	Adel Beachnau	1-0811
175	8:00a - 4:00p	Adel Beachnau	241-0811
176	6:00a - 12:00p	Connie Minix	3-0870
177	24/7	Adel Beachnau	241-0811
178	7:00a - 11:00p	Connie Minix	3-0870
179	6:00a - 4:00p	Steve Doty or John Speice	3-2177 or 1-4703
180	6:00a - 7:00p	Adel Beachnau	1-0811
181	24/7	David Grimm	372-9028
182	6:30p - 9:30p	Carol Payne	3-2565
183	5:00p - 9:00p	Alexandra Raven	1-0708
184	5:00p - 9:00a	Alexandra Raven	1-0708
185	5:00p - 10:00p	Alexander Raven	1-0708
186	8a-1:30p	Lorraine Finison	3-9067
187	8:30a - 2:30p	Sandra Shenkus-Pasik	1-1379
188	6:30a - 8:30p	Lucinda Sheltrown	5-2659
189	8:30 a - 2:00 p	Lucinda Sheltrown	5-2659
190	as needed	Kelly Cilski	1-3463
191	8:00a - 1:00p	Victoria Dittmer	2-1482
192	8:00a - 5:00p	Bill Bacalis	6-4090
193	7:00a - 5:00p	John Spiece	204-6917
194	7:00a - 5:00p	John Spiece	1-4703
195	7:00am - 3:30pm	Steve Doty	3-2177
196	24/7	Fred Covert Kathy Tober Connie Morse	2-6014
197	6:30a - 5:00p	Terry Bush	719-2040
198	6:00P - 4:30a	Bob Luttrell	719-0676
199	7:00a - 5:00p	Bill Bacalis	6-4090
200	6:00pm-12:00am	David Wade	517-636-4073
201	7:00am - 6:00pm	Bill Bacalis	636-4090
202	7:00a - 7:00p	Adel Beachnau	1-0811
203	24/7	Maary Bresnahan	1-9179
204	6:00a -6:00p	James Piecuch	1-5863
205	24/7	James Piecuch	241-5863
206	24/7	Jan Foster	5-5108
207	7:00a - 6:00p	James Piecuch	1-5863
208	6:00pm - 3:00am	Terry Horton	241-8258
209	5:00pm - 7:00am	Jud Sorensen	335-1477
210	5pm - 7am	Jud Sorensen	335-1477
211	5:00p-9:00p	Cheryl Fortin	1-3147

	J
168	Moore Trosper will begin working a 2nd shift schedule for a sprinkler pipe replacement project.
169	Cleaning of high traffic areas
170	2009 Executive Budget
171	Staff working late with the Legislature
172	Year End Closing
173	OAG working on CAFR audit
174	OAG working on CAFR audit
175	Multiple EFT going into production
176	completion of FY 2010 - or 30 day continuation budget.
177	Year end closing activities.
178	2011 Executive Budget
179	Cleaning of interior glass.
180	Office of Auditor General working on the CAFR.
181	Rap room requires lighting 24/7
182	After Hours Event for the Michigan History Foundation
183	Muesum Overnight Program
184	Muesum Overnight Program
185	Museum Overnight Program
186	Training rm is being used to offer a Saturday session of the Driver Education Curriculum Workshop
187	QVF Help Desk needs to be opwn to assist clerks for Nov. 4 Election
188	Election staff working to cover for an Election
189	QVF Election Help Desk to prepare for May 5 Election
190	The DOS, Legal and Regulatory Services Administration, Office of the Great Seal must enter all bills signed by the Governor to fulfill the legal requirements of enacting a bill into law. 2010 budget bill may be signed after hours and the staff will require lights to finalize the paperwork.
191	Provide in-house assistance to SOS branch offices open on Saturday mornings
192	Repaits for Austin Generator and 4th Floor Computer Room
193	Fire Systems Test
194	Fire system work
195	Maintain State Buildings
196	ORS Customer Education Schedule
197	Carpet extraction
198	sprinkler construction
199	Under Floor Cleaning in Computer Room
200	Application upgrade
201	Data Center Maintenance
202	MAIN FACS testing.
203	per Steve Doty
204	Working overtime
205	MICES work
206	MAIN Disaster Recovery Testing (MAIN DR Test)
207	Work on the MiCSES is needed to provide support to children/families.
208	Integration Release
209	Asbestos Abentment
210	Asbestos abatement
211	MDE Employee's meeting

	K	L	M	N	O	P
168	Dave Stevens					
169	Bob Bierwagen					
170	Nancy Duncan					
171	Robert Emerson					
172	Nancy Duncan					
173	Nancy Duncan					
174	Nancy Duncan					
175	Larry Franklin					
176	Dave Stevens					
177	Nancy Duncan					
178	Nancy Duncan					
179	Steven Doty					
180	Nancy Duncan					
181	Larry Franklin					
182	Rodney Stokes					
183	Rodney Stokes					
184	Jamie Uphaus					
185	Jamie Uphaus					
186	Bill Pruzinsky					
187	Bill Pruzinsky					
188	William Pruzinsky					
189	Bill Pruzinsky					
190	Dave Stevens					
191	Bill Pruzinsky					
192	Mike Noonan					
193	Steve Doty					
194	John Spiece					
195	Steve Doty					
196	Larry Scates					
197	Steve Doty					
198	Jamie Uphaus					
199	Troy Spitzley					
200	Larry Scates					
201	Larry Scates					
202	Steve Doty					
203	Steve Doty					
204	Steve Doty					
205	Steve Doty					
206	Steve Doty					
207	Steve Doty					
208	Steve Doty					
209	Mike Noonan					
210	Bob Ruff					
211	Carol Wolenberg					

	A	B
212		Education
213		Education
214		Education
215		Education
216		Education
217		Education
218		Education
219		Education
220		Education
221		Education
222		Education
223		Education
224		Education
225		Governor's Exe office
226		HAL
227		HAL
228		HAL
229		HAL
230		HAL
231		Human Services
232		Human Services
233		Human Services
234		Human Services
235		MDOT
236		MDOT
237		MDOT
238		MDOT
239		MDOT
240		MDOT
241		MDOT
242		MI Supreme Court
243		MI Supreme Court
244		MLHC
245		MLHC
246		MSP
247		MSP
248		MSP
249		MSP
250		MSP
251		MSP
252		MSP
253		OOF
254		State

	C	D
212	Financial Management	Hannah
213	OSI	Hannah
214	School Improvement	Hannah
215	OEII	Hannah
216	Education Improvement & Innovation	Hannah
217	Education Improvement & Innovation	Hannah
218	Office of the Superintendent	Hannah
219	Education Improvement & Innovation	Hannah
220	Education Improvement & Innovation	Hannah
221	Education Assessment	Hannah
222	OEAA	Hannah
223	Education Improvement & Innovation	Hannah
224	Library of Michigan Foundation	MLHC
225	Economic Recovery	Romney
226	Foundation/ Museum	MLHC
227	Library of Michigan Foundation	MLHC
228	Foundation	MLHC
229	Foundation	MLHC
230	Foundation	MLHC
231	DHS	Grand Tower
232	Chief Administrative Office	Grand Tower
233	CSA	Hannah
234	DDS, CSA & ASP	Hannah
235	Financial Operations	Earle Center
236	HR	MDOT Warehouse
237	PED Transportation	MDOT Warehouse
238	Directors Office	MDOT Warehouse
239	Executive	Van Wagoner
240	Design Division	Van Wagoner
241	Contract Services	Van Wagoner
242	Reporter's Office	HOJ
243	Justices	HOJ
244	Executive	MLHC
245	Museum	MLHC
246	EMHSD	Emergency Management & Homeland Security Training Center
247	EMHSD - EMHSTC	EMHSTC
248		First District Headquarters
249	Firebsuc Science Division	Forensic Lab
250	Forensic Science Division	Lansing Forensic Laboratory
251	Uniform	Lansing Post
252	Training Division	PTA
253	Zone 4	Romney
254	Elections	Austin

	E	F
212	4th Floor, Pillars C-19 & C-20	11-11-09, 11-14-09
213	4th Floor Pillars G-18 & F-19	11-15-09
214	4th Floor, Pillar G-18 & F-18	12-06-09, 12-13-09, 12-20-09, 12-27-09, 01-03-10, 01-10-10
215	4th Floor	11/29/09
216	4th Floor, Pillars D19-20, E19-20, H18-19, G18-19, F18-20	01/22/10, 01/23/10 01/24/10, 01/27/10, 01/28/10, 01/29/10, 01/30/10, 01/31/10, 02/03/10, 02/04/10, 02/05/10
217	4th Floor, Pillar G-18	05-08-10 & 05-09-10
218	2nd & 4th floors	5-7-10
219	4th Floor, Pillar H-19	5-15-10 & 5-16-10
220	4th floor, Pillar H-19, enclosed office of Director OEII (linda Forward)	On 06/13/2010
221	2nd floor	June 26-27
222	2nd, SE Corner	7-10-10 & 7-11-10
223	4th Floor Pillar H-19 enclosed office	6-19-10 through 9-6-10
224	Library 1st & 2nd Floor, Rotunda & Forum	04-17-10
225	3rd floor, pillars F#, H3, H5, H7, K5	10-9-09 and 10-10-09
226	1st, 2nd & 3rd flrs Forum, Rotunda & Museum	12/5/2008
227	2nd floor library, Roundra Forum	4/18/2009
228	1st, 2nd, 3rd floor museum & rotunda	9/30/2009
229	1st, 2nd and 3rd flrs museum, forum and rotunda	11-21-09
230	1st, 2nd, 3rd floors, museum, forum and rotunda	04-09-10
231	Floors 2,3,6,8,10,13	8/15/085 - 8/25/08
232	10th, 11th & 15th floor	
233	Entire 3rd Floor	8/24/2008
234	3rd floor	12/6/2008
235	1st floor, whole building	weekends 1-16-10 through 2-28-10
236	1st Floor	11/23/2008
237	Earle Learning Center	12/6/2008
238	1st Floor, Horatio Earle Center	12-05-09
239	1st Floor East End Pillars D17-D20, E17-E20	2/10/2009
240	2nd floor, pillars A17-A20, A13-15, A^	6-19-09
241	1st Floor, Pillars A-16 and B-16	08-08-09 through 08-30-09
242	4th floor, North and 3rd Floor cnter library	7-13-10 through 7-31-10
243	4th & 6th floors	7-31-10
244	1st floor, Lake Superior and Lake Erie	3/18/2009
245	Museum Side, floors 1, 2, 2M, 3, 3M	3-14-09 & 3-15-09
246	Classroom, restrooms & garage	05/09/09 & 05/10/09
247	Classrooms, restrooms and the garage	10/24/08 10/25 - 10/26
248	1st, rooms 114, 115, 116, 117, 124, 126, 127, hallways, conference room	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
249	1st floor, entire building	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
250	1st floor, entire building	6-19-09
251	Entire Post	6-19-09, 7-6-09, 7-24-09, 8-7,09, 8-21-09, 9-4-09
252	1st floor, dorms, café, auditorium & TA staff offices	6-19-09
253	Basement	7/31/10
254	1st flr, all Bureau of Elections areas	1/12/08

	G	H	I
212	7:00a - 5:00p	Rose Zukar	335-2429
213	8:00a - 6:00p	Mary Brinks	1-0247
214	10:00a - 6:00p	Mary Brinks	3-8480
215	10:00a - 6:00p	Mary Brinks	3-8480
216	6:00a - 10:00p	Mark Brinks or Bill Witt	3-8480
217	9:00a - 6:00p	Linda Forward	1-4553
218	6:00p - 12:00a	Karen Zarka	5-0011
219	9:00a - 5:00p	Linda Forward	1-3232
220	9am - 5pm	Catherine McClain	1-3147
221	8:00-5:00-- & 10:00-5:-00	Kim Mull	1-2734
222	8:00a - 5:00p 7/10 & 10:00a - 5:00p 7/11	Kim Mull	1-2734
223	9am - 5pm	Catherine McClain	241-3147
224	5:00p - 12:00a	Joyce Ruttan	3-2977
225	24/7	Leslee Fritz	896-9096
226	6:00a-11:00p	Carol Payne	3-2565
227	5:00p - 11:00p	Judith Moore or Joyce Ruttan	373-4470 or 373-2977
228	6:00p -11:00p	Carol Payne	373-2565
229	7p-11p (event additional hrs needed for tear down)	Carol Payne	373-2565
230	6:00p - 10:00p	Carol Payne	3-2565
231		Jeff Haskell	1-5741
232		Janet Reed	3-7787
233	8:00a-5-00p	Patrick Garlitz	5-3053
234	7:00a - 1:00p	Patrick Garlitz	5-3053
235	6:00a - 6:00p	Bill Ragla	5-2377
236	1:30p - 8:00p	Staci Grover	3-1533
237	9:00am-1:00pm	Delia McGregor	591694
238	6:00a - 6:00p	Jan Pohl	3-9571
239	12:30a - 2:30a	Dennis Armstead	1-4919
240	6:00a - 6:00p	Roberta Tisdale	1-2731
241	24/7	Sylvia Alexander	373-1885
242	M-F until 12a weekends 8a - 5p	Dave Palazzolo	3-5541
243	8:00a - 7:00p	Dave Palazzolo	3-5541
244	6:00p - 9:00p	Anne Bischoff	3-2486
245	5:30p - 9:00a	Alexandra Raven	241-0708
246	8:00 a - 5:00 p	Renee Osborn	2-5519
247	5:00 - 10:00 p 8:00a - 5:00 p	T. Renee Osborn	2-5519
248	6:00a - 5:00p	Sgt. Dwayne Gill	322-5573
249	6:00a - 6:00p	Michelle Dunkerley	322-6700
250	6:00a - 6:00p	Michelle Dunkerley	322-6700
251	24/7	Edward Hay	694-5312
252	7:00a-6:00p	Daniel Atkinson	322-1501
253	7:30a - 4:30p	Beulah Burks	749-7085
254	7a-4p	Ruth Lee	3-2540

	J
212	Year End Closing
213	Alternative Work Schedule
214	Office Consolidation
215	Clean-up of year ending files
216	Project after hours to meet deadline
217	Office Move for MDE
218	MDE is applying for Race to the Top Phase 2 grant funding. Due to accelerated deadlines to submit the application, deparment staff will be working overtime.
219	Office Move for MDE, school improvement grant work
220	Program file reviews and tranfers
221	Creat Meap Books
222	MEAP test booklet composition
223	Overtime for transition
224	Night for Notables after hours event
225	To complete federal reporting deadline due midnight October 10th.
226	After-hours event
227	Night for Notables clebrating Michigan Notable Books and Authors of these books.
228	This is a revenue producing event that helps fund the programs of the MHC w non general fund money generated from the private sector. (MSU Radiology)
229	This event is part of the Foundations fundraising program to raise funds for the MHCL w Non-General fund money generated from the private sector.
230	This is a revenue producing event that helps fund the programs of the MHC w non general fund money generated from the private sector. (MSU/LCC East Central Writing Center Assn)
231	Bridges Wave 1 conversion
232	MI Migration
233	Software upgrade for federal DDS system
234	To develop claims filed by the people of the State of Michigan claiming disability.
235	Work needs to be completed on the final stages of testing one of MDOT's critical IT applications Project Accounting & Billing (PAB).
236	Recruitment initiatives
237	Transpo Club Christmas Party for Employees Children
238	TRAC Training for Lansing Area Teachers
239	Investigatory conference
240	To complete work for ARRA (American Recovery and Reinvestment Act)
241	IT system implementation
242	Justices end of term opinions need to be done by end of the month. Reporter's office will be working late hours preparing them for publication.
243	Last day for the Supreme Court to put out opinions for this calendar year.
244	Legislators gathering for a Lincoln Leadership Roundtable discussion with Dr. Bill Anderson, Chair of the Lincoln Leadership Series
245	This is a revenue producing program for the Museum and has been approved through the event application process.
246	HAZMAT Response Training
247	Emergency Response to Hazardous Material Incidents course
248	MSPTA contract does not require furlough days.
249	Troopers and Sergeants will be working on furlough days.
250	Troopers and Sergeants will be working on furlough days.
251	Furlough days do not apply to MSPTA members. Maintain public safety
252	Involved with the Advanced Trooper School for approx 119 troopers.
253	Area floors need to be stripped and waxed.
254	Presidential primary

	K	L	M	N	O	P
212	James Shilling					
213	James Shilling					
214	James Shilling					
215	James Shilling					
216	James Shilling					
217	Bob Bierwagen					
218	Neil Droste					
219	Bob Bierwagen					
220	Neal Droste					
221	Bob Bierwagen					
222	Bob Bierwagen					
223	Bob Bierwagen					
224	Janet Laverty					
225	Dave Stevens					
226	Janet Laverty					
227	Dave Stevens					
228	Dave Stevens					
229	Dave Stevens					
230	Dave Stevens					
231	Mary Kay Hawes					
232	John Sorbet					
233	Byron Haskins					
234	Byron Harkins					
235	Bill Ragla					
236	Kirt Steudle					
237	Roberta Tisdale					
238	Leon Hank					
239	Thomas Briggs					
240	Larry Franklin					
241	Myron Frierson					
242	Jamie Uphaus					
243	Jamie Uphaus					
244	Mark Hoffman					
245	Phillip Kwiatkowski					
246	Michael Johnson					
247	Dan Sibo					
248	Larry Franklin					
249	Jerri McClure					
250	Larry Franklin					
251	Dave Stevens					
252	Dave Stevens					
253	Steve Doty					
254	William Pruzinsky					

	A	B
255		State
256		State
257		State
258		State
259		State
260		State
261		State
262		State
263		State
264		State Budget Office
265		Transportation
266		Treasury
267		Treasury
268		Treasury
269		Treasury
270		Treasury
271		Treasury
272		Treasury
273		Treasury
274		Treasury
275		Treasury
276		Treasury
277		Treasury
278		Treasury
279		Treasury
280		Treasury
281		DELEG
282		DTMB
283		DTMB
284		DHS
285		DHS
286		DTMB
287		DTMB
288		OOF
289		State
290		Treasury
291		DTMB
292		DOT
293		DTMB
294		DTMB
295		State
296		DTMB
297		DTMB
298		DTMB
299		DHS
300		DTMB

	C	D
255	Elections	Austin
256	Elections	Austin
257	Bureau of Elections	Austin
258	Bureau of Elections	Austin
259	Bureau of Elections	Austin
260	Bureau of Elections	Austin
261	Elections	Austin
262	Legal & Regulatory Services	GOB
263	Document Assembly Unit	SOS
264		Romney
265	Highway delivery	C&T
266	Bureau of Elections	Austin
267	Bureau of Elections	Austin
268	Tax Processing	Austin
269	Office of Revenue & Tax Analysis	Austin
270	Program Management	Operations Center
271	Program Management	Operations Center
272	Program Management	Operations Center
273	Program Management	Operations Center
274	Program Management	Operations Center
275	Program Management	Operations Center
276	Return Processing	Operations Center
277	Customer Contact	Operations Center
278	Return Processing	Operations Center
279	Revenue Bureau	Operations Center
280	Technical Services	Operations Center
281	SOAHR	Ottawa
282	Agency Services	Grand Tower
283	Agency Services	Grand Tower
284	North District	Flint
285	Outstate Operations	Jackson SOB
286	AS/MDOS	Operations Center
287	Financial Management	Romney
288	BOD	Romney
289	Document Assembly	SOS
290	Tech Services	OPS
291	Environmental Services	Cass
292	DSD	Van Wagoner
293	Agency Services	Operations Center
294	Peckham	Grand Tower
295	Executive Office	Austin
296	Building Operations	Austin
297	Environmental Services	Cass
298	Building Operations	Con Hall
299	North District	Flint
300	Environmental Services	Grand Tower

	E	F
255	1st flr, all Bureau of Elections areas	1/15/08 & 1/16/08
256	1st flr, U17/V17 - U23/V23	5/22/2008
257	1st flr, pillars U17-U23, V17-V23 & W17-W23	07/12, 13, 18 & 19
258	1st flr, pillars U17-U23, V17-V23 & W17-W23	07/07/08-07/24/08
259	1st flr, pillars U21-U23, V21-V23 & W21-W23	8/2/2008
260	1st flr, pillars U17-U23, V17-V23 & W17-W23	8/5/08 - 8/6/08
261	1st floor, U, V, W17 through U, V, W23	08/03/10
262	1st floor	3/28/2009
263	South Wing	9/11/10
264	6rh floor	11-11-09
265	Room 131, soils lab	5/29/10
266	1st flr, pillars V17-V23, U17, U18, U21, U23, W17 & W23	4/12/2008
267	1st flr, pillars V17-V23, U17, U18, U21, U23, W17 & W23	05/03/08 05/06/08
268	2nd flr, Pillars U16, U21, U22 & W18	8/02/08 - 12/13/08
269	2nd flr, pillars U14-U15	Through April 2009
270	2nd flr, rooms 276 & 277 and MBT/MIITAS Project Area - pillars 2E E7 and 2E E8	10/22/07 - 4/30/09
271	2nd flr - 2BH15	1/2/08 - 4/30/09
272	2nd flr - 2BH15	7/18/08 - 4/30/09
273	2nd flr, rooms 276 & 277 - pillars 2E E8 and 2B H15	7/22/08 - 12/31/09
274	2nd Floor, Pillars 2E E7, 2E E8, 2B H15	9/1/08 - 12/31/09
275	2nd Floor, Pillars 2E E7, 2E E8, 2B H15	Through 12/31/09
276	2nd floor, Pillars 2EB4, 2EA4, 2EB7, 2EA7	4/18/09, 4/25/09, 5/2/09, 5/9/09
277	2nd floor, 2C E10, 2C E11	5/2/09, 5/9/09, 5/16/09, 5/23/09, 5/30/09, 6/6/09, 6/13/09
278	2nd floor, 2E B4, 2E A4, 2E B7, 2E A7, 2C E9	6-13-09, 6-27-09
279	2nd floor, 2E E7, 2E E8, 2B H15	Through 12/31/09
280	2nd Floor, Pillars 2G C1 through 2G D1.5 & 2G C2 through 2G D2.5	04-29-10 through 05-22-10
281	2nd floor, B8 - D7	8/21, 8/28, 9/4, 9/11, 9/18
282	5,8,9	9/17 - 9/19
283	Floors 4, 5, 8, 9, 13	9/17/10 through 9/19/10
284	4,5	9/11,9/18,9/25
285	2nd & 3rd floor	9/11, 9/18, 9/25
286	1st floor, SE Corner	09/30/10
287	1,7,9	9/18 - 10/1
288	12th floor	09/25/10
289	South wing	09/25/10
290	2nd, 2G C1, 2G D1 & D2	Saturdays 7/31/10 through 9/25/10
291	5th floor	10/09/10
292	1st floor Room 124	10/08-10/9
293	1st floor Room 48	10/16/10
294	All	10/16/10
295	4th floor	11/2/10 to 11/3/10
296	Entire building	11/02/10 & 11/11/10
297	Entire building	11/11/10
298	Entire building	11/02/10 & 11/11/10
299	4th & 5th Floors	Saturdays 10/9, 10/16, 10/23, 10/30
300	ALL	11/11/10

	G	H	I
255	6a to 8a	Ruth Lee	3-2540
256	6p-10p	Rayan Anastor	3-3429
257	7:30a-5:30p	Evelyn Quiroga	5-2790
258	6p-8:30p	Lucinda Sheltrown	5-2659
259	8a-3p	Lucinda Sheltrown	5-2659
260	6:00a through 6:00p	Lucinda Sheltrown	5-2659
261	24/7	Lucinda Sheltrown	5-2659
262	8:00a - 4:30p	Jennette Sawyer	1-8322
263	6:30a - 4:00p	Bill Allen	2-5295
264	7:30a - 6:00p	Connie Minix	3-0870
265	7:00a - 6:00p	Bill Redmond	322-1208
266	7:30a-2:30p	Lydia Valles	1-4662
267	7:30a-3:00p 6:00a-10:00p	Lydia Valles	1-4662
268	6a - 10p	Sheila Rolandson	6-5476
269	6p-11p	Phillip Wippel / Ann Simon	3-6277
270	until 10p	Shelly Brooks	6-4248
271	until 10p M-F	Shelly Brooks	6-4249
272	until 10p M-S & Holidays	Shelly Brooks	6-4249
273	until Midnight M-F	Shelly Brooks	6-4248
274	until 10p 7 days a week & holidays	Floyd Schmitzer	810-223-5461
275	24/7 including holidays	Floyd Schmitzer	810-223-5461
276	6:00a - 6:00p	Floyd Schmitzer	636-4280
277	6:00 a - 6:00p	Floyd Schmitzer	6-4280
278	6:00a - 6:00p	Floyd Schmitzer	6-4280
279	6:00a - 12:00p	Floyd Schmitzer	810-223-5461
280	6:00a - 6:00p	Renee Stokes	6-4230
281	8:00a - 5:00p	Terry Colby	1-3914
282	6:00 pm - 9:00 pm	Micole Schrauben	335-3124
283	24/7	Nicole Schrauben	5-3124
284	7:00 am - 5:00 pm	Cleo Spates	810-760-2737
285		Pamela Roxberry	517-780-7650
286	24/7	Mary McClean	6-0201
287	24/7	Adel Beachnau	241-0811
288	7:30a - 4:30p	Beulah Burks	749-7085
289	6:30a - 4:00p	Bill Allen	322-5295
290	7:00a - 6:00p	Renee Stokes	636-4230
291	6:30a - 4:00p	Debbye Kafara	202-2907
292	6:00pm to midnight & all day Saturday	keith Belonga	243-3908
293	8:00a - 8:00p	Mary McClean	6-0201
294	10:00 am - 6:00 pm	Tim Warren	749-7163
295	24/7	Bill Pruzinsky	1-4228 or 204-2181
296	7:00a - 7:00p	Mike Noonan	1-2708
297	7:00a - 5:00p	Debbye Kafara	202-2907
298	7:00a - 7:00p	Mike Noonan	1-2708
299	7:00a - 5:00p	Cleo Spates	810-760-2737
300	7:30a - 5:00p	Tim Warren	749-7163

	J
255	Presidential primary
256	Working on recall petitions to finalize recommendation for Board of State Canvasser meeting
257	Programming equipment for election
258	Programming equipment for election
259	Preparation for Statewide Primary Election 8/5/08
260	Statewide Primary Election 8/5/08
261	BOE staff are working through the night for the primary election.
262	The Department of State and Motorcycle Safety Foundation are conducting a professional development training for the RiderCoach Trainers certified through the MI Motorcycle Safety Program.
263	OT has been authorized tohave the unit catch up regarding compliance issues.
264	State Budget Office Employees will be working on Veteran's Day
265	Testing of "select backfill" required to be completed in a timely manner to help keep project on track
266	Ballot testing & programming for May 2008 school elections
267	School elections
268	MBT/MIITAS Project for implementation of the new SAP tax system
269	Tax analysis for Governor's Office and 2008 budget
270	MBT/MIITAS Project for implementation of the new SAP tax system
271	MBT/MIITAS Project for implementation of the new SAP tax system
272	MBT/MIITAS Project for implementation of the new SAP tax system
273	MBT/MIITAS Project for implementation of the new SAP tax system
274	MBT/MIITAS Project for implementation of the new SAP tax system
275	MBT/MIITAS Project for implementation of the new SAP tax system
276	To work on MBT returns.
277	Working MBT clarification and accounts payable work list errors.
278	Process MBT returns that were backlogged
279	Michigan Business Tax overtime
280	Assisting the Tax Processing Bureau with their IIT and SUW backlogs
281	Approved over time
282	Model Payment system rollout
283	Model Payment system rollout
284	FAP Overtime
285	DHS Overtime
286	Implementing large project and need lights.
287	Year End closing
288	High area carpet cleaning is been extractd and floors are been waxed.
289	Ovetime to clear the backlog due to year end clsoing.
290	Assisting the Customer Service Bureau with their IIT correspondence backlog.
291	Extract carpet on entire floor
292	Installation of new carpet
293	High priority could fall behind in schedule.
294	Cleaning air/bar vents
295	Department is responsible for the election and compiling election results.
296	Janitors will be cleaning rest rooms and break rooms on all floors.
297	Strip & Recoat Floors
298	Janitors will be cleaning rest rooms and break rooms on all floors.
299	Staff working overtime
300	Finish strip/re-coat floors.

	K	L	M	N	O	P
255	William Pruzinsky					
256	William Pruzinsky					
257	Bill Pruzinsky					
258	Bill Pruzinsky					
259	Bill Pruzinsky					
260	Bill Pruzinsky					
261	Mike Noonan					
262	William Pruzinsky					
263	Larry Scates					
264	Nancy Duncan					
265	Larry Scates					
266	Bill Pruzinsky					
267	Bill Pruzinsky					
268	Floyd Schmitzer					
269	Phillip Wippel					
270	Phillip Wippel					
271	Bruce Hanses					
272	Dawn Shuttuck					
273	Dawn Shuttuck					
274	Bruce Hanses					
275	Bruce Hanses					
276	Bruce Hanses					
277	Ann Luepnitz					
278	Bruce Hanses					
279	Bruce Hanses					
280	Dave Stevens					
281	Bob Bierwagen					
282	Steve Doty					
283	Steve Doty					
284	Marty Stone					
285	Marty Stone					
286	Larry Scates					
287	Steve Doty					
288	Steve Doty					
289	Larry Scates					
290	Larry Scates					
291	John Spiece					
292	Mike Noonan					
293	Larry Scates					
294	John Spiece					
295	Mike Noonan					
296	Mike Noonan					
297	Steve Doty					
298	Mike Noonan					
299	Marty Stone					
300	Steve Doty					

	A	B
301		DTMB
302		DTMB
303		DTMB
304		DTMB
305		DTMB
306		DIT
307		OOF
308		DTMB
309		DTMB
310		State
311		State
312		DTMB
313		DTMB
314		DHS
315		DHS
316		DNRE
317		DNRE
318		DTMB
319		DTMB
320		Operations
321		DHS
322		MDOT
323		DNRE
324		DTMB
325		DTMB
326		DHS
327		DHS
328		Treasury
329		DELEG
330		DTMB
331		DTMB
332		DTMB
333		DHS
334		DTMB
335		DELEG
336		DTMB
337		DTMB
338		DHS
339		DTMB
340		DHS
341		DTMB

	C	D
301	Environmental Services	Hannah
302	Agency Services	Operations Center
303	Environmental Services	Ottawa
304	Mi one stop project	Romney
305	Budget Office	Romney
306	MBSii/Mi One Stop Project	Romney
307	BOD - Zone 4	Romney
308	Building Operations	Van Wagoner
309	Environmental Services	Williams
310	Bureau of Elections	Austin
311	Legal & Regulatory Services Administration	Austin
312	Environmental Services	Mason
313	Agency Services	Romney
314	North District	Saginaw
315	Out State Ops	Jackson
316	History Foundation	MLHC
317	Historical Programs Division	MLHC
318	Facilties Admin	Romney
319	Environmental Services	Cass
320	Executive Office	Romney
321	DDS	Hannah
322	PED - Finance and Administration	MDOT Warehouse
323	Historical Programs	MLHC
324	State Budget Office	Romney
325	Budget Office	Romney
326	North District	Flint State Office
327	outstate Operations	Jackson
328	Return Processing	Operations Center
329	MES Board of Review	Ottawa
330	Agency Services	Romney
331	e-Michigan Web Development	Romney
332	Mi One Stop	Romney
333	North District	Flint
334	Environmental Services	Mason
335	SOAHR	Ottawa
336	Accounting & Financial Reporting Division	Romney
337	Budget Office	Romney
338	North District	Flint
339	Peckham	Mason
340	Childrens Trust Fund	Grand Tower
341	MICSES	Romney

	E	F
301	Entire building	11/02/10 & 11/11/10
302	1st floor south east area	11/05 & 11/06
303	Entire building	11/02/10 & 11/11/10
304	12th floor	10/2, 10/9, 10/16, 10/23, 10/30, 11/6
305	6th floor	11/2/10 & 11/11/10
306	12th floor, West side	11/11/10
307	12th floor	11/11/10
308	Entire building	11/02/10 & 11/11/10
309	Entire building	11/02/10 & 11/11/10
310	1st floor, U17 - W17 & U23 - W23	11/2/10 & 11/3/10
311	3rd floor, U15 - Y15 thru U23 - Y23	11/2/10 to 11/3/10
312	Entire building	11/02/10 & 11/11/10
313	11th & 12th Floor	11/11, 11/13, 11/14
314	4th & 5th Floors	11/06 & 11/13
315	1st & 2nd Floors	11/06 & 11/20
316	Entire building	11/20/10
317	All	11/19/10
318	Ground thru 12th	11/20/10
319	All	11-20-10
320	Ground thru 5th	11-26 & 11-27
321	3rd	12/05/10
322	Earle Training Center, Lobby, Lake MI & Lake Huron, Lake Erie, Lake Superior, & bathrooms	12/04/10
323	All	12/1/10
324	6th floor	12/4/10 & 12/5/10
325	6th floor	11/13, 11/14, 11/20, 11/21, 11/26 -11/28
326	4th & 5th	12/4, 12/11, 12/18
327	1st & 2nd Floor	12/4, 12/11, 12/18
328	A A16, A B15.5, A B16, D H13.5, B H14.5, D G13.5, A D15.5, A C15.5, C D13.5, A D14.5, A C14.5, C C13.5, A B15, A A15.5 A A15	12-11, 12/18
329	4th floor	12/11/10 & 12/18/10
330	12th floor	12/10/10 thru 12/12/10
331	9th floor	12/17/10 thru 12/20/10
332	12th floor	12/15 - 12/16
333	4 & 5	2/12/11
334	2nd Floor	2/12/11
335	2nd floor	2/5, 2/12, 2/19, 2/26
336	Ground & 7th floor	1/8/11, 1/15/11, 1/17/11, 1/22/11, 1/29/11, 2/5/11, 2/12/11, 2/19/11, 2/21/11, 2/26/11
337	6th Floor	1/11-2/10 Weeknights 7-10 1/11-2/10 Weekends 7-7 2/11-2/13 all lights 24/7 2/14-2/17 7-10 2/18 - resume normal
338	4 & 5	3-5-11
339	3rd floor	3/12/11
340	14th Floor	3/19 - 3/20
341	11th & 12th	3/18 - 3/19

	G	H	I
301	8:00a - 4:30p	Skip Stanton	319-6006
302	5:00p - 11:59p	Michael Spagnuolo	636-0249
303	8:00a - 4:30p	Skip Stanton	319-6006
304	8:00 am - 6:00pm	Tetty Horton	241-8258
305	7:00a - 5:00p	Connie Minix	3-0870
306	7:00a - 7:00p	Terry Horton	1-8258
307	8:00a - 4:30p	Beulah Burks	749-7085
308	7:00a - 7:00p	Mike Noonan	1-2708
309	8:00a - 4:30p	David Pletzke	319-6001
310	24/7	Bill Pruzinsky	1-4228 or 204-2181
311	24/7	Bill Pruzinsky	1-4228 or 204-2181
312	8:00a - 4:30p	Cheryl Bush	749-7061
313	24hrs	Michael Taylor	241-1890
314	7:30 - 3:00	Cleo Spates	810-760-2737
315	7:30 - 1:00	Pamela Roxberry	782-4921
316	5:00pm - 2:00am	Carol Payne	373-2565
317	5:00p - midnight	Maria Leiby	
318	8:00am-4:30pm	Beulah Burks	517-749-7085
319	7:00a - 5:00p	Debbye Kafara	202-2907
320	7:00a - 7:00p	Sarah Garcia	1-5850
321	8:00a - 5:00p	Patrick Garlitz	5-3053
322	8:00a - 2:00p	Susan Taylor	636-4086
323	5:00pm - 11:00pm	Sandra Clark	
324	8:00a - 5:00p	Connie Minix	3-0870
325	7:00a - 5:00p	Connie Minix	3-0870
326	7:00a - 3:00p	Cleo Spates	810-760-2737
327	7:30a - 11:30a	Pamela Roxberry	517-780-7650
328	7:00a - 4:00p	Floyd Schmitzer	636-4428
329	8:00a - 4:00p	Elaine Pohl	1-7264
330	24/7 on 12/10 & 12/11 8:00a - 5:00p on 12/12	Nish Ghelani	1-1767
331	7:00p 12/17 thru 6:00a on 12/20	Roana Smith	3-6999
332	6:00 pm - 2:00am	Terry Horton	1-8258/
333	7:30a - 2:300p	Cleo Spates	810-760-2737
334	6am-12pm	Cheryl Bush	517-749-7061
335	8am - 5pm	Terry Colby	
336	6:00a - 7:00p	Adel Beachnau	1-0811
337		Connie Minix	3-0870
338	7:30 am - 2:30 pm	Cleo Spates	810-760-2737
339	6:00am - 3:30pm	Cheryl Bush	749-7061
340	8:00 am - 7:00 pm & 8:00 am - 3:30 pm	Sylvia Brown Jones	1-7792
341	6:00 pm on 3/18 - 11:59 pm on 3/19	Jaydeed Das	517-241-0200

	J
301	Detail cleaning.
302	Driver LID program imblementation
303	Detail cleaning.
304	Critical tasks to complete program
305	Staff will be working on 11/2 & 11/11 on transition issures for the next administration.
306	Without working these dates the project will not meet the deadlines. Governor's project.
307	Area flood are being top scrub and cleaned.
308	Janitors will be cleaning rest rooms and break rooms on all floors.
309	Detail cleaning.
310	Department is responsible for the election and compiling election results.
311	Department is responsible for the election and compiling election results.
312	Detail cleaning.
313	MiCSES
314	DHS Overtime
315	DHS Overtime
316	History Education Fundraiser
317	The museum is open to provide tours and activities in conjuntion with the City's Silver Bells in the City celebration and the lighting of the State's Christmas Tree.
318	Special Cleaning
319	Strip & re-coat floors
320	
321	Ensures that the SSA Disability program continues to adjudicate cases in a timely and cost effective manner on behalf of the claimants of the State of Michigan.
322	TRANSPO Club annual Children's Christmas party for employees children. Cost is entriely paid for by the TRANSPO Club.
323	Judge Whitbeck reception
324	Transition meetings
325	Budget Office Staff will be working on weekends in November as well as the Friday after Thanksgiving getting ready for the gubernatorial transition and working on the executive budget recommendation.
326	FAP/Bridges overtime
327	Cash assistance overtime
328	Garnishment processing
329	Working overtime.
330	Work on the MiCSES is needed to provide support to children/families.
331	Migration on the State of Michigan portal.
332	Project Overtime
333	Overtime
334	Chair Extraction
335	Staff overtime
336	Office of the Auditor General working on the CAFR audit
337	State budget overtime
338	Bridges Overtime
339	Chari Cleaning
340	CTF Staff Overtime
341	Micses Release - Overtime

	K	L	M	N	O	P
301	Bob Bierwagen					
302	Larry Scates					
303	Bob Bierwagen					
304	John Spiece					
305	Steve Doty					
306	Steve Doty					
307	Steve Doty					
308	Mike Noonan					
309	Bob Bierwagen					
310	Mike Noonan					
311	Mike Noonan					
312	Bob Bierwagen					
313	Steve Doty					
314	Marty Stone					
315	Marty Stone					
316	Jamie Uphaus					
317	Jamie Uphaus					
318	Steve Doty					
319	Steve Doty					
320	Steve Doty					
321	Bob Bierwagen					
322	Larry Scates					
323	Jamie Uphaus					
324	Steve Doty					
325	Steve Doty					
326	Marty Stone					
327	Marty Stone					
328	Larry Scates					
329	Bob Bierwagen					
330	Steve Doty					
331	Steve Doty					
332	Steve Doty					
333	Mike Noonan					
334	Steve Doty					
335	Neal Droste					
336	Steve Doty					
337	Steve Doty					
338	Mike Noonan					
339	Steve Doty					
340	Bob Bierwagen					
341	Bob Bierwagen					

	A	B
342		Peckham
343		Peckham
344		DELEG
345		DTMB
346		DTMB
347		DHS
348		ES
349		DHS
350		DTMB
351		DTMB
352		MDOS
353		MDOS
354		MDOS
355		DTMB
356		DTMB
357		DTMB
358		ES
359		
360		St-1
361		DTMB
362		DTMB
363		DTMB
364		DTMB
365		DTMB
366		DTMB
367		DTMB
368		DTMB
369		DTMB
370		Exec. Office
371		DTMB
372		DTMB
373		DTMB
374		DHS/CSC
375		DHS
376		Education
377		DTMB
378		Peckham
379		LARA
380		DTMB
381		DTMB
382		DHS
383		ES
384		LARA
385		DTMB

	C	D
342	Enviromental Services	Mason
343	Custodial	Ottawa
344	MES	Ottawa
345	BOD/ODC	Romney
346	Peckham	Austin
347	North District	Flint State Office BLDG
348	Peckham	Grand Tower
349	Childrens Trust Fund	Grand Tower
350	Agency Services	OPS Center
351	AS	Romney
352	DSIC	SOS
353	DSIC	SOS
354	DSIC	SOS
355	DTMB	Peckham
356	DTMB	Peckham
357	DTMB	BOD
358	ES	Peckham
359		
360	DHS	Children's District
361	Peckham	Austin
362	Peckham	Austin
363	Telecom	Grand Tower
364	Telecom	Hannah
365	Lansing Tile & Mosaic	Lewis Cass
366	Peckham	Lewis Cass
367	Telecom	Mason
368	Peckham	Mason
369	TRANE	Romney
370	Administrative Services	Romney
371	MiCSES	Romney
372	Peckham	Austin
373	Peckham	Grand Tower
374	OHR	Grand Tower
375	Outstate Operations	Jackson
376	Library Operations	MLHC
377	AS -DTMB, SBO and CS	Romney
378	Enviromental services	Lewis Cass
379	MES board of Review	Ottawa
380	Peckham	C&T
381	Peckham	Cass
382	North District	Flint
383	Peckham	Grand Tower
384	Energy	Ottawa
385	Peckham	C&T

	E	F
342	All floors	04/23/11
343	Cafeteria	04/15/11 - 04/16/11
344	4th Floor	Saturdays starting 1/8/11 - 3/19/11
345	1st floor	4/13/11 - 4/18/11
346	2nd floor	5/20/11
347	4th & 5th Fl	05/07/11, 05/14/11, 05/21/11
348	All floors	05/14/11
349	14th floor	5/13 - 5/18
350	1st floor Rooms 46,47,48, SE Corner	4/01/11 - 5/30/11
351	9th floor	05/20/11 until 10 pm, 05/21/11 7 am - 10 pm, 05/22/11 8 am - 5 pm
352	1st floor O3, S3, O9, S8	5-19-11
353	1st floor O3, S3, O9, S8	5-20-11
354	1st floor O3, S3, O9, S8	5-23-11
355	Austin	All floors
356	Austin	1st Fl
357	Austin	UL Lobby
358	Grand Tower	All floors
359		
360	125 E. Union St Flint	6-Jan
361	all	06/11/11
362	All	6/18/11
363	Basement switch room	06/11/11 - 06/12/11
364	1st Fl	06/11/11 - 06/12/11
365	Garden level North Entrance	06/06/11 - 06/07/11
366	All	06/18/11
367	Basement switch room	06/11/11 - 06/12/11
368	1-4 floors	5/21/11
369	Penthouse	05/23/11 - 05/27/11
370	2nd Floor	06/10/11 - 06/13/11
371	11th floor C1, C3, G9, H7, H8, H9. 12th floor C3	6/10/11 - 6/11/11
372	All	6/22/11
373	basement and 1st fl	Saturday 6/25/11
374	7th fl	06/28/11
375	2nd & 3rd	6/4, 6/11, 6/18, 6/25
376	2nd floor	6/23/11
377	9th Fl	06/25/11
378	4th and garden A-16	07/01/11
379	4th Fl	Saturdays Starting 4/2/11 - 7/2/11
380	All	7/16/11
381	All	7/16/11
382	4th and 5th floor	07/16/11
383	all	07/16/11
384	4th Fl Pillar H5 to H2 and F5 to F2 The Northwest side of the 4th Fl	07/16/11 - 07/17/11
385	All	7/23/11

	G	H	I
342	6:00 am - 4:30 pm	Cheryl Bush	749-7061
343	4:00pm - 8:00pm Fri 6:00am -2:30pm Saturday	Howard Stanton	517-749-4353
344	6:00am - 2:00pm	Elaine Pohl	1-7264
345	24hrs	Bill Kunkle	749-7520
346	5:00 pm - 7:00 pm	Cheryl Bush	749-7061
347	7:30 am - 2:30pm	Cleo Spates	810-760-2737
348	6:30 am - 4:30 pm	Tim Warren	517-749-7163
349	8:00 am - 12:00am	Patricia Headley	241-7226
350	24/7	Mary Mcclean	636-0201
351	5/21until 10 pm, 05/21/11 7 am - 10 pm, 05/22/11 8 am - 5 pm	Christina Jensen	517-335-5108
352	6:00 pm - 8:00 pm	Bud Driver	6-6304
353	6:00 pm - 8:00 pm	Bud Driver	6-6304
354	6:00 pm - 8:00 pm	Bud Driver	6-6304
355	5/28/11	6:00 am - 3:30 pm	Cheryl Bush
356	05/28/11	6:00 am - 3:30 pm	Cheryl Bush
357	5/28/11	7:00 am - 1:00 pm	Todd Merideth
358	05/28/11	6:30 am - 4:30 pm	Tim Warren
359			
360	06/04/11 - 06/07/11	7:30 am - 5:30 Pm	Sheryl Thompson
361	06:00 am - 3:30 pm	Cheryl Bush	517-749-7061
362	6:00 - 3:30	Cheryl Bush	749-7061
363	lights on from 6 am on 06/11 until 10pm on 6/12	Darrin Fogg	30099
364	lights on from 6 am on 06/11 until 10pm on 6/12	Darrin Fogg	30099
365	5:00 pm - 12:00 am	Tony Bruno	517-908-1376
366	08:00 - 4:30 pm	Debbye Kalara	517-202-2907
367	lights on from 6 am on 06/11 until 10pm on 6/12	Darrin Fogg	30099
368	7:00 am - 1:00 pm	Cheryl Bush	749-7061
369	4:00 pm to 10:00 pm	Dick Cowles	517-204-5091
370	6:00 pm - 6:00 am	Marsha Quebbman	517-241-5588
371	247	Randy Church	248-240-3510
372	3:30 - 7:30	Cheryl Bush	749-7061
373	7:30 am to 5:00 pm	Tim Warren	517-749-7163
374	Daily 24/7	Susan King	
375	7:30am - 4:00pm	Jessica Deering	517-750-7666
376	5:00pm - 11:00 pm	Neal Droste	749-7465
377	7:30 - 12:30	Tina Jensen	517-335-5108
378	3:00 pm - 7:30 pm	Debbye Kafara	517-202-2907
379	6:00 - 3:00	Elaine Pohl	517-241-7264
380	6:00 am - 6:00 pm	John Perry	743-7134
381	6:30 am - 4:00 pm	Debbye Kafara	202-2907
382	7:30 am to 2:30 pm	nancy Reinke	810-760-2803
383	7:00 am - 5:00 pm	Tim Warren	517-749-7163
384	7:00 am to 12:00 am	Jan Patrick	241-6153
385	6:00am -4:00 pm	Steve Beals	517-743-7149

	J
342	Clean High Traffic Carpet and scrub restrooms
343	Cleaning the Cafteria Hard Floors
344	Overtime
345	Governors Office transition work
346	Special Cleaning
347	Staff working FAP overtime
348	Scrub Restrooms
349	Staff overtime
350	BAM Project Overtime
351	HRMN Server Replacement
352	Staff Overtime
353	Staff Overtime
354	Staff Overtime
355	749-7061
356	517-749-7061
357	712-0889
358	517-749-7163
359	
360	8107602737
361	Extract Carpets & Top scrub Restrooms
362	Carpet extractions
363	Telecom is conducting 2 cut-overs over the weekend to be taking place on both Saturday and Sunday merging EPN 1 from Grand Tower to Capital Switch and Migrating SOM voicemail to a new voicemail system.
364	Telecom is conducting 2 cut-overs over the weekend to be taking place on both Saturday and Sunday merging EPN 1 from Grand Tower to Capital Switch and Migrating SOM voicemail to a new voicemail system.
365	Floor Polishing in progress
366	Extract High traffic Carpet and Runners
367	Telecom is conducting 2 cut-overs over the weekend to be taking place on both Saturday and Sunday merging EPN 1 from Grand Tower to Capital Switch and Migrating SOM voicemail to a new voicemail system.
368	Carpet cleaning
369	Romney Chiller Rebuild
370	Carpet work in Executive Offices Please program HVAC to run during this time
371	MiCSES overtime
372	Carpet cleaning
373	Outdoor Glass Cleaning
374	Must have lighting for weekend Overtime purposes
375	Staff Overtime
376	Lobby tile work
377	Production Archive
378	Perform request for Office Cleaning
379	Ever increasing back log of new unemployment appeals - along with reduction in staff
380	Special Cleaning
381	Restroom Cleaning
382	North Staff FAP working overtime
383	Cleaning exterior glass and High traffic carpet areas
384	The energy Bureau is preparing for a move early next week. Staff is packing this weekend. Jan will call Central Control if the lights are needed. X30193
385	Strip & Reseal Offices

	K	L	M	N	O	P
342	Steve Doty					
343	Steve Doty					
344	Bob Bierwagen					
345	Bob Bierwagen					
346	Neal Droste					
347	Mike Noonan					
348	Bob Bierwagen					
349	Bob Bierwagen					
350						
351	Steve Doty					
352	Butch Kimball					
353	Butch Kimball					
354	Butch Kimball					
355	Special Cleaning					
356	Extract Offices and Extract chairs on First fL					
357	Change panel					
358	Scrub Restrooms					
359						
360	Children's Supervisor overtime					
361	Neal Droste					
362	Neal Droste					
363	Bob Bierwagen					
364	Larry Scates					
365	Bob Bierwagen					
366	Bob Bierwagen					
367	Neal Droste					
368						
369	Bob Bierwagen					
370	Bob Bierwagen					
371	Bob Bierwagen					
372	Neal Droste					
373	Bob Bierwagen					
374	Doug Church					
375	Michael noonan					
376	Neal Droste					
377	Bob Bierwagen					
378	Larry Scates					
379	Steve Doty					
380	Butch Kimball					
381	Bob Bierwagen					
382	Mike Noonan					
383	Doug Church					
384	Kyle Peake					
385	Butch Kimball					

	A	B
386		DTMB
387		Human services
388		DTMB
389		LARA
390		DTMB
391		Supreme Court
392		LARA
393		Peckham
394		State
395		LARA
396		DTMB
397		State
398		Treasury
399		DTMB
400		Peckham
401		ST-7
402		ST-10
403		ST-13
404		ST-17
405		ST-8
406		ST-16
407		ST-1
408		ST-5
409		ST-9
410		ST-18
411		ST-23
412		ST-26
413		ST-23
414		ST-22
415		ST-2
416		ST-4
417		ST-5
418		ST-6
419		ST-28
420		ST-3
421		ST-11
422		ST-14
423		ST-16
424		ST-17

	C	D
386	Peckham	Cass
387	DDS	Hannah
388	AS-DTMB, SBO and Civil Service	Romney
389	Appellate Commission	GOB
390	ORS	GOB
391	Reporters Office	Hall Of Justice
392	Appellate Commission	Ottawa
393	Enviromental Services	Photo Lab
394	Elections	Austin
395	Public Service Commission	GOB
396	Peckham	Cass
397	Executive Office	Austin
398	Return Processing	OPS Center
399	Peckham	Ottawa/Hannah
400	Vehicle & travel Services	VTS
401	DHS	Out State Operations
402	MDOT	MDOT
403	DTMB	Agency Services
404	LARA	MAHS
405	DTMB	Telecom
406	DTMB	Peckham
407	State	Elections
408	DHS	Out State Operations
409	DHS	Bureau of Community Action & Economic Opport
410	DTMB	AS-DTMB, SBO, Civil Service
411	State	Renewal by mail
412	OOF	BOD-Zone 4
413	DTMB	MICSES
414	DTMB	OFM
415	DTMB	Peckham
416	DHS	Genesee County
417	DTMB	Peckham
418	LARA	Funds Administration
419	DHS	North District
420	DHS	Genesee County
421	DHS	Out State Operations
422	Treasury	Discovery
423	LARA	Bureau of Health Professions/Medical Marijuana
424	LARA	MES board of Review

	E	F
386	All	7/23/11
387	3rd floor/Upper Level	07/24/11
388	9th	7/23/2011 - 07/25/11
389	1st floor wing B	07/30/11
390	Full 3rd Fl	07/11/11 - 07/29/11
391	4th Floor north	7/13/11 - 7/31/11
392	4th floor - G-2	07/30/11
393	All	07/30/11
394	1st U, V & W 17 - U, V, & W 23	8/2/11
395	1st floor A&B Wings	8/1/11
396	All	8/6/11
397	4th floor U22	8/8/11
398	1st floor Pillars 1AA17 through 1AF17 to pillars 1AA12 through 1AF12 - Zone A and half of Zone C	6/6/11 - 8/14/11
399	UL	8/12/11 - 8/13/11
400	1st Floor	08/13 & 08/14
401	Jackson	2nd & 3rd floor
402	MDOT C&T	1st Floor
403	OPS CENTER	1st floor entire area between Pillars F K6.5 - H K2.5
404	Ottawa	2nd Floor between Pillar B8 & C7
405	Hannah	East End 1st fl
406	Ottawa/Hannah	All Floors - Elevators
407	Austin	1st Floor pillar U, V & W17 - U, V & W 23
408	Flint SOB	Floors 2-5
409	Grand Tower	Floor 2 Suite 204
410	Romney Bldg	9th floor NE side of Bldg
411	Secretary of State Secondary Complex	Secondary Complex 1st Floor
412	Romney Bldg	12th floor - G Floor
413	Romney Bldg	11th floor pillar C1, C3, G9, H7, H8, and H9 & 12th Floor Pillar C3
414	Romney Bldg	7th C1 & restrooms
415	Austin	All
416	Flint SOB	floors 2-6
417	General Office Building	All
418	General Office Building	1st floor A Wing A4 - C-6
419	Som 125 E Union Flint	4 & 5
420	Flint	Floors 2-6
421	Jackson SOB	2nd & 3rd floor
422	OPS Center	2nd fl
423	Ottawa	1st FL
424	Ottawa	4th Floor

	G	H	I
386	6:30 am - 4:00 pm	Debbye Kafara	202-2907
387	7:30am - 3:30 pm	Heather Torrance	517-643-4023
388	8:00 am on 07/23 to 8:00 am on 7/25	Tina Jensen	517-335-5108
389	7:00 am - 2:00 pm	Jamie Schramski	517-243-0145
390	6:00 pm - 2:00 am	Pam Ward	517-322-6270
391	Until 11:00 pm nightly	Dave Palazzolo	373-5541
392	9:30 am - 2:00 pm	Jamie Schramski	517-243-0145
393	6:00 am to 4:00 pm	Steve Beals	517-743-7149
394	6:30am -8:30 pm	Lucinda Sheltrown	335-2659
395	6:00 pm - 11:59 pm	Jamie Schramski	243-0145
396	6:30am -4:00 pm	Debbye Kafara	202-2907
397	6:00 pm - 9:00 pm	Janet Robinson	241-0108
398	8:00 am - 8:00 pm	Josh Horn	636-4295
399	8/12 5:00 - 8:00 8/13 8:00 - 4:30	Ann Dilwar	319-6006
400	6:00 am to 6:00 pm	Lori Dorsey	719-4720
401	8/20/11, 8/27/11	7:20 - 11:30	Jessica Deering
402	08/27/11	7:00 - 11:00 am	Kendrick
403	08/27/11 to 08/28/11	12:00 to midnight	Janet Herington
404	07/30, 08/06, 08/13, & 08/20	8:00 am - 5:00 pm	Terry Colby
405	8/30 - 9/1 & 9/6 - 9/7	6:00 pm - 2:00 am	Troy Spitzley
406	9/6/11	5:00 am - 11:00 pm	Ann Marie Dilawar
407	09/13/11	6:30 am - 8:30 pm	Lucinda Sheltrown
408	9/10/11	7:00 am - 4:30 am	Jeri Sanderling
409	09/10/11 - 09/11/11	9 am - 5 pm	Steve Listman
410	09/10/11	7:30 - 6:30	Tina Jensen
411	09/10/11	8:00 am - 2:00 pm	Mike Fildey
412	09/17/11	8:00 am - 4:30 pm	Beulah Burks or Bob Bierwagen
413	09/16/11 - 09/18/11	24 hours	Nish Fhelani and Jaydeep Das
414	9/17/11	6:30 am - 8:00 pm	Tina Ray
415	9/17/11	6:00 am - 3:30 pm	Cheryl Bush
416	9/17/11	7:30 - 5:00	Jeri Sanderling
417	9/17/11	6:00 am - 4:00 pm	Steve Beals
418	9/9/11 - 9/9/12	Lights on until 7:30 pm daily	Lavonne Blonde
419	09/17/11	7:30 am -4:00 pm	Nancy Reinke
420	09/24/11	5:45am - 6:30 pm	Jeri Sanderling
421	9/24/11	7:30 am - 4:30 pm	Jessica Deering
422	08/20/11 - 09/24/11	7:00 am - 4:00 pm	Kathy McCarthy
423	Saturdays 5/21/11 - 09/24/11	08:00 am to 4:00 pm	Celeste Clarkston or Rae Ramsdell
424	Saturdays starting 07/09/11 - 09/24/11	6:00am -3:00 pm	Elaine Pohl

	J
386	Restroom Cleaning
387	Social Security Administration, Disability Determination Service, is initiating a software upgrade for processing client cases. The software is going live on Monday, 07/25/11. Final testing and activation is needed on Sunday, 07/24/11
388	Annual MAIN Disaster Recovery Test
389	LARA Office Services and DTMB movers will be moving the Appellate Commission out of the GOB 1st Floor-Wing B to the Ottawa Building 4th Fl
390	To allow for carpet cleaning to be done in the evening so as to not interupt the service to ORS membership dueing regular business hours
391	Staff overtime
392	LARA Office Services and DTMB movers will be moving the Appellate Commission out of the GOB 1st Floor-Wing B to the Ottawa Building 4th Fl
393	Strip and reseal floors, please have lights and air conditioning on so wax will dry
394	Staff overtime
395	Staff Overtime
396	Restroom scrubbing
397	Staff Overtime
398	M1 computer migration
399	Carpet cleaning
400	To strip & Wax the floors in the Radio Dept. Rooms, Equipment had to be removed and work had to be completed on the weekend
401	780-7666
402	
403	636-0321
404	13914
405	5-0051
406	130*41*25820
407	335-2659
408	810-760-2651
409	241-2613 or 241-4871
410	335-5108
411	517-322-6268
412	Beulah 749-7085 or Bob 313-2177
413	734-355-3190
414	241-0811
415	517-749-7061
416	810-760-2651
417	517-743-7149
418	517-636-6602
419	810-760-2398
420	810.760.2651
421	517-780-7666
422	517-636-4144
423	517-373-4992 or 517-241-2897
424	517-241-7264

	K	L	M	N	O	P
386	Bob Bierwagen					
387	Steve Doty					
388	Bob Bierwagen					
389	Larry Scates					
390	Butch Kimball					
391	Steve Doty					
392	Kyle Peake					
393	Butch Kimball					
394	Neal Droste					
395	Butch Kimball					
396	Bob Bierwagen					
397	Neal Droste					
398	Larry Scates					
399	Kyle Peake					
400	Larry Scates					
401	Staff Overtime					
402	Need to perform Concrete testing for Government Specifications					
403	Sobriety Court Project Implementation					
404	Staff overtime					
405	Carpet replacement					
406	Elevator carpet cleaning					
407	Staff are working Tuesday September 13, 2011 to conduct the September 13th election					
408	Staff overtime					
409	Need access to File drawers to prepare for monitoring on next week.					
410	To work on the time and Expense WAS upgrade for production					
411	Backlog of Renewal By Mail work for License plate tabs require the staff to work overtime on Saturday					
412	High Traffic and elevator are to be extracted on all floors					
413	A major MICSES release will be happening over the weekend					
414	Overtime					
415	Cleaning air bars and vents					
416	Staff overtime					
417	Strip & Reseal floors					
418	Staff overtime					
419	North Staff FAP working overtime					
420	overtime for staff					
421	Staff overtime					
422	To work 11,000 plus backlogs of income tax correspondence.					
423	Medical Marijuana Registry Program staff will be working authorized overtime on Saturdays from May 21, 2011 - September 24, 2011					
424	Increasing Backlog of New Unemployment Appeals					

	A	B
425		ST-9
426		ST-16
427		ST-20
428		ST-2
429		ST-8
430		ST-24
431		ST-3
432		ST-4
433		ST-8
434		ST-9
435		ST-3
436		ST-4
437		ST-9
438		ST-10
439		ST-11
440		ST-12
441		ST-20
442		ST-23
443		ST-4
444		ST-21
445		ST-1
446		ST-4
447		ST-8
448		ST-12
449		ST-33
450		ST-30
451		ST-29
452		ST-28
453		ST-24
454		ST-23
455		ST-17
456		ST-14
457		ST-7
458		ST-6
459		ST-3
460		ST-2
461		ST-1
462		ST-1
463		ST-4
464		ST-14

	C	D
425	DTMB	Agency Support Services
426	DTMB	Peckham
427	DTMB	State
428	DTMB	Enviromental Services
429	DHS	Bureau of Accounting
430	DTMB	AS-DTMB, SBO and Civil Service
431	DTMB	Peckham Enviromental Services
432	DTMB	Peckham Enviromental Services
433	DHS	Bureau of Accounting
434	DHS	Contract Payment unit
435	DCH	Budget and Grants & Purchasing
436	DTMB	Peckham
437	DTMB	Peckham
438	DTMB	Peckham
439	DHS	Federal Reporting
440	DHS	DDS
441	Treasury	Return Processing
442	LARA	MAHS
443	DTMB	ORS
444	DTMB	Facilities
445	State	Finance
446	DTMB	Peckham
447	MDE	OFM
448	DNR	Executive
449	DHS	Accounting
450	DTMB	Executive Office
451	Peckham	Enviromental services
452	DTMB	Peckham
453	Peckham	Enviromental services
454	Peckham	Enviromental services
455	DTMB	Peckham
456	Peckham	Enviromental services
457	DHS	Accounting
458	Peckham	Enviromental services
459	DTMB	Peckham
460	State	Elections
461	State	Elections
462	State	Bureau of Elections
463	DTMB	ORS
464	Treasury	Tax Processing

	E	F
425	Horatio S. Earle Learning Center	1st floor Huron Conference room bathrooms, common area and parking lot lighting
426	Ottawa/Hannah	All Floors
427	SOS Complex	DVRD-South Wind and second floor of the tower Ground and 2nd Floor
428	Austin	4th fl all
429	Grand Tower	11th Floor
430	Romney Bldg	9th
431	GOB	Cafeteria
432	GOB	3rd Fl A-Wing and Hallway
433	Grand Tower	11th Floor entire floor
434	Grand Tower	1st fl STE 1018
435	Cass	4th floor as needed
436	GOB	3rd A wing & Hallway
437	Grand Tower	Basement/1st floor
438	Grand Tower	Basement/1st floor
439	Grand Tower	10th Pillar K5 1001
440	Hannah	3rd floor all
441	Operations Center	1st floor North End only DG13.5, DH13.5, and CD 13.5. We need air handlers too
442	Ottawa	2nd Floor Pillars B6, B7, B8, C7, D7
443	GOB	3rd Fl Bwing and core
444	SOS	1st North & South Wing
445	Austin	4th floor Pillar X-21 - Y-21
446	GOB	2nd floor hall & peckham Office, 3rd Floor b-wingand central hallway.
447	Grand Tower	11th northside
448	Hannah	4th Floor C20
449	SOS	All
450	Romney Bldg	1, 2, 3
451	Romney Bldg	ALL
452	Romney Bldg	12th floor - Ground Floor
453	PTA	All
454	Ottawa	All
455	Mason	All Floors
456	Hannah	All
457	Grand Tower	11th floor North Side
458	GOB	All
459	Austin	1st Floor
460	Austin	1st floor
461	Austin	1st floor U, V & W17 -U, V & W23
462	Austin	1
463	GOB	3
464	MLHC	ALL

	G	H	I
425	09/28/11	9:00 am - 9:00 pm	Yvonne Morrison
426	9/30/11	5:00 pm - 7:30	Anne Marie Dilawar
427	09/21/11 - 09/30/11	6:30 am - 8:00 pm Monday - Friday and 6:30 - 5:00 pm on Saturdays This includes the HVAC system	Maxwell Deh
428	10/08/11	7:00 am - 12:00 pm	cheryl Bush
429	10/08/11	7 am - 5:30 pm	Amie Baugh
430	09/30/11 - 10/01/11	5pm - 7am	Tina Jensen
431	10/14/11	7:00 am - 8:00 pm	Roxanna Mann
432	10/14/11	4:00 pm - 8:00 pm	Steve Beals
433	10/15/11	6:30 am - 5:00 pm	Dawn Guilford
434	10/15/2011	6am -3pm	Amanda Borgman
435	10/21/11 - 10/21/12	24/7	Bob Bierwagen
436	10/22/2011	7:00 am - 4:00 pm	Steve Beals
437	10/23/11	8:30 am - 12:30 pm	Tim Warren
438	10/22/11	8:30 am - 12:30 pm	Tim Warren
439	10/22/11 - 10/23/11	7:00 am - 6:00 pm	Cathy Gosselin
440	Saturdays 8/13/11 - 10/01/11	7:00 am - 3:30 pm as needed	Patrick Garlitz
441	10/29/2011	7:00am-3:00pm	Karin Willson
442	10/1/11 to 10/29	7am - 5pm Saturdays	Rita Canady
443	10/31/11 - 11/01/11	6:00 pm - 5 Am	Pam Ward
444	10/4/11 - 10/20/11	5:00 pm - 3:0 am	Butch Kimball
445	08/15/11 to 10/31/11	5:00 pm to 8:00 pm	Paul Kelly
446	11/5/11	7:00 am - 4:00 pm	Steve Beals
447	11/5/11	8:30 AM	Dave Putman
448	10/09/11 - 11/04/11	7 am - 2 pm Saturday and Sunday	Amy Schmitt
449	11/11/11	6:00 am - 6:00 pm	John Perry
450	11/11/11	8:00 - 5:00	Marsha Quebbeman
451	11/11/11	6:30 am - 4:30 pm	Debbye Kafara
452	11/11/11	8:00 am - 4:30 pm	Beulah Burks
453	11/11/11	6:00 am - 4:00 pm	Steve beals/Marcy Beebe
454	11/11/11	6:00 am - 6:00 pm	Steve Doty
455	11/11/11	7:00am-3:30pm	Cheryl Bush
456	11/11/11	6:00 am - 6:00 pm	Steve Doty
457	11/11/11 - 11/12/11	7:00 am on 11/11 & 7:30 am on 11/12	Margo Yakilin
458	11/11/11	6:00 am - 4:00 pm	Steve beals/Barb Fullerton
459	11/11/11	7:00am-3:30pm	Cheryl Bush
460	11/11/11	8:00 am - 8:00 pm	Mandy Brooke
461	11/8/11	6:30 am - 8:30 pm	Lucinda Sheltrown
462	11/25/11	8:00 am - 5:00 pm	William Pruzinsky
463	11/25/11 - 11/26/11	8:00 am - 5:00 pm	Pam Ward
464	11/19/11	close of business to 2:00 am or until notified	Carol A Payne

	J
425	373-9041
426	517-719-2040
427	517-322-1730
428	517-749-7061
429	517-335-3742
430	517-335-5108
431	402-4120
432	517-743-7149
433	517-335-8227
434	517-241-7037
435	
436	517-743-7149
437	517-749-7163
438	517-749-7163
439	517-335-3724
440	702/5456
441	517-636-4431
442	517-373-8420
443	322-6270
444	517-322-5497
445	241-2646
446	743-7149
447	517-335-3746
448	517-373-4983
449	517-743-7134
450	241-5190
451	517-202-2907
452	517-749-7085
453	517-743-7149/319-6003
454	517-749-7302
455	517-749-7061
456	517-749-7302
457	241-9806
458	517-743-7149/319-6004
459	517-749-7061
460	989-413-0035
461	335-2659
462	517-373-2540
463	517-322-6270
464	517-373-2565 or 285-7822

	K	L	M	N	O	P
425	Online conference broadcast 2 time zones					
426	Carpet cleaning					
427	Units in both areas working late daily and on Saturday's during September to get work caught up to be in compliance with timelines set for Driver and Vehicle Records					
428	extract Carpet					
429	Year End Processing due to applicable overload					
430	Production financial Table Roll-over					
431	Cafeteria cleaning					
432	Clean office Chairs					
433	Year end payment processing to meet required deadlines					
434	OT has been granted to this unit process FY11 payments in time before cut off for year end closing of contract deadlines					
435	Possible uncheduled Budget overtime					
436	Cleaning office chairs					
437	Top strip/recoat lobby					
438	Top strip/recoat lobby					
439	extra working hours to meet the federal reporting deadline 10/30/2011					
440	Staff overtime					
441	Installing new servers and need to do some system testing while vendor is on site					
442	Staff working overtime due to increased workload and backlog					
443	Lighting is needed for effective maintenance carpet cleaning					
444	Contractor work after hours					
445	Books need to be closed by 10/31/11 for FY 11 run the risk of Audit Exception if this is not accomplished					
446	Chair cleaning					
447	Year end closing work.					
448	Year end closeout for Accounting					
449	Carpet Cleaning					
450	Working on State Holiday					
451	Perform Carpet Cleaning/runner cleaning					
452	Scrubbing rest room floors. Also Partition and interior glass					
453	Clean Office area and periodics					
454	Periodic General Cleaning work on 1st and 2nd floor					
455	Clean restrooms					
456	Periodic General Cleaning work on 1st and 2nd floor					
457	Staff overtime					
458	Clean Office area and periodics					
459	Carpet & Chair Cleaning					
460	Chair cleaning					
461	Special election overtime					
462	BOE Staff will be in the office to receive Petitions					
463	Auditor General Staff working to complete Audits					
464	The Jingle Ball - Annual Fundraiser for the Michigan History Education Fund					

	A	B
465		ST-6
466		ST-15
467		ST-21
468		ST-25
469		ST-3
470		ST-5
471		ST-10
472		ST-6
473		ST-9
474		ST-15
475		ST-16
476		
477		ST-14
478		ST-18
479		ST-19
480		ST-1
481		ST-8
482		ST-18
483		ST-1
484		ST-5
485		ST-14
486		ST-10
487		ST-1
488		ST-6
489		ST-8
490		ST-10
491		ST-1
492		ST-18
493		ST-4
494		ST-12
495		ST-14
496		ST-20
497		ST-21
498		ST-3
499		ST-5
500		ST-8
501		ST-10
502		ST-13
503		ST-16
504		ST-18
505		ST-21

	C	D
465	DTMB	FA/BOD
466	MDOT	Finance & Administration
467	DTMB	Office of Financial Management
468	DTMB	AS,SBO and Civil Service
469	DTMB	Peckham
470	DTMB	Peckham
471	Education	
472	LARA	Attorney Generall
473	DHS	Technology & Information Management
474	Peckham	Enviromental Services
475	Peckham	Enviromental Services
476	DTMB	Peckham
477	Lara	Appellate Commission
478	DIT	Agency Services
479	DTMB	BOD
480	DTMB	Peckham
481	MDE	Office of Education Improvement & Innovation
482	Executive	
483	SOS	Exec Office
484	DTMB	ORS
485	DTMB	Telecom
486	DTMB	Telecom
487	DTMB	Peckham
488	DHS	Genesee County
489	Education	
490	Education	Financial Management
491	DTMB	Peckham
492	DTMB	BOD
493	MSP	EMHSD-EMHSTC
494	DTMB	Telecom
495	DTMB	Agency Services
496	OOF	BOD - Zone 4
497	DTMB	Budget Office
498	DTMB	Peckham
499	MSP	EMHSD-EMHSTC
500	DTMB	Peckham
501	DTMB	Peckham
502	DTMB	Peckham
503	DTMB	Building Operations
504	DTMB	Peckham
505	LARA	BHP

	E	F
465	Cass	Basement north end
466	Horatio Earle Training Center	Lobby, Lake Michigan, Lake Huron, Lake Erie, Lake superior and Bathrooms
467	Romney Bldg	E side of 7th Fl, Pillars C1, G3, F2, F4, Whole room Pillar H5 plus Restrooms
468	Romney Bldg	9
469	Cass	Garden
470	Cass	Garden
471	Hannah	4th
472	GOB	2nd floor - A wing pillar B6
473	Grand Tower	13th
474	Lewis Cass	Garden Level
475	Lewis Cass	Garden Level
476	Ottawa	3rd Floor
477	Ottawa	2nd Floor
478	Romney Bldg	9
479	Van Wagoner	1, Parking Garage
480	Austin	2nd floor
481	Hannah	4th
482	Romney Bldg	Floors 1-4 - All
483	Austin Bldg	4th NE corner Exec Area
484	General Office Building	3rd floor Core & AB wings
485	Mason Bldg	3rd & 4th Floors
486	Hannah	1st floor East Wing
487	Austin	All
488	Grand Rapids SOB	Floor 3-5
489	Hannah	4th
490	Hannah	4th floor Southeast corner
491	Austin	All
492	Secretary of State	1st floor North wing
493	EMHSTC Training Center	Classroom, restrooms, kitchenette, garage
494	Mason Bldg	Basement - 3rd floor
495	Operations Center	1st floor Lab Area, rooms 47 & 48 and between pillars FJ6.5 & HK2.5
496	Romney Bldg	6th floor Entire Floor
497	Romney Bldg	6th floor Entire Floor
498	Cass	All Floors
499	EMHSTC Training Center	Classroom, restrooms, kitchenette, garage
500	General Office Building	All Floors
501	Hannah	All Floors
502	Mason	All Floors
503	MDOT C&T	1st floor South 3rd of Building
504	Ottawa	All Floors
505	Ottawa	1st floor East side

	G	H	I
465	12/03/11	7:00 am - 4:00 pm	LT
466	12/03/11	8:00 to 2:00	Susan Taylor
467	10/01/11 - 12/31/11	6:30 am - 8:30 pm	Tina Ray
468	12/3/11	8:00 am - 8:00 pm	Tina Jensen
469	12/9/11	3:30 pm - 8:00 pm	Debbye Kafara
470	12/10/11	6:30 pm - 5:00 pm	Debbye Kafara
471	12/5/11 - 1/30/12	6:00 am - 6:00 pm	James Schilling
472	12/12/11 - open	leave lights on until 10:00 pm	Gerald Whalen
473	Saturdays 7/28/11 - 12/17/11	8:20 am - 3:00 pm	Regina Clopton
474	12/16/11	4:30 pm - 9:00 pm	Debbye Kafara
475	12/17/11	6:30 am - 8:00 pm	Debbye Kafara
476	12/17/11	7:00 am - 3:30 pm	David Pletzke
477	All 2011		Patricia Halm
478	11/10/11 - 12/31/11	leave lights on until 10:00 pm	Terry Horton
479	12/23/11	7:00 am - 3:30 pm	Brian Radigan
480	01/14/12	6:00 am - 3:30 pm	Cheryl Bush
481	09/16/11 - 12/31/11 Saturday's & Sunday	8 am - 5 pm	James Schilling /Ann Mazurek
482	1/16/12	7:00 am - 9:00 pm	Marsha Quebbeman
483	1/18/12	Until 10:00 pm	Bill Pruzinsky
484	1/18/12 - 1/19/12	6:00 pm - 3:00 am	Pam Ward
485	1/21/2012	8:00 am - 5:00 pm	Rudi Semen
486	1/23/12	9:00 pm - 6:00am	Steve Doty
487	1/28/12	7:00 am - 3:30 pm	Cheryl Bush
488	1/28/12	9:00 am - 2:00 pm	Jeri Sanderling
489	12/5/11 - 1/30/12	6:00 am - 6:00 pm	James Schilling
490	10/01/11 - 01/31/12	8 am - 4 pm Saturday and Sunday	Rose Zuker
491	2/4/12	6:00 am - 3:30 pm	Cheryl Bush
492	1/24/12 - 2/3/12	24/7	Butch Kimball
493	2/10/12	5:00pm - 10:00 pm	Carol Wolfinger
494	2/11/12	8:00 am - 5:00 pm	Rudi Semen
495	2/4//12 & 2/7/12	7:00 am - 9:00 pm & 5:00 pm - 1:00 am	Debbi Simon
496	10/29/11 - 02/15/12	All Weekends 7:00 am - 6:00 pm	Phyllis Newby
497	1/16/12 - 2/9/12	5:00 am - 11:00 pm M-Th & 24/7 S-SUN	Connie Minix
498	2/20/12	6:30 am - 4:00 pm	Debbye Kafara
499	2/11/12-2/12/12	7:00am - 5:oopm	Carol Wolfinger
500	2/20/12	6:00 am - 4:00 pm	Steve Beals
501	2/20/12	7:00 am - 4:00 pm	David Pletzke
502	2/20/12	7:00 am - 3:30 pm	Cheryl Bush
503	12/20/11, 12/23/11, 12/26/11, 1/12/12, 1/16/12, 2/20/12	6:00 am - 4:30 pm	Robert Luttrell
504	2/20/12	7:00 am - 4:00 pm	David Pletzke
505	2/20/12	7:30 am - 11:00 am	Jamie Schramski

	J
465	517-819-3404
466	517-636-4086
467	517-241-0811
468	517-335-5108
469	517-202-2907
470	517-202-2907
471	373-8269
472	517-322-1367
473	517-241-9748
474	517-202-2907
475	517-202-2907
476	749-7111
477	241-2982
478	517-373-6999
479	517-202-3696
480	749-7061
481	373-8269 or 335-0531
482	241-5190
483	241-4228
484	322-6270
485	719-1385
486	749-7302
487	749-7061
488	810-760-2651
489	373-8269
490	517-335-2429
491	749-7061
492	322-5497
493	648-8598
494	719-1385
495	517-636-0244
496	517-373-0870
497	373-4978
498	202-2907
499	648-8598
500	743-7149
501	749-7111
502	749-7061
503	517-719-0676
504	749-7111
505	243-0145

	K	L	M	N	O	P
465	Mason Plaster working doing drywall refinishing for Dept. Needs to be done on Saturday and all paperwork is completed for this project.					
466	TRANSPO CLUB annual Children's Christmas Part for employees children					
467	Year end closing for the Office of Financial Management					
468	They will be working on the Earning Statement upgrade					
469	Strip/wax floor					
470	Strip/wax floor					
471	Carpet install					
472	The Assistant Attorneys General often works late, so proper lighting is needed					
473	Staff overtime					
474	After construction clean up of Office of recipient rights area					
475	Strip/wax floor					
476	Carpet cleaning					
477	Overtime					
478	E-MI is working on special Projects for the Govenor's office. This is at the Govenor's Request					
479	Construction					
480	Carpet cleaning					
481	Staff needing to work during year end close					
482	State of the State					
483	Staff overtime					
484	Carpet cleaning					
485	Replacing/upgrading network equipment					
486	Installation of tile in new breakroom					
487	Carpet extraction					
488	Staff overtime					
489	Carpet install					
490	Education will be able to close the FY2011 year out by the deadline set by DTMB					
491	Carpet cleaning					
492	New carpet installation					
493	HAZMAT Tech Course					
494	Udgrade data switches					
495	Staff overtime					
496	State Budget Office Preparing for the FY2013 Budget					
497	State Budget Office Preparing for the executive budget presentation					
498	Special cleaning					
499	HAZMAT Tech Course					
500	Special cleaning					
501	Special cleaning					
502	Special cleaning					
503	AHU & ERU Installation					
504	Special cleaning					
505	Tennants moving					

	A	B
506		ST-22
507		ST-23
508		ST-25
509		ST-27
510		ST-28
511		ST-12
512		ST-1
513		ST-2
514		ST-4
515		ST-8
516		ST-18
517		ST-2
518		ST-4
519		ST-6
520		ST-17
521		ST-18
522		ST-2
523		ST-3
524		ST-5
525		ST-7
526		ST-8
527		ST-11
528		ST-13
529		ST-14
530		ST-18
531		ST-19
532		ST-9
533		ST-3
534		ST-6
535		ST-7
536		ST-2
537		ST-4
538		ST-8
539		ST-2
540		ST-5
541		ST-9
542		ST-5
543		ST-14
544		ST-7
545		ST-9
546		ST-3
547		ST-4

	C	D
506	DTMB	Peckham
507	DTMB	Peckham
508	DTMB	BOD
509	DTMB	Peckham
510	DTMB	Peckham
511	DTMB	Telecom
512	State	Elections
513	State	Executive Office
514	DTMB	Peckham
515	DTMB	ORS
516	DTMB	State Budget Office
517	DTMB	Financial Services
518	DTMB	Peckham
519	DTMB	ORS
520	DTMB	Financial Management
521	DTMB	MiCSES
522	DCH	WIC
523	MSP	EMHSD-EMHSTC
524	Peckham	Enviromental services
525	MDE	Financial Management
526	DHS	DDS
527	DTMB	Peckham
528	Peckham	Enviromental services
529	Peckham	Enviromental services
530	DTMB	Office of Financial Management
531	LARA	MAHS
532	Peckham	Enviromental services
533	State Police	EMHSD
534	DTMB	ORS
535	DTMB	Peckham
536	State	Traffic Safety
537	State Police	EMHSD
538	Peckham	Enviromental Services
539	DTMB	Peckham
540	DHS	Genesee County
541	DHS	Out State Operations
542	Peckham	Environmental Services
543	OOF	BOD-Zone 4
544	DHS	Children's Trust Fund
545	DTMB	Peckham
546	Peckham	Enviromental Services
547	DEQ	Environmental Assistance

	E	F
506	Police Training Academy	All Floors
507	Romney Bldg	1st - 12th floors
508	Romney Bldg	1st Floor
509	Van Wagoner	All Floors
510	Williams	All Floors
511	Mason	8th floor
512	Austin	1st floor Elections area
513	Austin	4th floor U16,, v16 - U23, v23, X22, X23
514	Cass	All floors
515	General Office Building	3rd floor B-wing, K12, K13, M12, M13, n12, N13
516	Romney Bldg	Whole Room by Pillar H5 plus restrooms
517	Cass	2nd floor south Wing
518	Cass	all floors
519	GOB	3rd floor, B-Wing Pillars K12/13, M12/13 & N12/13
520	Romney Bldg	7th floor H8 & Restrooms
521	Romney Bldg	11th floor C3, D3 & 12th floor F11, C1, C3, G9, H7, H8, H9
522	Cass	6th floor South
523	EMHSTC Training Center	Classrooms, restrooms, kitchenette and garage
524	GOB	2nd floor A wing hallway & Peckham office
525	Hannah	4th
526	Hannah Bldg	3rd floor
527	Mason	7th floor
528	Mason	All Floors
529	Mason	4th, 5th, 6th, 7th & 8th floors
530	Ottawa	4th floor A1
531	Ottawa	2nd floor B6-8, C7, D2, D7
532	Mason	7th & 8th Floors
533	EMHSTC Training Center	1st Floor
534	GOB	3rd floor A,B & Core
535	GOB	2nd floor A Wing & Peckham Office
536	Austin	3rd floor center bank
537	EMHSTC Training Center	1st Floor
538	Lewis Cass	All
539	Austin	3rd Floor All
540	Flint S.O.B.	Floors 2-6
541	Jackson	3rd floor
542	GOB	2nd Floor A wing, Hall way and Peckham office
543	Romney	12-Jan
544	Grand Tower	14th floor Suite 1411
545	Mason	Dock & 1st floor
546	Cass	Garden Level, 1st & 2nd
547	Con Hall	Atrium Level - All conf. rooms

	G	H	I
506	2/20/12	6:00 am - 4:00 pm	Steve Beals
507	2/20/12	8:00 am - 4:30 pm	Beulah Burks
508	2/19/12	24/7	Bob Bierewagen
509	2/20/12	7:00 am - 4:00 pm	David Pletzke
510	2/20/12	7:00 am - 4:00 pm	David Pletzke
511	2/25/12	8:00 am - 5:00 pm	Rudi Semen
512	2/28/12 - 2/29/12	6:00 am on 2/28 - 6:00 am on 2/29/12	Sally Williams
513	2/28/12	9:00 - 10:00 pm	William Pruzinsky
514	3/3/12	6:30 am - 3:30 pm	Debbye Kafara
515	2/21/12, 2/23/12, 2/29/12	6:00 am - 8:30 pm	Pam Ward
516	01/01/12 - 02/29/12	6:30 am - 8:30 pm	Tina Ray
517	Various up to 3-7-12	7:30 am - 7"00 pm	Ronald Foss
518	3/17/12	6:30am - 4:30pm	Debbye Kafara
519	3/19/12	6:00pm - 9:00pm	Pam Ward
520	2/29/12 - 3/9/12	6:30 am - 8:00 pm	Tina Ray
521	3/16/12 - 3/17/12	316 - All Day 3/17 - 8:00 am - 5:00 pm	Randy Church
522	12/3-4/12	6:00 am - 11:59 pm	Suzanne Brownell
523	Thursday 03/23/12 & 03/30/12	5:00 pm to 10:00 pm	Carol Wolfinger
524	03/07/12	8:00 am - 4:00 pm	Steve Beals
525	10/01/11 - 003/31/12	9 am - 5 pm Saturdays and Sundays	Catherine McClain
526	Saturdays 3/3/12 - 3/31/12	7:00 am - 5:00 pm	Pat Garlitz
527	3/24/12	7:00 am - 3:30 pm	Cheryl Bush
528	03/31/12	6:00 am - 3:30 p.m.	Cheryl Bush
529	04/07/12	6 am - 3:30 pm	Cheryl Bush
530	10/01/11 - 03/30/12	6:30 am - 3:30 pm	Jameie Schramski
531	Saturdays 1/28/12 - 3/31/12	7:00 am - 6:00 pm	Terry Colby
532	04/14/12	6 am - 3:30 pm	Cheryl Bush
533	4/20/12	5:00 pm -10:00 pm	Carol Wolfinger
534	4/12/12 , 4/19/12	6:00 pm - 3:00 am	Pam Ward
535	4/21/12	8:00 am - 4:00 pm	Steve Beals
536	04/28/12	6:00 am - 6:00 pm	Ramona Putnam
537	4/27/12	5:00 pm -10:00 pm	Carol Wolfinger
538	04/28/12	7:30 am - 12:30 pm	Debbye Kafara
539	05/05/12	6:00 am - 3:30 pm	Cheryl Bush
540	4/30/12 - 5/1/12	6:00 pm - 6:00 am	Jeri Sanderling
541	Tuesdays 03/20/12 - 05/01/12	5:00 pm - 8:30 pm	Jessica Deering
542	05/12/12	7:00 am - 4:00 pm	Steve Beals /Greg Dean
543	05/08/12	8:00 am - 4:30 pm	Beulah Burks
544	05/01/12 - 05/16/12	8:00 am - 12:00 am	Patricia Headley
545	5/12/12	6:00 am - 3:30 pm	Cheryl Bush
546	05-19-12	8:00 am - 4:30 pm	Debbye Kafara
547	5/19/12	8:00 am - 5:00 pm	Thomas Occhipinti

	J
506	743-7149
507	749-7085
508	373-2177
509	749-7111
510	749-7111
511	517-719-1385
512	373-2540
513	241-4228
514	2022907
515	322-6270
516	517-241-0811
517	335-7015
518	517-202-2907
519	322-6270
520	517-241-0811
521	241-8818
522	241-2761
523	517-648-8598
524	517-743-7149
525	241-3147
526	517-702-5456
527	749-7061
528	517-749-7061
529	517-749-7061
530	243-0145
531	241-3914
532	517-749-7061
533	517-648-8598
534	322-6270
535	743-7149
536	517-241-3961
537	517-648-8598
538	517-202-2907
539	517-749-4061
540	810-760-5651
541	517-780-7666
542	743-7149
543	749-7085
544	241-7226
545	517-749-7061
546	202-2907
547	517-373-2379

	K	L	M	N	O	P
506	Special cleaning					
507	Restroom cleaning					
508	New carpet installation					
509	Special cleaning					
510	Special cleaning					
511	Upgrade Network Equipment in Data Closets RFC#43693					
512	Staff Overtime					
513	Staff Overtime					
514	Carpet cleaning					
515	Staff Overtime					
516	Audit of year end closing for the Office of Financial Management					
517	Year end closing activities					
518	Scrub all restroom floors					
519	Staff will be conducting a webinar for customers. The webinar will begin at 4:30 p.m. and staff will not be able to contact Central Control if lights go off at 6:00 p.m.					
520	Year end closing					
521	Project release					
522	Staff overtime					
523	This is first evening of the first weekend of a Hazardous Materials Technician Part 1 course					
524	Clean office chairs					
525	Linda quite frequently has an overflow of work that she is not able to attend to during the week. She finds that coming in on Saturday and Sunday allows her to catch ip and organize the coming week					
526	Staff Overtime					
527	Carpet extraction					
528	Cleaning High Traffic areas					
529	High traffic area					
530	Staff Overtime					
531	Staff overtime					
532	High traffic area					
533	Staff Training					
534	Carpet Cleaning					
535	Cleaning office chairs					
536	required after hours lighting to meet required deadlines					
537	Staff Training					
538	Vacuum conference room chairs					
539	Chair cleaning					
540	Computer software download					
541	Foster Parent training					
542	Clean Office carpets					
543	All High Traffic areas to be extracted					
544	Overtime for signature auction event on May 16					
545	Cleaning dock & 1st floor lobby					
546	Top Strip hard floors					
547	MEECS Training					

	A	B
548		ST-6
549		ST-8
550		ST-11
551		ST-14
552		ST-15
553		ST-16
554		ST-17
555		ST-6
556		ST-9
557		ST-12
558		ST-14
559		ST-9
560		ST-12
561		ST-13
562		ST-4
563		ST-8
564		ST-11
565		ST-14
566		ST-15
567		ST-6
568		ST-7
569		ST-8
570		ST-14
571		ST-2
572		ST-4
573		ST-13
574		ST-14
575		ST-16
576		ST-5
577		ST-11
578		ST-17
579		ST-2
580		ST-4
581		ST-5
582		ST-8
583		ST-9
584		ST-10
585		ST-16
586		ST-17
587		ST-22

	C	D
548	DTMB	Peckham
549	DHS	Human services
550	Peckham	Enviromental Services
551	Peckham	Enviromental Services
552	DTMB	Agency Services
553	Peckham	Enviromental Services
554	Peckham	LARA
555	Peckham	Enviromental Services
556	DTMB	Peckham
557	Peckham	Enviromental Services
558	DTMB	MiCSES
559	Peckham	Enviromental Services
560	Peckham	Enviromental Services
561	Peckham	Enviromental Services
562	DTMB	Peckham
563	DTMB	Peckham
564	Peckham	Enviromental Services
565	DTMB	Peckham
566	Peckham	Enviromental Services
567	DTMB	Peckham
568	DTMB	Agency Services
569	DTMB	Peckham
570	DTMB	Peckham
571	State	Elections
572	DTMB	Peckham
573	DTMB	Peckham
574	DTMB	Peckham
575	DHS	Saginaw County
576	DTMB	PECKHAM
577	Peckham	Enviromental Services
578	DTMB	PECKHAM
579	State	Elections
580	State	Elections
581	State	Executive Offices
582	Peckham	Custodial
583	DEQ	Office of Enviromental Assistance
584	DTMB	Peckham
585	DTMB	Library of Michigan Foundation
586	Education	Library of Michigan Foundation
587	DTMB	Agency Services

	E	F
548	GOB	2nd Floor A wing & Peckham office
549	Jerome T. Hart State office Bldg	1st, 2nd, 3rd, & 4th floors
550	Mason	Dock & 1st floor
551	PTA	Cafeteria/Basement
552	Romney	9th floor NW corner & restrooms
553	SOS	All
554	Ottawa	4th floor
555	Hannah	All
556	Mason	1st floor
557	Ottawa	All
558	Romney	11th & 12th
559	Mason	7th & 8th floor
560	PTA	Cafeteria /basement
561	Van Wagoner	1st floor
562	Cass	All floors & restrooms
563	Hannah	4th floor & UL
564	Mason	3rd, 4th, 5th
565	Ottawa	UL
566	VTS	All floors
567	GOB	3rd A wing
568	Hannah	1st floor G17 & G18
569	Hannah	2nd, 3rd & 4th floors
570	Ottawa	2nd & 3rd floors
571	Austin	1st floor
572	Cass	4th Floor South
573	Ottawa	1st Floor
574	Ottawa/Hannah	all areas
575	Saginaw SOB	2 & 3
576	CASS	ALL FLOORS
577	Mason	1st - 3rd floor
578	OTTAWA HANNAH	ALL FLOORS
579	Austin	1st floor Pillar U, V & W23
580	Austin	Lights and HVAC Please1st Floor U-V 22 - 23
581	Austin	HVAC & Lights 4th floor Pillar U-23 & V-23 through X22 & X23
582	Cass	1st - 6th
583	Constitution Hall	Atrium level
584	Envirometnal Services	1st Floor
585	MLHC	1st floor Forum & Lake Superior Conerence Rooms
586	MLHC	1st Forum, Lake Superior and Rotunda
587	Romney	9th floor

	G	H	I
548	05/19/12	7:00 am - 4:00 pm	Steve Beals
549	05/07/12 - 05/18/12	7:00 am - 7:00pm	Cheryl Kubczak
550	05/26/12	6 am - 3:30 pm	Cheryl Bush
551	06/01/12 - 06/03/12	3:00:00 PM - 10:00 pm	Marcy Beebe
552	5/19/12	4:00 pm - 7:00 pm	Christina Jensen
553	06/02/12	6am - 6 pm	John Perry
554	06/02/12	6:30 am - 5:00 pm	Dave Pletzke
555	06/09/12	6:30 am - 5:00 pm	Tim Warren
556	6/9/12	6:00 am - 3:30 pm	Cheryl Bush
557	06/09/12	6:30 am - 5:00 pm	Tim Warren
558	6/9/12	8:00 am - 5:00 pm	Randy Church
559	06/16/12	6:00 am - 3:30 pm	Cheryl Bush
560	06/08/12 - 06/09/12	3pm to 10 pm on 06/08 and 7am - 4 pm on 06/09	Steve Beals/Marcy Beebe
561	06/16/12	9:00 am - 4:00 pm	Cheryl Bush
562	06/23/12	7:00 am - 3:30 pm	Howard Stanton
563	6/23/12	6:30 am - 5:00 pm	Tim Warren
564	06/30/12	6:00 am - 3:30 pm	Cheryl Bush
565	6/23/12	6:30 am - 5:00 pm	Tim Warren
566	06/30/12	6:00 am - 7:00 pm	John Perry
567	6/30/12	7:00am - 12:00 pm	Steve Beals
568	07/07/12	8 am - 6 pm	Melinda Evelith
569	07/07/12	6:30am-5:00pm	Tim Warren
570	07/07/12	6:30am-5:00pm	Tim Warren
571	06/09/12 - 07/14/12	24/7	Mike Diljak
572	07/14/12	7:00am-3:30pm	Howard Stanton/Jordan Hanifan
573	07/12/12	5:00pm-8:30pm	Tim Warren
574	07/14/12	6:30am-5:00pm	Tim Warren
575	07/14/12	8:00 am - 12:01 pm	Richard Latinen
576	7/21/12	7:00AM-3:30PM	HOWARD (SKIP) STANTON
577	07/21/12	6:00 am to 3:30 pm	Cheryl Bush
578	7/21/12	6:30AM-5:00PM	TIM WARREN
579	08/07/12 & 08/08/12	6:30:00 AM 08/07/12 - 6:30 am on 08/08/12	Lucinda Sheltrown
580	08/04/12	8:00 am - 4:00 p.m.	Lucinda Sheltrown
581	08/07/12	5:00 pm - Midnight	Bill Pruzinsky
582	08/04/12	7:00 am - 3:30 pm	Howard Stanton
583	07/28/12	8:00 am - 5:00 pm	Thomas Occhipinti
584	08-04-12	6:30 a.m. - 2 p.m.	Tim Warren
585	07/25/2012 - 07/27/2012	07/25-07/26/12 until 10 pm and 07/27/12 until 11 pm	Carolyn Sparks
586	07/25/12 - 07/27/12	6:00 pm - 10:30 pm nightly	Carolyn Sparks
587	07/28/12 - 07/30/12	8:00 am - 8:oo am	Tina Jesen

	J
548	517-743-7149
549	989-758-2744
550	749-7061
551	319-6003
552	241-7254
553	749-7134
554	749-7111
555	517-749-7163
556	517-749-7061
557	517-749-7163
558	517-241-8818
559	517-749-7061
560	517-743-7149 517-319-6003
561	517-749-7061
562	749-4353
563	749-7163
564	749-7061
565	749-7163
566	749-7134
567	743-7149
568	517-373-7057
569	517-749-7163
570	517-749-7163
571	514-241-2542
572	517-749-4353/517-749-7194
573	517-749-7163
574	517-749-7163
575	989-758-1217
576	517-749-4353
577	749-7061
578	517-749-7163
579	517-335-2659
580	335-2659
581	517-204-2181
582	749-4353
583	517-373-2379
584	517-749-7163
585	517-373-1297
586	373-1297
587	517-335-1613

	K	L	M	N	O	P
548	Carpet cleaning					
549	Overtime					
550	Top Scrub Basement Lobby					
551	Top strip and refinish cafeteria floor					
552	Staff overtime - DHS-PFOs EFT project implementation work					
553	Top scrub Restrooms					
554	Cleaning of vents					
555	Extract high traffic carpet					
556	Lobby cleaning					
557	Extract high traffic carpet					
558	MiCSES release					
559	Top Scrub 7th & 8th Floor					
560	Top Strip and Refinish Cafeteria hall floor					
561	Scrub cafeteria floor					
562	Top scrubbing all restroom floors					
563	Carpet cleaning					
564	Top scrub 3rd, 4th, 5th					
565	Carpet cleaning					
566	Topstrip and refinish hard floors					
567	Cleaning vents					
568	NEED LIGHTS AND AIR - OMNI Rollout software system					
569	Cleaning air bar vents					
570	Cleaning air bar vents					
571	Testing computer Software					
572	Clean carpet 42 cubicles south side.					
573	Cleaning air bar vents					
574	Cleaning air bar vents & carpeting					
575	Staff Overtime					
576	TOP SCRUB RESTROOM FLOORS/ SOUTH SIDE					
577	Top Scrub lobbies					
578	AIR BAR VENTS/RR SCRUB					
579	Staff are working Tuesday August 7, 2012 to conduct the August 7 election.					
580	QVF Help Desk staff are working to assist clerks to prepare for the August 7th election					
581	Executive Office including the Secretary of state, chief legal counsel, office of communications will be working late for the primary Election					
582	Clean High Traffic Carpet					
583	HVAC will also be needed at this time					
584	Finish Airbars					
585	Need Lights and air on Rehearsal for the Will on 07/25/12 - 07/26/12 and performance of the Will on 07/27/12					
586	Need Lights and air on until 10:30 PM Nightly The Library of Michigan and the Michigan Historical Center are sponsoring The Will: A Civil War Drama					
587	MAIN Disaster Recovery Training					

	A	B
588		ST-2
589		ST-8
590		ST-4
591		ST-10
592		ST-2
593		ST-6
594		ST-8
595		ST-13
596		ST-3
597		ST-11
598		ST-2
599		ST-4
600		ST-8
601		ST-9
602		ST-17
603		ST-18
604		ST-2
605		ST-9
606		ST-10
607		ST-15
608		ST-16
609		ST-18
610		ST-29
611		ST-31
612		ST-32
613		ST-33
614		ST-34
615		ST-3
616		ST-7
617		ST-23
618		ST-24
619		ST-25
620		ST-26
621		ST-27
622		ST-28
623		ST-29
624		ST-30
625		ST-5
626		ST-11
627		ST-15
628		ST-20

	C	D
588	State	Elections
589	DTMB	Peckham
590	DTMB	Peckham
591	DTMB	Peckham
592	DTMB	Peckham
593	DTMB	Peckham
594	DTMB	ORS
595	DTMB	Peckham
596	DTMB	Peckham
597	Treasury	Tax Processing
598	State	Elections
599	DTMB	Peckham
600	DTMB	Telecom
601	DTMB	Peckham
602	DTMB	MiCSES
603	DTMB	Peckham
604	DTMB	Peckham
605	LARA	Tax Tribunal
606	LARA	Tax Tribunal
607	DTMB	Agency Services
608	Peckham	Enviromental Services
609	Peckham	Custodial
610	DTMB	OOF
611	DTMB	Peckham
612	Peckham	Enviromental Services
613	Attorney General	Executive
614	Attorney General	Attorney General
615	MDOT	C&T
616	DHS	Geneee County
617	LARA	
618	Treasury	Income Tax
619	LARA	OHR
620	LARA	MAHS
621	DTMB	Peckham
622	Budget	OFM
623	DTMB	MCSC
624	State	Driver & Vehicle Records
625	LARA	MAHS
626	Human Services	DDS
627	DTMB	Peckham
628	Historical Museum	DNR

	E	F
588	Austin	1st floor U17-22
589	Mason	1st & 7th floor
590	Cass	All Floors
591	Mason	1st & 7th floors
592	Austin	All
593	Cass	3rd floor South wing
594	GOB	3rd fl A wing
595	Mason	All
596	C&T	All
597	Operations Center	Lights and HVAC 1st floor All North End from Pillar A11 -A17 to H11 - H17 Treasury space
598	Austin	1st floor U,V & w 17 - U, V & w 23
599	Cass	3rd flr North
600	Hannah	1st floor
601	Hannah/Ottawa	Hannah- 1st flr, Ottawa- UL and 1st flr
602	Romney	11th and 12th Pilars: F11, C1, C3, G9, H7, H8 and H9 Pilars: F12 D3 and C3
603	Hannah/Ottawa	All Floors
604	Austin	All
605	GOB	1st floor Lights and HVAC entire A wing
606	GOB	1st floor A wing 9:00 am to 6:00 pm
607	Hannah	Ligths and Hvac please 1st floor West Side
608	Hannah	3rd floor Hannah/Ottawa 1st, 2nd, & 3rd floor
609	Lewis Cass	All South side restrooms
610	Romney	1ST-12TH FL ALL FREIGHT ELEVATOR LOBBY
611	Van Wagoner	All
612	Van Wagoner	4th Floor - entire floor
613	Williams	Lights and HVAC entire 7th floor
614	Williams	Please lower the temperature to 69 degrees in Auditorium, 1st floor training room, 2nd floor conference room and 7th floor main hall and Kelley library
615	C&T Laboratory	1st floor Room 124
616	Flint SOB	Floors 1 - 7
617	OPS Center	1st floor South Center area
618	OPS Center	1st fl A11-A17 , H11-H17
619	Ottawa	4th floor E7, E8 F7, F8
620	Ottawa	2nd Fl
621	Ottawa/Hannah	all floors
622	Romney	7th floor Ci1, G3, F2, F4
623	Romney	West side of 9th floor, pillars F8, 9, 10, 11 plus restrooms
624	SOS	LA4-LA10, CC4-CC10
625	GOB	1st fl A wing
626	Hannah	Entire 3rd Floor Lights and HVAC
627	Hannah/Ottawa	all floors
628	MLHC	1, 2, 2M 3, 3M

	G	H	I
588	7/23/12	Until 8:00 pm	Bill Pruzinsky
589	08/11/12	7:00 am - 3:30 pm	Cheryl Bush
590	08/18/12	7:00 am - 3:30 pm	Howard (Skip) Stanton
591	5/18/12	7:00 am - 3:30 pm	Cheryl Bush
592	8/25/12	7:00 am - 3:30 pm	Cheryl Bush
593	08/25/12	7:00 am - 3:30 pm	Larry Herbert
594	8/23/12	5:00 pm - 11:59 pm	Pam Ward
595	8/25/12	7:00 am - 3:30 pm	Cheryl Bush
596	09/01/12	6:00 pm - 6:00 am	John Perry
597	08-11-12 to 08-25-12 Saturdays	7:00 am - 4:00 pm	Ann Luepnitz
598	09/05/12	6:30 am - 9:00 pm	Lucunda Sheltrown
599	09/08/12	7:00 am - 3:30 pm	Skip Stanton
600	09/09/12	6:30 am - 9:00 pm	Ryan Charbonneau
601	09/08/12	7:00 am - 5:00 pm	Tim Warren
602	09/07/12 - 09/08/12	6:00 pm 09/07/12 - 10:00 pm 09/08/12	Mark Jorgensen
603	09/12/12	6:00 am - 6:00 pm	Tim Warren
604	09/15/12	7:00 am - 3:30 pm	Cheryl Bush
605	09/19/12	6:00 p.m. - 8:00 pm	Jamie Schramski
606	09/22/12 - 09/23/12	9:00 am - 6:00 pm	Jamie Schramski
607	09-15-12 - 09-16-12	6 am Saturday - 3 am Sunday	Terry Lippincott
608	09/22/12	5:30 am - 1:00 pm	Tim Warren
609	09/22/12	7:00 am - 3:00 pm	Skip Stanton
610	9/22/12	7:00AM-3:30PM	BEULAH BURKS/BOB BIERWAGEN
611	09/15/12	9:00 am - 5:00 pm	Cheryl Bush
612	09/22/12	7:00 am - 3:30 pm	Cheryl Bush
613	09/12/12 - 09/15/12	5:00 pm to 2:00 am	Bob Ruff
614	09/19/12	10:00 am - 3:00 p.m.	Kathy Knapp
615	8/6/10 - 12/31/12	7:00am-5:00pm	Thomas Woodhouse
616	09/21/12 - 09/23/12	24 hours	Jeri Sanderling
617	9/21-23/12 & 9/28-30/12	6:00 am - 11:00 pm	Pat Willett
618	09/23,29/12	6:00 am - 6:00 pm	Pat Cotter
619	7/16/12 - 9/28/12	9:00 pm - 6:00 am	Margie Holben
620	09/30/12	7:00 am - 8:00 pm	Jamie Schramski
621	Saturday 9/29/12	5:30am- 1:00pm	Tim Warren
622	09/29/12	6:30 am - 8:00 pm	Tina Ray
623	09/29/12	6:30 am to 8:00 pm	Tina Jensen
624	09/15,22,27, 29/12	6:30 am - 4:00 pm	Grace Ueberroth
625	09/30/12	7:00 am - 8:00 pm	Jamie Schramski
626	Monday 08/06/12- Wednesday 08/08/12 & Monday 08/13/12 - Wednesday 08/15/12	6:00 pm -11:00 pm	Patrick garlitz
627	Saturday 9/29/12	5:30am- 1:00pm	Tim Warren
628	09/27/12	7:00 AM	Scott Peters

	J
588	241-4228
589	749-7061
590	749-4353
591	749-7061
592	749-7061
593	517-749-7223
594	322-6270
595	749-7061
596	743-7134
597	517-410-3275
598	335-2659
599	749-4353
600	517-242-3110
601	749-7163
602	241-9900
603	749-7163
604	749-7061
605	243-0145
606	241-0145
607	335-3347
608	517-749-7163
609	517-749-4353
610	BEULAH @ 749-7085 OR 319-6014
611	749-7061
612	517-749-7061
613	719-4754
614	335-6735
615	322-1183
616	810-760-2651
617	636-6308
618	636-4537
619	373-4771
620	243-0145
621	517-749-7163
622	241-0811
623	241-7254
624	322-3440
625	243-0145
626	517-702-5456
627	517-749-7163
628	3352782

	K	L	M	N	O	P
588	Staff overtime					
589	Top Scrubbing					
590	Clean high traffic carpet area in front of north and south restrooms					
591	Top scrubbing					
592	Carpet cleaning					
593	Carpet Cleaning					
594	Staff overtime					
595	Carpet cleaning					
596	Special cleaning					
597	Overtime for Data Entry and imaging staff to catch up on the keying and imaging of Annual Returns in backlog.					
598	Election staffing					
599	Carpet Cleaning					
600	Working on RFC will be in building all day. Requires AC and lights.					
601	Clean chairs, conf rms and elevators					
602	On-site support for MiCSES 8.2 relaease activities					
603	air bars & waxing of freight elevator lobbies					
604	Cleaning high traffic areas					
605	DTMB Movers File cabinets from Ott to GOB					
606	Tax Tribunal will be coming in to unpack					
607	Implementing updated software package					
608	3rd floor cubicle carpet / Waxing freights					
609	Top scrub bathrooms					
610	STRIP ALL FREIGHT ELEVATOR LOBBY 1ST - 12TH					
611	Top scrub bathrooms					
612	Extract Carpet in the Offices					
613	New carpet installation					
614	AG is hosting an even for 250+ guest					
615	Lighting for weekend testing					
616	New Software Download by DTMB					
617	MiTalent initiative					
618	Staff overtime					
619	OHR Staff overtime					
620	Office move					
621	Carpet Cleaning					
622	Year end closing					
623	Annual Year end closeouts					
624	Staff Overtime					
625	Office move					
626	Ensure that the 100% federally fundedSSA program continue to adjudicate cases in a timely anner on behalf of the claimants of Michigan					
627	Carpet Cleaning					
628	There is a filming taking place in the museum and they need the lights on at 7:00 am					

	A	B
629		ST-3
630		ST-2
631		ST-12
632		ST-19
633		ST-20
634		ST-21
635		ST-22
636		ST-19
637		ST-17
638		ST-7
639		ST-8
640		ST-2
641		ST-4
642		ST-8
643		ST-9
644		ST-11
645		ST-12
646		ST-15
647		ST-16
648		ST-22
649		ST-23
650		ST-24
651		ST-26
652		ST-27
653		ST-2
654		ST-2
655		ST-3
656		ST-5
657		ST-6
658		ST-12
659		ST-15
660		ST-19
661		ST-22
662		ST-23

	C	D
629	DTMB	Peckham
630	Enviromental Services	Peckham
631	DTMB	Agency Services
632	DTMB	Peckham
633	DTMB	Peckham
634	DTMB	Peckham
635	DTMB	Peckham
636	DTMB	Peckham
637	DTMB	Peckham
638	DHS	Contract Payments Unit
639	DHS	Accounting
640	Peckham	Enviromental Services
641	DTMB	Peckham
642	Peckham	Enviromental Services
643	DTMB	Ors
644	DHS	Federal Reporting
645	DTMB	Peckham
646	DHS	DDS
647	DHS	Out State Ops
648	DTMB	Peckham
649	Peckham	Enviromental Services
650	DTMB	Peckham
651	MDOT	Asset Management
652	Education	OEII
653	State	Elections
654	State	OHR
655	DTMB	Peckham
656	DTMB	Peckham
657	DTMB	Real Estate Division
658	DTMB	Peckham
659	DTMB	Peckham
660	DTMB	Peckham
661	DTMB	Peckham
662	DTMB	Peckham

	E	F
629	Cass	North Restrooms all floors
630	Austin	All Floors
631	Hannah	1st fl G17 & G18
632	Romney	Cafeteria
633	Romney	1st fl Cafeteria
634	Romney	Hallways between lobby & dock- Basement, 1st & 6th floors
635	Van Wagoner	All
636	Van Wagoner	3rd Floor
637	Romney	1st floor
638	Grand Tower	10th floor Pillar G1 and Amanda Borgman's office
639	Grand Tower	10th fl G1 and Amanda Borgmans office
640	C & T	All Floors, all Main hall ways. RR and Peckham offices
641	Cass	Garden Level M1-H1
642	GOB	All Floors, all Main hall ways. RR and Peckham offices
643	GOB	1st floor full front area of main entrance including the rest rooms & ORS walk- in office next to the main entrance
644	Grand Tower	10th floor
645	Hannah	1st-4th floors
646	Hannah	3rd entire floor Lights and Hvac
647	Jackson	All
648	Ottawa	UL & 1st Floor
649	Photo Lab	All Floors,
650	PTA	Classroom hallways, Gym Ramp/upper gym landing
651	Van Wagoner	3rd floor Pillar D17
652	Con Hall	1st floor, South Tower
653	Austin	1 U & V 22 & 23
654	Austin	4th floor West wing
655	Austin	All
656	Cass	All
657	Constitution Hall	Atrim North and all of 3rd floor
658	Grand Tower	All
659	Hannah	All
660	Mason	All
661	OPS Center	All
662	Ottawa	All

	G	H	I
629	09/29/12	7:00 am - 3:30 pm	Skip Stanton
630	10/06/12	7:00 a.m. - 3:30 p.m.	Cheryl Bush
631	10/06/12	6:00 am - 10:00 pm	Mindy Eleverh
632	10/05/12	5:00 pm - 9:00 pm	David Pletzke
633	10/5/12	5:00 pm - 9:00 pm	David Pletzke
634	10/6/12	6:45am - 4:00pm	David Pletzke
635	10/06/12	7:00 am - 3:30 pm	Cheryl Bush
636	10/11/12	5:00 pm - 9:00 pm	Cheryl Bush
637	10/11/12	5:00 pm - 10:00 pm	David Pletzke
638	Saturday 10/06/12 & 10/13/12	6:00 am - 4 pm	Amanda Borgman
639	10/06/2012 - 10/13/12	6:30 am to 4 Pm	Amanda Borgman
640	10-20-12	11:00 am - 2:00 pm	Steve Beals
641	10/20/12	7:00 am - 3:30 pm	Skip Stanton
642	10-20-12	7:00 am - 12:00 pm	Steve Beals
643	10/23/12 - 10/25/12	6:00 pm - 9:00 pm	Pam Ward
644	10/20-21/12, 10/27-28/12	7:00 am - 5:00 pm	Cathy Gosselin
645	10/19/12	5:00 pm - 9:00 pm	Tim Warren
646	10/28/12	8:30 am - 1:00 pm	Patrick Garlitz
647	09/11,18,25/12 & 10/02,09,16/12	5:00 pm - 8:30 pm	Jessica Deering
648	10/20/12	6:00 am - 5:00 pm	Tim Warren
649	10-20-12	1:00 pm - 3:00 pm	Steve Beals
650	10/20/12	7:00 am - 5:00 pm	Steve Beals
651	10/06/12 - 10/28/12	8:00 am -5:00 pm Weekends	Judy Baker
652	10/27/12	7:00 am - 2:00 pm	James Shilling
653	10/30/12	8:00 am - 5:00 pm	Lucinda Sheltrown
654	10/30/12 - 11/01/12	Until 10:00 pm	Kelly Ciloski
655	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
656	11/06/12	7:00 am - 3:30 pm	Skip Stanton
657	11/06/12	7 am - 5 pm	Larry Johnson
658	11/06/12	6:45 am to 3:45 pm	David Pletzke
659	11/06/12	6:30 am - 4:00 pm	Tim Warren
660	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
661	11/06/12	6:00 AM - 5:00 p.m.	Lori Dorsey
662	11/06/12	6:30 am - 4:00 pm	Tim Warren

	J
629	749-7353
630	749-7061
631	335-0858
632	749-7111
633	749-7111
634	749-7111
635	749-7061
636	749-7061
637	517-749-7111
638	241-7037
639	241-7037
640	749-7143
641	749-4353
642	749-7143
643	322-6270
644	335-3724
645	749-7163
646	517-702-5456
647	517-780-7666
648	749-7163
649	749-7143
650	749-7143
651	373-2250
652	373-8269
653	335-2659
654	335-3051
655	749-7061
656	749-7353
657	517-290-1643
658	749-7111
659	749-7163
660	749-7061
661	719-4720
662	749-7163

	K	L	M	N	O	P
629	Cleaning					
630	Cleaning high traffic areas					
631	Staff Overtime					
632	Cleaning					
633	Periodic work as per contract					
634	Periodic work as per contract					
635	Cleaning					
636	Cleaning					
637	Cleaning					
638	CPU staff to process FY12 estimates and FY12 original bills in time for year end deadline					
639	For CPU staff to process FY 12 estimates and FY12 original bills in time for deadline					
640	Scrub RR					
641	Cleaning					
642	Scrub RR					
643	ORS is implementing legislation that requires 300,000 public school employees to make a selection on retirement benefits. The window for making the selection is open and ORS has regularly been having customers in the building beyond 5:00 p.m. It was determined today, 10/23/12, that to meet customer needs, for the next 3 days ORS would extend walk-in office hours until 7:00 p.m. each day.					
644	Extra working hours are required to complete federal reports. DHS will be cut off from receiving federal revenue if reports are not complete by the 10/30/12 due date.					
645	Waxing freights					
646	DDS is upgrading the Federal Computer system					
647	Parenting training					
648	Carpet Cleaning					
649	Scrub RR					
650	Carpet Cleaning					
651						
652	Moving of MDE staff from Con Hall to Hannah					
653	Overtime election					
654	major hiring process					
655	High Traffic Areas & restroom cleaning					
656	Carpet cleaning					
657	DTMB has requested that we work on Tuesday Election day on modular furniture in Atrium North and all of 3rd floor as part of the restack plan for the building. All employees are currently on the contractor list.					
658	Periodic cleanings					
659	Periodic work, scrubbing bathrooms and cleaning air bars and vents					
660	High Traffic Areas & restroom cleaning					
661	Periodics. Top scrub rest rooms, dusting, air bars					
662	Periodic cleanings					

	A	B
663		ST-24
664		ST-27
665		ST-28
666		ST-29
667		ST-30
668		ST- 31
669		ST-25
670		ST-2
671		ST-4
672		ST-8
673		ST-10
674		ST-11
675		ST-18
676		ST-19
677		ST-23
678		ST-25
679		ST-26
680		ST-27
681		ST-4
682		ST-5
683		ST-16
684		ST-17
685		ST-20
686		ST-21
687		ST-23
688		ST-24
689		ST-25
690		ST-4
691		ST-17
692		ST-23
693		ST-2
694		ST-17
695		ST-3
696		ST-14
697		ST-15
698		ST-24
699		ST-25
700		ST-8
701		ST-1

	C	D
663	DTMB	Executive office
664	DTMB	Peckham
665	DTMB	Peckham
666	DTMB	Peckham
667	DTMB	Peckham
668	DTMB	Peckham
669	DTMB	Peckham
670	DTMB	Peckham
671	DTMB	Real Estate
672	DTMB	Peckham
673	DHS	Accounting
674	DTMB	Peckham
675	DTMB	Peckham
676	DTMB	Peckham
677	Enviromental Services	Peckham
678	OOF	BOD-Zone 4
679	DTMB	Peckham
680	DTMB	Peckham
681	DTMB	Peckham
682	DTMB	Real estate
683	DNR	PRD
684	MDOT	Operation field Division
685	LARA	MAHS
686	Enviromental Services	Peckham
687	DTMB	Agency Services
688	DTMB	OFM
689	DTMB	Executive Office- Constituent Services
690	Custodial	Peckham
691	Peckham	Enviromental services
692	OOF	BOD
693	Treasury	Property Services Division
694	DNR	Historical Museum
695	Peckham	Custodial
696	DTMB	Agency Services
697	DTMB	DDS
698	DTMB	Peckham
699	DTMB	Agency Services
700	DTMB	ORS
701	State	Traffic Safety

	E	F
663	Romney	Ground - 4th floor
664	SOS	All
665	Van Wagoner	All
666	Williams	All
667	OTTAWA & HANNAH	ALL
668	Cass	ALL
669	Romney	All
670	Austin	All
671	Constitution Hall	1st - 3rd floors
672	GOB	All
673	Grand Tower	11th floor North side
674	Grand Tower	All
675	Mason	All
676	MSPTA	All
677	Ottawa/Hannah Building	all
678	Romney	all
679	Van Wagoner	All
680	Williams	All
681	Cass	Garden Level, 1st floor
682	Con hall	1st - 3rd
683	Mason	3rd Fl N2 - S2 West wing
684	MDOT Warehouse	Horatio Earle learning center all
685	Ottawa Building	2nd floor west wing
686	Ottawa Building	all
687	Romney	9th C11 & Restrooms
688	Romney	5th
689	Romney	Ground and all of 2nd floor
690	Cass	Garden Level, 1st and 2nd and breakrooms
691	Operations Center	All
692	Romney	1, 2, 3
693	Austin	2nd Pillar Y16 to X16
694	MLHC	Rotunda, Forum, Museum
695	Cass	Garden Level and 1st Floor
696	Hannah	1st floor Pillar G18
697	Hannah	3rd floor entire floor
698	Romney	Floors 4-12
699	Romney	9th fl North east side of building and restroom
700	GOB	3rd floor A wing & Core G4-G7, A4-A7, A4-G4 A7-G7
701	Austin	3rd Floor Pillar W-16 - W-17

	G	H	I
663	11/6/12	7:00am - 9:00pm	Marsha Quebbeman
664	11/06/12	6:00 AM - 6:00 p.m.	John Perry
665	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
666	11/06/12	7:00 am - 3:30 pm	Cheryl Bush
667	11/12/12	6:30 am - 4:00 pm	Tim Warren
668	11/12/12	7:00 am - 3:30 pm	Skip Stanton
669	11/06/12	7:00 am - 3:30 pm	Beulah Burks
670	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
671	11/12/12	7:00 am - 5:00 pm	Larry Johnson
672	11/12/12	6:00 am - 3:30 pm	Steve Beals
673	11/06/12 & 11/11/12	7:00 am - 5:00 pm	Margo Yaklin
674	11/12/12	6:45 am - 4:00 pm	David Pletzke
675	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
676	11/12/12	6:00 am - 3:30 pm	Steve Beals
677	11/12/12	6:30:00 AM - 4:00 pm	Tim Warren
678	11/12/12	7:00 am - 3:30 pm	Beulah Burks
679	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
680	11/12/12	7:00 am - 3:30 pm	Cheryl Bush
681	12/1/12	7:00 am - 12:00 pm	Chad Antcliff
682	11/23/12	7:00 am - 5:00 pm	Larry Johnson
683	09/20/12 - 11/17/12	6:00 a.m. - 8:00 p.m. weekdays & 8:00 a.m. - 5:00 pm weekends	Cheri Lee
684	12/01/12	7:00 am - 4:00 pm	Sue taylor
685	11/16/12	5:00 pm - 8:00 pm	Jamie Schramski
686	11/16/12	4:30pm-9:00pm	Tim Warren
687	12/01/12	8:00 am - 5:00 pm	Lisa Evani
688	11/17/12	7:30 am - 5:00 PM	Dave Quigley
689	12/1/12 - 12/4/12	24 hours	Marsha Quebbeman
690	12/08/12	7:00 a.m. - 3:30 p.m.	Skip Stanton
691	12/08/12	7 am - 5 pm	Lori Dorsey
692	12/08/12	7:00 am - 3:30 p.m.	Beulah Burks
693	12/01/12 & 12/02/12	8:00 am - 5:00 pm	Heather Cole
694	12/12/12	4:30 p.m. - 11:00 p.m.	Christiana Hanson
695	12/15/12	7:00 a.m. - 3:30 p.m.	Larry Herbert
696	12/15/12	6:00 a.m. - 12:00 a.m.	Mindy Eveleth
697	12/15/12	6:30 a.m. - 4:00 p.m.	Julie Mavis
698	12/15/12	7am - 4pm	Beulah Burks
699	12/13/12	5:00 pm - 9:00 pm	Vishakha Gagli
700	01/01/23 - 12/31/13	6:00 pm - 5:00 am	Pam Ward
701	04/23/12 - 12/31/12	24/7	Ramona Putnam

	J
663	241-5190
664	743-7134
665	749-7061
666	749-7061
667	749-7163
668	749-4353
669	749-7052
670	749-7061
671	290-1643
672	749-7143
673	241-9806
674	749-7111
675	749-7061
676	749-7143
677	517-749-7163
678	749-7085
679	749-7061
680	749-7061
681	749-7194
682	290-1643
683	373-2699
684	636-4086
685	335-58935
686	749-7163
687	
688	241-4195
689	241-5190 or 388-2552
690	749-4353
691	719-4720
692	749-7085
693	373-0675
694	2416852
695	749-7223
696	335-0858
697	702-5571
698	749-7085 or 319-6014
699	335-7752
700	322-6270
701	517-241-3961

	K	L	M	N	O	P
663	Staff will be working. Need to include HVAC					
664	Periodics. Top scrub rest rooms, dusting, air bars					
665	High Traffic Areas & Clean Air Bars & Vent					
666	High Traffic Areas & Clean Air Bars & Vent					
667	PERIODICS					
668	CLEAN HIGH TRAFFIC CARPETING IN FRONT OF RESTROOMS					
669	Air bar & vent cleaning					
670	Periodic cleaning					
671	modular construction					
672	Periodic cleaning					
673	Year end accounting					
674	Periodic cleaning					
675	Periodic cleaning					
676	Periodic cleaning					
677	Peiodics					
678	All rest rooms floors are going to be scrubbed					
679	Periodic cleaning					
680	Periodic cleaning					
681	Cleaning entry mats and runners					
682	Per DTMB and Bob Ruff we are going to be in the building Friday after Thanksgiving removing Power Monuments from the floor in the swing space. This is to minimize Disruptions to employees					
683	Employees will be working late hours due to year end and closing issues. There is also an employee with stands at their work station and the light under the laterals is not enough lighting to work with					
684	Annual Mdot Children's Christmas party					
685	Division move					
686	Carpet Cleaning					
687						
688	Support Services Division need to work on Saturday					
689	Meetings					
690						
691	Top Scrub all rest rooms and finish carpet extraction on 2nd floor					
692	Carpet Clean					
693						
694	After Hours event that will help promote use of & visitation to the Museum					
695						
696	IT work for Red Card application rollout					
697	Staff Overtime					
698	carpet cleaning					
699	Staff overtime					
700	Second shift staffing					
701	As needed including weekends - To prepare conferences and meetings on an as needed basis					

	A	B
702		ST-2
703		ST-4
704		ST-5
705		ST-11
706		ST-12
707		ST-9
708		ST-6
709		ST-20
710		ST-13
711		ST-22
712		ST-23
713		ST-18
714		ST-17
715		ST-5
716		ST-11
717		St-3
718		St-6
719		St-10
720		St-14
721		St-15
722		ST - 1
723		ST - 5
724		ST - 9
725		ST - 11
726		ST - 2
727		ST - 9
728		ST - 12
729		ST - 14
730		ST - 15
731		ST - 1
732		ST - 2
733		ST - 3
734		ST - 5
735		ST - 8
736		ST - 12
737		ST - 14
738		ST - 15
739		ST - 16
740		ST - 17
741		ST - 18
742		ST - 19

	C	D
702	DTMB	Construction Field Services
703	DTMB	ORS
704	DTMB	ORS
705	Education	Financial Management
706	Education	Financial Management
707	DTMB	ORs
708	DTMB	ORS
709	Treasury	TCB
710	DHS	DDS, CSA, ASP
711	DTMB	OFM
712	DTMB	CS/DMB
713	DTMB	Agency Services
714	Treasury	Tax Processing
715	DTMB	Peckhan
716	DTMB	Peckhan
717	DTMB	CIO Office
718	DHS	DDS, CSA, ASP
719	DTMB	Peckham
720	DTMB	OFM
721	Peckham	Enviromental Services
722	DTMB	Peckham
723	Peckham	Enviromental Services
724	DHS	Out state Operations
725	DNR	Historical Museum
726	DTMB	Peckham
727	Peckham	Peckham
728	DTMB	Peckham
729	Peckham	Peckham
730	DTMB	CS
731	DTMB	Peckham
732	Peckham	Enviromental Services
733	DTMB	Peckham
734	DHS	Human services
735	Peckham	Enviromental Services
736	Peckham	Enviromental Services
737	Peckham	Enviromental Services
738	DTMB	OFM
739	DTMB	Peckham
740	DTMB	MICSES
741	Peckham	Enviromental Services
742	Peckham	Custodial

	E	F
702	C&T Laboratory	Light Panel LC
703	GOB	Lights and HVAC 3rd floor Core area between wings - Core area includes rest rooms, and Kitchen area that is utilized by second shift staff
704	GOB	3rd floor Core area between wings
705	Hannah	09/29/12 - 12/31/12
706	Hannah	4th flor C20
707	GOB	A wing & all core
708	GOB	3rd All of A wing and all rooms in the core
709	OPS Center	2nd 2H H4, 2H K4, 2F K5
710	Hannah	3rd fl
711	Romney	7th floor
712	Romney	Lights and HVAC 9th floor North West side (F8- F12 - K8 - K12) building and restrooms
713	OPS Center	1st floor SE Rooms # 46, 47, 48, & SE Corner
714	OPS Center	Entire 2nd Floor
715	Hannah	1st
716	Ottawa	1st
717	GOB	1st floor Lobby, Hallway and Conference Room A
718	Hannah	3rd Floor entire Floor
719	Mason	all Floors
720	Romney	5th Floor Helpdesk Area S.E. corner of building by pillar C3
721	Van Wagoner	all Floors
722	Austin	All Floors
723	Grand Tower	1st floor
724	Jackson	2nd & 3rd
725	MLHC	1, 2, 2M, 3, 3M
726	AUSTIN	1ST & 2ND FLOORS
727	Hannah	1st
728	Mason	ALL FLOORS
729	Ottawa	1st
730	Romney	9th fl North/West corner F8 - F12, K8 - K12, and restrooms
731	Austin	All
732	Austin	All
733	Cass	All Floors, in front of all restrooms
734	Flint SOB	2nd & 3rd floors
735	Grand Tower	All Floors
736	Mason	All
737	PTA	All
738	Romney	7th
739	Romney	Floors 1-12
740	Romney	12th floor - Pilar C3 and D3 and 11th Floor F11, C1, C3, G9, H7, H8 and H9
741	SOS	All
742	Cass	1st and 2nd floors

	G	H	I
702	07/19/12 - 12/31/12	varies	Kendra Barak
703	09/24/12 - 12/30/12	6:00 pm - 9:30 pm	Pam Ward
704	09/24/12 & 12/30/12	6:00 pm - 9:00 pm	Pam Ward
705	09/29/12 - 12/31/12	7:00 am - 6:00 pm	Ann Mazurek
706	09/29/12 - 12/31/12	7:00 am - 6:00 pm	Rose Zucker, Brandon Reed, Lysandra Lang, Amy Schmitt
707	12/10/12 - 01/03/13	6:00 pm - 5:00 am	Pam Ward
708	12/10/12 -01/03/13	6:00 pm - 5:00 am	Pam Ward
709	12/15/12 - 01/05/13	7:00 am - 4:00 pm	Wendy Hufstedler
710	12/22,29/12	6:30 am - 1:00 pm	Pat Garlitz
711	12/27/12 - 12/28/12	24 hours	Tina Ray
712	12/27/2012 - 12/28/12	5:00 p.m. 12/27/12 - 6:00 a.m. 12/28/12	Tina Jensen
713	3/1/12 - 12/31/12	24/7	Mary McClean
714	Thru 12/31/12	6:00 am - 11:59 pm	Ann Luepnitz
715	01/11,13/13	5:00 pm - 9:00 pm	Tim Warren
716	01/11,13/13	5:00 pm - 9:00 pm	Tim Warren
717	1/22/13	4:30 pm - 8:00 pm	Tiziana Galeazzi
718	01/21/13	6:30 am - 3:00 pm	Patrick Garlitz
719	01/19/13	6:00 am - 3:30 pm	Cheryl Bush
720	01/19/13 - 01/19/13	6:30 am - 2:30 p.m.	Tina Ray
721	01/19/13	7:00 am - 3:30	Cheryl Bush
722	01/26/13	6:00 am - 3:30 pm	Cheryl Bush
723	01/26/13	9:00 a.m. - noon	David Pletzke
724	Saturday 01/12/2013 and 01/26/2013	7:30 am - 12:30 pm	Jessica Deering
725	01/25/13	6:00 p.m. - 11:00 p.m.	Carol Payne
726	2/9/13	6:00 AM - 3:30 PM	Cheryl Bush
727	2/1/2013	5:00 p.m. - 8:00 p.m.	Tim Warren
728	2/9/13	6:00 AM - 3:30 PM	Cheryl Bush
729	2/1/2013	5:00 p.m. - 8:00 p.m.	Tim Warren
730	02/01/13 - 02/04/13	4:00 pm Friday - 4 a.m. Monday	Christopher Mitchell
731	02/02/12	6:00 a.m.-3:30 p.m.	Cheryl Bush
732	2/18/2013	7 am - 3:30 pm	Cheryl Bush
733	02/18/13	7:00 am - 3:30 pm	Howard (Skip) Stanton
734	02/09/13 - 02/10/13 & 20/16/13 - 02/17/13	8 am - 5 pm	Mike Milks
735	02/18/13	6:45 am - 4:00 pm	David Pletzke
736	02/18/13	7 am - 3:30 pm	Cheryl Bush
737	2/18/2013	6:00 am - 3:30 pm	Steve Beals
738	Everyday 11/17/12 - 02/17/13	6:00 AM - 8:00 p.m.	Tina Ray
739	02/18/13	6:30 am - 4:00 pm	Beulah Burks
740	02/22/13-02/23/13	7am-11pm on Friday and 7am-7pm on Saturday	Amy Bransch
741	2/18/2013	6:00 a.m.-3:30 p.m.	John Perry
742	2/23/2013	7:00 am - 3:30 pm	Larry Herbert

	J
702	322-1217
703	322-6270
704	322-6270
705	335-0531
706	335-2429
707	322-6270
708	322-6270
709	636-4124
710	702-5456
711	241-0811
712	241-7254
713	517-636-0201
714	636-5335
715	749-7163
716	749-7163
717	749-9496
718	702-5456
719	517-749-7061
720	517-241-0811
721	517-749-7061
722	749-7061
723	517-749-7111
724	517-780-7666
725	3732565
726	517-749-7061
727	517-749-7163
728	5177497061
729	517-749-7163
730	335-1613
731	517-749-7061
732	517-749-7061
733	517-749-4353
734	810-760-2637
735	517-749-7111 or 517-487-6073
736	517-749-7061
737	517-749-7143
738	517-241-0811
739	517-749-7085
740	517-241-1767
741	541-743-7134
742	517-749-7223

	K	L	M	N	O	P
702	Laboratory testing of concrete specimens to meet specification deadlines					
703	ORS is running a second shift staff until 9:00 pm.					
704	Staff Overtime					
705	Fiscal year closeout					
706	Fiscal year closeout					
707	Carpet installation					
708	Carpet installation					
709	Staff Oovertime					
710	Staff overtime					
711	Year end closing for OFM					
712	To Make Sure Payroll runs Properly					
713	Staff overtime - BAM project					
714	SAP Tax system Implementation					
715	Cleaning carpets					
716	Cleaning carpets					
717	Customer service session					
718	Staff overtime					
719	Scrub Restrooms					
720	Process W-9's that have inundated the helpdesk. Please have lights and heat on in restrooms as well					
721	Scrub Restrooms					
722	Stairway Scrubbing					
723	Periodic Work					
724	Overtime for cash Assitance staff to work on all overdue reviews, application processing, and other work that is past due					
725	Michigan History Foundation					
726	CLEANING CHAIRS					
727	Carpet runner cleaner					
728	STRIP/COAT HARD FLOORS					
729	Carpet runner cleaner					
730	Main disaster recovery training					
731	Extract chairs					
732						
733	Cleaning carpet in high traffic areas					
734	Foster care Supervisors are conducting intensive case reads to prepare for Annual licensing Evaluation					
735	Scrubbing bathroom floors and carpeting.					
736						
737	Refinish Café Floor, scrub showers and general cleaning.					
738	Year end closing for OFM					
739	Scrubbing all restroom floors					
740	A major MiCSES release will be happening over this weekend.					
741	Top scrubbing Restrooms					
742	floors in front of restrooms, north & south					

	A	B
743		ST - 21
744		ST - 22
745		ST-13
746		ST-12
747		ST-9
748		ST-8
749		ST-6
750		ST-3
751		ST-1
752		ST-12
753		ST-5
754		ST-7
755		ST-9
756		ST-10
757		ST-8
758		ST-9
759		ST-10
760		ST-8
761		ST-6
762		ST-4
763		ST-7
764		ST-8
765		ST-12
766		ST-17
767		ST-2
768		ST-9
769		ST-12
770		ST-10
771		ST-13
772		ST-18
773		ST-15
774		ST-16
775		ST-7
776		ST-1
777		ST-7
778		ST-8
779		ST-5

	C	D
743	DCH	Children Special Health Care Services
744	Peckham	Enviromental Services
745	Peckham	Enviromental Services
746	Peckham	Enviromental Services
747	Education	Financial Management
748	Peckham	Enviromental Services
749	Peckham	Enviromental Services
750	LARA	Admin Serv. Office
751	DCH	Operations/ Admin Services
752	DTMB	BOD
753	DHS	Out state Operations
754	Dtmb	telecom
755	DTMB	Peckham
756	DTMB	Peckham
757	Peckham	Enviromental Services
758	DTMB	BOD-Zone 4
759	Peckham	Environmental Services
760	Peckham	Environmental Services
761	Peckham	Environmental Services
762	Human Services	DDS, CSA, ASP
763	DTMB	ES/Peckham
764	DTMB	ES/Peckham
765	DTMB	ES/Peckham
766	MDOS	Driver and Vehicle Records
767	LARA	FAS/Office serv.
768	DTMB	ES/Peckham
769	Peckham	Environmental Services
770	DHS	Saginaw County DHS
771	Library	Library of Michigan Foundation
772	Peckham	Environmental Services
773	DTMB	ES/Peckham
774	DTMB	ES/Peckham
775	DTMB	ES/Peckham
776	State	Elections
777	DTMB	ES/Peckham
778	Peckham	Environmental Services
779	DHS	Children's Trust Fund

	E	F
743	Cass	6th floor Pillar C11, G11 & G17 Conference rooms 6119, 6118 & New Conference room
744	ottawa	all floors
745	Mason	all lights and hvac
746	Mason	all Floors- restrooms, elevators, lobbies Lights & HVAC
747	Hannah	2nd & 4th floors
748	Hannah	All Floors- restrooms, elevators, lobbies
749	Grand Tower	12-15th floors & Basement
750	G.O.B.	Lights and HVAC 1st Floor A wing
751	Cass	1st floor , cube 1045 Pillar A11, A7 & C9
752	romney	12th (B)
753	Jackson	3rd
754	Mason	Lights needed in Mason Loading Dock, Mason Upper Level parking ramp, Mason UL PR Generator Room, Generator room @ Mason Dock
755	Ottawa	1st floor
756	Ottawa	1st floor
757	van wagoner	all lights and hvac
758	Romney	ground floor-12th floor
759	Van Wagoner	all
760	PTA	all
761	Mason	all
762	Hannah	3rd Floor entire Floor
763	Hannah	All Floors
764	Hannah	All Floors lights and HVAC
765	Mason	All Floors lights and HVAC
766	SOS Secondary	First Floor South Building
767	Con Hall	1st floor/west side A2-E2 Area, LARA BCS Securities Group
768	Hannah	All Floors
769	Mason	All Floors lights and HVAC
770	Jerome T. Hart SOB	1ST floor Lighting and HVAC
771	MLHC	1 - 3 Forum, Rotunda, Atrium & 3rd Floor Lights and HVAC
772	Williams	All Floors lights and HVAC
773	Ottawa	1st Floor
774	Ottawa	All Floors
775	Hannah	1st Floor
776	Austin	1st floor U, V&W 17-U, V &W23
777	Hannah	UL/3rd Floor
778	Mason	All Floors lights and HVAC
779	Grand Tower	Children's Trust Fund, 14th floor, Suite 1411

	G	H	I
743	2/20/13 & 2/21/13	5pm - 1am	Julie Kelly
744	2/23/13	6am - 12pm	Tim Warren
745	03/09/13	6a.m-3:30pm	Cheryl Bush
746	03/02/13	6 a.m. - 3:30 p.m.	Cheryl Bush
747	3/5/13	6pm - 11pm	James Shilling
748	03/01/13	5:00 pm - 9:00 pm	Tim Warren
749	03/07/13	5;00 pm - 9:00 pm	David Pletzke
750	03/09/13	7:00 - 3:30	Gene Thelen
751	2/23/13, 3/2/13 & 3/9/13	8 am - 5 pm	Julie Kelly
752	3/9/13	6:30am to 4:00pm	Beulah Burks
753	Every Wednesday 02-05-13 - 03-12-13	5:00 pm - 8:30 pm	Jessica Deering
754	03/23/13	8:00-5:00pm	Craig Rutledge
755	03/22/13	5:00-9:00 pm	Tim Warren
756	03/23/13	7:00-5:00 pm	Tim Warren
757	03/16/13	7a.m-3:30pm	Cheryl Bush
758	03/30/13	7:00am - 4:00pm	Bob Bierwagen/ Beulah Burks
759	03/30/13	7:00am - 3:30pm	Cheryl Bush
760	03/30/13	7:00 a.m-3:30pm	Steve Beals
761	03/30/13	6:00 am - 3:30 pm	Cheryl Bush
762	Every Saturday 01/05/13 - 03/30/13	6:30 a.m. -1:30 p.m.	Pat Garlitz
763	04/12/13	5:00 pm - 9:00 pm	Tim Warren
764	04/20/13	5:00 - 9:30 pm	Lorie Curtis
765	04/20/13	6 a.m. - 3:30 p.m.	Cheryl Bush
766	04/27/13	6:30 am - 4:30 pm	Bill Allen
767	04/27/13	6:30a.m.-12:00p.m.	Bryan Russell
768	04/27/13	7:00am - 5:00pm	Tim Warren
769	04/27/13	6:00am-3:30pm	Cheryl Bush
770	04/27/13	7:00am-3:30pm	Cheryl Kubczak
771	04/27/13	7:00 am - 10:00 pm	Carolyn Sparks
772	04/27/13	7:00am-3:30pm	Cheryl Bush
773	04/26/13	5:00pm - 9:00pm	Tim Warren
774	04/27/13	7:00am - 5:00pm	Tim Warren
775	04/26/13	5:00pm - 9:00pm	Tim Warren
776	05/07/13	6:30am-9:00pm	Bill Badgero
777	05/03/13	5:00pm-9:00pm	Tim Warren
778	05/04/13	6:00 a.m. - 3;30 p.m.	Cheryl Bush
779	4/15/13 - 5/8/13	8am - 12am	Patricia Headley

	J
743	517-335-4254
744	517-749-7163
745	749-7061
746	517-749-7061
747	373-8269
748	749-7111
749	749-7111
750	322-6492
751	517-335-4254
752	749-7085 or 319-6014
753	517-780-7666
754	202-7555
755	749-7163
756	749-7163
757	749-7061
758	749-7085 / 319-6014
759	749-7061
760	517-749-3687
761	749-7061
762	702-5456
763	749-7163
764	517-749-3576
765	749-7061
766	517-322-5295
767	335-1819
768	517-749-7163
769	517-749-7061
770	989-758-2744
771	373-1297
772	517-749-7061
773	517-749-7163
774	517-749-7163
775	517-749-7163
776	241-4228
777	517-749-7163
778	517-749-7061
779	241-7226

	K	L	M	N	O	P
743	carpet is being installed after hours in 3 conference rooms due to sensitive allergy issues with employees					
744	scrub restrooms					
745	scub amd wax hard floor					
746	Scrub and wax hard floor					
747	carpet cleaning in elevator lobby areas					
748	Scrub Restrooms					
749	Periodic work per contract					
750	Heavy Work Load					
751	due to work overflow we will be working overtime for the next 3 Saturdays					
752	top striping & refinish all freight elevator lobby & basement. Cannot walk on floor for 24 hours so it can dry.					
753	Foster Parent training					
754	Bridgeway Cummings will be on site to perform preventive maintenance on the TBHC generator located @ the Mason Loading Dock, and the Mason Telecom generator located in the Mason upper level parking ramp.					
755	Carpet Cleaning					
756	Carpet Cleaning					
757	High traffic areas					
758	Carpet Cleaning					
759	high traffic areas					
760	special cleaning of dorm floors					
761	Scrub and wax hard floor					
762	DDS is in emergency status. SSA has issued OT to handle the workload.					
763	Carpet cleaning/Top strip recoats					
764	Waxing Floors					
765	Scrub and wax floor					
766	MDOS/DVRD employees are working overtime on Saturday April 27, 2013					
767	BCS Securities are moving out of Con Hall on Saturday, 04/27/13					
768	Restroom Scrubbing					
769	Scrub and wax floor					
770	15 DHS employees are scheduled to work in the file room					
771	Overtime					
772	high traffic areas					
773	Carpet Cleaning					
774	Restroom Scrubbing					
775	Carpet Cleaning					
776	staff are working to conduct May 7th special election					
777	Carpet Cleaning					
778	high traffic areas					
779	Need lights to be on in order to work and function after hours preparing for our upcoming auction.					

	A	B
780		ST-6
781		ST-5
782		ST-7
783		ST-11
784		ST-12
785		ST-1
786		ST-2
787		ST-26
788		ST-3
789		ST-4
790		ST-10
791		ST-11
792		ST-14
793		ST-15
794		ST-16
795		ST-19
796		ST-21
797		ST-23
798		ST-24
799		ST-26
800		ST- 25
801		ST-5
802		ST-6
803		ST-10
804		ST-12
805		ST-13
806		ST-14
807		ST-7
808		ST-6
809		ST-1
810		ST-10
811		ST-12
812		ST-17
813		ST-1

	C	D
780	DHS	Children's Trust Fund
781	DTMB	ES/Peckham
782	Peckham	Environmental Services
783	DTMB	ES/Peckham
784	State	Driver and Vehicle Records
785	Peckham	Environmental Services
786	DTMB	PECKHAM
787	Peckham	Environmental Services
788	DTMB	ES/Peckham
789	DTMB	PECKHAM
790	DTMB	ES/Peckham
791	DTMB	ES/Peckham
792	Peckham	Environmental Services
793	DTMB	PECKHAM
794	DTMB	Agency Services
795	DTMB	ES/Peckham
796	OOF	BOD-ZONE 4
797	Peckham	Environmental Services
798	Peckham	Environmental Services
799	DTMB	PECKHAM
800	DTMB	PECKHAM
801	DHS	Federal Compliance
802	Human Services	DDS
803	DTMB	ES/Peckham
804	Peckham	Environmental Services
805	OOF	BOD-ZONE 4
806	Peckham	Environmental Services
807	DTMB	ES/Peckham
808	DTMB	ES/Peckham
809	DTMB	peckham
810	Treasury	Data Management
811	DTMB	ES/Peckham
812	Peckham	Environmental Services
813	DTMB	Jones Lang Lasalle

	E	F
780	Grand Tower	14th Floor, Children's Trust Fund Ste. 1411 Lights and HVAC
781	Hannah	All floors
782	Mason	All Floors lights and HVAC
783	Ottawa	All floors
784	SOS	1st floor South
785	Austin	4th floor and hvac
786	AUSTIN	3RD & 4TH FLOORS
787	Austin	all floors
788	Cass	Garden Level, Mailroom, 1st floor breakrooms
789	Cass	Garden Level, Mailroom, 1st floor breakrooms North/South & Vending area
790	Hannah	4th floor
791	Hannah	1st floor
792	Mason	4, 5, 6, 7, 8th floors and hvac
793	MASON	7TH & 8TH FLOORS
794	OPS Center	1st floor SE Rooms # 46, 47, 48, & SE Corner
795	Ottawa	1st floor
796	Romney building 30229	ground floor to 12th floor
797	SOS	all floors and hvac
798	Van Wagoner	all floors and hvac
799	VTS	ALL
800	WILLIAMS	all floors
801	Grand Tower	5th floor, Conference Rooms 5-A & 5-B
802	Hannah	Entire 3rd floor lights and hvac
803	Ottawa	All Floors
804	Van Wagoner	All Floors
805	Romney	12th-G
806	Austin	All Areas
807	Hannah	UL, 201 South
808	Hannah	1st floor
809	cass	1st thru 6th floors
810	OPS Center	1st floor North
811	Ottawa	1st floor
812	Van Wagoner	All
813	Con Hall	1st & 2nd floors lights & HVAC

	G	H	I
780	04/15/13 - 05/08/13	8:00 a.m. - 12:00 a.m.	Patricia Headly
781	05/11/13	7:00am-4:00pm	Tim Warren
782	05/11/13	6:00a-3:30p.m	Cheryl Bush
783	05/11/13	7:00am-4:00pm	Tim Warren
784	05/04/13 and 05/11/13	6:30 a.m - 4:00 p.m.	Bill Allen
785	05/18/13	6am-3:30 pm	Cheryl Bush
786	5/25/13	6am-3:30 pm	Cheryl Bush
787	06/08/13	6am-3:30 pm	Cheryl Bush
788	05/18/13	7:00am - 3:30pm	Larry Hebert
789	5/25/13	7:00am - 3:30pm	Larry Hebert
790	05/16/13	5:00pm - 9:00pm	Tim Warren
791	05/17/13	5:00pm - 9:00pm	Terry Bush
792	05/18/13	6am-3:30 pm	Cheryl Bush
793	5/25/13	6am-3:30 pm	Cheryl Bush
794	01/01/13 - 06/01/13	24/7	Mary McClean
795	05/17/13	5:00pm - 9:00pm	Terry Bush
796	05/18/13	6:45am-3:45 pm	Beulah Burks
797	05/18/13	6am-6pm	John Perry
798	05/18/13	6am-4pm	Cheryl Bush
799	06/08/13	6am-6pm	John Perry
800	5/25/13	7am-4pm	Cheryl Bush
801	5/30/13 - 6/14/13	leave lights on until 10pm during the week and all night on weekends	Vickie Hilbert
802	Saturdays 06/01/13 & 06/08/13	7:00am-1:00pm	Patrick Garlitz
803	06/13/13	5:00pm - 9:30pm	Lorie Curtis
804	06/15/13	7:00 am-4:00pm	Cheryl Bush
805	06/15/13	7:00 am-4:00pm	Beulah Burks
806	06/15/13	6:00 am - 3:30 pm	Cheryl Bush
807	06/21/13	4:00pm - 6:00pm	Tim Warren
808	06/19/13	5:00pm - 9:00pm	Tim Warren
809	6/22/13	7:00 am-3:30pm	Howard (Skip) Stanton
810	Saturdays starting 05/11/13 to 06/22/13	7:00 am-5:00pm	Ann Leupnitz
811	06/19/13	5:00pm - 9:00pm	Tim Warren
812	06/22/13	7:00 am to 4:00 pm	Cheryl Bush
813	07/13/13	7:00 a.m. - 5:00 p.m.	Jim Bentley

	J
780	241-7226
781	517-749-7163
782	749-7061
783	517-749-7163
784	322-5295
785	749-7061
786	749-7061
787	749-7061
788	749-7194
789	749-7194
790	749-7163
791	719-2040
792	749-7061
793	749-7061
794	636-4028
795	719-2040
796	749-7085
797	743-7134
798	749-7061
799	743-7134
800	749-7061
801	335-6151
802	702-5456
803	749-3576
804	749-7061
805	749-7085
806	749-7061
807	749-7163
808	749-7163
809	517-749-4353
810	410-3275
811	749-7163
812	517-749-7061
813	586-219-4422

	K	L	M	N	O	P
780	Need lights on in order to work and function after hours preparing for upcoming auction					
781	Stair Cleaning					
782	high traffic areas					
783	Stair Cleaning					
784	Employees in Driver and Vehicle Records Division/Document Processing Unit are working overtime on the weekends (Saturdays) of 05/4/13 and 05/11/13.					
785	Extract carpet					
786	Extract Carpet					
787	extract chairs and clean carpet					
788	Top-strip & refinish hard floors					
789	Top-strip & refinish hard floors					
790	Chair Cleaning					
791	Elevator Cleaning					
792	Extract Carpet					
793	Extract Carpet					
794	Multiple People are working on a high priority project (BAM) that has very tight time constraints. The project cannot be completed without extended work hours into the evenings and early mornings. This request is for the time period of January 1, 2013 – June 1, 2013.					
795	Elevator Cleaning					
796	scrubbing restroom floors					
797	scrubbing stairwells					
798	scrubbing stairwells					
799	Top strip and refinish hard floors					
800	TOP SCRUB RESTROOM					
801	We are preparing for a Title IV-E Federal review. All case files are in these conference rooms & staff will be working late & on weekends until the review is finished on 6-14-13					
802	Overtime to develop claims					
803	Air Bar Cleaning					
804	cleaning offices					
805	extracting high traffic carpet					
806	extract carpet					
807	Carpet Cleaning					
808	Scrub Entrances					
809	cleaning high traffic carpet areas					
810	Data management section overtime for seven consecutive Saturdays					
811	Scrub Entrances					
812	High traffic areas					
813	Moving 100 people from 2nd floor to 1st floor. Need lights and HVAC please					

	A	B
814		ST-7
815		ST-15
816		ST-16
817		St-17
818		ST-20
819		ST-19
820		ST-10
821		ST-12
822		ST-16
823		ST-8
824		ST-2
825		ST-3
826		ST-4
827		ST-1
828		ST-11
829		ST-12
830		ST-14
831		ST-18
832		ST-21
833		ST-22
834		ST-20
835		ST-23
836		ST-24
837		ST-20
838		ST-1
839		ST-4
840		ST-7
841		ST-8
842		ST-9
843		ST-10

	C	D
814	Human Services	DDS, Central Service Agency (CSA) and Administrative Support Program (ASP)
815	DNR	Archives of Michigan
816	Peckham	Environmental Services
817	Peckham	Environmental Services
818	Peckham	Environmental Services
819	Peckham	Environmental Services
820	Peckham	Environmental Services
821	DTMB	Agency Services
822	Peckham	Enviromental Services
823	Peckham	Enviromental Services
824	Peckham	ES
825	State	Elections
826	Peckham	Enviromental Services
827	State	Elections
828	DTMB	peckham
829	Supreme Court	Reporter's Office
830	Peckham	Enviromental Services
831	DTMB	OFM
832	Peckham	Enviromental Services
833	Peckham	Enviromental Services
834	Peckham	Enviromental Services
835	Peckham	Environmental Services
836	Transportation	Construction field services
837	DVRD	State
838	MDARD & DEQ	Lansing District Office, Food & Dairy,Animal Industry,Ag Development,Environmental Stewardship & Executive
839	DHS	DHS
840	DTMB	Agency Services
841	Education	BAA
842	State Police	EMHSTC
843	DHS	Out State Operations

	E	F
814	Hannah	3rd floor
815	MLHC	2nd floor
816	Ottawa/Hannah	all
817	Williams	all
818	Williams	all
819	Austin	all
820	Ottawa	4th floor
821	Romney	9th floor
822	Williams	all
823	Hannah	3rd Floor
824	Austin	all floors and HVAC
825	Austin	1st floor U, V, & W17 - U, V & W23 lights and HVAC
826	Cass	Entire 1st Floor
827	Austin	1st floor - pillars U, V & W 17 - U, V & W 23
828	Hannah/Ottawa	all floors
829	HOJ	4th North
830	Mason	All Floors
831	Romney	7th and 5th floors - all floors including bathrooms
832	VTS	All
833	Williams	all floors and HVAC
834	Van Wagoner	all floors and HVAC
835	Van Wagoner	all
836	van Wagoner	1st Rooms 113, 122, and 125
837	SOS	2
838	Con Hall	6 South, 6 North, 5 North, 4 North, 3 North, 1 North, & Atrium North
839	Flint SOB	Entire Facility
840	Grand Tower	3rd floor
841	Hannah	2nd Floor B13 - B16
842	Haz Mat	1st floor all
843	Jackson SOB	3rd floor

	G	H	I
814	07/13/13	7:00 am to 1:00 pm	Patrick Garlitz
815	07/12/13	5:00pm-10:30pm	Kris Rzepcynski
816	07/13/13	7:30am - 5:00pm	Tim Warren
817	07/13/13	7:00 am - 4:00 p.m.	Cheryl Bush
818	07/20/13	7:00 am - 4:00 pm	Cheryl Bush
819	07/20/13	6:00 am - 3:30 pm	Cheryl Bush
820	06/28/13	5:00 pm - 9:00 pm	Mark Allen
821	6/29/13-6/30/13	11:00am-11:00pm	Satish Chidura
822	07/27/13	7:00 am - 4:00 pm	Cheryl Bush
823	07/24/13	4:30 p.m. - 9:00 p.m.	Tim Warren
824	07/31/13	5p.m. - 8p.m.	Cheryl Bush
825	08/06/13	6:30 a.m. - 9:00 p.m.	Lucinda Sheltrown
826	07/27/13	7:00 am - 3:30 PM	Skip Stanton
827	08/06/13	6:30 am - 9:00 pm	Lucinda Sheltrown
828	8/3/13	7:00am - 3:30pm	Tim Warren
829	07/29/13 - 08/02/13	5:00 pm - 10:00 pm	Dave Palazzolo
830	08/03/13	6:00 a.m. - 4:00 p.m.	Cheryl Bush
831	07/27/13 - 07/29/13	6:00 am 07/27/13 through 6:00 am 07/29/13	Tina Ray
832	08/03/13	8 a.m. - 6:00 p.m.	John Perry
833	08/03/13	7:00 a.m. - 4:00 p.m.	Cheryl Bush
834	08/03/13	7:00 a.m. - 4:00 p.m.	Cheryl Bush
835	08/31/13	7:00 a.m. - 4:30 p.m.	Cheryl Bush
836	08/31/13 - 09/01/13 6:00 a.m. to 6:30 pm	6;00 a.m. - 6:00 p.m.	Christopher Gembel
837	08/24/13	7:00 a.m. - 3:30 p.m.	JoLynn Peck
838	08/17/2013	7:00 am - 9:00 pm	Jim Bentley
839	08/29/13 @ 6:00 p.m. - 09/02/13 @ 8:00 a.m.	6:00 p.m.Thursday - 8:00 a.m. Monday	Steve Cooper
840	Saturdays starting 8/14/13	6:00a - 7:00p	Jessica VanWinkle
841	Monday - Thursday 05/28/13 - 08/15/13	6:00 p.m. - 8:00 p.m.	Tammy Triplett
842	08/26/2013 - 08/27/2013	5:30 p.m. - 10:00 p.m.	David Winter
843	08/20/13	5:30 pm - 7:30 pm	Jessica Deering

	J
814	517-702-5456
815	373-9191
816	749-7163
817	749-7061
818	749-7061
819	749-7061
820	749-7163
821	373-1917
822	749-7061
823	749-7163
824	749-7061
825	335-2659
826	749-4353
827	335-2659
828	749-7163
829	373-5541
830	749-7061
831	241-0811
832	749-7134
833	749-7061
834	749-7061
835	749-7061
836	810-394-7866
837	667-1699
838	586-219-4422
839	810-614-5167
840	3-8452
841	373-0048
842	231-388-5166
843	780-7666

	K	L	M	N	O	P
814	The SSA has authorized the use of overtime, funded by 100% federal funds, to develop claims filed by the people of the State of Michigan claiming disability. The DDS office is under an emergency status to the end of the 2013 fiscal year due to backlogs of SSD claims. It is in the interest of the clients as well as the SSA to process the claims as timely as possible					
815	The Archives is hosting an after-hours Genealogy Lock-in that evening (Friday, July 12) from 6pm - 10pm.					
816	Numerous projects					
817	Strip/Coat Hard floor					
818	Strip/Coat Hard floor					
819	Vacuuming conf. room chairs					
820	Chair Cleaning					
821	To roll out Time and Expense Phase 3A project					
822	Strip/coat hard floor					
823	Carpet					
824	Extract carpet in offices					
825	Staff working to conduct the August 6th primary election.					
826	Custodial					
827	Staff are working Tuesday, August 6th 2013 to conduct the August 6th primary election. Election Staff will be working early and late that day to assist clerks with election problems and assist them with opening and closing the pollsa nd reporting election results.					
828	air bars					
829	Supreme Court term ends next week. The Reporter's office stays late the last week to close out the term for Court.					
830	Strip & refinish					
831	Windows 7 migration and technicians need to physically upgrade computers on both floors					
832	High Traffic areas					
833	Extract carpet in hallways					
834	Extract carpet in hallways					
835	Strip and refinish					
836	Completion of Project High Priority					
837	Saturday overtime from 7:00am to 3:30pm for CDL Help Desk staff					
838	We have a 200 person Move on Saturday August 17th					
839	Microsoft Security patch Distribution- Forced Reboot Created at 8/21/2013 12:51 PM by Spalding, Teresa (DHS) last modified at 8/28/2013 11:41 AM by Spalding, Teresa (DHS)					
840	Contractors must work after hours to minimize additional delays and cost for the project.					
841	Four interns will be working 10 hour days					
842	The EMHSTC building will be used by MSP Recruits for fire scenario training					
843	Facilitating a foster parent training					

	A	B
844		ST-17
845		ST-16
846		ST-23
847		ST-1
848		ST-11
849		ST-23
850		ST-15
851		ST-18
852		ST-22
853		ST-6
854		ST-1
855		ST-2
856		ST-3
857		ST-4
858		ST-10
859		ST-13
860		ST-14
861		ST-17
862		ST-18
863		ST-21
864		ST-8
865		ST-5
866		ST-6
867		ST-9
868		ST-10
869		ST-27
870		ST-28
871		ST-29
872		St-18
873		St-20
874		St-21
875		St-1
876		St-2
877		St-3
878		St-5
879		St-6

	C	D
844	OOF	BOD-ZONE 4
845	DTMB	IT, MCSC
846	Peckham	Enviromental Services
847	Peckham	Enviromental
848	DHS	Child Welfare
849	SOS	Driver and Vehicle DIV
850	Treasury	Data management
851	DTMB	MCSC
852	State	Driver and Vehicle DIV
853	Peckham	Custodial
854	State	Elections
855	DTMB	Peckham
856	MDOS	Occupancy
857	ES	Peckham
858	ES	Peckham
859	ES	Peckham
860	GOB	Enviromental Services
861	ES	Peckham
862	DTMB	Peckham
863	ES	Peckham
864	DTMB	Peckham
865	DTMB/ES	Peckham
866	DTMB/ES	Peckham
867	DTMB	ORS
868	DTMB/ES	Peckham
869	DNR	
870	DEQ	
871	AG	
872	Enviromental Services	Peckham
873	Enviromental Services	Peckham
874	Enviromental Services	Peckham
875	Enviromental Services	Peckham
876		CFS
877	Treasury	treasury University
878	Community Health	Finance and accounting
879	DHS	OHR

	E	F
844	ROMNEY	Basement floor
845	Romney	9th floor South West corner and restrooms lights and HVAC
846	van Wagoner	All floors
847	Austin	all
848	Grand Tower	4th elevator area to SE Corner of 4th floor
849	SOS south building	1st Floor all
850	OPS Center	all 1st Floor North End air and lights
851	Romney	West side of 9th floor Pillars F8, F9, F10 & F11 plus restrooms and Ground floor After-Hours Exit and Air
852	SOS	1ST
853	Cass	4th, 5th, & 6th
854	Austin	1st floor U, V, & W 17 & U, V, & W23
855	Austin	all
856	Austin	4th
857	Austin	All floors
858	Cass	All floors
859	GOB	all floors lights and hvac
860	GOB	3 B, 3 hallway, 2 floor hallway, and Peckham Office
861	Hannah	all floors lights and hvac
862	Hannah/Ottawa	All floors
863	Ottawa	all floors lights and hvac
864	Cass	all
865	Cass	All Floors
866	Con Hall	All Floors
867	GOB	Entire 3rd Floor
868	GOB	1st,2nd & 3rd flr hallways & main stairwell
869	Constitution Hall	1st floor south and 4th&5th floors north
870	Constitution Hall	1st floor south and 4th&5th floors north
871	Constitution Hall	1st floor south and 4th&5th floors north
872	SOS	Entire Building
873	van Wagoner	Entire floor
874	van Wagoner	All
875	Austin	All
876	C&T	Rooms 113, 122, and 125
877	Cadillac Place	2nd floor all lights and HVAC
878	Cass	Entire North side of 4th floor and Pillar A15
879	Flint SOB	7th

	G	H	I
844	08/24/13	7:00-4:00	Beulah Burks
845	09/14/13	6:00 a.m. - 5:30 p.m.	Tina Jensen
846	09/14/13	6:00 a.m. - 4:00 p.m.	Cheryl Bush
847	10/05/13	6:00 a.m. - 3:30 p.m.	Cheryl Bush
848	09/12/13 - 09/30/13	9:00 p.m. - 11:00 p.m.	Erika Engel
849	08/17/13 - 09/28/13	7:00 a.m. - 4:00 p.m.	Bill Allen
850	Saturdays 08/24/13 - 09/28/13	7:00 a.m. - 5:00 p.m.	Ann Leupnitz
851	09/30/2013 - 10/01/2013	6:00 a.m. -6:00 p.m.	Tina Jensen
852	8/17/13 - 9/28/13	6:30AM-4:00PM	John Lorencen or Pat Crosby
853	10/05/13	7:00 am - 3:30 pm	Skip Stanton
854	11/05/13	6:30 a.m. - 9:00 p.m.	Lucinda Sheltrown
855	10/26/13	6:00 a.m. - 3:30 p.m.	Cheryl Bush
856	10/26/2013	6:45 a.m. - 5:00 p.m.	Pamela Shaw
857	11/02/13	6:00 a.m. - 3:30 p.m.	Cheryl Bush
858	11/02/2013	7:00 a.m. - 3:30 p.m.	Skip stanton
859	10/19/13	6:00 am - 3:30 pm	Steve Beals
860	10/26/13	6:00 am. - 3:30 p.m.	Barb Fullerton
861	10/18/13	5:00-9:00 pm	Will Ward
862	10/26/13	6:00am - 5:00pm	Will Ward
863	10/18/13	5:00-9:00pm	Will Ward
864	10/26/13	7:00 a.m. - 3:30 p.m.	Skip stanton
865	11/11/13	7:00am-3:30pm	Howard (Skip) Stanton
866	11/11/13	7:00am-3:30pm	Howard (Skip) Stanton
867	11/11/13	7:30 a.m. - 6:00 p.m.	Pam Ward
868	11/11/13	6:00am-3:30pm	Steve Beals
869	11/11/13	7:00am - 6:00pm	Dereck Couzins
870	11/11/13	7:00am - 6:00pm	Dereck Couzins
871	11/11/13	7:00am - 6:00pm	Dereck Couzins
872	Saturday, 11/16/13	6:00 am - 6:00 pm	John Perry
873	Saturday 11/16/13	9:00 am - 5:30 pm	Cheryl Bush
874	11/23/13	7:00 a.m. - 4:30 pm	Cheryl Bush
875	11/23/13	7:00 am - 7:00 pm	Cheryl Bush
876	09/12/13 - 12/31/13	6:00 a.m. - 7:00 p.m.	Christopher Gembel
877	09/14/13 - 12/31/13	5:00 P.m. - 10:00 p.m.	Ann Luepnitz
878	10/26/13 - 11/30/13 Saturdays and Sundays	8:00 a.m. - 5:00 p.m.	Mary Lou Lehman
879	Weekends starting 6/28/13 -12/31/13	6:00 am - 5:00 pm	Sue King

	J
844	749-7085
845	335-4426
846	749-7061
847	517-749-7061
848	335-1318
849	322-5295
850	410-3275
851	241-7254
852	322-5309 OR 322-5290
853	749-4353
854	335-2659
855	749-7061
856	241-2646
857	517-749-7061
858	749-4363
859	749-7149
860	319-6004
861	749-3576
862	749-3576
863	749-3576
864	749-4353
865	749-4353
866	749-4353
867	322-6270
868	749-7149
869	517-243-0643
870	517-243-0643
871	517-243-0643
872	7437134
873	749-7061
874	749-7061
875	749-7061
876	810-394-7866
877	517-410-3275
878	241-5627
879	335-4874

	K	L	M	N	O	P
844	top strip basement floor					
845	Field service techs need lights on so they can upgrade computers to windows					
846	strip and refinish floor					
847	Extract Carpets					
848	Finalize plans for the Michigan Leadership summit					
849	Overtime every Saturday					
850	Data Management OT					
851	Year end testing					
852	working every Saturday except Aug 31 from now until Sept 28					
853	Custodial work					
854	: Staff will be working Tuesday, November 5, 2013 to conduct the November 5th general election (11/5/2013). Election Staff will be working early and late that day to assist clerks with election problems and assist them with opening and closing the polls and reporting election results. HVAC is requested as well.					
855	High traffic areas					
856	Correct end of year travel vouchers before deadline					
857	High traffic areas					
858	All floors in front of the restrooms					
859						
860	clean chairs 3B wing					
861	Top/strip and recoat floors					
862	Top/strip and recoat floors- scrub restrooms					
863	Top/strip and recoat floors					
864	Hallways in front of restroo,					
865	Veterans Day cleaning					
866	Veterans Day cleaning					
867	Carpet cleaning will be done and lighting is needed to allow to properly assess and clean					
868	Detail R/Rs and scrub main stairwell. Please have ventilation on for main stairwell.					
869	need lights to work on the floors building modular furniture					
870	need lights to work on the floors building modular furniture					
871	need lights to work on the floors building modular furniture					
872	Top Scrub Restrooms					
873	Dusting Baseboards, runners & mats					
874	High traffic Areas and Clean Chairs					
875	High traffic Areas and Clean Chairs					
876	Maintaining ft amL.A. abrasions					
877	Classes for Treasury University are going to be held in 7 week intervals					
878	Due to year end closing and auditing process, staff is required to work additional hours to meet various deadlines, including those for the State of Michigan Comprehensive Annual Fiscal Report					
879	Staff overtime					

	A	B
880		St-7
881		St-10
882		
883		St-11
884		St-13
885		St-14
886		St-16
887		St-17
888		St-18
889		St-19
890		St-20
891		St-5
892		St-7
893		ST-8
894		ST-10
895		ST-12
896		ST-13
897		St-3
898		
899	1	DCH
900	2	DTMB
901	3	DTMB
902	4	DEQ
903	5	MDOT
904	6	MDOT
905	7	Attorney General
906	8	

	C	D
880	DTMB	ORS
881	Treasury	Collections
882	DHS	DDS
883	DTMB	HR
884	MSHDA	Hardest Hit Program
885	DTMB	OFM
886	DTMB	MiCSES
887	Enviromental Services	Peckham
888	Treasury	treasury University
889	State	OCS
890	MSHDA	Homeownership - Hardest Hit Funds Program
891	Peckham	Environmental Service
892	Peckham	Environmental Service
893	DTMB	ORS
894	ES	Peckham
895	Peckham	Enviromental Services
896	LARA	WCA-Funds Admin
897	DTMB	ORS
898		
899	Community Health	Budget & Contracts
900	DTMB	ORS
901		Mailing Services
902	DEQ	Environmental Science and Services Division
903	Executive	
904	Attorney General	All
905	Attorney General	All
906	ES	Peckham

	E	F
880	GOB	3rd All of A wing and all rooms in the core
881	Grand Rapids 350 Ottawa St, NW	2nd Floor Center Conference room and lobby lights and HVAC
882	Hannah	Entire 3rd Fl Hannah
883	Mason	6th floor East A2, A3, A4 & B4
884	Romney	Entire East half of 8th floor and restrooms
885	Romney	7th floor H5 the entire room and restrooms
886	Romney	11th Floor, F11, C1, C3, G9, H7, H8 and H9. 12th Floor D3 and C3
887	Romney	Basement
888	Saginaw	2nd floor all lights and HVAC
889	SOS	1st Floor North Quadrant of O-3, S-3, S-9, O-9
890	van Wagoner	Entire East half of 8th floor and restrooms
891	mason/austin	all floors lights and hvac
892	Romney	Freight elevator lobby, floors 1 - 12
893	GOB	Wing A-Pillars G1-G5, G1-A1, A1-A4
894	Hannah and Ottawa	UL's and 1st floors
895	Ottawa	2nd - 4th Floors
896	GOB	1st floor, B Wing from pillar H-13 thru M-15
897	GOB	All of A wing
898	Grand Tower	Following Floors 1,2,3,7,8,9,13,14
899	Cass	4th flr, Central Control has list of people & their pillar numbers
900	GOB	3rd Floor, A-Wing, Pillars A4 to G4 & A7 to G7, C6 & C7
901	GSB	1sr flr OPC rm
902	State Lab	Bsmt (Rm 1), 1st (102-104) & 3rd (All)
903	Van Wagoner	4th floor, Pillars B19-C19
904	VanWagoner	All Attorney General work areas
905	Williams	All Attorney General work areas
906	Austin	Austin all floors

	G	H	I
880	01/01/13 - 12/31/13	6:00 pm - 5:00 am	Pam Ward
881	Mondays and Wednesdays beginning 05/13/13 to 12/31/13	5:00-10:00pm	Ann Leupnitz
882	Sunday, 01/05/14	8:00 a.m. to 1:00 p.m	Patrick Garlitz
883	3/21/11 - 12/31/13	5:00 pm - 10:00 pm	Judy Tkaczyk
884	Saturdays from 07/06/13 to 12/28/13	7:00 am to 2:00 pm	Chad Coffman
885	11/02/13 - 12/31/13	6:00 a.m. - 8:00 p.m.	Tina Ray
886	12/6/13 thru 12/7/13	5:00PM-midnight 12/6 & midnight -7pm 12/7	Dave Reinhard
887	12/14/13	6:50 a.m. - 3:40 p.m.	Beulah Burkes
888	09/14/13 - 12/31/13	5:00 P.m. - 10:00 p.m.	Ann Luepnitz
889	05/10/13 - 01/01/14	Wednesdays5:00 p.m. -8:00p.m. And Saturdays 8:00 a.m. - 1:00 p.m.	John Osborn
890	Saturdays from 07/06/13 to 12/28/13	7:00 am - 2:00 pm	Chad Coffman
891	01/11/14	6:00am-3:00pm	Cheryl Bush
892	01/11/14	6:50am - 3:40pm	Beulah Burks / Bob Bierwagen
893	1/11/14	9:00am-6:00pm	Pam Ward
894	01/17/14	5:00-9:00 pm	Will Ward
895	07/24/13	4:30 - 9:00 p.m.	Tim Warren
896	12/9/13 thru 1/5/15	until 7:30pm each night	Janice Remer
897	Saturdays 12/14/13-01/18/14	9:00 a.m. - 9:00 p.m.	Don Williams
898	1/23/14-1/25/14	8:00am-12am	Kemal Tekinel
899	1/31/2014	As requested	Central Control has list of people & their pillar numbers
900	1/31/14	24/7	Pam Ward
901	1/31/2014	Sun-Thurs:11:30P-6A	William Doxie
902	1/31/2014	8-5 Sat and all other days 24/7 as needed	Julie Smith
903	1/31/2014	As requested	Tom Briggs
904	1/31/2014	24/7	Joyce Macauley
905	1/31/2014	24/7	Joyce Macauley
906	1/8/2014	7:00a.m-6:00p.m.	Leon Arthur

	J
880	322-6270
881	410-3275
882	702-5456
883	373-0046
884	517-335-9031
885	241-0811
886	241-5825
887	749-7085
888	517-410-3275
889	636-0930
890	335-9031
891	517-749-7061
892	749-7085 / 319-6014
893	517-322-620
894	517-749-3576
895	749-7163
896	636-6610
897	322-6071
898	517-614-6666
899	241-2330
900	2-6270
901	322-6764
902	335-8850
903	373-0453
904	373-1114
905	373-1114
906	993-8249

	K	L	M	N	O	P
880	ORS has staff working 6:00 p.m. to 5:00 a.m. Monday - Friday that require Lighting and Air conditioning					
881	Treasury University Classes video conferencing					
882	DDS has a Federal software upgrade installation on that weekend					
883	Overtime					
884	expansion of hours of operation for 10-60 members for the Hardest Hit Funds program					
885	*Auditors Working on the CAFR for December deadline*					
886	A major MiCSES release will be happening over this weekend.					
887						
888	Classes for Treasury University are going to be held in 7 week intervals					
889	Staff assist Branch offices on Wednesday evenings and Saturday Mornings.					
890	MSHDA's Step Forward Program woul dlike to request to have lighting and HVAC services available during their Saturday working hours from 7:00 am - 2:00 pm. This will allow for expansion of office hours for 10 - 60 staff members of the Step Forward Program.					
891	moving supplies from Mason to the Austin					
892	Total stripping of all freight elevator lobbies 12th to 1st floors.					
893	IT Migrating Computers					
894	*carpet runners*					
895	Carpet					
896	We have staff who work past 6:00pm on a daily basis					
897	Completing the migration of technology applictions that willl allow SOM staff to better serve the citizens of Michigan.					
898	This weekend we have major implementation and there will be a lot of resources will be in the building to support the implementation activities.					
899	Staff are required to work extra hours frequently due to meet required deadlines					
900	ORS Support Staff running computer program Monday through Sunday					
901	Night shift to meet mandated mailing dates					
902	24/7 emergency stand-by operation					
903	To install a light switch over the copy area, to reduce amount of lighting used.					
904	Irregular and unscheduled work hours are often required					
905	Irregular and unscheduled work hours are often required					
906						

	A	B
907	9	DTMB
908	10	Step forward
909	11	State Budget Office
910	12	Transportation
911	13	DTMB
912	14	MDOT
913	15	DTMB
914	16	OOF
915	17	Peckham
916	18	Peckham
917	19	Peckham
918	20	Peckham
919	21	DTMB
920	22	Peckham
921	23	Peckham
922	24	Peckham
923	25	Peckham
924	26	Peckham
925		Peckham
926	Lighting requests moved from active tab to expired	DTMB
927	29	Peckham
928	30	ES
929	31	ES
930	32	ES
931	33	DNR
932	34	DTMB
933	35	Peckham
934	36	Peckham
935	37	Peckham
936	38	DTMB
937	39	DTMB
938	40	DTMB
939	41	MDOS
940	42	DTMB
941	43	DTMB
942	44	DTMB
943	45	DHS

	C	D
907	Peckham	CASS
908	MSHDA	Romney
909	N/A	Romney
910	Construction Field Services	C&T
911	PECKHAM	Cass
912	Executive Office	Van Wagoner
913	OFM	Romney Building
914	BOD-Zone 4	Romney Building
915	Environmental Services	GOB
916	Environmental Services	C&T
917	Environmental Services	Forensic Lab
918	Environmental Services	PTA
919	BOD	Lewis Cass
920	Environmental Services	Austin
921	Environmental Services	Cass
922	Environmental Services	Hannah
923	Environmental Services	Ottawa
924	Environmental Services	Williams
925	Environmental Services	Vanwagoner
926	PECKHAM	Van Wagoner
927	Environmental Services	SOS
928	Peckham	Williams & Vanwagoner
929	Peckham	Austin
930	Peckham	Austin
931	Law Enforcement	Mason
932	BOD	Cass
933	Enviromental Services	C&T
934	Enviromental Services	Cass
935	Enviromental Services	MDOT Warehouse
936	Peckham	Romney
937	Peckham	Austin
938	Peckham	Cass
939	Secretary of State	SOS
940	Peckham	Van Wagoner
941	Peckham	Williams
942	OFM	Romney Building
943	Saginaw	Saginaw SOB

	E	F
907	Garden Level	2/1/14
908	Entire East half of 8th floor and restrooms	12/01/2013 - 01/31/2014
909	entire 6th floor	1/31/14-2/04/14
910	Zone A-D Room 113, 122, 125	1/31/2014
911	Garden Level Mailroom	2/8/2014
912	4th Floor A15 - E23	
913	7th floor southeast section of the floor. The accounting and financial division	2/15-2/17
914	All foors	2/17/2014
915	3rd floor A & B wings and main stairwell	2/17/2014
916	1st floor	2/17/2014
917	1st floor	2/17/2014
918	All floors as needed	2/17/2014
919	Stairwells and surrounding areas	2/17/2014
920	ALL FLOORS	2/17/2014
921	all floors, aisles in front of restrooms	2/17/2014
922	All floors as needed	2/17/2014
923	All floors as needed	2/17/2014
924	All floors as needed	2/17/2014
925	All floors as needed	2/17/2014
926	All floors as needed	2/15/2014
927	All floors as needed	2/17/2014
928	All floors needed	3/1/2014
929	All floors needed	3/1/2014
930	All floors needed	3/1/2014
931	7th flr, A1-A4 & A1-D1	
932	WILL VARY	10/7/13-3/1/14
933	all floors	3/15/2014
934	all floors	3/15/2014
935	all floors	3/15/2014
936	all floors	3/22/2014
937	all floors - elevator lobbies	3/21/2014
938	all floors	3/22/2014
939	1st floor	3/22/2014
940	all floors	3/29/2014
941	all floors	3/29/2014
942	southeast section of the floor The accounting and finanical reporting division	3/29/2014
943	1st, 2nd and 3rd floors	3/22/2014-3/30/14

	G	H	I
907	7:00 am - 3:30 pm	Howard (Skip) Stanton	749-4353
908	7:00 am - 7:00 pm	Chad Coffman	335-9031
909	5pm-7am	Connie Minix	517-373-4978
910	6:00am to 7:00pm	Christopher Gembel	810-394-7866
911	7:00am - 3:30pm	Howard (Skip) Stanton	749-4353
912	as required	Pam Sebenick	241-2674
913	24/7	Tina Ray	517-241-0811
914	6:50am to 3:40p.m	Beulah Burks	517-749-7085
915	6:00am-3:30pm	Steve Beals/ Barb Fullerton	517-749-7149/517-319-6004
916	8:00am-3:30pm	Steve Beals	517-749-7149/517-319-6004
917	6am to 3:30pm	Steve Beals	517-749-7149/ 517-319-6003
918	6am-3:30pm	Steve Beals	517-749-7149/ 517-319-6003
919	24/7	Greg Post	517-812-4353
920	6:00am - 6:00pm	Leon Arthur	517.993.8249
921	7:00am - 3:30pm	Chad Antcliff	517.749.7194
922	6:00am - 6:00pm	Will Ward	517.749.3576
923	6:00am - 6:00pm	Will Ward	517.749.3576
924	6:00am - 6:00pm	Andy Yeadon	517.749.7165
925	6:00am - 6:00pm	Andy Yeadon	517.749.7165
926	6:00 am to 6:00 pm	Andy Yeadon	517-749-7165
927	6am-6pm	John Perry	517-743-7134
928	7:00am5:00pm	Andy Yeadon	517-749-7165
929	5:00pm-9:00pm	Leon Arthur	517-9938249
930	5:00pm-9:00pm	Leon Arthur	517-993-8249
931	24/7	Jim Hurst	
932	WILL VARY	LAUX CONSTRUCTIOIN	GREG POST 517-812-4353 and Beau Jackson
933	7am-3:30pm	Steve Beals	517-749-7149
934	7:00am - 3:30pm	Howard (Skip) Stanton	517-749-4353
935	7am-12pm	Lori Dorsey or Joyce Dean	517-719-4720
936	7:00am to 3:30pm	Dave Schuiling	749-7061 or 319-6014
937	5:00 pm - 9:00 pm	Tim Warren	749-7163
938	7:00 am - 3:30 pm	Howard (Skip) Stanton	749-4353
939	7:00am to 2:00pm	Michael Filday	517-322-6268
940	7:00 am - 5:00 pm	Andy Yeadon	517.749.7165
941	7:00 am - 5:00 pm	Andy Yeadon	517.749.7165
942	6:00am to 3:00pm	Tina Ray	517-241-0811
943	7:30am to 5:00pm	Rick Latinen	(989) 758-1217

	J
907	Strip & Refinish hard floor in the mail room
908	
909	Preparation for FY 2015 Executive Budget. Staff will be working at any time over the weekend and possibly Monday night as well.
910	Maintaining FT and L.A. Abrasion Submissions
911	Strip & refinish hard floors in mailroom
912	Staff overtime
913	The AFR Division is working on the MAIN Encryption project over the weekend
914	All rest rooms are being cleaned.
915	Scrub stairwells. Detail vac. And dust 3 A & B wings
916	Vent Cleaning of C&T
917	Vent Cleaning of C&T
918	Chair cleaning and floor care
919	Laux Construction work
920	Top strip/re-coat lobby floors
921	clean floors
922	clean carpeting/ scrub restrooms
923	clean carpeting/ scrub restrooms
924	top scrub bathrooms
925	top scrub bathrooms
926	clean air bars/vents
927	Carpet cleaning, base boards, air bars and vents
928	Scrub restrooms
929	Chair cleaning
930	Lobby/Restroom scrub
931	Report all poaching program call center
932	TO KEEP PROJECT ON TIME LINE
933	Dust / Vac. vents please make sure lights and ventilation is on.
934	clean aisles in front of restrooms
935	Sealing new tile floor in hall
936	extract all floors
937	cleaning elevator carpeting
938	cleaning hallways in front of all restrooms
939	Staff Overtime
940	High traffic carpet cleaning
941	High traffic carpet cleaning
942	Statewide single audit coordinator is working on the statewide single audit
943	Please note we are requesting approval for two Saturdays even though the form only allows one date. We are requesting approval for Saturday March 22, 2014 from 7:30am to 5:00pm and Saturday March 29th, 2014 from 7:30 to 5:00pm

	K	L	M	N	O	P
907						
908						
909						
910	Christopher Gembel					
911	Bob Bierwagen					
912	Bob Ruff					
913	Tina Ray					
914	Bob Bierwagen					
915	Kirk Brennan					
916	Kirk Brennan					
917	Kirk Brennan					
918	Kirk Brennan					
919	Greg Post					
920	Neal Droste					
921	Bob Bierwagen					
922	Steve Doty					
923	Steve Doty					
924	Bob Ruff					
925	Bob Ruff					
926						
927	Kirk Brennan					
928						
929						
930						
931	Jim Hurst					
932						
933		3/16/2014				
934		3/16/2004				
935		3/16/2015				
936		3/23/2014				
937		3/22/2014				
938		3/23/2014				
939		3/23/2014				
940		3/30/2014				
941		3/30/2014				
942		3/30/2014				
943		3/30/2014				

	A	B
944	46	MDOS
945	47	LARA
946	25	DTMB
947	26	Peckham
948	27	Peckham
949	28	Peckham
950	28	Michigan Supreme Court
951	29	DTMB
952	30	DTMB
953	31	DTMB
954	32	DTMB
955	33	DTMB
956	27	ES
957	28	DTMB
958	29	DTMB
959	28	Peckham
960	29	Peckham
961	25	Michigan Supreme Court
962	27	Civil Service Commission
963	28	State
964	29	DHS
965	30	DTMB
966	31	SBO
967	32	DTMB
968	23	DHS
969	27	Peckham
970	26	DTMB
971		DTMB
972	25	DTMB
973		ES
974	32	ES
975		ES
976		ES
977	31	DHS
978	31	DHS
979	28	DTMB
980	27	DTMB/ES
981	29	DHS

	C	D
944	Bureau of Elections	Austin
945	Executive Office	Ottawa
946	Customer Service DHS	Grand tower
947	Enviromental Services	VanWagoner and Williams
948	Enviromental Services	VTS
949	Enviromental Services	Romney
950	Judicial	Hall of Justice
951	ES/Peckham	Hannah
952	ES/Peckham	Ottawa
953	ES/Peckham	Hannah
954	ES/Peckham	Ottawa
955	ES/Peckham	Austin
956	Peckham	Lewis Cass
957	ES/Peckham	Austin
958	Peckham	Lewis Cass
959	Environmental Services	Vehicle and Travel Services
960	ES	Cass
961	Judicial	Hall of Justice
962		Horatio S. Earle Learning Center
963	Elections	Austin
964	Out State Operations	Jackson
965	Peckham	Hannah
966	OFM	Romney Building
967	Telecom	VanWagoner
968	Children's trust fund	Grand tower
969	Environmental Services	GOB
970	ES/Peckham	Austin
971	Peckham	Energy Center
972	MiCSES	Romney
973	Peckham	Romney
974	Peckham	Austin
975	Peckham	Austin
976	Peckham	Austin
977	Department of Human Services	Flint SOB
978	Department of Human Services	Flint SOB
979	Peckham	Romney
980	Peckham	Energy Center
981	Accounting	Grand Tower

	E	F
944	1st floor U-17 and U-18	3/29/2014 - 03/30/14
945	H6 Exec Office	
946	1st, 2nd, 3rd, 8th, 9th, 13th and 14th floors Lights and HVAC	03/19/14 - 04/02/14
947	All Floors	4/5/2014
948	All floors	4/5/2014
949	All Floors	4/5/2014
950	6th floor	4/5/201-4/6/2014
951	all floors	4/11/2014
952	all floors	4/11/2014
953	all floors	4/12/2014
954	all floors	4/12/2014
955	all floors	4/12/2014
956	all	4/19/2014
957	All floors	4/26/2014
958	All floors	4/25/2014
959	All floors/pillars	5/3/2014
960	Garden level	5/3/2014
961	6th floor	4/12/14-5/3/14
962	1st floor common area & Lake Huron Room	5/11/2014
963	Bureau of Elections: U, V, 17-U, V & W23	5/6/2014
964	2nd & 3rd floor	05/10/14, 05/17/14, 05/31/14, 06/07/14, 06/14/14, 06/21/14, 06/28/14
965	1st floor	5/6/2014
966	7th floor	5/10/2014
967	3rd floor	5/10/2014
968	14th floor Children's trust fund ste. 1411	04/01/14 - 05/14/14
969	1st, 2ed and 3ed floor main hallways and R/Rs	5/17/2014
970	all foors as needed	5/23/2014
971	all floors	6/7/2014
972	12 floor Pillars D3 and C3	06/06/14 to 06/08/14
973	all floors	6/14/2014
974	1st floor	6/12/2014
975	all floors	6/14/2014
976	all floors	6/13/2014
977	4 and 5	6/14/2014
978	4 and 5	6/14/2014
979	all floors	6/7/14 and 6/14/14
980	All floors and restrooms	6/21/2014
981	10th floor pillar K5 and J2	6/21/2014

	G	H	I
944	7 am - 5 pm	Lucinda sheltrown	517-373-0941
945	As needed.	Karen Towne	517-373-9495
946	24/7	Kemal Tekinel	517-241-5779
947	7:00 a.m. - 5 p.m.	Andy Yeadon	517-749-7165
948	6am-6pm	John Perry	517-743-7134
949	7:00am - 3:30pm	David Schuiling	517.749.7061
950	12am-12pm	Ryan Tomlinson	517-373-7492
951	5:00pm - 9:00pm	Will Ward	517.749.3576
952	5:00pm - 9:00pm	Will Ward	517.749.3576
953	6:00am - 6:00pm	Will Ward	517.749.3576
954	6:00am - 6:00pm	Will Ward	517.749.3576
955	6:00am - 6:00pm	Leon Arthur	517.993.8249
956	6:00 a.m. - 6:00 p.m	Debbye Kafara	517-202-2907
957	7:00am - 6:00pm	Leon Arthur III	517.993.8249
958	6:00pm-9:00pm	Debbye Kafara	517-202-2907
959	6am-6pm	John Perry	517-743-7134
960	7:00am-12:00pm	Debbye Kafara	517-202-2907
961	8am-5pm	Dave Palazzolo	517-373-5541
962	12:00pm to 6:00pm	John VanHoesen	517-284-5015
963	6:30am-9:00pm	Lucinda Sheltrown	517-335-2659
964	8:00am-12:00pm	James Tippin	517-780-7040
965	5:00 pm - 9:00 pm	Tim Warren	517-749-7163
966	6:00 a.m. - 2:00 pm	Tina Ray	241-0811
967	6:00am - 3:00pm	Peggy Thacker	242-4754
968	8:00 am - 12:00 am	Christina Medina	517-3734320
969	6:00am-3:00pm	Steve Beals	517-749-7149
970	5:00 - 9:00 pm	Leon Arthur III	517.993.8249
971	6:00am-6:00pm	John Perry	517-743-7134
972	6:00pm until 5:00pm	Don Van Buhler	517-392-8182
973	6:00am-6:00pm	Debbye Kafara	517-202-2907
974	5:00 pm - 9:00 pm	Leon Arthur	517-993-8249
975	6:00 am - 6:00 pm	Leon Arthur	517-993-8249
976	5:00 pm to 9:00 pm	Will Ward	517-749-3576
977	8 am - 5pm	Mike Milks	810-760-2637
978	8 am - 5pm	Mike Milks	810-760-2637
979	7:00am-4:00pm	Mofi	517-749-7232
980	6:00am - 6:00pm	John Perry	517.743.7134
981	7:00 a.m. - 2:30 pm	Colleen or Christy Mouser	517 -335-6007 517-373-2021

	J
944	Employees working for the weekend
945	As needed for emergency management
946	After Hours employees
947	Cleaning High Traffice areas
948	Strip and reseal hard floors
949	Top strip and refinish all hard floors
950	The justices of law clerks will be working Saturday and Sunday
951	Carpet Cleaning all floors
952	Carpet Cleaning all floors
953	Carpet Cleaning all floors
954	Carpet Cleaning all floors
955	Carpet Cleaning all floors
956	Strip & re-finish hard floors
957	Elevators/Stair/Carpet cleaning
958	Touch up hard floors
959	Carpet cleaning, Restrooms, Stairs, Air bars and vents
960	touch up hard floors
961	Only on Saturdays from 8am-5pm. Only for the 6th floor.
962	Quality of Life Agencies are hosting a 3 day training session May 12-14. The trainer has a significant quantitiy of materials/resources that require 3-4 hours of setup time to arrange and prepare ahead of the start of training. Training session is scheduled to begin at 8:00am May 12.
963	Staff are working to conduct the May 6th election.
964	We have been given overtime on these days for cash assistance staff to work.
965	Abdikadir Munganga will be cleaning chairs on the fidrst floor
966	Statewide Single Audit coordinator working on Statewide single audit
967	Telecom Work
968	Preparation for upcoming auction May 14, 2014
969	Scrub all R/Rs GOB
970	scrub/clean stairs
971	Chair cleaning, floor strip and seal
972	A major MiCSES release will be happening over this weekend.
973	Extract carpet
974	Waxing
975	Wax stairways
976	
977	OT Implementation of Automated child Welfare Information system
978	OT Implementation of Automated child Welfare Information system
979	Extract all high traffic areas and scrub all restrooms
980	Floor seal, top scrub restrooms
981	Please turn on lights and HVAC on 06/21/14 for crosswalk Coding work

	K	L	M	N	O	P
944		3/31/2014				
945		3/31/2014				
946		4/3/2014	.			
947		4/6/2014				
948		4/6/2014				
949		4/6/2014				
950		4/8/2014				
951		4/13/2014				
952		4/13/2014				
953		4/13/2014				
954		4/13/2014				
955		4/13/2014				
956		4/20/2014				
957		4/27/2014	BCJ			
958		4/26/2014	MM			
959		5/4/2014	MM			
960		5/4/2014	MM			
961		5/3/2014				
962		5/12/2014	NT			
963		5/7/2014	MM			
964		6/29/2014	MM			
965		5/7/2014	AB			
966		5/11/2014	ab			
967		5/11/2014	bcj			
968		5/15/2014				
969		5/18/2014	MM			
970		5/24/2014	BCJ			
971		6/8/2014	MM			
972		6/9/2014	MM			
973		6/15/2014	MM			
974		6/13/2014	AB			
975		6/15/2014	AB			
976		6/14/2015	AB			
977		6/15/2014	AB			
978		6/15/2014				
979		6/15/2014	MM			
980		6/22/2014	BCJ			
981		6/23/2014	Ab			

	A	B
982	28	DTMB/ES
983	29	DTMB/ES
984	27	DTMB/ES
985	26	LARA
986	27	MSP
987	24	DTMB
988	25	MDOT
989	27	ES
990	26	DNR
991	29	Human Services
992	30	MSP
993	24	Peckham
994	26	DTMB
995	24	State
996	25	DNR
997	26	DHS
998	27	DTMB
999	28	Treasury
1000	29	DHS
1001	30	State
1002	31	ES
1003	32	ES
1004	33	ES
1005	32	MDOT
1006	28	DTMB
1007	34	DTMB
1008	33	Peckham
1009	34	Human Services

	C	D
982	Peckham	Hannah
983	Peckham	Ottawa
984	Peckham	Romney
985	UIA CUSTOMER SERVICE	Cadillac Place
986	CJIC	MSP HQ
987	OFM	Romney
988	Construction Field Services	C&T
989	PECKHAM	Ottawa/Hannah
990	Archives of Michigan	MLHC
991	NA	State Office Building
992	EMHSD	HAZMAT
993	Environmental Services	Romney
994	CS- DMB, MCSC	ROMNEY
995	Election	Austin
996		Michigan Library and Historical Center
997	SACWIS	Flint State Office Building
998	MiCSES	Romeny
999	Tax Compliance	Saginaw SOB
1000	Out State Operations	Jackson State Office Building
1001	Elections	Austin
1002	Peckham	Williams & Vanwagoner
1003	Peckham	Austin
1004	Peckham	Austin
1005	Construction Field Services	Construction Field Svcs.
1006	Peckham	Romeny
1007	Peckham	Austin
1008	Environmental Services	Grand Tower
1009	Out State Operations	Jackson State Office Building

	E	F
982	All floors	6/27/2014
983	All floors	6/27/2014
984	All floors and restrooms	6/28/2014
985	All lights and air handlers 1st and 8th Floors; Pillars L-385, 8-100, 8-150, 8-220, 8-250	06/21/14 & 06/28/14
986	1ST FLOOR	6/28/13 - 6/27/14
987	7th floor	5/27/14-7/3/14
988	1st floor, room 124, panel C	
989	All floors	7/12/2014
990	Archives of Reading Rooms and Reception area	7/18/2014
991	4th and 5th floor	7/19/2014
992	training and excerise	7/20/2014
993	All floors	7/26/2014
994	9TH FLOOR	7/25/14 - 7/28/14
995	U,V & W17-U,V & W 23	8/5/2014-8/6/14
996	1st, 2nd, Event lighting	8/9/2014
997	4th and 5th floor	8/9/2014
998	12, 112 floor Pillars D3 and C3	8/8//14-8/9/14
999	Treasury Offices	3/10/2014-6/25/14
1000	3rd floor	March: 4, 11, 18, 25 April: 1, 8, 15, 22
1001	U, V & W 17-U, V& W 23	2/24/2014-2/25/2015
1002	All floors needed	3/1/2014
1003	All floors needed	2/28/2014
1004	All floors needed	3/1/2014
1005	1st	8/11/14 - 8/11/15
1006	all floors	8/16/2014
1007	all floors	8/16/2014
1008	ALL	8/23/14-8/30/14
1009	2nd & 3rd floors	Every Saturday from 7/12/14 thru 8/23/14

	G	H	I
982	5:00 pm - 10:00pm	Will Ward	517-749.3576
983	5:00 pm - 10:00pm	Will Ward	517-749.3576
984	7:00 a.m. - 4:00 p.m.		517.749.7232
985	7:00 a.m. - 3:30 p.m.	Gail Loving	313-456-2401
986	9:00PM- 6:00AM	PLETRO SEMLFERO	241-0829
987	6:00am-9:00pm	Tina Ray	517-241-0811
988	6:00am to 7:00pm	Ernst Nelson	322-1183
989	6:00am-4:30pm	Abdikadir Murnganga	517-749-3576
990	5:00pm-10:30pm	Kris Rzepczynski	517-373-9191
991	10:30 - 2:30	Mike Milks	810-760-2637
992	7:35-8:30am	Gary Brannock	517-375-2130
993	7:00-5:00pm	MOFI	517-749-7232
994	8:00PM - 4:00AM	CHRIS MITCHELL	517-335-1613
995	6:30am-6:30pm	Lucinda Sheltrown	517-335-2659
996	5:00 p.m. - 11:00 p.m.	Carol Payne	517-373-2565
997	8:00am - 12:00pm	Mike Milks	810-760-2637
998	5:00 pm until 3:00pm	Don Van Buhler	517-392-8182
999	5:00-10:00pm	Kevin Robishaw	989-758-1403
1000	5:00pm-8:30pm	Jessica Deering	517-780-7666
1001	6:30am-9:00pm	Lucinda Sheltrown	517-335-2659
1002	7:00am5:00pm	Andy Yeadon	517-749-7165
1003	5:00pm-9:00pm	Leon Arthur	517-9938249
1004	5:00pm-9:00pm	Leon Arthur	517-993-8249
1005	6:00am - 7:00pm	Kendra Barak / Ernst Nelson	322-1217 / 322-1183
1006	7:00am - 5:00pm	MOFI	517-749-7232
1007	6:00am - 5:00pm	Jennifer Buskirk	517.993.8249
1008	7am-5pm	Tim Hyatt	517-204-7604
1009	8:00am - 5:00pm	James Tippin	517-780-7040

	J
982	carpet cleaning
983	carpet cleaning
984	Scrub restrooms on all floors
985	Mandatory Overtime for Customer Service for tw Saturdays
986	We have 2nd & 3rd shift employees who leave via the elevators. The motion detectors do not turn on the lights until you make it around the corner & into the hallway. Unless someone has just entered the building from that direction, that leaves staff fumbling in the dark & walking into things. We need at least minimal lighting in the elevator lobby. (The lights on the display case would suffice.)
987	Working on ERP projet and other OFM staff are here until 6pm
988	Material testing must be performed at specific times and dates to be in compliance with specifications. Failure to meet these strict time requirements may result in loss of Federal funding for construction projects.
989	Restroom Scrubbing
990	Lighting required for archives of Michigan after-hours event
991	SACWIS OT
992	Training
993	Vacuum all conference room furniture
994	Annual MAIN Disaster Recovery Test.
995	*Staff are working Tuesday, August 5, 2014 to conduct the August 5th primary election (8/5/2014). Election Staff will be working (24 hours) early and thru the next day to assist clerks with election problems and assist them with opening and closing the polls and reporting election results.*
996	After hours and exterior lighting for an after-hours event at the Museum which benefits the Michigan History Foundation.
997	SACWIS OT
998	A major MiCSES release will be happening over this weekend.
999	Staff is attending on-line university classes in our office. Class runs until after 9:00pm. Currenly this class is running on Monday night. This would be the only night we would need after hours lighting.
1000	We will be facilitating a foster parent training on the above dates.
1001	Staff are working Tuesday, Febuary 24th, 2014 to conduct the February 25th election (2/25/2014). Election staff will be working early and late tha that day to assit clerks with election problems and assit them with opening and closing the polls and reporting election results.
1002	Scrub restrooms
1003	Chair cleaning
1004	Lobby/Restroom scrub
1005	Material Testing must be performed at specific times and dates to be in compliance with specifications. Failure to meet these strict requirements may result in loss of federal funding for construction projects.
1006	Top strip and finish all floors
1007	carpet cleaning
1008	Scrub all restrooms and high traffic areas
1009	We have been given overtime on these days for cash assistance staff work.

	K	L	M	N	O	P
982		6/28/2014	bcj			
983		6/28/2014	bcj			
984		6/28/2014	nik			
985		6/29/2014	AB			
986		6/27/2014				
987		7/4/2014	MM			
988	Brenda J O'Brien	7/6/2014				
989		7/13/2014	EK			
990		7/19/2014	EK			
991		7/20/2014	EK			
992		7/21/2014	EK			
993		7/27/2014	ML			
994		7/28/2014	NT			
995		8/6/2014	MM			
996		8/10/2014	EK			
997		8/10/2014	bcj			
998		8/10/2014	EK			
999		6/25/2014				
1000	Jessica Deering	4/22/2014				
1001		2/26/2014				
1002		3/2/2014				
1003		2/29/14				
1004		3/2/2014				
1005		8/12/2015	bcj			
1006		8/17/2014	nt			
1007		8/17/2014	bcj			
1008		8/31/2014	EK			
1009		9/1/2014				

	A	B
1010	33	SOS
1011	30	DTMB
1012	40	DTMB
1013		
1014		
1015		
1016		
1017		
1018		
1019		
1020		
1021		
1022		
1023	26	Human Services
1024	44	Peckham

	C	D
1010	Driver and Vehicle Records Division	Secretary of State
1011	MICSES	ROMNEY
1012	DHS- ELIGIBILITY	GRAND TOWER
1013		
1014		
1015		
1016		
1017		
1018		
1019		
1020		
1021		
1022		
1023	Out State Operations	Jackson State Office Building
1024	Environmental Services	Secretary of State

	E	F
1010	1st Floor South Building and 2nd Floor Tower	9/6/2014
1011	12th	09/05/14 to 09/06/14
1012	ENTIRE FLOORS: 1, 2, 3, 4, 8, 9 & 14	10/25/14-10/26/14
1013		
1014		
1015		
1016		
1017		
1018		
1019		
1020		
1021		
1022		
1023	3rd floor	9/9/2014-10/28/14
1024	All	11/4/2014

	G	H	I
1010	6:00am-5pm	Lorencen, John	(517) 322-5309
1011	5:00 pm until 7:00pm(on the 6th)	Dave Reinhart	517-241-5825
1012		Kemal Tekinel	241-5779
1013		#VALUE!	MDOS
1014		#VALUE!	Peckham
1015		34	DTMB
1016		35	DCH
1017		36	Human Services
1018		37	DHS
1019		38	DHS
1020		36	DTMB
1021		31	Supreme Court
1022		33	MDOT
1023	5:00p.m-9:00p.m	Brenda Cros	517-780-7171
1024	6am to 6pm	John Perry	517-743-7134

	J
1010	Reducing backlogs in Conversion, Vehicle Update, Document Processing, Microfilm Processing, and Operations Support Units
1011	A major MiCSES release will be happening over this weekend.
1012	Bridges Realease Implementation
1013	CSA/DVRD
1014	Enviormental Services
1015	Driver and Vehicle Records
1016	Reimbursement
1017	Out State Operations
1018	DDS
1019	Children's Trust Fund
1020	CS-DMB-MCSC
1021	Judicial
1022	Construction Field Services
1023	Pride Training every Tuesday evenings from 5-9pm beginning 9/9/14-10/28/14
1024	Building Cleaning

	K	L	M	N	O	P
1010		9/7/2013	EK			
1011		9/7/2014	EK			
1012		10/26/2014	nik	24/7	John Lorencen	(517) 322-6599
1013	SOS	1st floor South Building and 2nd floor Tower, H-J 14-15A	9/20/2014	6:30am - 3:45pm	John Lorencen	517.322.5309
1014	Romey	All floors	9/20/2014	7am-5pm	MOFI	517-749-7232
1015	SOS	1st and 2nd floors, H14A-15A I14A-15A J14A-15A	9/27/2014	7:00am-5:00pm	John Lorencen	(517) 322-5309
1016	Cass	Garden level, NW Office suite, Adjacent the Guard Station	9/13-20,27	24/7	Carrie Budd or Pauline Brussel	517-241-3722
1017	Jackson State Office Building	2nd & 3rd floors	Every Saturday from 8/9/14 thru 9/27/14	7:00am - 4:00pm	James Tippin	517-780-7040
1018	Hannah	All of 3rd floor Hannah	1/18/14-9/27/14	7:00am-1:00pm	Patrick Garlitz	517-702-5456
1019	Grand Tower	4th floor	8/4/14 - 9/30/14	24/7	Christina Medina	517-373-3420
1020	Romney Building	9th floor west side pillars F8-9,10,11 and restrooms	9/30/2014	6:00am-6:00pm	Tim Hyde	517-241-7411
1021	Hall of Justice	1st, 2nd and 6th throughout entire floors	10/8/2014	5:00pm-9:30pm	Dave Palazzolo	517-373-5541
1022	C&T	Room 112, Room 130A and front restrooms	10/16/14 - 10/20/14	5:00pm Oct 16 through 7:00am Oct 20	Lori Wieber	322-1085
1023		10/29/2014	EK			
1024		11/4/2014	EK			

	Q	R	S	T
1010				
1011				
1012	Reducing backlogs in Conversion, Vehicle Update, Document Processing, Microfilm Process, and Operations Support Units.		9/14/2014	EK
1013	Reducing backlogs in Conversion, Vehicle Update, Document Processing, and Microfilm Processing		9/21/2014	BCJ
1014	High traffic areas for overtime		9/21/2014	EK
1015	Reducing backlogs in Conversion, Vehicle Update, Document Processing, Microfilm Processing, and Operations Support Units		9/28/2014	EK
1016	DMB-624 Security Access Forms are in the process of being completed for Saturday work and will be delivered to the Cass Facility office tomorrow, I will endorse them on Monday when I return to the office		9/28/2014	EK
1017	We have been given overtime on these days for cash assistance staff work.		9/28/2014	bcj
1018	The social security admin. Has authorized overtime		9/27/2014	
1019	preparing for FY15 direct services grant application		10/1/2014	bcj
1020	Production Financial Table Roll-Over		10/1/2014	EK
1021	Lights need to remain on 9:30pm this day		10/9/2014	EK
1022	From 5:00pm, October 16th through 7:00am Monday, October 20 some employees will be working in the above stated rooms. Please make arrangements to have heat and lights on during this entire period along with the front restrooms.		10/21/2014	nik
1023				
1024				

	A	B
1025	43	Peckham
1026	42	Peckham
1027	41	Peckham
1028	40	Peckham
1029	39	SOS
1030	38	SOS
1031	28	DHS
1032	26	GOVERNOR'S OFFICE
1033	30	State
1034	31	DTMB
1035	40	ES
1036	39	Peckham
1037	38	Peckham
1038	37	Peckham
1039	34	Peckham
1040	33	Peckham
1041	28	DNR
1042	26	DHS
1043	29	DCH
1044	31	DCH
1045	31	DHS
1046	29	Civil Service
1047	27	DMOT
1048	28	DTMB
1049	31	Michigan Supreme Court
1050	30	DNR
1051	28	MDCH
1052	29	Peckham
1053	22	LARA

	C	D
1025	Environmental Services	C&T
1026	Environmental Services	GOB
1027	Environmental Services	PTA
1028	Environmental Services	OPS Center
1029	Occupancy Services	SOS
1030		Austin
1031	Foster Care Unit	Grand Tower
1032		ROMNEY
1033	Elections	Austin
1034	MDOS Systems Development	OPS Center
1035	PECKHAM	Cass
1036	Environmental Services	PTA
1037	Environmental Services	GOB
1038	Environmental Services	C&T
1039	Environmental Services	ROMNEY
1040	Environmental Services	Grand Tower
1041	Historical Museum	MLHC
1042	Accounting	Grand Tower
1043	MSA	Cass
1044	MSA	Lewis Cass
1045	DDS	Hannah
1046	Human Resources	Horatio
1047	Operations Field Services	MDOT Warehouse
1048	MiCSES	romney
1049	Judicial	HOJ
1050	Historical Museum	MLHC
1051	Operations/admin services	Cass
1052	Environmental Services	Romeny
1053	Michigan Administrative Hearing System	Ottawa

	E	F
1025	all	11/4/2014
1026	all	11/4/2014
1027	all	11/4/2014
1028	1st and 2nd floors	11/4/2014
1029	1st, 2nd, 4th and 3rd floor	11/1/14-11/4/2014
1030	4th and 3rd floor Y-16-U16 to Y22-U22 1st floor bureau of elections	11/4/2014
1031	1st floor, The entire 1st floor of the Grand Tower, including the Dempsey Room, bathrooms, and hallway area.	11/4/2014
1032	GROUND-4TH FLOORS	11/4/2014
1033	1st floor U, V & W17 & W23	11/4/14-11/5/14
1034	1st Floor	11/4/14-11/5/14
1035	all floor	11/11/2014
1036	all	11/11/2014
1037	all	11/11/2014
1038	all	11/11/2014
1039	all floors	11/4/14-11/11/14
1040	All Floors	11/4/14 11/11/14
1041	All areas of all requested floors	11/12/2014
1042	10th floor	9/27/14-11/15/14
1043	north end of third floor	10/25/2014
1044	north end of third floor	10/25/14-11/22/14
1045	Pillars A-C (East Section)	11/28/2014
1046	1st floor training center in lake huron room	11/30/14 - 12/3/15
1047	1st floor Michigan, Huron, Superior, restrooms, kitchen (whole facility)	12/6/2014
1048	12th floor, pillars D3/C3	12/5/2014
1049	1, 2nd, 6th	12/3/2014
1050	1, 2, 2M, 3, 3M, Event lighting, All areas of all requested floors	12/8/2014
1051	4th floor	12/13/14-12/20/14
1052	all floors	12/20/2014
1053	Pillars F6, C6, B5, B3, F2	3/29/14-12/31/14

	G	H	I
1025	6am to 3:30pm	Steve Beals	517-749-7149
1026	6am to 3:30pm	Steve Beals	517-749-7149
1027	6am to 3:30pm	Steve Beals	517-749-7149
1028	7am-4pm	Lori Dorsey or Joyce Dean	517-322-0098
1029	6am-9pm	James Fackler	517-636-0949
1030	7am-9pm	William Badgero	517-241-4228
1031	5:00am-5:00pm	Amanda Doane	517-335-6869
1032	7:00AM - 5:00pm	MARSHA QUEBBEMAN	241-5190 OR 517-388-2552
1033	24/7	Lucinda Sheltrown	517-335-2659
1034	7am-9pm	Kathleen Stevenson	(517) 242-3632
1035	7:00am - 6:00pm	Chad Antcliff	749-7194
1036	6am to 3:30pm	Steve Beals	517-749-7149
1037	6am to 3:30pm	Steve Beals	517-749-7149
1038	6am to 3:30pm	Steve Beals	517-749-7149
1039	7:30am-4:00pm	MOFI	517-749-7232
1040	7:30am-4:00pm	Tim Hyatt	517-204-7604
1041	5:30p.m-11:00pm	Cindy Hales	373-2565
1042	6:30am-4:00pm	Christy Mouser	517-373-2021
1043	7am-noon	Terri Chamberlain	517-335-5493
1044	7am-noon	Terri Chamberlain	517-335-5493
1045	8a.m.-2p.m.	Steve Miller	517-702-5521
1046	12:00pm-5:00pm	Tami Eyer	517-930-6888 or 517-284-5032
1047	7:00am-2:00pm	Sue Taylor	517-636-4086
1048	5:00pm-5:00pm	Vince Smoker	517-241-8818
1049	6am-10:30pm	Dave Palazzolo	517-373-5541
1050	5:00 p.m. - 10:00 p.m.	Alexandra Raven	517-241-7080
1051	8 am- 2pm	Julie Kelly	517-335-4254
1052	7 am - 3:30 pm	Mofi	749-7232
1053	weekends and Holiday as needed	Rita Canady	(517) 373-8420

	J
1025	Scrubbing R/Rs, detailing shop areas.
1026	Carpet cleaning, dusting and edging building wide
1027	Scrub R/Rs dusting building wide
1028	Cleaning all day as a normal work day and doing some periodic work
1029	These floors need to be climate controlled and the lights need to be on
1030	Election staff located on 4th floor and 3rd floors working overtime
1031	The Office of Child Welfare Policy & Programs is hosting a 3-day Family Nurturing/Bavolek Training in the Grand Tower-Dempsey Room. One of the dates, 11/4, is a state holiday, and therefore we will need lighting and heat in the building in order to host this training on 11/4.
1032	STAFF WORKING ELECTION DAY
1033	Election staff are working on November 4th-5th 24/7 to assit with elections issue
1034	Gubernatorial election support for staff located throughout the 1st Floor, Southeast Corner of the Operations Center.
1035	Restroom floors
1036	Scrub R/Rs, Detail dorm rooms.
1037	Scrub R/Rs, dusting and edging building wide
1038	Detail office areas, detailing shop areas.
1039	On 11/4/14 we will be scrubbing all restrooms on all floors, cleaning air bars and on 11/11/14 we will be doing high traffic areas
1040	11/4/14 cleaning air bars on all floors 11/11/14 we will be scrubbing restrooms on all floors and vacuum runners and clean stairwells
1041	This is an event sponsored by the Michigan History Foundation to raise funds to support Museum operations.
1042	Please turn on lights for the entire 10th floor for the next eight saturdays from 9/27/14-11/15/14
1043	PE is working to catch up on the backlog created by the ACA which was approved by the director
1044	PE is working to catch up on the backlog created by the ACA which was approved by the director
1045	Contract work
1046	The QOL Departments are hosting Dr. Pfau and his Executive Speaking session for 3 days. I will need access to the building Sunday afternoon to allow Dr. Pfau to set up and be ready for training that begins 8:30am on December 1st.
1047	Annual MDOT Transpo Cludb Children's Christmas Party
1048	A major MiCSES release will be happening over this weekend.
1049	Lights remain on until 10:30pm during this day
1050	This is an event sponsored by the Michigan History Museum. Please leave lights on at the end of the day and turn on event lighting.
1051	Due to work overtime
1052	scrub all stariwells and glass
1053	These administrative law judges find it necessary to work past 5:00 pm on week days, work weekends as well holidays based on the cases they have and the extra work required. The dates and times are unpredictable. (See attached letter from Peter Plummer)

	K	L	M	N	O	P
1025		11/5/2014	EK			
1026		11/5/2014	EK			
1027		11/5/2014	EK			
1028		11/5/2014	EK			
1029		11/5/2014	EK			
1030		11/5/2014	EK			
1031		11/5/2014	EK			
1032		11/5/2014	NIK			
1033		11/6/2014	EK			
1034		11/5/2014	EK			
1035		11/12/2014	EK			
1036		11/12/2014	EK			
1037		11/12/2014	EK			
1038		11/12/2014	EK			
1039		11/12/2014	EK			
1040		11/12/2014	EK			
1041		11/13/2014	EK			
1042		11/16/2015	EK			
1043		11/23/2014	EK			
1044		11/23/2014	EK			
1045	Steve Miller	11/29/2014	EK			
1046		12/3/2014	nik			
1047		12/7/2014	EK			
1048		12/7/2014	nik			
1049		12/4/2014	EK			
1050		12/9/2014	EK			
1051	Julie Kelly	12/21/2014	EK			
1052		12/21/2014	nik			
1053		12/31/2014				

	A	B
1054	23	SBO
1055	26	Justices Offices
1056	30	sos
1057	31	DNR
1058	25	LARA
1059	30	MDCH
1060	28	ES
1061	24	Treasury
1062	25	STATE
1063	26	LARA
1064	24	Peckham
1065	4	State
1066	#REF!	DCH
1067	#REF!	DCH
1068	#REF!	MDOT
1069	#REF!	DNR
1070	#REF!	DTMB
1071	#REF!	DTMB
1072	11	Asset Management
1073	12	Treasury
1074	#REF!	DCH
1075	#REF!	MDOT
1076	#REF!	MDOT
1077	#REF!	MDOT
1078	21	DHS
1079	24	Peckham
1080	9	State Budget Office
1081	22	Peckham
1082	21	Peckham

	C	D
1054	OFM	Romeny
1055	Supreme Court	Hall of Justice
1056	Occupancy Services	Austin
1057	Historical Museum	MLHC
1058	Michigan Administrative Hearing System	Ottawa
1059	Operations/Administrative services	Lewis Cass
1060	Peckham	Austin
1061	Data Management	OPS Center
1062	CSA/BDVP/Traffic Safety Division	Austin
1063	Funds Administration	GOB
1064	Environmental Services	Grand Tower
1065	Occupancy Services	Austin
1066	Budget & Grants & Purchasing	Cass
1067	Budget & Grants & Purchasing	Cass
1068	Highway Operations-Office of Operations Administrative Serives	Van Wagoner
1069	Finance and Operations	Constitution Hall
1070	BOD	Energy Center
1071	OSS/ LOS/PRINTING SERVICES	GSB
1072	Data Collections	MDOT Warehouse
1073	Executive Office	OPS Center
1074	Bureau of Laboratories	State Lab
1075	Executive Office	VanWagoner
1076	Transportation (AG)	VanWagoner
1077	AG	VanWagoner
1078	HR	Grand Tower
1079	DEQ	Romney
1080	N/A	Romney Building
1081	Enviomental Services	Forensic Lab
1082	Enviomental Services	PTA

	E	F
1054	7th floor, bathrooms and auditor general room, East side of 7th floor, pillars - C1, G3, F2, F4, plus restrooms Ground Floor After-Hours Exit	7-31-12-31-14
1055	6th floor, 1st, 2nd north and south tower	11/2/2014-12/31/14
1056	1st & 4th	1/1/2015
1057	1,2,2m,3,3m,event lighting	1/1/2015
1058	Pillars F6, C6, B5, B3, F2	3/29/14-1/16/15
1059	m-10 m-8 m-4	1/10/2015
1060	all floors	1/10/2015
1061	1st floor	1/3/15-1/10/15
1062	3rd fl Y17	2/7/2014
1063	1st floor B-wing pillar H-13 thru M-15	12/09/13 - 01/05/2015
1064	ALL	1/17/2015
1065	4th floor	1/23/2013
1066	4th floor	
1067	4th floor	2/5/15-1/31/15
1068	1st floor A8-A11 & A13-A15	2/3/14-1/31/15
1069	3, 4, 5 north tower	
1070	1st flr & basement of Boiler Plant	
1071	Consolidated Print Center	
1072	1st floor, Room 129, 130 & 131	
1073	1st floor conference room a/b/c and adjacent hallways to rest rooms lights and HVAC	Mondays and Wednesdays beginning 05/13/13 -indefinitely
1074	Basement, 1st, 2nd & ground level	
1075	4th floor executive suite	
1076	4th flr, pillar A12	
1077	4th, D20-D21	
1078	7th floor entire floor	12/8/14-1/31/15
1079	All	1/31/2015
1080	6th floor entire floor	2/6/2015-2/9/15
1081	all	2/16/2015
1082	all	2/16/2015

	G	H	I
1054	6:00am-8:00pm	Tina Ray	517-241-0811
1055	8am-6pm Saturday and Sunday	Dave Palazzolo	517-373-5541
1056	10 am- 5 pm	Kathy Knapp	3356735
1057	11am-4:30 pm	Alexandra Raven	2417080
1058	weekends and Holiday as needed	Rita Canady	(517) 373-8420
1059	630am-3pm	Julie Kelly	3354254
1060	7am-4pm	Jennifer Buskirk	517-993-8249
1061	7:00am-6:00pm	Bruce Hanses	517-636-6434
1062	As needed.	Ramona Putman	241-3961
1063	5:00 pm - 7:30 pm	Lavonne Blonde	636-6602
1064	7:00-3:30pm	Tim Hyatt	517-204-7604
1065	5:00pm to 7:00pm	William Badgero	241-4228
1066	Call as needed	Contact list	517-241-2330
1067	Call as needed	Suzanne Brownwell	517-241-2330
1068	as required	Penny Hunt	373-3015
1069	6am to 7pm	Sharon Schafer	517-284-5961
1070	24/7	Scott Davis	517-636-0520
1071	24/7	Kristin Hampton	322-5488
1072	24/7 Including Weekends & Holidays	Alan Jerome	332-1716
1073	5:00pm-10:00pm	Ann Leupnitz	410-3275
1074	24/7	Judy Smith	517-202-1843
1075	As requeseted	Keith Belonga	243-3908
1076	As needed.	Keith Belonga	517-243-3908
1077	when requested	Keith Belonga	517-243-3908
1078	All day	Michelle Holloway	517-241-2969
1079	7am-3:30pm	MOFI	517-749-7232
1080	5:00pm-8:00am	Connie Minix	(517) 373-4978
1081	6am-330pm	Steve Beals	517-749-7149
1082	6am-330pm	Steve Beals	517-749-7149

	J
1054	Working on the CAFR and some staff are on AWS where they are here past six.
1055	Supreme court term starts next week. The justices and staff work on weekends during the team
1056	SOS hosting inaugural event
1057	Event for DNR
1058	These administrative law judges find it necessary to work past 5:00 pm on week days, work weekends as well holidays based on the cases they have and the extra work required. The dates and times are unpredictable. (See attached letter from Peter Plummer)
1059	Work overflow
1060	Extract carpet in elevators
1061	Staff Overtime
1062	Special Project
1063	Staff working until 7:30 p.m.
1064	Scrub all restrooms
1065	We have executive level staff in this area of the 4th floor who often return to work at or after 5pm from being in the field.
1066	Due to often overtime requests.
1067	Due to numerous, unscheduled, last minute deadlines from the State Budget Office, Governor's office, House of Fiscal Agency, and Senate Fiscal Agency, staff are required to work extra hours in order to meet required deadlines.
1068	Staff overtime
1069	The DNR has many employees with alternate work schedules and many managers who work on a regular basis past 6:00p.m. Leaving the lights on will create a safe environment for those employees working later hours.
1070	We Work 24/7/365 and lighting is crucial to our operations
1071	CPC and PGS night shifts
1072	The nature of our work often requires someone to be here after normal business hours and on weekends/holidays
1073	Treasury University classes
1074	The State Lab is a 247 day 365 days a year operation
1075	Chief Deputy and governmental need lights to be on
1076	Overtime
1077	AG in-charge is required to work nights and weekends as needed.
1078	Staff in need of lights
1079	High Traffic
1080	State Budget Office staff will be working all weekend getting ready for the budget presentation on February 11. It would be nice if all normal ventilation be left on as well. :-)
1081	carpet cleaning & conference room 122
1082	Hard floors, Kitchen

	K	L	M	N	O	P
1054		1/1/2015	EK			
1055		1/1/2015	EK			
1056		1/1/2015	AP			
1057		1/1/2015	AP			
1058	Jerry Keeder	1/16/2015	EK			
1059	Julie Kelly	1/10/2015	AP			
1060		1/10/2015	AP			
1061	Bruce Hanses	1/11/2015	EK			
1062	Ramona Putman	1/7/2015				
1063		1/5/2015				
1064	Tim Hyatt	1/18/2015	EK			
1065		1/23/2015				
1066	Wanda Rademacher	1/28/2015				
1067	Wanda Rademacher	1/31/2015				
1068	Penny Hunt	1/31/2015				
1069		2/1/2015				
1070	Scott Davis	2/1/2015				
1071	Kristin Hampton	2/1/2015				
1072	Alan Jerome	2/1/2015				
1073		2/1/2015				
1074	Judy Smith	2/1/2015				
1075	Keith Belonga	2/1/2015				
1076	Keith Belonga	2/1/2015				
1077	Keith Belonga	2/1/2015				
1078		2/1/2015	EK			
1079	MOFI	2/1/2015	EK			
1080	Connie Mnix	2/10/2015	EK			
1081	kirk brennan	2/17/2015	nik			
1082	kirk brennan	2/17/2015	nik			

	A	B
1083	20	Peckham
1084	20	Peckham
1085	19	Peckham
1086	16	DTMB
1087	15	DTMB
1088	14	sbo
1089	13	ES
1090	11	DHS
1091	10	Peckham
1092	12	DTMB
1093	11	DSRS
1094	15	State
1095	11	DTMB
1096	13	DTMB
1097	12	Human Services
1098	11	Peckham
1099	15	DHS
1100	14	Peckham
1101	13	ES
1102	12	DTMB
1103	10	Peckham
1104	13	DNR
1105	11	Peckham
1106	10	Peckham
1107	12	DTMB
1108	13	Peckham
1109	10	MDOS
1110	9	Treasury
1111	15	Peckham
1112	16	State
1113	16	State
1114	15	Peckham
1115	16	Peckham
1116	12	DTMB
1117	16	MDOS
1118	15	ES

	C	D
1083	Enviomental Services	GOB
1084	Enviomental Services	GOB
1085	Enviomental Services	C & T
1086	Peckham	Hannah & Ottawa
1087	Peckham	Austin
1088	ofm	Romney Building
1089	Peckham	Cass
1090	N/A	Grand Tower
1091	Enviomental Services	Romney Building
1092	DHS	Grand Tower
1093	BBOS	SOS
1094	Elections	Austin
1095	ORS	GOB
1096	DHS	Grand Tower
1097	Disability Determination Service	Hannah
1098	Enviormnetal Services	Romney
1099	Children's Services	Grand Tower
1100	Environmental Services	VTS
1101	PECKHAM	Austin
1102	Customer Service-DHS	Grand Tower
1103	Environmental Services	Grand Tower
1104	Historical	MLHC
1105	Austin	All floors
1106	Enviromental Services	Romney
1107	Procurement	Con Hall
1108	Enviromental Services	Lewis Cass
1109	DVRD	SOS
1110	Special Taxes	OPS Center
1111	Enviromental Serivces	Grand Tower
1112	DVRD	SOS
1113	DVRD	SOS
1114	Enviromental Services	Romney
1115	Enviromental services	Grand Tower
1116	BOD	Cass
1117	DVRD	SOS
1118	Pekham	Hannah and Ottawa

	E	F
1083	all	2/16/2015
1084	all	2/16/2015
1085	all	2/16/2015
1086	All floors	2/16/2015
1087	All Floors	2/16/2015
1088	H2 including bathrooms	2/14/2015
1089	All floors	2/16/2015
1090	13th floor	2/16/2015
1091	All	2/16/2015
1092	2,3,4,8,9,13,14	2/21/2015
1093	1st floor	2/21/2015
1094	1st	2/24/2015
1095	From entrance, through cafeteria seating and conference room B at back of cafeteia area	2/24/2015
1096	Entire Floors	3/6/2015
1097	3rd floor H-18-H20	3/8/2015
1098	All	3/7/2015
1099	14th floor, children's trust fund	3/14/2015
1100	All	3/14/2015
1101	All	3/14/2015
1102	1,2,3,4,7,8,9,13,14	3/14/2015
1103	All	3/14/2015
1104	1,2m, 2, 3, 3m event lighting	3/19/2015
1105	All floors as needed	3/21/2015
1106	All	3/21/2015
1107	1st floor NE, Rachel Carson Conference Room, Atrium level	3/23/2015
1108	1st & 2nd	3/28/2015
1109	1st floor, south end of building	3/28/2015
1110	2nd floor	2/14/15-3/28/15
1111	All	4/4/2015
1112	south building	411/15
1113	south building	411/15
1114	All	4/11/2015
1115	ALL	4/18/2015
1116	3-south	4/6/15-4/9/15
1117	south building	4/18/2015
1118	All Floors	4/18/2015

	G	H	I
1083	6am-330pm	Steve Beals	517-749-7149
1084	6am-330pm	Steve Beals	517-749-7149
1085	6am-330pm	Steve Beals	517-749-7149
1086	6:30am-6pm	Tim Warren/Leon Arthur	517-749-3576
1087	6:30-6:00pm	Tim Warren/Jennifer Buskirk	517-749-3576
1088	8am-1pm	Tina Ray	241-0811
1089	6:30am-6pm	Chad Antcliff	517-749-7194
1090	24/7	Michelle Holloway	517-241-2989
1091	7:00am-3:30pm	MOFI	517-749-7232
1092	6:00am-7:00pm	Kemal Tekinel	517-614-6666
1093	6:00am-2:00pm	Lona Angel	517-636-4422 or 517-614-8234
1094	6:30am-8:30pm	Lucinda Sheltrown	517-335-2659
1095	6:00pm-9:00pm	Pam Ward	517-322-6270
1096	6am-7pm	Kemal Tekinel	517-614-6666
1097	8:00am-2:00pm	Patrick Garlitz	517-702-5456
1098	7am-3:30pm	MOFI	517-749-72-32
1099	9:00am-11:00pm	Sylvia Brown Jones	517-241-7792
1100	6:00am-6:00pm	John Perry	517-743-7134
1101	6:30am-6pm	Arnulfo Macias	517-993-8249
1102	7am-11am	Eric Robbins	517-230-6653
1103	7am-3:30pm	Tim Hyatt	517-204-7604
1104	5:00p.m-10:00pm	Kathy Knapp	335-6735
1105	6:30am-6:00pm	Jennifer Buskirk	517-993-8249
1106	7am-3:30pm	MOFI	517-749-7232
1107	7:00am-9:00pm	Mary Ostrowski	517-284-7021
1108	6am-5pm	Chad Antcliff	517-749-7194
1109	24/7	Tonia Council	517-322-6599
1110	6am-6pm	Barb Thelen/Heather Holley	Bard: 517-636-5337 Heather: 617-636-7839
1111	7am-330pm	Tim Hyatt	517-204-7604
1112	8am-4:30pm	Tonia Council	517-322-6599
1113	8am-4:30pm	Tonia Council	517-322-6599
1114	7am-4pm	MOFI	517-749-7232
1115	7am-3:30pm	Tim Hyatt	517-204-7604
1116	6pm-1am	Bob Bierwagen	517-373-2177
1117	24/7	Tonia Council	517-322-6599
1118	6am-5pm	Leon Arthur	517-749-3576

	J
1083	Scrub R/Rs, dusting and edging building wide, stairwells
1084	Scrub R/Rs, dusting and edging building wide, stairwells
1085	detail office areas, detailing shop areas
1086	Various cleaning tasks
1087	Various cleaning tasks
1088	Working on statewide single audit
1089	Top strip floors
1090	Please keep lights on the 13th floor, as DBI will doing modular work on the State Holiday
1091	Scrub Restrooms
1092	DHS will be working on 2/21 and DTMB will giving support
1093	Unit working overtime
1094	Staff is working to conduct election
1095	ORS is working with customer focus group (Project: When I'm 65, DPTV focus group) and will be meeting in conference room B. Please ensure lights and heat remain on until 9:00pm.
1096	Scanning team is working
1097	Upgrade of the Federal computer software system. Sunday, 03/08/15, will be the go live testing for the Social Security, Disability Determination Service, computer system. Lights are necessary during the timeperiod of 8:00 a.m. to 2:00 p.m.
1098	High Traffic Areas
1099	Need to work this weekend in preparation for direct service grantee training day
1100	Clean high traffic carpet and air bars and vents
1101	carpet
1102	Bridges march release
1103	Dust Cleaning Blinds
1104	This is an event sponsored by the Michigan History Foundation. Please leave lights on at the end of the day and turn on EVENT LIGHTING. Please retain daytime heating until event is over.
1105	Carpet cleaning
1106	Top Strip and Refinish
1107	This request is to keep lighting on, in and around Rachel Carson conference room where necessary. (Lighting tends to regulary shut off around 6pm on weekday) I will be holiding oral presentation all thru the evening where the last is scheduled from 5-8:30pm. Guests will be entering the building around 4:45 pm when security is present at the main entrance
1108	N/A
1109	We need lights on for Saturday Overtime
1110	Overtime Staff
1111	Scrub Restrooms
1112	overtime
1113	overtime
1114	Dust/Clean Bathrooms
1115	High Traffic
1116	Removal of old carpet and installation of new carpet
1117	We need lights on Saturday for overtime
1118	Air Bars

	K	L	M	N	O	P
1083	kirk brennan	2/17/2015	nik			
1084	kirk brennan	2/17/2015	nik			
1085	kirk brennan	2/17/2015	nik			
1086	Tim Warren	2/17/2015	EK			
1087	Tim Warren	2/17/2015	EK			
1088	Mike Moody	2/14/2015	ap			
1089		2/17/2015	ap			
1090	Michelle Holloway	2/17/2015	EK			
1091	MOFI	2/17/2015	EK			
1092	Kemal Tekinel	2/22/2015				
1093	Lona Angel	2/22/2015	EK			
1094		2/24/2015	AP			
1095	Pam Ward	2/25/2015	EK			
1096	Kemal Tekinel	3/6/2015	AP			
1097	Patrick Garlitz	3/9/2015	EK			
1098		3/8/2015	EK			
1099	Sylvia Brown-Jones	3/15/2015	EK			
1100	John Perry	3/15/2015	EK			
1101		3/14/2015	AP			
1102	Kemal Tekinel	3/14/2015	AP			
1103	Tim Hyatt	3/15/2015	EK			
1104	Kathy Knapp	3/20/2015	EK			
1105	Jennifer Buskrik	3/22/2015	EK			
1106		3/21/2015	AP.			
1107	Mary Ostrowski	3/24/2015	EK			
1108		3/28/2015	AP			
1109	Tonia Council	3/29/2015	EK			
1110	Barb Thelen	3/29/2015	EK			
1111		4/4/2015	AP			
1112	John Harris	411/15	AP			
1113	John Harris	411/15	AP			
1114		4/11/2015	AP			
1115		4/13/2015	AP			
1116	Bob Bierwagon	4/9/2015	AP			
1117	Tonia Council	4/19/2015	EK			
1118		4/19/2015	AP			

	A	B
1119	14	DTMB/Infrastructure Protection
1120	12	Michigan State Police
1121	21	Peckham
1122	19	State
1123	8	DHS
1124	20	DHS
1125	17	DHS
1126	9	Michigan Court of Appeals
1127	21	MDOS
1128	18	State
1129	20	Treasury
1130	11	DTMB
1131	12	Peckham
1132	9	Human Services
1133	8	Education
1134	16	DTMB
1135	15	Peckham
1136	17	Peckham
1137	13	Civil Service
1138	10	Peckham
1139		
1140	9	Treasury
1141	5	State Police
1142	11	DTMB
1143	14	Peckham
1144	15	Peckham
1145	12	Attorney General
1146	6	Justices
1147	9	SOS
1148	10	Supreme Court

	C	D
1119	Infrastructure Protection	Con Hall
1120	EMHSD/EMHSTC	HazMat Center
1121	Environmental Services	Romney
1122	DVRD	SOS
1123	Out State Operations	Jackson State office Building
1124		Grand Tower
1125		Flint State Office Building
1126	Security	Hall of Justice
1127	DVRD	SOS
1128	Elections	Austin
1129	Treasury	Operations Center
1130	BOD	Cass
1131	Enviromental Services	Grand Tower
1132	Children's Trust Fund	Grand Tower
1133	Tax Processing	Hannah
1134	MDHHS-Customer Service	Grand Tower
1135	Environmental Services	Romney
1136	Environmental Services	Romney
1137	Quality of Life Group	Mdot Warehouse
1138	Environmental Services	Grand Tower
1139		
1140	Treasury / Operations Center	OPS Center
1141	Criminal Justice Information Center	MSP HQ
1142	Customer Service	Grand Tower
1143	Enviromental Services	Romney
1144	Enviromental Services	Grand Tower
1145	Human Division	Williams
1146	Supreme Court	HOJ
1147	Elections	Austin
1148	Reporters Office	HOJ

	E	F
1119	Antrim Level, Con Con A&B	4/18/2015
1120	Entire First Floor	4/10/15-4/12/15 and 4/17/15-4/19/15
1121	All floors	4/26/2015
1122	1st floor	4/25/2015
1123	3rd floor	3/03/15-4/28/15
1124	2nd floor	4/29/2015
1125	2 &3	4/18/15-5/2/15
1126	2nd floor & 3rd floor	4/29/15-4/30/15
1127	1floor	5/2/2015
1128	1st floor, U, V&W 17-U, V &W23	5/5/2015-5/6/15
1129	1st floor	5/9/2015
1130	3-South	5-13-15/5-14-15
1131	ALL	5/16/2015
1132	Suite 1411 14th floor	4/11/15-4/14/15
1133	4fl/ UP Level	4/3/15-5/18/15
1134	All Third floor	5/16/15-5/17/15
1135	ALL	5/23/2015
1136	All	5/30/2015
1137	Main-Lake Huron Conference Room	5/31/2015
1138	All	6/6/2015
1139		
1140	1st floor	5/16/15 through 6/13/15
1141	2nd floor	6/28/14-6/27/15
1142	3rd floor	July 11-12th
1143	All Floors	7/25/2015
1144	All	7/25/2015
1145	4th and 5th floor	7/25/2015
1146	6th floor Northa and South	1/8/15-7/31/15 Weekends
1147	U, V& W 17 – U, V & W 23	August 1st
1148	4th floor North End	7-20-15/ 8-01-15

	G	H	I
1119	6:30am-5:30pm	Kathy Knapp	517-335-6735
1120	7am-5pm	Phil Salinas	619-485-9879
1121	7:00am-4:00pm	4/25/2015	517-749-7232
1122	24/7	Tonia Council	517-322-6599
1123	5:00pm-9:00pm	Brenda Cros	517-780-7171
1124	6:00am-9:00pm	DeMona Willingham-Davis	810-760-2346
1125	8am-5pm	Demetrius Starling	810-760-2637
1126	24/7	Jimmy Patrick	517-373-3970
1127	8:00am-12:00 pm	Tonia Council	517-322-6599
1128	6:30am-9:00pm	Lucinda Sheltrown	518-335-2659
1129	7am-530pm	Keith Bullinger	517-294-7118
1130	6pm-1am		
1131	7an-4pm	Tim Hyatt	517-204-7604
1132	8:00am-12:00am	Anne Stokes	517-373-7008
1133	7am-6pm	James Shilling	517-373-8269
1134	7am-8pm	Nicole Sparcio	917-757-1516
1135	7am-4pm	MOFI	517-749-7232
1136	7am-4pm	MOFI	517-749-7232
1137	All Day	John Van Hoesen	517-575-5007
1138	7am-4pm	Tim Hyatt	517-204-7604
1139			
1140	7AM – 5:30PM	Keith Bullinger	517-294-7118
1141	9:00 p.m-6:00 a.m.	Gregory Rivet	517-241-0626
1142	7am-8pm	Nicole Sparacio	917-757-1516
1143	7am-4:30pm	Mofi	517-749-7232
1144	7am-4pm	Leon Arthur	517-204-7604
1145	7:30am-3pm	Joyce Macauley	517-282-7792
1146	8am-6pm	Dave Palazzolo	517-373-5541
1147	24/7	Lucinda Sheltrown	517-335-2659
1148	Until 10pm weekday Nights	Dave Palazzolo	517-373-5541

	J
1119	MDARD is hosting a meeting from 7:00 a.m. to 5:00 p.m. the meeting is Wild-Forged Mushroom Training and Certification. They have submitted an event application and will pay for necessary staffing.
1120	Training
1121	Clean all Blinds
1122	We need lights on for Satyrday due to overtime
1123	Foster Care Training every Tuesday evening from 5-9pm beginning 3/3/15-4/28/15 no training on March 31st due to spring break
1124	First Aid/CPR training for our foster parents
1125	Mandatory Overtime for Foster Care staff
1126	Lights are needed to be left on until 11:00pm on April 29. 2015. This will allow for Peckham cleaning crew to clean the conference room and DTMB to move tables, and chairs to the third floor rotunda
1127	Overtime
1128	Staff will be working Tuesday, May 6, 2014 to conduct the May 5h election)5/5/15. Election Staff will be working early and late that day to assist clerks with election problems problems and assist them with opening and closing the polls and reported election results
1129	
1130	Removing old carpet and installing new carpet
1131	Top Strip & Refinish
1132	Need lights to be on in order to work and function after hours preparing for our upcoming auction
1133	MDE project needing overtime
1134	Bridges scanning and indexing over time
1135	Scrub Bathrooms
1136	High Traffic
1137	Set up for Speaking Session June 1
1138	Clean air bars
1139	
1140	We are hoping to be authorized to work Saturdays at the operations center in Dimondale until we are finished with the project (starting this Saturday 5/16/15). Please see the attached request form.
1141	2nd and 3rd shift employees who leave via the elevators. The motion detectors on the 1st floor do not turn on the lights until you make it around the corner and into the hallway. Unless someone has just entered the building from that direction, that leaves staff fumbling in the dark & walking into things. We need at least minimal lighting in the elevator lobby. (The lights on the display case would suffice.)
1142	Overtime
1143	High Traffic
1144	Scrub all restrooms
1145	Merging of divisions
1146	Supreme court justices and staff work on weekends during the term
1147	Staff are working Saturday, August 1, 2015 and Sunday, August 2, 2015 in preparation for the August 4th primary election. Election Staff will be working both days from 9 AM – 4 PM to assist clerks with election problems and assist them with getting ready for the election.
1148	Finishing term reports

	K	L	M	N	O	P
1119	Kathy Knapp	4/19/2015	EK			
1120	Amanda Bresler	4/19/2015	AP			
1121	Dave Schulling	4/26/2015	EK			
1122	Tonia Council	4/26/2015	EK			
1123	Brenda Cros	4/29/2015	EK			
1124	DeMona Willingham Davis	4/30/2015	EK			
1125	Demetrius Starling	5/3/2015	EK			
1126	Jimmy Patrick	5/1/2015	EK			
1127	Keith Browning	5/3/2015	AP			
1128	William Badgero	5/7/2015	EK			
1129		5/10/2015	AP			
1130	Bob Bierwagen	5/15/2015	AP			
1131		5/17/2015	AP			
1132	Anne Stokes	5/15/2015	EK			
1133	James Shilling	5/18/2015	AP			
1134	Kemal Tekinel	5/18/2015	AP			
1135	MOFI	5/24/2015	EK			
1136		5/31/2015	AP			
1137	Tamara Eyer	6/1/2015	AP			
1138	Tim Hyatt	6/7/2015	EK			
1139						
1140	Keith Bullinger	6/14/2015	EK			
1141		6/28/2015	EK			
1142	Nicole Sparacio	7/13/2015	EK			
1143		7/26/2015	AP			
1144	Leon Arthur	7/26/2015	EK			
1145	Julie Campbell	7/26/2015	AP			
1146	Dave Palazzolo	7/31/2015	AP			
1147	Lucinda Sheltrown	8/2/2015	EK			
1148	Dave Palazzolo	8/2/2015	AP			

	A	B
1149	11	MDOS
1150	13	Peckham
1151	7	SOS
1152	8	Peckham
1153	9	Peckham
1154	8	LARA0
1155	11	DTMB
1156	11	DTMB
1157	10	DTMB
1158	9	DTMB
1159	14	DTMB
1160	17	Peckham
1161	16	Peckham
1162	15	DNR
1163	15	DNR
1164	16	Peckham
1165	14	LARA
1166	21	Peckham
1167	19	DTMB
1168	20	Peckham
1169	18	Peckham
1170	6	Health and Human Services
1171	13	Peckham
1172	11	Civil Service
1173	10	DTMB/Agency Service
1174	9	Education
1175	7	DTMB
1176	18	Peckham
1177	16	Peckham
1178	12	Supreme Court
1179	8	Supreme Court
1180	14	Natural Resources
1181	15	Peckham
1182	15	Peckham

	C	D
1149	Customer Records	SOS
1150	Enviromental Services	Grand Tower
1151	Elections	Austin
1152	Enviromental Services	Romney
1153	ES	Austin/Mason
1154	Professional Licensing	Ottawa Building
1155	Peckham	Cass
1156	Peckham	Cass
1157	Peckham	Grand Tower
1158	Peckham	Grand Tower
1159	peckham	Grand Tower
1160	Enviromental Services	Romney
1161	Enviromental Services	Cass
1162	Michigan Historical Foundation	MLHC
1163	Michigan Historical Foundation	MLHC
1164	Enviromental Services	Romney
1165	Bureau of Services	Grand Tower
1166	Enviromental Services	Romney
1167	Bridges	Grand Tower
1168	Enviromental Services	Grand Tower
1169	Enviromental Services	Cass
1170	Disability Determination Service	Hannah
1171	Environmental Services	Grand Tower
1172	Human Resources	MDOT Warehouse
1173		Romney
1174	Office of Imrprovement & Innovation	MLHC
1175	SBO-OFM	Romney
1176	Enviromental Services	Grand Tower
1177	Enviromental Services	Grand Tower
1178	Justices Offices	Hall of Justice
1179	Justives Offices	Hall of Justice
1180	Marketing & Outreach	Con Hall
1181	Enviromental Services	Ottawa & Hannah
1182	Enviromental Services	Ottawa & Hannah

	E	F
1149	1st floor south end	8/1/2015
1150	4th, 5th, 6th, 7th & 8th	8/1/2015
1151	U, V& W 17 – U, V & W 23	4-Aug-15
1152	ALL	8/8/2015
1153	All	8/8/2015
1154	3rd floor	8/22/2015
1155	ALL	8/29/2015
1156	ALL	8/29/2015
1157	ALL	8/30/2015
1158	All	8/29/2015
1159	2,3,4,5,6	9/5/2015
1160	All	9/12/2015
1161	all	9/12/2015
1162	1st	9/11/2015
1163	1st	9/11/2015
1164	All	9/19/2015
1165	1st	9/20/2015
1166	All	9/26/2015
1167	3rd floor	9/26/2015-9/27/15
1168	1st floor	9/26/2015
1169	all	9/26/2015
1170	3rd floor	4/18/15-9/26/15
1171	1st floor	10/3/2015
1172	All	9/27/15-9/30/15
1173	NW Corner of 9th Floor Romney K8 - K12 - F12 - F8 and the men's and women's bathroom	9/30/2015
1174	Main Floor	9/30/2015
1175	7th floor C1, G3, F2, F4	9/29/15-10/2/15
1176	All	10/17/2015
1177	Lobby	10/10/2015
1178	1st floor and 6th floor	10/17/2015
1179	1st, 2nd and 6th floors	10/14/2015
1180	5 north J1-K1	10/17-10/18
1181	ALL	10/24/2015
1182	ALL	10/24/2015

	G	H	I
1149	24/7	Trina Pline	517-322-5297
1150	7am-4pm	Enviromental Services	517-204-7604
1151	6:30 am – 11:00 pm	Lucinda Sheltrown	517-335-2659
1152	7am-4pm	MOFI	517-749-7232
1153	24/7	Camille Brown	517-898-1682
1154	5:45am-5:30pm	Kathleen Sly	517-241-6447
1155	6am-6pm	Debbye Kafara	517-202-2907
1156	6am-6pm	Debbye Kafara	517-202-2907
1157	7am-4pm	Jennifer	517-203-7604
1158	7am-4pm	Jennifer	517-204-7604
1159	7am-4pm	Jennifer	517-204-7604
1160	7am-4pm	Mofi	517-749-7232
1161	6am-6pm	Debbye Kafara	517-202-2907
1162	6:00am-11:30pm	Carol Payne	517-373-2565
1163	6:00am-11:30pm	Carol Payne	517-373-2565
1164	7am-3:30pm	Mofi	517-749-7232
1165	517-402-3750	Richard Heisser	517-402-3750
1166	7am-3:30pm	Mofi	517-749-7232
1167	8am-6pm	Pete Eckman	517-304-9280
1168	7am-3:30pm	Jennifer	517-204-7604
1169	6am-6pm	Debbye Kafara	517-202-2907
1170	6:30am-2pm	Patrick Garlitz	517-702-5456
1171	7am-3:30pm	Jennifer	517-204-7604
1172	24/7	Tami Eyer	517-930-6888
1173	(517) 373-0656	Anne Tseng	517-241-7411
1174	517-241-4285	Vonda Combs	517-284-7958
1175	24/7	Kim Gardner	517-241-0811
1176	7am-4pm	Jennifer	517-204-7604
1177	6am-7pm	Debbye Kafara	517-202-2907
1178	12pm-6pm	Dave Palazzolo	517-373-5541
1179	until 10pm that night	Dave Palazzolo	517-373-5541
1180	8am-5pm	Hollie Dietz	517-284-6077
1181	24/7	Leon Arthur	517-749-3576
1182	24/7	Leon Arthur	517-749-3576

	J
1149	Overtime
1150	Scrub all restrooms
1151	Staff will be working Tuesday, August 4, 2015 to conduct the August 4th Primary Election (8/4/2015). Election Staff will be working early and late that day to assist clerks with election problems and assist them with opening and closing the polls and reporting election results.
1152	Vacuuming
1153	Floor waxing
1154	Employees will be on the 3rd floor working on backlogged files. Also, can we please have the air conditioning turned on.
1155	Scrub Restroom Floors
1156	Scrub Restroom Floors
1157	High Traffic Areas
1158	High Traffic Areas
1159	High Traffic Areas
1160	Scrub all restrooms
1161	Strip and wax womens lounges
1162	Michigan Historical Foundation
1163	Michigan Historical Foundation
1164	Top Strip all floors
1165	Dropping off fresh produce for the week ahead and prep work.
1166	Top Strip
1167	Bridges release weekend
1168	Diamond Disc
1169	Extract Carpet and Chairs
1170	Overtime
1171	Diamond Disc
1172	The QDL Departments are hosting Dr. Pfau and his executive speaking session for 3 days. I will need access to the builidng Sunday afternoon to all Dr. Pfau to set and be ready for training that begins 8:30 a.m. on September 28th.
1173	Financial Table Rollover
1174	This will be a public information session to answer questions regarding the proposed Social Studies and Science Standards revisions. The Lake Superior Room will be used as one breakout room and the Forum will be another, after the general session in the Forum.
1175	Year-end closing staff working late
1176	Scrub All Restrooms
1177	Polish stone floor
1178	Justice Zahra function in HOJ
1179	Advocates Guild dinner with justices
1180	Overtime due to year end
1181	Carpet/RR Scrubs
1182	Carpet/RR Scrubs

	K	L	M	N	O	P
1149	Trina Pline	8/2/2015	EK			
1150	Jennifer	8/2/2015	EK			
1151	Lucinda Sheltrown	8/4/2015	EK			
1152		8/9/2015	AP			
1153	Camille Brown	8/9/2015	EK			
1154	Kathleen Sly	8/23/2015	EK			
1155		8/30/2015	AP			
1156		8/30/2015	AP			
1157	Jennifer	8/31/2015	EK			
1158		8/30/2015	AP			
1159		9/6/2015	AP			
1160		9/13/2015	AP			
1161		9/13/2015	AP			
1162	Carol Payne	9/12/2015	EK			
1163	Carol Payne	9/12/2015	EK			
1164		9/20/2015	AP			
1165	Neal Droste	9/21/2015	EK			
1166		9/27/2015	AP			
1167	Peter Eckman	9/27/2015	EK			
1168		9/27/2015	AP			
1169		9/27/2015	AP			
1170		9/26/2015	AP			
1171	Jennifer	10/4/2015	EK			
1172	Tami Eyer	10/1/2015	EK			
1173	Cathy Dufrense	10/1/2015	EK			
1174	Vonda Combs	10/1/2015	EK			
1175	Kim Gardner	10/2/2015	AP			
1176		10/13/2015	AP			
1177	Neal Droste	10/11/2015	AP			
1178	Dave Palazzolo	10/18/2015	EK			
1179	Dave Palazzolo	10/15/2015	EK			
1180	Hollie Diets	10/19/2015	AP			
1181	Leon Arthur	10/1/2515	EK			
1182	Leon Arthur	10/1/2515	EK			

	A	B
1183	14	Peckham
1184	11	DTMB
1185	5	DNR
1186	9	Peckham
1187	10	Peckham
1188	11	LARA
1189	9	Sec of State
1190	10	Romney
1191	11	DTMB
1192	12	DTMB
1193	13	DTMB
1194	14	DTMB
1195	9	TED/MSHDA
1196	10	Peckham
1197	11	DNR
1198	7	DTMB
1199	13	DTMB
1200	12	MSHDA
1201	8	DHHS
1202	16	Peckham
1203	21	DTMB
1204	20	DTMB
1205	19	DTMB
1206	18	DTMB
1207	17	MSHDA
1208	14	MDOT
1209	12	DTMB
1210	11	MDHHS
1211	10	DTMB
1212	9	MSHDA
1213	4	Treasury
1214	3	Attorney General
1215	2	Treasury
1216	1	Treasury
1217	8	SBO

	C	D
1183	Enviromental Services	Romney
1184		MLHC
1185	Historical	MLHC
1186	Enviromental Services	Grand Tower
1187	ES	Ausin/Mason
1188	Construction Codes	Ottawa
1189	Bureau of Elections	Austin
1190	Peckham	Romney
1191	Peckham	Grand Tower
1192	Peckham	Construction & Technology
1193	Peckham	Police Training Academy
1194	Peckham	Cass
1195	Homeownership	Romney
1196	Environmental Services	VTS
1197	Archives of Michigan	MLHC
1198	MiCSES	Romney
1199	ORS	Mason
1200	Homeownership	Romney
1201	Accounting	Grand Tower
1202	E.S.	Romney
1203	Peckham	GOB
1204	Peckham	Cass
1205	Peckham	Mason
1206	Peckham	Romney
1207	Homeownership	Romney
1208		Earle Center/ MDOT Warehouse
1209	Eligibility	Grand Tower
1210	Accounting	Grand Tower
1211	Peckham	GOB
1212	Homeownership	Romney
1213	Tax Processing	OPS Center
1214	ALL	Grand Rapids, Van Wagoner, Cadillac and Williams
1215	Departmental Services	Austin
1216	Executive	Austin
1217	OFM	Romney

	E	F
1183	ALL	10/24/2015
1184	1st floor Rotunda and Museum	10/24/2015
1185	throughout entire building	1/2/15-10/24/15
1186	All	10/17/2015
1187	all	10/31/2015
1188	First East Wing	10/31/15-11/1/15
1189	1st floor	10/3/2015
1190	All	11/11/2015
1191	All	11/12/2015
1192	All	11/11/2015
1193	All	11/11/2015
1194	all	11/1/2015
1195	8th	11/14/2015
1196	all	11/14/2015
1197	4-Feb	11/13/2015
1198	12th	11/13/15-11/15/15
1199	core area between wings 3 south and 5east	11/18/2015
1200	8th floor entire east half of 8th floor (A-1 to A-7 through K-1 to K-7)	11/21/2015
1201	10	10/10/15-11/22/15
1202	ALL	12/12/2015
1203	All Floors	12/5/15-12/6/15
1204	3rd floor	12/5/2015
1205	3rd and 5th floor	12/5/2015
1206	ALL	12/5/2015
1207	8th floor A-1 to A-7 through K-1 to K-7	12/5/2015
1208		12/5/2015
1209	1,2,3,4,13	entire floor
1210	10th floor	entire floor
1211	1st floor all, hallway and peckham office	12/8/15-12/10/15
1212	8th floor A-1 to A-7 through K-1 to K-7	12/12/15 and 12-19-15
1213	Entire 2nd Floor all lights & All air handlers need to be operational	2/7/2014-12/31/14
1214	All Attorney General work areas	12/11/14-12/31/15
1215	1st: U10-Y10 thru U23-Y23, All of 2nd: U10-Y10 thru U23-Y23, 3rd: U10-Y10 thru U16-Y16	2/7/2014
1216	entire north-west wing of 1st floor	2/7/2014
1217	7th	entire floor

	G	H	I
1183	7am-4pm	MOFI	517-749-7232
1184	4pm-11pm	Carol Payne	517-373-2565
1185	5:00pm-10:00pm	Carole Payne	517-373-2565
1186	7am-4pm	Jennifer	517-204-7604
1187	24/7	Tim Warren	517-749-7163
1188	24/7	Hillary Cushman	517-241-9314
1189	6am-11pm	Rose Jarois	517-241-4228
1190	8am-4:30pm	MOFI	517-749-7232
1191	8am-4:30pm	Jennifer	517-204-7604
1192	6am-3:30pm	Steve Beals	517-749-7143
1193	6am-6pm	Steve Beals	517-749-7143
1194	6am-7pm	Debbye Kafara	517-202-2907
1195	7am-1pm	Chad Coffman	616-460-0347
1196	6am-6pm	John Perry	517-743-7134
1197	6pm-10:30pm	Kris Rzepczynski	517-373-9191
1198	6pm-6pm	Dgreg Yarmoluk	517-241-9023
1199	5:30PM-1AM	Dave DesRochers	517-284-4523
1200	7am-1pm	Chad Coffman	616-460-0347
1201	7am-4pm	Marilyn Carey	517-335-6008
1202	7am-4pm	MOFI	517-749-7061
1203	6am-4pm	Steve Beals	517-749-7149
1204	6am-7pm	Debbye Kafara	517-202-2907
1205	7am-5pm	David ReRochers	517-284-4523
1206	7am-4pm	Mofi	517-749-7061
1207	7am-1pm	Chad Coffman	616-460-0347
1208	7am-2pm	Sue Taylor	517-667-6451
1209	12/12/2015	8am-8pm	517-373-7287
1210	12/12/2015	Christy Mouser	517-373-2021
1211	4pm-8pm	Steve Beals	517-749-7149
1212	7am-1pm	Chad Coffman	616-460-0347
1213	24/7 and include ALL holidays	Ann Luepnitz	636-5335 after hours 517-410-3275
1214	24/7	Joyce Macauley	517-335-7431
1215	24/7 and include ALL holidays	Ann Luepnitz	517-636-5335
1216	24/7 and include ALL holidays	Ann Luepnitz	517-636-5335
1217	11/26/15-12/31/15	Kim Gardner	24/7

	J
1183	Air Bars, runners, and mats
1184	CPAN event
1185	This is an event sponsored by the Michigan History Foundation. Please leave lights on at the end of the day and turn on event lighting.
1186	Scrub all restrooms
1187	Restroom floors scrubbed
1188	Staff Over Time
1189	1st floor in the NE wing of the building (entire bureau of electons suite). Lighting and HVAC requestef from 6am-11pm
1190	MOFI
1191	Runners and mats, high traffic area, dust and clean
1192	Scrub Restrooms, dust building wide
1193	Hard Floors, kitchen, general cleaning
1194	Periodics
1195	Staff working extra hours on Hardest Hit Found Program loan applications
1196	Strip and wax break rooms and offices
1197	Genalogy research
1198	A major MiCSES release will be happening over this weekend.
1199	ORS conducting application installs.testing
1200	Overtime
1201	Overtime
1202	High traffic
1203	Clean carpets and strip lobby floor
1204	Extract Carpet
1205	Office of Retirement services is conducting server testing and will require lights and air/heat in the indicated areas.
1206	High Traffic
1207	Working after hours
1208	MDOT Transpo Club Christmas Party
1209	This is for our Immediate Release
1210	Please have lights on for the entire 10th floor, Grand Tower on Saturday 12/12/15 from 9:30am-4:30pm
1211	Strip lobby floors
1212	Working after hours
1213	Project staff switching tax systems to SAP
1214	Irregular and unschueduled work hours are often required
1215	Staff overtime
1216	Staff overtime
1217	Auditors will be working through holidays and weekends. Please keep lights on during weekend, thanksgiving and christmas holidays

	K	L	M	N	O	P
1183	Dave Schuiling	10/25/2015	AP			
1184		10/25/2015	AP			
1185	Carole Payne	10/25/2015	EK			
1186		10/28/2015	AP			
1187	Tim Warren	11/1/2015	EK			
1188	Barbara Kunkel	11/2/2015	AP			
1189	William Badgero	11/4/2015	EK			
1190	MOFI	11/12/2015	EK			
1191	Jennifer	11/12/2015	EK			
1192	Kirk Brennan	11/12/2015	AP			
1193	Kirk Brennan	11/12/2015	AP			
1194	Debbye Kafara	11/12/2015	EK			
1195	Chris Hudson	11/15/2015	AP			
1196	John Perry	11/15/2015	EK			
1197		11/14/2015	AP			
1198	Dgreg Yarmoluk	11/16/2015	EK			
1199	Pamie Ward	11/20/2015	AP			
1200	Chris Hudson	11/22/2015	AP			
1201	`Marilyn Carey	11/23/2015	AP			
1202	MOFI	12/13/2015	EK			
1203	Kirk Brennan	12/7/2015	AP			
1204		12/6/2015	AP			
1205	David ReRochers	12/6/2015	EK			
1206	Dave Schuling	12/6/2015	AP			
1207	Chris Hudson	12/6/2015	AP			
1208	Keith Belonga	12/6/2015	AP			
1209	Sanjay Srivastava	12/13/2015	EK			
1210	Christy Mouser	12/13/2015	EK			
1211	Kirk Brennen	12/11/2015	AP			
1212	Chris Hudson	12/20/2016	AP			
1213	Ann Leupnitz	12/31/2015				
1214	Joyce Macauley	12/31/2015				
1215	Ann Luepnitz	12/31/2015				
1216	Ann Luepnitz	12/31/2015				
1217	Kim Gardner	1/1/2016	EK			

	A	B
1218	7	DTMB
1219	9	DTMB
1220	6	MSHDA
1221	8	MDHHS
1222	10	DTMB
1223	9	DTMB

	C	D
1218	Peckham	Grand Tower
1219	Peckham	Romney
1220	Homeownership	Romeny
1221	Accounting	Grand Tower
1222	DTMB/Telcommunications	OPS Center
1223	Peckham	VTS

	E	F
1218	All	1/9/2017
1219	All	1/16/2016
1220	Entire East half of 8th floor (A-1 to A-7 through K-1 to K-7)	1/9/16 and 1/16/16
1221	entire 10th floor	1/16/16 and 1/18/16
1222	1 & 2	1/23/2016
1223	ALL	1/30/2016

	G	H	I
1218	7am-3:30pm	Jennifer	204-7604
1219	7am-3:30pm	Mofi	517-746-7061
1220	7am-1pm both dates	Chad Coffman	6164600347
1221	6:30am-4:30pm	Christy Mouser	517-373-2021
1222	6am-7pm	Peggy Thacker	517-241-8576
1223	6am-6pm	John Perry	517-743-7134

	J
1218	Scrub all Restrooms
1219	High Traffic
1220	20 staff working after hours
1221	Overtime
1222	All
1223	Strip and wax radio room

	K	L	M	N	O	P
1218	Dave Schuiling	1/10/2017	AP			
1219	Dave Shilling	1/17/2016	AP			
1220	Chris Hudson	1/17/2016	AP			
1221	Deborah Christopher	1/19/2016	AP			
1222	Peggy Thacker	1/24/2016	EK			
1223	Scott Davis	1/31/2016	AP			

	A	B	C	D
1	**After Hours Lighting Exemption**			
2	**#**	**Depart.**	**Division**	**Building**
3	1	Supreme Court	Justives Offices	Hall of Justice
4	2	MDOT	Construction Field Services	C&T
5	3	Treasury	exec office	Austin
6	4	Treasury	Departmental Services	Austin
7	5	Treasury	Tax Processing	OPS Center
8	6	State	Elecations	Austin
9	7	Executive	Constituent Relations	Romney
10	8	MSHDA	Homeownership- hardest hit program	Romney
11	9	DTMB	DTMB/State Budget Office	Romney
12	10	DTMB	MiCSES	Romney
13	11	DTMB	Peckham	Romney
14	12	DTMB	Peckham	Grand Tower
15	13	DTMB	Bridges	Grand Tower

	E	F	G
1			
2	**Location**	**Date**	**Time**
3	6th floor	8/10/15-7/1/16	8am-6pm
4	1st floor room 124, light panel C	8/26/15-8/15/16	24/7
5	1st floor	1/4/16-12/31/16	24/7
6	All of 1st and 2nd floors and the west half of 3rd floor, U10-Y10 thru U23-Y23. All of 2nd. U10-Y10 thru U23-Y23. 3rd floor U10-Y10 thru U16-Y16	1/4/16-12/31/16	24/7
7	All of 2nd floor to have lights and air flow	1/4/16-12/31/16	24/7
8	1st	3/8/2016	6am-7pm
9	1, 2, 3, 4	1/16/16-2/16/16	6am-10pm
10	Entire east half of 8th floor (A1-A18 through K1-K7)	1/23/16-2/26/17	7am-1pm
11	6th floor	2/5/16-2/8/16	5pm-6am
12	12th	3/4/16-3/6/16	6am-9am
13	All	2/15/2016	7am-3:30pm
14	ALL	2/15/2016	7am-3:30pm
15	2, 3, 4, 7	2/15/2016	24/7

	H	I
1		
2	**Contact**	**Phone #**
3	Dave Palazzolo	517-373-5541
4	Kendra Barak	517-322-1217
5	Ann Luepnitz	517-636-5335 and after hours 517-410-3275
6	Ann Luepnitz	517-636-5335, after hours call 517-410-3285
7	Ann Luepnitz	517-636-5335, after hours call 517-410-3285
8	Lucinda Sheltrown	517-335-2659
9	Melissa Ball	517-241-5588
10	Chad Coffman	517-335-9031 or cell 616-460-0347
11	Connie Minix	517-373-4978
12	Vince Smoker	517-241-8818
13	MOFI	517-749-7232
14	Jennifer	517-204-7604
15	Pete Eckman/Michelle Holloway	517-304-9280

	J	K
1		
2	**Reason**	**Approval**
3	Overtime	Dave Palazzolo
4	Material testing must be performed as specfic times and dates to be in compliance with specfications. Failure to meet these strict time requirements may result in loss of federal funding for construction.	Kendra Barak
5	This is a carryover from AY15 that will expire Dec. 31, 2016, no changes needed. Executive Office staff work after hours and on weekends. The Exec office staff, often without notice, may have the need to do work in their office. Issues relating to the budget, revenues and tax policy may need to be addressed at any given day and/or time.	Ann Luepnitz
6	This is a carryover from AY15 that will expire on Dec. 31, 2016. Treasury staff may need to work after normal business hours and on weekends. Therefore, Treasury staff needs to have the ability to call central control to have the lights turned on.	Ann Luepnitz
7	This request is a carryover from AY15 that will expire on Dec. 31, 2016. there is no change to the existing lighting needed. Impentations of the new SAP tax system. Need lights and air 7 days a week from 6am-11:59 p.m., including weekends and holidays	Ann Luepnitz
8	Staff will be working Tuesday, March 8, 2016 to conduct the March 8th Presidential Primary Election (3/8/16). Election staff will be working early and late that day to assist them with opening and closing the polls and reporting election results. Time requested is from 6am-11pm on March 8th only for both lighting and HVAC.	Lucinda Sheltrown
9	Working on the Flint water crisis	Melissa Ball
10	An estimated 20 staff will be working after hours between the times of 7am and 1pm lighting and HVAC cwill be needed during this time	Chad Coffman
11	State Budget Office staff will be working all weekend preparing for the budget presentation on February 10.	Connie Minix
12	A major MiCSES release will be happening over the weekend	Phyllis Skipper
13	Scrub Stairwells & Clean Glass	Dave Schuling
14	Vaccum conference room chairs, clean blinds, clean baseboards	Dave Schuling
15	Office need	Pete Eckman

	L	M
1		
2	**EXPIRATION - 1 YEAR MAX**	Initial
3	7/2/2016	EK
4	8/15/2016	EK
5	12/31/2016	EK
6	12/31/2016	EK
7	12/31/2016	EK
8	3/8/2016	EK
9	2/16/2016	EK
10	3/1/2016	EK
11	2/9/2016	EK
12	3/4/16-3/6/16	EK
13	2/16/2016	AP
14	2/16/2016	AP
15	2/16/2016	EK

From: Baker, Linda (DTMB)
Sent: Friday, January 22, 2016 2:32 PM
To: Knapp, Kathy (DTMB)
Subject: Flint Water Crisis Time Spent

Hi Kathy,

Here is what we have so far, not counting today. I did not put any time down for me, as it is probably only 1 hour, spent coordinating.

Burnett, Martin	4.5 hours
Green, Josh	3.5 hours
Davis, Joey	3.5 hours
Kingston, Claudia	2.5 hours
Mruzek, Brad	2 hours
Munro, Cody	3.5 hours

Thanks, Linda
Smart Device Support Team Manager
DTMB, OA Design & Delivery Services
Ops Center – ICC
7285 Parsons Dr.
Lansing, MI 48913
Desk: 517-636-0435
Cell: 517-202-6219
Email: BakerL@Michigan.gov

Smart Device Support Team User Documentation:
http://inside.michigan.gov/sites/dtmb/is/sdst/Team%20Documents/Forms/Client%20Documentation.aspx

From: Baker, Linda (DTMB)
Sent: Monday, January 25, 2016 6:55 AM
To: Knapp, Kathy (DTMB)
Subject: RE: Flint Water Crisis Time Spent

Hi Kathy,

Here are the pay rates of the Staff that have assisted so far. I'm guessing you'll want me to break-down the hours showing how many regular hours and how many overtime hours each of the staff had. I'll get that to you by tomorrow.

Burnett, Martin	4.5 hours	$36.14
Green, Josh	3.5 hours	$18.28
Davis, Joey	3.5 hours	$13.63
Kingston, Claudia	2.5 hours	$33.53
Mruzek, Brad	2 hours	$21.66
Munro, Cody	3.5 hours	$18.28

Thanks, Linda
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From: Knapp, Kathy (DTMB)
Sent: Sunday, January 24, 2016 8:39 PM
To: Baker, Linda (DTMB) <BakerL@michigan.gov>
Subject: RE: Flint Water Crisis Time Spent

Linda,

I have been asked to provide pay rates for employees that have worked on the Flint Water Crisis response. Could you please send me pay rates for the employees that have helped? Their overtime rate if applicable to please.

Thank you,

Kathy

From: Baker, Linda (DTMB)
Sent: Friday, January 22, 2016 2:32 PM

To: Knapp, Kathy (DTMB)
Subject: Flint Water Crisis Time Spent

Hi Kathy,

Here is what we have so far, not counting today. I did not put any time down for me, as it is probably only 1 hour, spent coordinating.

Burnett, Martin	4.5 hours
Green, Josh	3.5 hours
Davis, Joey	3.5 hours
Kingston, Claudia	2.5 hours
Mruzek, Brad	2 hours
Munro, Cody	3.5 hours

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From: Hummel, Mindy (DTMB)
Sent: Monday, January 25, 2016 7:38 AM
To: Knapp, Kathy (DTMB)
Subject: RE: Hrs on Flint Water Project

Hi Kathy:
My pay rate is $26.71 and I do not get overtime.

Mindy Hummel
DTMB/Financial Services
517-373-2215 Phone
517-230-2447 Cell
517-241-4856 Fax
DTMB
HELP. CONNECT. SOLVE.

From: Knapp, Kathy (DTMB)
Sent: Sunday, January 24, 2016 8:40 PM
To: Hummel, Mindy (DTMB) <HummelM@michigan.gov>
Subject: RE: Hrs on Flint Water Project

Mindy,

I have been asked to provide pay rates for employees that have worked on the Flint Water Crisis response. Could you please send me you pay rate and overtime rate if applicable so I can provide the requested information?

Thank you,

Kathy

From: Hummel, Mindy (DTMB)
Sent: Friday, January 22, 2016 2:26 PM
To: Knapp, Kathy (DTMB)
Cc: Stansfield, Marsha (DTMB)
Subject: Hrs on Flint Water Project

Hi Kathy:
Not including today, I've spent about 25 ½ hrs on Flint water project related activities since 01/13/16.

Mindy Hummel
DTMB/Financial Services
517-373-2215 Phone
517-230-2447 Cell
517-241-4856 Fax
DTMB
HELP. CONNECT. SOLVE.

From: Baker, Linda (DTMB)
Sent: Monday, January 25, 2016 8:34 AM
To: Knapp, Kathy (DTMB)
Subject: RE: Flint Water Crisis Time Spent

Follow Up Flag: Follow up
Flag Status: Completed

Hi Kathy,

Here is the update, as of this morning. Let me know if you need anything else.

Staff	Rate	Reg Time	OT	Total
Burnett, Martin	36.14	1.5	3	4.5
Davis, Joey	13.63	7		7
Green, Josh	18.28		3.5	3.5
Kingston, Claudia	33.53	2.5		2.5
Mruzek, Brad	21.66		8	8
Munro, Cody	18.28	3	4	7
Baker, Linda	41.83	1.5	1	2.5

1/15 = 3@4.5 hrs, 1@.5 hr
1/18 = 1@3 hrs, 1@ 3.5 hrs, 1@.5 hr
1/22 = 3@2.5 hrs, 1@.5 hr
1/23 = 1@1 hr, 1@.5 hr
1/25 = 1@.5 hr

Thanks, Linda
Smart Device Support Team Manager
DTMB, OA Design & Delivery Services
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From: Knapp, Kathy (DTMB)
Sent: Monday, January 25, 2016 7:59 AM
To: Baker, Linda (DTMB) <BakerL@michigan.gov>
Subject: RE: Flint Water Crisis Time Spent

Good morning,

Yes, if they had OT hours I will need to know that. Right now I reported all of their hours as regular hours.

Thank you for the hourly wage information.

Kathy

From: Baker, Linda (DTMB)
Sent: Monday, January 25, 2016 6:55 AM
To: Knapp, Kathy (DTMB)
Subject: RE: Flint Water Crisis Time Spent

Hi Kathy,

Here are the pay rates of the Staff that have assisted so far. I'm guessing you'll want me to break-down the hours showing how many regular hours and how many overtime hours each of the staff had. I'll get that to you by tomorrow.

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Sent: Sunday, January 24, 2016 8:39 PM
To: Baker, Linda (DTMB) <BakerL@michigan.gov>
Subject: RE: Flint Water Crisis Time Spent

Linda,

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Thank you,

Kathy

From: Baker, Linda (DTMB)
Sent: Friday, January 22, 2016 2:32 PM
To: Knapp, Kathy (DTMB)
Subject: Flint Water Crisis Time Spent

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Subject:	Flint - Purchasing Roles
Location:	CH-1N-Glenn Allen, Constitution Hall, Procurement Office
Start:	Tue 2/9/2016 4:30 PM
End:	Tue 2/9/2016 5:00 PM
Recurrence:	(none)
Meeting Status:	Accepted
Organizer:	Cook, Rebecca (DTMB)
Required Attendees:	Brownlee, Jeff (DTMB); Christensen, Chris (DTMB); Spaniolo, Natalie (DTMB); Knapp, Kathy (DTMB)
Optional Attendees:	Fortino, Diane (DTMB)

AGENDAFlint Emergency Purchasing Procedures.pdf

Recent guidelines memo from CPO
Discuss how this memo may supersede the current SEOC protocol (where all purchases go through one person). Current protocols did not contemplate such a broad emergency of long duration
Discuss agency purchasing roles and responsibilities to support SEOC members
Discuss how funding source may play a role in which purchasing staff assist
Discuss who determines whether a purchase is an emergency

Jeff, Chris and Natalie

Jeff asked that I set up a meeting to discuss purchasing roles to support OIP/SEOC for Flint response. If this is not a convenient time, please let Diane or Kathy know, and they can assist in us scheduling at a more convenient time.

Chris – I see your calendar is blocked off. We can pick a meeting location close to where you'll be if that would be helpful.

Please contact me if you have questions.
Thank you.
Rebecca

Flint Emergency Purchasing Pro...

STATE OF MICHIGAN

RICK SNYDER
GOVERNOR

DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET
LANSING

DAVID B. BEHEN
DIRECTOR

February 2, 2016

TO: State of Michigan Procurement Leadership

FROM: DTMB Procurement

SUBJECT: Genesee County Water Emergency Response - Purchasing Guidance

Thank you to all who are working to support the State of Michigan's Genesee County, City of Flint water emergency response.

Given the complexity and variety of the needs of this emergency effort, the purchasing support required is complex as well. Purchasing protocols have some differences under this declared state of emergency, and meticulous tracking of expenditures is imperative.

The Michigan State Police (MSP) is the lead agency overseeing the situation and managing the State Emergency Operations Center (SEOC). Flint related purchases must first be routed through the appropriate SEOC contact (see attached for an agency roster) to include the SEOC State Director. This is required for all Flint- related purchases without exception. The SEOC financial team is responsible for tracking all expenditures in connection with the emergency efforts.

Each agency is responsible for its own purchasing transactions. This includes p-card transactions and purchase orders, the tracking of all such transactions, and reporting of those transactions to the appropriate SEOC representative. Failure to properly inform the SEOC financial team of any transaction may result in a forfeiture of any potential reimbursement anticipated by the agency.

Agency purchasing managers are responsible to supply their agency's SEOC representative with a 24/7 phone number for agency purchasing staff support and request that the SEOC representative involves them in every purchase. (Note: SEOC hours are 8 am to 8 pm, seven days a week at this time.)

Emergency Purchasing Procedure:
Public Act 431 of 1984 provides an exception to competitive bidding during a state of emergency. However, responsible purchasing procedures are still the expectation for all procurement professionals (agency purchasing staff).

In addition to the notification and reporting expectations set forth above, transactions should be conducted and/or overseen by procurement professionals, with rare exception, in accordance with the following:

- Each agency makes their own determination when an emergency purchase order is required, and is then responsible for the supporting documentation
- Utilize existing State contracts where possible. Contact DTMB Procurement for help negotiating bulk rates or expedited shipments if needed, and for any concerns related to availability of funds on a contract

- Obtain three quotes whenever reasonably practicable
- Post bids online to the extent practicable
- Please escalate any questions to DTMB Procurement before executing a buy
- DTMB Procurement will assist any agency upon request to address supply chain issues (e.g. working with a national supplier to ensure a high volume supply of water filters are available)
- DTMB-Financial Services is not responsible for issuing emergency purchase orders on behalf of agencies with the exception of information technology related goods and services
- Maintain documentation supporting all transactions. Establish internal protocols to support this such as a single spreadsheet to track agency-wide transactions. Report your agency's expenses to the SEOC Finance team via your SEOC representative.

Questions, concerns, or comments should be directed to:

Primary Contact:
Rebecca Cook, Commodities Division Director
Cookr6@michigan.gov
Cell: 517-930-4015

Secondary Contact:
Jeff Brownlee, Chief Procurement Officer
brownleej@michigan.gov
Cell: 517-930-3472

Sincerely,

Jeff Brownlee
Chief Procurement Officer
State of Michigan

From: State of Michigan <MISOM@govsubscriptions.michigan.gov>
Sent: Thursday, January 14, 2016 5:27 PM
To: Knapp, Kathy (DTMB)
Subject: Volunteer Opportunity in Flint

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, https://www.surveymonkey.com/r/28NVJBL

To volunteer on Sunday, January 17, https://www.surveymonkey.com/r/26NMJKK

To volunteer on Monday, January 18, https://www.surveymonkey.com/r/26P7P5G

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

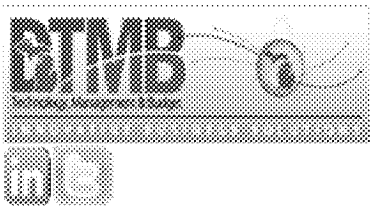
For more information on the state's response efforts, visit www.michigan.gov/flintwater.

This e-mail was sent to knappk1@michigan.gov using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

From: Miller, Amy (MCSC)
Sent: Friday, January 15, 2016 1:17 PM
To: Knapp, Kathy (DTMB)
Subject: RE: Overtime Exception Request

You sure can.

Amy Miller
DTMB Human Resource
Ph: 517-241-6384
Fax: 517-373-8317



From: Knapp, Kathy (DTMB)
Sent: Friday, January 15, 2016 1:04 PM
To: Miller, Amy (MCSC)
Subject: RE: Overtime Exception Request

So I can make the adjustments first thing Tuesday morning. Got it!

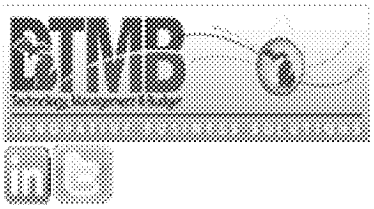
Thank you for your help.

Kathy

From: Miller, Amy (MCSC)
Sent: Friday, January 15, 2016 1:03 PM
To: Knapp, Kathy (DTMB)
Cc: Christensen, Chris (DTMB)
Subject: RE: Overtime Exception Request

DCDS is an overnight update from HRMN. So not until Tuesday.

Amy Miller
DTMB Human Resource
Ph: 517-241-6384
Fax: 517-373-8317



From: Knapp, Kathy (DTMB)
Sent: Friday, January 15, 2016 12:57 PM
To: Miller, Amy (MCSC)
Cc: Christensen, Chris (DTMB)
Subject: RE: Overtime Exception Request

Thank you. Will I be able to enter their overtime now or will I need to request a change after payroll runs next week?

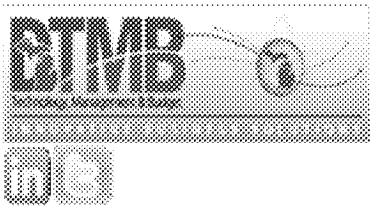
Thanks again,

Kathy

From: Miller, Amy (MCSC)
Sent: Friday, January 15, 2016 12:43 PM
To: Knapp, Kathy (DTMB)
Cc: Christensen, Chris (DTMB)
Subject: RE: Overtime Exception Request

Civil Service approved the OT Exception with an expiration date of 2/28/2016. A new extension will need to be submitted with justification for an extension. OT Exceptions are not guaranteed that is why Civil Service reviews them.

Amy Miller
DTMB Human Resource
Ph: 517-241-6384
Fax: 517-373-8317



From: Knapp, Kathy (DTMB)
Sent: Friday, January 15, 2016 11:11 AM
To: Miller, Amy (MCSC)
Cc: Christensen, Chris (DTMB)
Subject: RE: Overtime Exception Request

The first line of the memo is, "Please grant overtime exceptions for the following employees for the year 2016. " But, if they won't do the year-long exemption at this time, what do we need to do to get an exemption for the rest of the year?

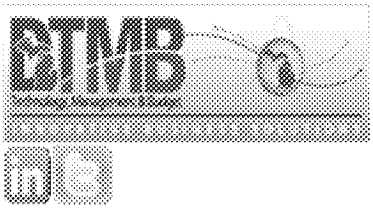
Thank you,

Kathy

From: Miller, Amy (MCSC)
Sent: Friday, January 15, 2016 11:08 AM
To: Knapp, Kathy (DTMB)
Cc: Christensen, Chris (DTMB)
Subject: RE: Overtime Exception Request

Civil Service will only do it for the crisis at this time because that was the request.

Amy Miller
DTMB Human Resource
Ph: 517-241-6384
Fax: 517-373-8317



From: Knapp, Kathy (DTMB)
Sent: Friday, January 15, 2016 10:53 AM
To: Miller, Amy (MCSC)
Cc: Christensen, Chris (DTMB)
Subject: RE: Overtime Exception Request

Amy –

I inadvertently used Jeff's ID for Jeanette's ID – my apologies.

The org chart lists Ryan as a 10; I wasn't aware he is an 11.

Currently Jeanette and Ryan are working on the Flint Water Crisis but there is always potential for another emergency in the future so we would like a year-long exemption as we have done in the past.

A current memo is attached.

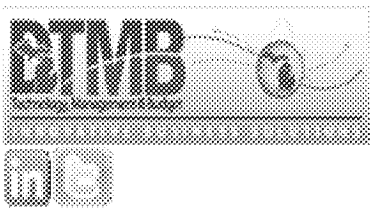
Kathy

From: Miller, Amy (MCSC)
Sent: Friday, January 15, 2016 10:46 AM
To: Knapp, Kathy (DTMB)
Subject: RE: Overtime Exception Request

Hi Kathy,

Just an FYI, Jeanettes ID is wrong and Ryan McKee is a P11 now not a 10. So I sent all this incorrect info to Civil Service and they called me and is this for the Flint thing, so we can only approve till 2/28/16.

Amy Miller
DTMB Human Resource
Ph: 517-241-6384
Fax: 517-373-8317



From: Knapp, Kathy (DTMB)
Sent: Friday, January 15, 2016 9:15 AM
To: Miller, Amy (MCSC)
Cc: Christensen, Chris (DTMB)
Subject: Overtime Exception Request

Amy,

Attached is an overtime exception request for three Office on Infrastructure Protection (TKU 746) employees. I will send a signed copy early next week when Chris is back in the office. However, since Jeanette and Ryan are currently working many overtime hours at the SEOC I wanted to make sure I would be able to request time sheet adjustments for them once the exception has been approved. If you any questions or need more information please let me know.

Thank you,

Kathy

Kathy Knapp
Administrative Assistant to the Director
Office of Infrastructure Protection
Michigan Department of Technology, Management & Budget
Cybersecurity and Infrastructure Protection
Office: (517) 335-6735
Knappk1@michigan.gov

DTMB
HELP. CONNECT. SOLVE.

From: Philip, Brandon (DTMB)
Sent: Friday, January 22, 2016 2:32 PM
To: Knapp, Kathy (DTMB)
Subject: RE: Flint Volunteer Cards

Yes.

Brandon Philip
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
(517) 335-4110

DTMB
HELP. CONNECT. SOLVE.

From: Knapp, Kathy (DTMB)
Sent: Friday, January 22, 2016 2:08 PM
To: Philip, Brandon (DTMB) <philipb@michigan.gov>
Subject: RE: Flint Volunteer Cards

These are two different batches of cards right?

From: Philip, Brandon (DTMB)
Sent: Friday, January 22, 2016 2:07 PM
To: Knapp, Kathy (DTMB)
Subject: FW: Flint Volunteer Cards

#2 (final)

Brandon Philip
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
(517) 335-4110

DTMB
HELP. CONNECT. SOLVE.

From: Philip, Brandon (DTMB)
Sent: Tuesday, January 19, 2016 1:09 PM
To: McKee, Ryan (DTMB) <mckeer1@michigan.gov>; Doll, Jeanette (DTMB) <dollj@michigan.gov>
Cc: Christensen, Chris (DTMB) <christensenc4@michigan.gov>; Rokely, Rick (DTMB) <RokelyR1@michigan.gov>
Subject: RE: Flint Volunteer Cards

Ryan –

I spoke with Craig and here are the updated costs based on 650 IDs:

Labor
4 hours CSC (REG): $178.04
3 hours Access Control (REG): $157.47
6 hours Access Control (OT/On Call): $389.22
Labor Total: $724.73

Materials
650 ID cards: $65
650 Lanyards: $286
650 Clips: $149.50
650 Security Holograms: $52
1 color printer ribbon: $338
1 printer retransfer film: $72
Materials Total: $962.50

Grand Total Cost: $1,687.23

FYI – I am using loaded labor rates…

Brandon Philip
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
(517) 335-4110

DTMB
HELP. CONNECT. SOLVE.

From: McKee, Ryan (DTMB)
Sent: Tuesday, January 19, 2016 12:31 PM
To: Philip, Brandon (DTMB) <philipb@michigan.gov>; Doll, Jeanette (DTMB) <dollj@michigan.gov>
Cc: Christensen, Chris (DTMB) <christensenc4@michigan.gov>; Rokely, Rick (DTMB) <RokelyR1@michigan.gov>
Subject: RE: Flint Volunteer Cards

Brandon,

Can you please check with Craig? He was called in to print additional cards over the weekend. We provided a total of 650 ID cards to date.

Also, on the employee costs, please separate OT and regular time.

Thank you,

Ryan McKee
DTMB Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
p: (517) 241-3356
e: mckeer1@michigan.gov

From: Philip, Brandon (DTMB)
Sent: Tuesday, January 19, 2016 8:57 AM
To: Doll, Jeanette (DTMB) <dollj@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>
Cc: Christensen, Chris (DTMB) <christensenc4@michigan.gov>; Rokely, Rick (DTMB) <RokelyR1@michigan.gov>
Subject: FW: Flint Volunteer Cards

Jeanette and Ryan --

It's my understanding that we need to track internal costs related to Flint emergency activities. Here are the costs related to the 300 Flint Volunteer Cards that we provided last week:

Labor
4 hours CSC: $178.04
3 hours Access Control: $157.47
Labor Total: $335.51

Materials
300 ID cards: $30
300 Lanyards: $132
300 Clips: $69
300 Security Holograms: $24
1 color printer ribbon: $338
1 printer retransfer film: $72
Materials Total: $665.00

Grand Total Cost: $1,000.51

I was also told that we supplied an additional 350 lanyards for use in Flint. If that's the case, we need to add an additional $154 to the grand total.

Thanks.

Brandon Philip
Michigan Department of Technology, Management & Budget
Cybersecurity & Infrastructure Protection
Office of Infrastructure Protection
(517) 335-4110

DTMB
HELP. CONNECT. SOLVE.

From: Pratt, Jeff (DTMB)
Sent: Friday, January 15, 2016 10:56 PM
To: Philip, Brandon (DTMB) <philipb@michigan.gov>
Subject: Fwd: Flint Volunteer Cards

Brandon

The ladies and Craig worked to create 300 volunteer ID cards today in support of the Flint State of emergency. Typically We need to provide accounting data for services and supplies we provide in such cases. This being said I would suggest provide Jeanette with the costs related to this effort

Labor
4 hours CSC Ladies
3 hours Craig B

Consumables
300 ID cards
300 Lanyards
300 Security Holograms
1 color printer ribbon
1 printer retransfer film

Thanks,
Jeff

Begin forwarded message:

> **From:** "Keilen, Elizabeth (DTMB)" <KeilenE1@michigan.gov>
> **Date:** January 15, 2016 at 15:12:37 EST
> **To:** "Pratt, Jeff (DTMB)" <prattj@michigan.gov>
> **Cc:** "Philip, Brandon (DTMB)" <philipb@michigan.gov>, "Parker, Alexandrea (DTMB)" <ParkerA8@michigan.gov>
> **Subject: Flint Volunteer Cards**
>
> Jeff,
>
> Per your request, Allie and I spent 4 hours on creating 150 volunteer cards today. Please let me know if you have any questions!
>
> *Thank you,*
>
> Elizabeth Keilen
> Michigan Department of Technology, Management & Budget
> Cybersecurity & Infrastructure Protection
> Customer Service Center
> Office: (517) 335-4106
> Fax: (517) 241-4658
> Keilene1@michigan.gov
>
> DTMB
> HELP. CONNECT. SOLVE.

From: Ross, Rodney (DTMB)
Sent: Friday, January 22, 2016 3:18 PM
To: Rick;Holly Andrews
Cc: Knapp, Kathy (DTMB);Church, Douglas (DTMB)
Subject: FW: JOC Trash

Please see the email attached

From: Knapp, Kathy (DTMB)
Sent: Friday, January 22, 2016 3:16 PM
To: Ross, Rodney (DTMB) <rossr1@michigan.gov>
Cc: Church, Douglas (DTMB) <ChurchD@michigan.gov>
Subject: Re: JOC Trash

We are going to have a problem if the trash in the break room isn't emptied. We are staffed all weekend and we've had extra staff in because of the emergency in Flint. The trashcan already is already on the over-full side.

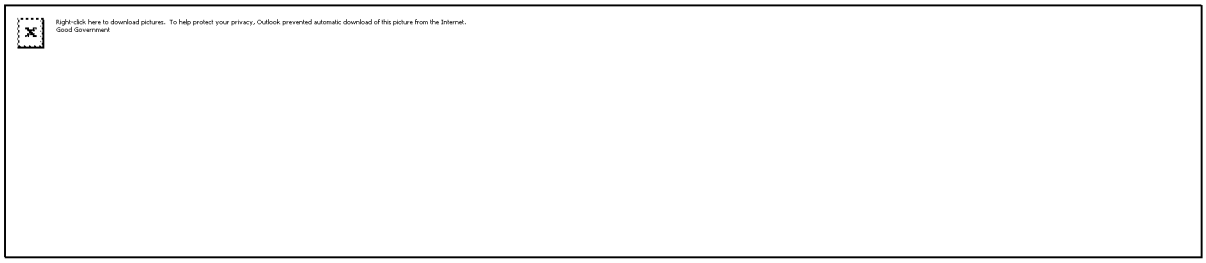
Kathy

Sent from my iPhone

On Jan 22, 2016, at 3:14 PM, Ross, Rodney (DTMB) <rossr1@michigan.gov> wrote:

> Rick it seems that some of the trash was missed today at the JOC could this be taken care of yet today as we are at the end of the week.
> Thank you
>
> Rodney Ross BTS-11
> Zone 3 Austin, JOC, Mason & MLHC
> 517-719-5752
> Help Connect Solve
> I should have-A sense of Urgency, Accountability & Take Personal Responsibility

From: State of Michigan <MISOM@govsubscriptions.michigan.gov>
Sent: Friday, January 22, 2016 4:36 PM
To: Knapp, Kathy (DTMB)
Subject: Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit www.helpforflint.com to learn how you can help.

For additional information and updates, visit www.michigan.gov/flintwater.

Again, thank you for all your support.

Sincerely, Mike Zimmer
Office of Good Government Director
Dept. of Licensing and Regulatory Affairs Director

This e-mail was sent to knappk1@michigan.gov using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

From: Thelen, Barbara (Treasury)
Sent: Sunday, January 24, 2016 6:22 AM
To: Knapp, Kathy (DTMB)
Cc: Luepnitz, Ann (Treasury);Davis, Scott (DTMB);Klotz, Clinton (DTMB);Beam, Alaina (TREASURY);Scheurer, Carly (Treasury)
Subject: Fw: Water Drive for Flint
Attachments: Water Drive Event Application.pdf

Hi Kathy,

Please the attached event application and let us know if the event is approved

The City Income Tax Division within the Department of Treasury would like to host a water collection drive for the citizens located within the City of Flint during the week of February 1st through February 5th. The water collection site will be located on the 2nd floor of the Operations Center during normal business hours. Depending on the volume of water collected water may be stored in one of Mail Operations storage rooms located on the 1st floor until it is transported to Art Van Furniture.

Please contact me with any questions.

Thanks for your consideration.

Barb
517.636.5337

From: Beam, Alaina (TREASURY)
Sent: Friday, January 22, 2016 4:37 PM
To: Thelen, Barbara (Treasury); Kincaid, Michelle (Treasury)
Cc: Luepnitz, Ann (Treasury); Treas-Facility-Services; Walter, Caleb (Treasury)
Subject: RE: Water Drive for Flint

Thank you so much for your help Barb! Attached is our event application. Please let me know if the event dates of 02/01/16-02/05/16 will be an issue as the application states that it must be received 14 days prior to the event.

Thank you!

Alaina Beam
Supervisor - City Income Tax Administration
Michigan Department of Treasury
(517)636-4836

From: Thelen, Barbara (Treasury)
Sent: Friday, January 22, 2016 3:49 PM
To: Beam, Alaina (TREASURY) <BeamA1@michigan.gov>; Kincaid, Michelle (Treasury) <KincaidM@michigan.gov>

Cc: Luepnitz, Ann (Treasury) <LuepnitzA@michigan.gov>; Treas-Facility-Services <Treas-Facility-Services@michigan.gov>
Subject: RE: Water Drive for Flint

Alaina,

Again, what a great idea that your team came up with.

We should be able to provide storage for you, if needed for the water.

I spoke with the Building Manager and he indicated that the attached event form does need to be completed. Please complete the form and attach to your reply to this email.

Thanks
Barb

From: Treas-Facility-Services
Sent: Friday, January 22, 2016 3:08 PM
To: Thelen, Barbara (Treasury) <ThelenB4@michigan.gov>
Cc: Luepnitz, Ann (Treasury) <LuepnitzA@michigan.gov>
Subject: FW: Water Drive for Flint

This request was in the Facilities Box-

From: Beam, Alaina (TREASURY)
Sent: Friday, January 22, 2016 1:36 PM
To: Kincaid, Michelle (Treasury) <KincaidM@michigan.gov>; Treas-Facility-Services <Treas-Facility-Services@michigan.gov>
Subject: RE: Water Drive for Flint

Just to clarify, it will hosted by the City Income Tax Administration.

Thank you!!

Alaina Beam
Supervisor - City Income Tax Administration
Michigan Department of Treasury
(517)636-4836

From: Kincaid, Michelle (Treasury)
Sent: Friday, January 22, 2016 1:31 PM
To: Treas-Facility-Services <Treas-Facility-Services@michigan.gov>
Cc: Beam, Alaina (TREASURY) <BeamA1@michigan.gov>
Subject: Water Drive for Flint

The City of Detroit would like to hold a "Water Drive" for flint the week of 2/1. Would you be able to assist us with tables and a storage location for the water that is brought in?

Michelle Kincaid
Department of Treasury

Tax Processing/Support Services
Department Technician
517-636-4178

Event Application

Michigan Department of Technology, Management and Budget

APPLICATIONS MUST BE RECEIVED 14 DAYS PRIOR TO THE EVENT

Applications can be faxed to 517-284-7972 to the attention of the Events Coordinator, or emailed to DTMB-Events-Coordinator@michigan.gov
If you have questions, please call 517-284-7958.

Event Name City Income Tax Water Drive to Benefit Flint		
Event Date 02/01/16 - 02/05/16	Event Time From 8:00 To 5:00	
Organization Name and Address City Income Tax Administration; Treasury 7285 Parsons Drive, Dimondale, MI 48221	Website www.michigan.gov/citytax	
Event Contact Name (printed) Alaina Beam		
Contact Address 7285 Parsons Drive, Dimondale, MI 48221		
Contact Telephone No. 517-636-4836	Fax No. 517-636-5329	Email beama1@michigan.gov
Nature/Purpose of Event To gather donations of bottled water to distribute to Flint, MI.		
Area Requested (Facility, Conference Room, Parking Lot, etc.) The drop off point will be within the CITA contact center near column 2E B6.		
Number of Attendees (including event staff) Treasury Wide- Operations Center	Parking Requirements (No. of spaces) N/A	
Equipment you will be providing (tents, portable bathrooms, etc.) N/A		
Backup Contact Name (printed) Carly Scheurer		
Address 7285 Parsons Drive, Dimondale, MI 48221		
Telephone No. 517-636-4856	Fax No. 517-636-5329	

I have read and understand the general guidelines and provisions of Administrative Guide 0210.06 Conduct on State Property and Administrative Guide 0210.08 Obtaining Written Authorization for Using State Buildings and Grounds and agree to abide by them.

Event Contact Name (signed)	Date 11/22/16

For Department of Technology, Management and Budget Use Only

Events Coordinator Notes		
Approved ☐	Denied ☐	Signature, Building Operations Director
Approved ☐	Denied ☐	Signature, Infrastructure Protection Director

From: Thelen, Barbara (Treasury)
Sent: Monday, January 25, 2016 7:59 AM
To: Knapp, Kathy (DTMB)
Subject: RE: Water Drive for Flint

Kathy,

Thanks for your quick response and the update.

Have a great week.

Barb

From: Knapp, Kathy (DTMB)
Sent: Sunday, January 24, 2016 7:26 AM
To: Thelen, Barbara (Treasury) <ThelenB4@michigan.gov>
Cc: Luepnitz, Ann (Treasury) <LuepnitzA@michigan.gov>; Davis, Scott (DTMB) <Davis52@michigan.gov>; Klotz, Clinton (DTMB) <KlotzC@michigan.gov>; Beam, Alaina (TREASURY) <BeamA1@michigan.gov>; Scheurer, Carly (Treasury) <ScheurerC@michigan.gov>
Subject: Re: Water Drive for Flint

Barbara,
I am no longer the Events Cordinator for DTMB. Larry Franklin with the Building Operations Division is now the Coordinator. He has been forwarded your application and I'm certain will be able to help you. Larry can be reached at DTMB-events-coordinator@michigan.gov.

Thank you,

Kathy

Sent from my iPhone

On Jan 24, 2016, at 6:22 AM, Thelen, Barbara (Treasury) <ThelenB4@michigan.gov> wrote:

> Hi Kathy,
>
> Please the attached event application and let us know if the event is approved

The City Income Tax Division within the Department of Treasury would like to host a water collection drive for the citizens located within the City of Flint during the week of February 1st through February 5th. The water collection site will be located on the 2nd floor of the Operations Center during normal business hours. Depending on the volume of water collected water may be stored in one of Mail Operations storage rooms located on the 1st floor until it is transported to Art Van Furniture.

Please contact me with any questions.

Thanks for your consideration.

Barb

517.636.5337

From: Beam, Alaina (TREASURY)
Sent: Friday, January 22, 2016 4:37 PM
To: Thelen, Barbara (Treasury); Kincaid, Michelle (Treasury)
Cc: Luepnitz, Ann (Treasury); Treas-Facility-Services; Walter, Caleb (Treasury)
Subject: RE: Water Drive for Flint

Thank you so much for your help Barb! Attached is our event application. Please let me know if the event dates of 02/01/16-02/05/16 will be an issue as the application states that it must be received 14 days prior to the event.

Thank you!

Alaina Beam
Supervisor - City Income Tax Administration
Michigan Department of Treasury
(517)636-4836

From: Thelen, Barbara (Treasury)
Sent: Friday, January 22, 2016 3:49 PM
To: Beam, Alaina (TREASURY) <BeamA1@michigan.gov>; Kincaid, Michelle (Treasury) <KincaidM@michigan.gov>
Cc: Luepnitz, Ann (Treasury) <LuepnitzA@michigan.gov>; Treas-Facility-Services <Treas-Facility-Services@michigan.gov>
Subject: RE: Water Drive for Flint

Alaina,

Again, what a great idea that your team came up with.

We should be able to provide storage for you, if needed for the water.

I spoke with the Building Manager and he indicated that the attached event form does need to be completed. Please complete the form and attach to your reply to this email.

Thanks
Barb

From: Treas-Facility-Services
Sent: Friday, January 22, 2016 3:08 PM
To: Thelen, Barbara (Treasury) <ThelenB4@michigan.gov>
Cc: Luepnitz, Ann (Treasury) <LuepnitzA@michigan.gov>
Subject: FW: Water Drive for Flint

This request was in the Facilities Box-

From: Beam, Alaina (TREASURY)
Sent: Friday, January 22, 2016 1:36 PM
To: Kincaid, Michelle (Treasury) <KincaidM@michigan.gov>; Treas-Facility-Services <Treas-Facility-Services@michigan.gov>
Subject: RE: Water Drive for Flint

Just to clarify, it will hosted by the City Income Tax Administration.

Thank you!!

Alaina Beam
Supervisor - City Income Tax Administration
Michigan Department of Treasury
(517)636-4836

From: Kincaid, Michelle (Treasury)
Sent: Friday, January 22, 2016 1:31 PM
To: Treas-Facility-Services <Treas-Facility-Services@michigan.gov>
Cc: Beam, Alaina (TREASURY) <BeamA1@michigan.gov>
Subject: Water Drive for Flint

The City of Detroit would like to hold a "Water Drive" for flint the week of 2/1. Would you be able to assist us with tables and a storage location for the water that is brought in?

Michelle Kincaid
Department of Treasury
Tax Processing/Support Services
Department Technician
517-636-4178

<Water Drive Event Application.pdf>

From: Hummel, Mindy (DTMB)
Sent: Monday, January 25, 2016 8:48 AM
To: Knapp, Kathy (DTMB)
Subject: RE: Hrs on Flint Water Project

You're welcome. Do you happen to know if there will be an activity code created for this? I'm trying to figure out what to log my time under and I don't see anything that applies to anything close to it.

Mindy Hummel
DTMB/Financial Services
517-373-2215 Phone
517-230-2447 Cell
517-241-4856 Fax
DTMB
HELP. CONNECT. SOLVE.

From: Knapp, Kathy (DTMB)
Sent: Monday, January 25, 2016 8:10 AM
To: Hummel, Mindy (DTMB) <HummelM@michigan.gov>
Subject: RE: Hrs on Flint Water Project

Thank you!

From: Hummel, Mindy (DTMB)
Sent: Monday, January 25, 2016 7:38 AM
To: Knapp, Kathy (DTMB)
Subject: RE: Hrs on Flint Water Project

Hi Kathy:
My pay rate is $26.71 and I do not get overtime.

Mindy Hummel
DTMB/Financial Services
517-373-2215 Phone
517-230-2447 Cell
517-241-4856 Fax
DTMB
HELP. CONNECT. SOLVE.

From: Knapp, Kathy (DTMB)
Sent: Sunday, January 24, 2016 8:40 PM
To: Hummel, Mindy (DTMB) <HummelM@michigan.gov>
Subject: RE: Hrs on Flint Water Project

Mindy,

I have been asked to provide pay rates for employees that have worked on the Flint Water Crisis response. Could you please send me you pay rate and overtime rate if applicable so I can provide the requested information?

Thank you,

Kathy

From: Hummel, Mindy (DTMB)
Sent: Friday, January 22, 2016 2:26 PM
To: Knapp, Kathy (DTMB)
Cc: Stansfield, Marsha (DTMB)
Subject: Hrs on Flint Water Project

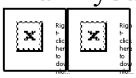
Hi Kathy:
Not including today, I've spent about 25 ½ hrs on Flint water project related activities since 01/13/16.

Mindy Hummel
DTMB/Financial Services
517-373-2215 Phone
517-230-2447 Cell
517-241-4856 Fax
DTMB
HELP. CONNECT. SOLVE.

From: Karley Hall <khall@digitalroots.com>
Sent: Monday, January 25, 2016 3:28 PM
To: Knapp, Kathy (DTMB)
Subject: Re: State of Michigan/Digital Roots Partnership
Attachments: Questions for Meeting with DTMB.docx

Hi Kathy- As promised, I've attached the list of questions for our meeting tomorrow to keep the answer in mind ahead of time.

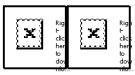
Thank you!



On Mon, Jan 25, 2016 at 2:38 PM, Karley Hall <khall@digitalroots.com> wrote:
Hi Kathy- it was so great speaking with you. I spoke with the team and 2-3pm tomorrow works perfectly. We will just send questions ahead of time for a more efficient meeting, so I will send those over shortly.

Can you please let us know the address/directions to where we will be meeting?

Thanks again! I wish your kids luck with their upcoming tests!



On Mon, Jan 25, 2016 at 2:12 PM, Knapp, Kathy (DTMB) <knappk1@michigan.gov> wrote:

Karley,

Following up on my voicemail. Could you please call me about the meeting tomorrow? I can be reached at 517-335-6735.

Thank you,

Kathy

Kathy Knapp

Administrative Assistant to the Director

Office of Infrastructure Protection

Michigan Department of Technology, Management & Budget

Cybersecurity and Infrastructure Protection

Office: (517) 335-6735

Knappk1@michigan.gov

DTMB
HELP. CONNECT. SOLVE.

From: Karley Hall [mailto:khall@digitalroots.com]
Sent: Monday, January 25, 2016 12:57 PM
To: Knapp, Kathy (DTMB)
Cc: Christensen, Chris (DTMB); Jay Wolcott
Subject: Re: State of Michigan/Digital Roots Partnership

Hi Kathy- thank you so much for sending over the proposal. I've attached our signed copy.

Please let me know what time would be best for the DTMB team to meet with us tomorrow to learn about the current social monitoring operations and specific search requirements.

Specific topics that we will want to discuss with the DTMB team include:

-How are you currently monitoring with Radian6?

-What other social software are you currently using?

-What keywords and terms are you searching for?

-What are the important topics and individuals to monitor?

-What are you currently reporting on?

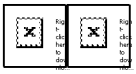
-Who are you making the reports for?

We would want to meet with all of the appropriate individuals to make sure that we get an accurate understanding of all of your social objectives.

Also, is there a conference space that our team can use for the day?

Thanks again and looking forward!

Karley Hall



On Mon, Jan 25, 2016 at 10:41 AM, Knapp, Kathy (DTMB) <knappk1@michigan.gov> wrote:

> Attached is a copy of the signed proposal. Please forward a copy of the fully signed proposal once all signatures are obtained.
>
> Thank you,
>
> Kathy
>
> **From:** Jacob Pratt [mailto:jpratt@digitalroots.com]
> **Sent:** Saturday, January 23, 2016 4:38 PM
> **To:** Christensen, Chris (DTMB)
> **Cc:** Knapp, Kathy (DTMB); Karley Hall
> **Subject:** Fwd: State of Michigan/Digital Roots Partnership
>
> Hello Chris,
>
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Sent: Thursday, January 21, 2016 2:31 PM
Subject: State of Michigan/Digital Roots Partnership
To: <christensen@michigan.gov>
Cc: Jacob Pratt <jpratt@digitalroots.com>, Jay Wolcott <jwolcott@digitalroots.com>

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Attached we have provided an overview of our proposal for the Flint Water Crisis Emergency Response program. We spoke with Jeff and gave him a verbal overview of the attached document and wanted to send this along to you for your review as well.

We look forward to hearing from you and if you have any questions.

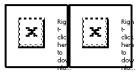
Thanks,

Karley Hall

--

Karley Hall | Sales Development | 248.513.2128

https://digitalroots.com



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https://digitalroots.com

digitalroots

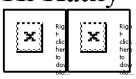
235 East Main Street, Suite 104
Northville, MI 48167

DTMB/Digital Roots: Questions for Meeting

1. Is this initiative all related to the Flint Water Crisis? If not, what else will you be searching for?
2. What are the keywords and terms that you have been collecting and searching for?
3. What other social software are you using?
4. What are some examples of serious or imperative posts that need to be tagged or analyzed (i.e., people who address Governor Snyder or other officials/agencies in a negative manner)?
5. Once you find data that is interesting, what are you doing with that data?
6. Please provide an example of what you are currently reporting on. In what ways will this social information that is found be shared?
7. How many users? What type of people will be using the system?
8. What is the ultimate objective for this monitoring?
9. Please prepare any examples of key information discovered from social listening in the last week?
10. Will any findings need to be shared outside of the everyday users of the software?
11. What is working for social monitoring, and what is not working? What have you tried?
12. What types of social sites (Facebook, Reddit, Twitter, etc.) did you find to be useful and not useful?
13. Are you looking for groups or individuals?
14. What are the pro's and con's of tools you have tried?
15. Do you perform any deep dives on the individual's posting? How are you validating the people that are posting?

From: Karley Hall <khall@digitalroots.com>
Sent: Monday, January 25, 2016 5:20 PM
To: Knapp, Kathy (DTMB)
Subject: Re: State of Michigan/Digital Roots Partnership

Hi Kathy- we will need a projector for the meeting. Thank you so much!



On Mon, Jan 25, 2016 at 5:04 PM, Karley Hall <khall@digitalroots.com> wrote:
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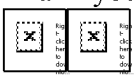

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Thank you,

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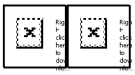

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>
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>
> Kathy
>
> **Kathy Knapp**
>
> Administrative Assistant to the Director
>
> Office of Infrastructure Protection
>
> Michigan Department of Technology, Management & Budget
>
> Cybersecurity and Infrastructure Protection

Office: (517) 335-6735

Knappk1@michigan.gov

DTMB
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From: Karley Hall [mailto:khall@digitalroots.com]
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Cc: Christensen, Chris (DTMB); Jay Wolcott
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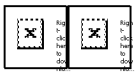

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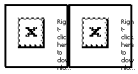

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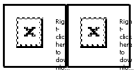

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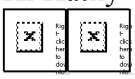

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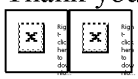

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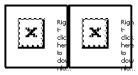

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Kathy Knapp

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Office of Infrastructure Protection

Michigan Department of Technology, Management & Budget

Cybersecurity and Infrastructure Protection

Office: (517) 335-6735

Knappk1@michigan.gov

DTMB
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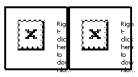

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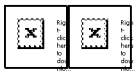

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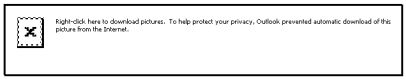

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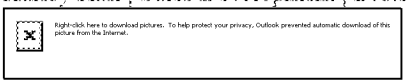
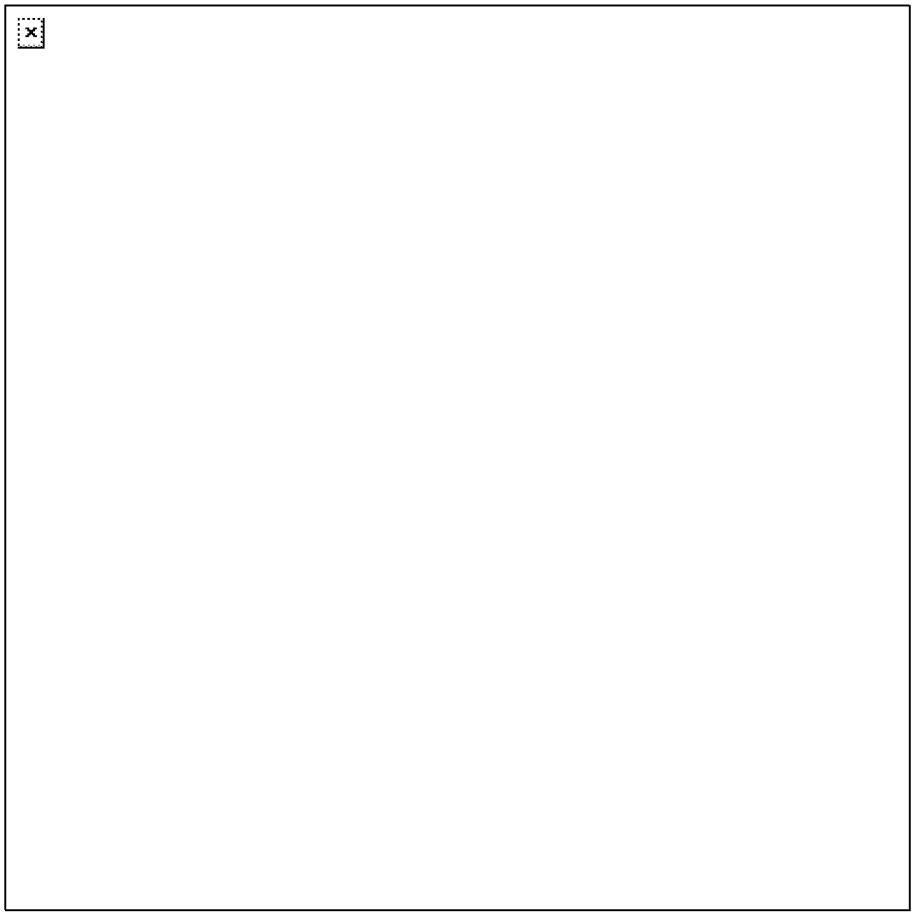


https://digitalroots.com

From: Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>
Sent: Tuesday, January 26, 2016 8:39 AM
To: Knapp, Kathy (DTMB)
Subject: Contributing time, muscle and money

During this month's Martin Luther King Jr. holiday weekend, some state employees turned their "day off" into a "day on" in Flint. There, they delivered bottled water, water filters, replacement cartridges and water testing kits to families. The volunteers joined other Michiganders, turning Dr. King's birthday observance into a day of service.



Mike Zimmer, director of the Office of Good Government and the Department of Licensing and Regulatory Affairs, has shared a link – www.helpforflint.com – that offers other opportunities to contribute time, muscle and money to bring clean drinking water to the community.Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.

Autumn Hubbard, Ambrea Mack and Sarah Esquivel, who are in the photo at the left, nearly emptied the shelves at their local grocery store. Thanks for your efforts.

everyone.

Now work.

Last week, I signed a new policy that formalizes the annual employee review process and sets expectations for employees and managers. Administrative Policy 200.37 establishes consistent standards for implementing performance plans and reviews. Some of the standards are practices we have followed for years. Others are new. Some of particular note include:

- The mandatory use of HRMN
- A standard Feb. 1-Jan. 31 rating period for all employees
- An Individual Development Plan that specifies training or development programs for each employee
- Competencies and objectives that align to DTMB goals or scorecard metrics
- Consequences for managers and supervisors who do not complete the review process as required

A fundamental role of each DTMB manager or supervisor is to provide employees with direction and feedback on their performance. Employees also are expected to take an active role in pursuing professional development opportunities and achieving their competencies and objectives. I encourage you to review the new policy and talk with your manager or supervisor if you have questions. Of course, I welcome your questions and input as well. Please send your comments and ideas to me at behend@michigan.gov.

I know these have been busy weeks for many of you as you take on additional responsibilities and work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

Have a great week,

David

The Department of Technology, Management and Budget
You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact DTMB-Communications@michigan.gov.

This email was sent to knappk1@michigan.gov using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 · 517-373-1004

From: Franklin, Larry (DTMB)
Sent: Tuesday, January 26, 2016 11:16 AM
To: Knapp, Kathy (DTMB)
Subject: Event Application

Kathy,

Did you get a chance to take a look at the City income Tax Water Drive to Benefit Flint, event application.

Larry Franklin
Building Operations Division
State of Michigan/DTMB/FBSA
Phone: 517-284-7958
Cell: 517-202-6608

From: Allen, Charlotte (DTMB)
Sent: Monday, February 08, 2016 11:27 AM
To: Knapp, Kathy (DTMB);Gonzalez, Tonyia (DTMB)
Subject: RE: Meeting with Turnquist

Same here . . . :)

-----Original Message-----
From: Knapp, Kathy (DTMB)
Sent: Monday, February 08, 2016 11:26 AM
To: Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Allen, Charlotte (DTMB) <AllenC1@michigan.gov>
Subject: RE: Meeting with Turnquist

I prefer the 16th at 10:00.

-----Original Message-----
From: Gonzalez, Tonyia (DTMB)
Sent: Monday, February 08, 2016 11:22 AM
To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>; Knapp, Kathy (DTMB) <knappk1@michigan.gov>
Subject: RE: Meeting with Turnquist

Good morning ladies,

Just reaching out to get this meeting rescheduled: Organizational Discussion - Follow Up w/Mike/Chris/Christian

Can you tell me if any of the following dates/times work?

February 16th (10:00 - 10:45)
March 1st (10:00 - 10:45)
March 3rd (8:15 - 9:00 or 9:00 - 10:00)

The meeting will take place in Christian's office.

Thanks!

Tonyia Gonzalez, Senior Executive Management Assistant to Senior Deputy Director, Michael Turnquist Department of Technology, Management & Budget Facilities & Business Services Administration gonzalezt1@michigan.gov
(517) 284-7979

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From: Allen, Charlotte (DTMB)
Sent: Tuesday, January 26, 2016 7:50 AM
To: Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>
Subject: FW: Meeting with Turnquist

Bad news . . . again . . see below.

Things are just nuts right now!
/ca

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From: Kopacsi, Christian (DTMB)
Sent: Tuesday, January 26, 2016 7:50 AM
To: Allen, Charlotte (DTMB) <AllenC1@michigan.gov>
Subject: Meeting with Turnquist

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Sent from my iPhone

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To: Allen, Charlotte (DTMB);Knapp, Kathy (DTMB)
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I'll send out the appt.

teg

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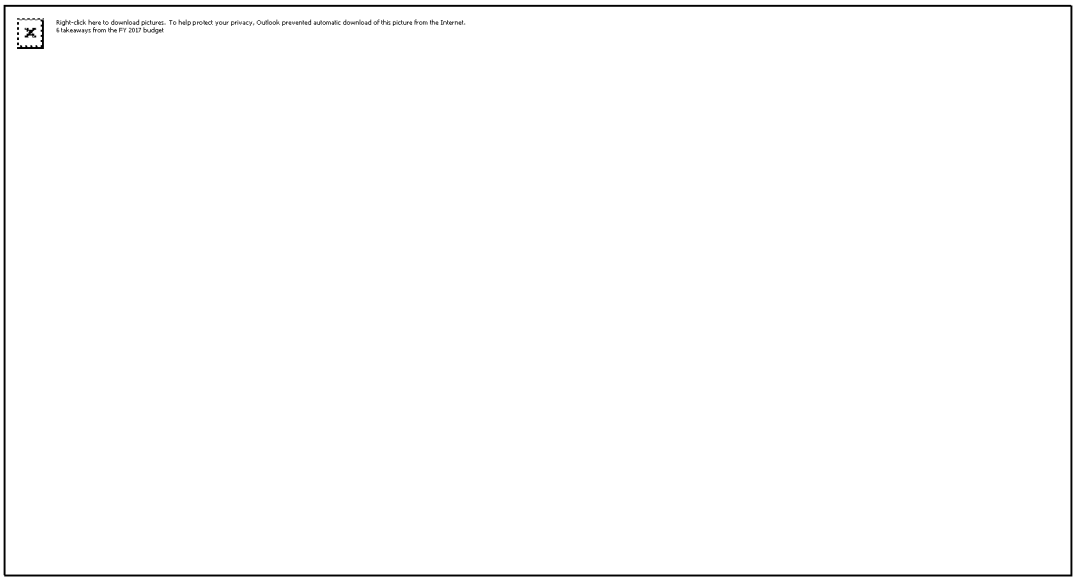
Sent from my iPhone

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Thursday, February 11, 2016 5:55 PM
To: Knapp, Kathy (DTMB)
Subject: What this year's budget means for Michigan...

HOME | BLOG | CONTACTS | FACEBOOK | TWITTER | INSTAGRAM

VIDEO: What Governor Snyder's FY17 budget means for Michigan



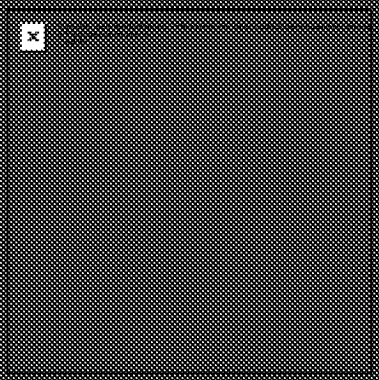
Gov. Rick Snyder's FY 2017 budget calls for critical investments for the Flint water crisis, statewide infrastructure and the Detroit Public Schools. The governor's recommendation also addresses the skyrocketing costs of specialty medications that Michigan residents depend on for better health outcomes.

This budget also stays committed to the Governor's core statewide priorities of education, talent and economic development, health and human services, and public safety.

The proposed FY 2017 budget makes key investments to strengthen the state for all of Michigan's families. Click here to learn more about the top 6 takeaways from the

Governor's FY 2017 state budget.

Click a tweet to tweet it out:



The #MIBudget @OneToughNerd proposed yesterday makes key investments to strengthen Michigan for all families --> www.mi.gov/MIBudget

--> @OneToughNerd's #MIBudget includes $72 million a year for Detroit Public Schools. It is time to act now --> www.mi.gov/MIBudget

--> @onetoughnerd's significant investment in #Flint families is the right thing to do. #FlintFWD #MIBudget www.mi.gov/MIBudget

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This email was sent to knappk1@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: Snyder, James <James.B.Snyder@uscg.mil>
Sent: Tuesday, February 16, 2016 8:24 AM
To: Knapp, Kathy (DTMB)
Subject: RE: 19 JAN 16 Call w/ Chris

Kathy,

General Stone contacted me Friday morning. He seemed very interested in the event and I am looking forward to hearing back from him on the level of support he can provide. Thank you for the follow-up! Hope all is well.

James

-----Original Message-----
From: Knapp, Kathy (DTMB) [mailto:knappk1@michigan.gov]
Sent: Tuesday, February 16, 2016 8:18 AM
To: Snyder, James
Subject: [Non-DoD Source] RE: 19 JAN 16 Call w/ Chris

Good morning,

Did you hear from the General last week? Chris contacted him either Thursday or Friday and he indicated he would be contacting you that day.

Thank you,

Kathy

-----Original Message-----
From: Snyder, James [mailto:James.B.Snyder@uscg.mil]
Sent: Tuesday, February 09, 2016 12:39 PM
To: Knapp, Kathy (DTMB) <knappk1@michigan.gov>
Subject: RE: 19 JAN 16 Call w/ Chris

Kathy,

Just touching base with you as instructed. I have not heard from the General yet. Thank you, hope all is well!

James

-----Original Message-----
From: Knapp, Kathy (DTMB) [mailto:knappk1@michigan.gov]
Sent: Thursday, January 21, 2016 2:19 PM
To: Snyder, James
Subject: [Non-DoD Source] RE: 19 JAN 16 Call w/ Chris

James,

If, by the end of the month you haven't heard from the General please let me know. Everyone is busy with the Flint Water Crisis and many things are falling to the wayside.

Thank you for your patience.

Kathy

-----Original Message-----
From: Snyder, James [mailto:James.B.Snyder@uscg.mil]
Sent: Thursday, January 21, 2016 10:14 AM
To: Knapp, Kathy (DTMB)
Subject: RE: 19 JAN 16 Call w/ Chris

Kathy,

I just wanted to let you know that the General has not contacted me. I am back at my office now so my phone number is back to 906-635-3303. Thank you and please let me know how I should proceed.

James

-----Original Message-----
From: Knapp, Kathy (DTMB) [mailto:knappk1@michigan.gov]
Sent: Tuesday, January 19, 2016 9:40 AM
To: Snyder, James
Subject: [Non-DoD Source] RE: 19 JAN 16 Call w/ Chris

James,

I was just able to speak with Chris. He is not certain when General Stone was going to contact you but it sounds as if the General wants to do the presentation at your conference. If you don't hear from him let me know and I will find a contact number for his office.

Thank you for your understanding.

Kathy

-----Original Message-----
From: Snyder, James [mailto:James.B.Snyder@uscg.mil]
Sent: Friday, January 15, 2016 3:32 PM
To: Knapp, Kathy (DTMB)
Subject: 19 JAN 16 Call w/ Chris

Good Afternoon,

Can you please have Chris call 906-635-3347 on Tuesday? I am getting new carpet in my office and my phone will be disconnected. Thank you and if you have any questions please let me know.

Very Respectfully,

James Snyder
Port Security Specialist
USCG Sector Sault Ste. Marie

Office: (906)635-3303
Cell: (906)440-4673

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Tuesday, February 16, 2016 5:16 PM
To: Knapp, Kathy (DTMB)
Subject: VIDEO: Volunteering in Flint

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VIDEO: How volunteers are helping Flint

Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.
Click here to watch the video

Volunteers at the Food Bank of Eastern Michigan are working hard to collect donations in order to help the families of Flint. Last Thursday, Governor Snyder visited with the many dedicated volunteers and helped sort cans of food.

Good nutrition is critically important for Flint's children. Foods that are high in calcium, vitamin C, and iron can help limit the effects of lead exposure. To donate or volunteer at the Food Bank of Eastern Michigan, visit www.fbem.org.

Click here to watch the video and learn more about how the Food Bank of Eastern Michigan is helping Flint's families.

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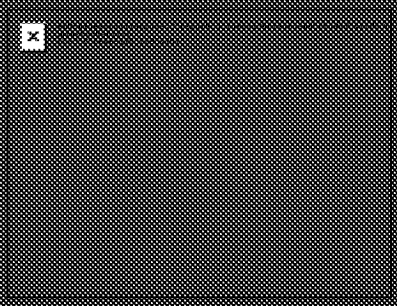
click here to watch the video

LISTEN IN: Governor Snyder's tele-town hall with Flint residents



Governor Snyder hosted his third town hall with Flint residents on Thursday, Feb. 11, answering their questions directly. *Click here to listen to the call.*

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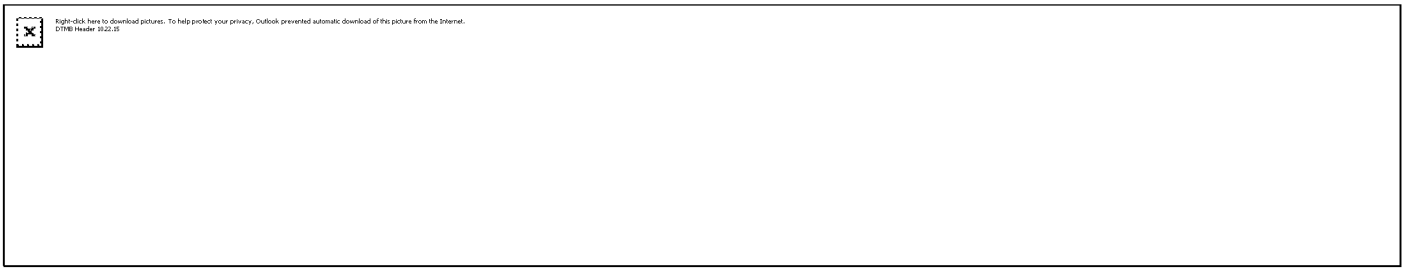
From: DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>
Sent: Wednesday, February 17, 2016 10:10 AM
To: Knapp, Kathy (DTMB)
Subject: The Gov. Snyder's Budget Proposal



Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the $54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
- **Putting People First.** The governor recommends continued expansion of the Healthy Kids Dental Program and funding efforts to ensure residents have access to affordable health care. His proposal boosts funds to help cover new higher cost specialty medications to treat conditions such as hepatitis C and cystic fibrosis, among others.
- **Investing in Infrastructure.** The proposal allocates $1.2 billion to maintain and repair Michigan roads, bridges and other critical infrastructure.

The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of $1.3 billion for department operations and a one-time allocation of $32.4 million.

A few highlights include:

- $502 million for information technology support for all state agencies and $132.8 million for 14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by $7 million, from $65 million to $72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.
- An additional $5 million to support cybersecurity improvements to safeguard citizens' personal information and protect critical infrastructure and government services.
- IT support of $6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full executive budget recommendations, which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at behend@michigan.gov.

Thank you again for all the good work you do. I hope you have a great week ahead.

David

The Department of Technology, Management and Budget
You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact DTMB-Communications@michigan.gov.

This email was sent to knappk1@michigan.gov using GovDelivery, on behalf of DTMB · Lewis Cass Building · 320 South Walnut Street · Lansing, MI 48933 · 517-373-1004

From: DTMB-ConfRoom-JOC-MP
Sent: Wednesday, February 17, 2016 10:58 AM
To: Knapp, Kathy (DTMB)
Subject: Accepted: Flint Water Expenditure Tracking and Reporting

Your request was accepted.

Sent by Microsoft Exchange Server 2016

From: Hobson, Daphne (DTMB)
Sent: Wednesday, February 17, 2016 11:00 AM
To: Knapp, Kathy (DTMB)
Subject: Accepted: Flint Water Expenditure Tracking and Reporting

From: Mikula, Lora (DTMB)
Sent: Wednesday, February 17, 2016 11:00 AM
To: Knapp, Kathy (DTMB)
Subject: Accepted: Flint Water Expenditure Tracking and Reporting

Subject: Meeting Forward Notification: Flint Water Expenditure Tracking and Reporting
Location: DTMB-ConfRoom-JOC-MP - 615 W. Allegan Street, Lansing

Start: Thu 2/18/2016 10:00 AM
End: Thu 2/18/2016 11:00 AM
Show Time As: Free

Recurrence: (none)

Organizer: Shoemaker, Lisa (DTMB)

Your meeting was forwarded
Shoemaker, Lisa (DTMB) has forwarded your meeting request to additional recipients.
Meeting
Flint Water Expenditure Tracking and Reporting

Meeting Time
Thursday, February 18, 2016 10:00 AM-11:00 AM.

Recipients
Buckberry, Gary (DTMB)

All times listed are in the following time zone: (UTC-05:00) Eastern Time (US & Canada)

Sent by Microsoft Exchange Server 2016

From: Buckberry, Gary (DTMB)
Sent: Wednesday, February 17, 2016 11:16 AM
To: Knapp, Kathy (DTMB)
Subject: Accepted: FW: Flint Water Expenditure Tracking and Reporting

From: DeCamp, Greg (DTMB)
Sent: Wednesday, February 17, 2016 11:50 AM
To: Knapp, Kathy (DTMB)
Subject: Tentative: Flint Water Expenditure Tracking and Reporting

I have a legislative meeting until 10:15 but will try and join after

From: Spaniolo, Natalie (DTMB)
Sent: Wednesday, February 17, 2016 11:54 AM
To: Knapp, Kathy (DTMB)
Subject: Accepted: Flint Water Expenditure Tracking and Reporting

Subject: Meeting Forward Notification: Flint Water Expenditure Tracking and Reporting
Location: DTMB-ConfRoom-JOC-MP - 615 W. Allegan Street, Lansing

Start: Thu 2/18/2016 10:00 AM
End: Thu 2/18/2016 11:00 AM
Show Time As: Free

Recurrence: (none)

Organizer: DeCamp, Greg (DTMB)

Your meeting was forwarded
DeCamp, Greg (DTMB) has forwarded your meeting request to additional recipients.
Meeting
Flint Water Expenditure Tracking and Reporting

Meeting Time
Thursday, February 18, 2016 10:00 AM-11:00 AM.

Recipients
Gibson, Jennifer (DTMB)

All times listed are in the following time zone: (UTC-05:00) Eastern Time (US & Canada)

Sent by Microsoft Exchange Server 2016

From: Gibson, Jennifer (DTMB)
Sent: Wednesday, February 17, 2016 2:29 PM
To: Knapp, Kathy (DTMB)
Subject: Accepted: FW: Flint Water Expenditure Tracking and Reporting

From: Shoemaker, Lisa (DTMB)
Sent: Wednesday, February 17, 2016 3:21 PM
To: Knapp, Kathy (DTMB)
Subject: Accepted: Flint Water Expenditure Tracking and Reporting

From: ippsr-action <ippsr-action@ssc.msu.edu>
Sent: Thursday, February 18, 2016 1:03 PM
To: ippsr-action
Subject: IPPSR Forum, FLINT Waterdelphiasimmons@gmail.com

Flint Water Crisis: Health, Governance, and Infrastructure

Wednesday, March 16, 2016 IPPSR Public Policy Forum

11:30 a.m. to 1:30 p.m.

Downtown Lansing, Michigan

Mackinac Room, Anderson House Office Building

Register to attend online at www.ippsr.edu

Join us as we update Michigan's response to the discovery of lead in Flint's water and hear from experts about what we can learn to improve public health, governance, and infrastructure. Our speakers will include MSU pediatrician Dr. Mona Hanna-Attisha, MSU Institute for Public Utilities Director Jan Beecher, and MSU political scientist Joshua Sapotichne.

More information on the March 16th Forum is attached. Registration for this and all other IPPSR forums is available online or by calling 517-355-6672. There is no charge to attend the forum. Seating is limited.

Please note: The video and recommended readings from our January 20th forum on **Detroit Public Schools: Quality, Accountability, and Governance**, are now posted at www.ippsr.msu.edu.

This forum is cosponsored by the **MSU College of Human Medicine** (http://www.humanmedicine.msu.edu/) and the **MSU Institute of Public Utilities** (**http://www.ipu.msu.edu/**)

I'm using Adobe Send & Track.
You can view "March Forum Notice Attach.pdf" at: https://files.acrobat.com/a/preview/ca304268-3560-4d0b-9944-24fe5ab9e884

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From: Christensen, Chris (DTMB)
Sent: Tuesday, January 26, 2016 7:59 AM
To: Knapp, Kathy (DTMB)
Subject: FW: CenturyLink

From: Briggs, Tim [mailto:Tim.Briggs@CenturyLink.com]
Sent: Thursday, January 14, 2016 1:21 PM
To: Christensen, Chris (DTMB)
Subject: RE: CenturyLink

Chris,

Got it.....can we see if Christian will also be available to join us next week.

We have Tuesday lunch or dinner or Wednesday lunch or dinner open.

Tuesday early dinner would be good since the town will be hoping for the State of the State.

Thanks for your help.

Tim Briggs
Lead GES Relationship Manager
248 884-5869
tim.briggs@centurylink.com
CenturyLink Government and Education Solutions
http://www.centuryLink.com/business/state-and-local-gov/

From: Christensen, Chris (DTMB) [mailto:christensenc4@michigan.gov]
Sent: Thursday, January 14, 2016 10:16 AM
To: Briggs, Tim
Subject: FW: CenturyLink

Tim,

Because of the Flint water issues I am not going to be able to meet tonight. I apologize, is there a night next week that will work for you.

Chris Christensen
Director of Infrastructure Protection
Office: (517) 241-2188
Cell: (517) 243-1647
Christensenc4@michigan.gov
DTMB
HELP. CONNECT. SOLVE.

From: Christensen, Chris (DTMB)
Sent: Wednesday, January 13, 2016 6:51 AM
To: 'Briggs, Tim' <Tim.Briggs@CenturyLink.com>
Subject: RE: CenturyLink

I can make 5:00 work.

Chris Christensen
Director of Infrastructure Protection
Office: (517) 241-2188
Cell: (517) 243-1647
Christensenc4@michigan.gov
DTMB
HELP. CONNECT. SOLVE.

From: Briggs, Tim [mailto:Tim.Briggs@CenturyLink.com]
Sent: Tuesday, January 12, 2016 10:56 PM
To: Christensen, Chris (DTMB) <christensenc4@michigan.gov>
Subject: Re: CenturyLink

Chris,

Let me know if you have a preference where we can grab dinner.... Thinking around 5pm.

Tim Briggs
Lead GES Relationship Manager
248 884-5869
tim.briggs@centurylink.com
CenturyLink Government and Education Solutions
http://www.centurylink.com/business/state-and-local-gov/

On Jan 12, 2016, at 6:18 PM, Christensen, Chris (DTMB) <christensenc4@michigan.gov> wrote:

> Tim,
>
> Appears to be something that we should be interested in. An early dinner sounds great. My lunch appointments are booked solid for the next two weeks. Let me know what you have in mind
>
> Thanks Chris
>
> On Jan 12, 2016, at 1:27 PM, Briggs, Tim <Tim.Briggs@CenturyLink.com> wrote:
>
> > Chris,
> >
> > Good afternoon.

I wanted to see if you have time Thursday to discuss CenturyLink's Enhanced Cybersecurity Solution (ECS). It looks like FEME might be providing grant money and the SOM should take advantage. See attached email string….read from the bottom up.

We can offer a free 60 trial for our ECS service. This seems like a no brainer being able to trial the service and then possibly receiving a FEME grant to implement it at no cost to the SOM.

I will also attach some ECS info to help you socialize it.

Maybe we could do an early dinner meeting Thursday. Let me know.

Tim Briggs
Lead GES Relationship Manager
248 884-5869
tim.briggs@centurylink.com
CenturyLink Government and Education Solutions
http://www.centuryLink.com/business/state-and-local-gov/

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<mime-attachment>

<CenturyLink Enhanced Cybersecurity services factsheet_08182014.pdf>

<CenturyLink Government - ECS - State of Michigan.pdf>

<CenturyLink ECS Overview.pdf>

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From: Narimetla, Anand (DTMB)
Sent: Wednesday, February 17, 2016 8:41 PM
To: Knapp, Kathy (DTMB)
Subject: RE: MICWRAP-SBCP Theme-Project kick-off Meeting- Invitees' names - Regarding

Thanks Kathy! Please let me call you tomorrow to get a few clarifications in this regard!

Regards,

Anand

From: Knapp, Kathy (DTMB)
Sent: Wednesday, February 17, 2016 5:36 PM
To: Narimetla, Anand (DTMB) <NarimetlaA1@michigan.gov>
Cc: Furseth, Kristen (DTMB) <Fursethk@michigan.gov>; Juarez, John (DTMB) <juarezj@michigan.gov>
Subject: RE: MICWRAP-SBCP Theme-Project kick-off Meeting- Invitees' names - Regarding

Anand,

I spoke with Chris regarding the list of team members for the Business Continuity Planning Theme. Changes and notes are made below in red.

If you have any questions or need further information please let me know.

Thank you,

Kathy

From: Narimetla, Anand (DTMB)
Sent: Friday, February 12, 2016 3:10 PM
To: Christensen, Chris (DTMB) <christensenc4@michigan.gov>
Cc: Furseth, Kristen (DTMB) <Fursethk@michigan.gov>; Juarez, John (DTMB) <juarezj@michigan.gov>; Knapp, Kathy (DTMB) <knappk1@michigan.gov>
Subject: MICWRAP-SBCP Theme-Project kick-off Meeting- Invitees' names - Regarding

Chris:

This has reference to the meeting we had today (***2/12/2016***) morning in ***DTMB Cass Second Floor Large Conference Room***.

I have the following personnel listed as names of resources against the **MICWRAP - Statewide Business Continuity Planning (SBCP) Theme** project**:**

- Executive Sponsor: Rod Davenport
- Business Owner: Chris Christensen

Team members:

- Project Manager - – Anand Narimetla
- Emergency Manager Coordinator - Jeanette Doll – will be unable to attend meetings right now due to her role at the SEOC in responding to the Flint Water Crisis
- Office of Infrastructure Protection – Kathy Knapp (please remove Jeff Pratt)
- MCS – Rock Rakowski
- Agency Services – Gene White (he is our Agency Services rep)
- DCO - Matt Caterino
- Technical Services (O/S) – Timothy Scott
- NTSD (Network/Telecom) – David Wilson
- DD – John McQuaid
- EA -
- ICCO Advisor - John Juarez
- Internal Audit Advisor – Rick Lowe

Following are the ones who attended the meeting today i.e., on 02/12/2016 including self:

1. Chooi, Patricia (DTMB) ChooiP@michigan.gov
2. Gilliland, Michael (DTMB) gillilandm@michigan.gov
3. Jacokes, Paul (DTMB) JacokesP@michigan.gov
4. Jennings, Brian (DTMB) jenningsb@michigan.gov
5. Juarez, John (DTMB) juarezj@michigan.gov
6. Kinnamon, Mark (DTMB) KinnamonM@michigan.gov
7. Knapp, Kathy (DTMB) knappk1@michigan.gov
8. Slagle, Neil (DTMB) slaglen@michigan.gov
9. Narimetla, Anand (DTMB) NarimetlaA1@michigan.gov

For the project kick-off meeting that I would like to schedule sometime during the next week, I would greatly appreciate, if you could please let me know all those who need to be invited for the meeting, if possible by the close of business hours on **Tuesday, the 16th of February, 2016**.

Thank you,

Anand Narimetla, PMP, CSM, ITIL-V3
IT Project Manager
DTMB Enterprise Portfolio Management Office (EPMO)
Supporting DTMB, MCSC, MDE and CEPI
Desk Phone# (517) 335-1212
Cell Phone# (517) 930-0841
NarimetlaA1@michigan.gov

From: Doll, Jeanette (DTMB)
Sent: Friday, January 22, 2016 9:33 AM
To: Knapp, Kathy (DTMB)
Subject: Automatic reply: Tom H. is trying to reach you.

I am currently on special assignment and have limited ability to respond to requests that are not associated with the Flint Water Response.

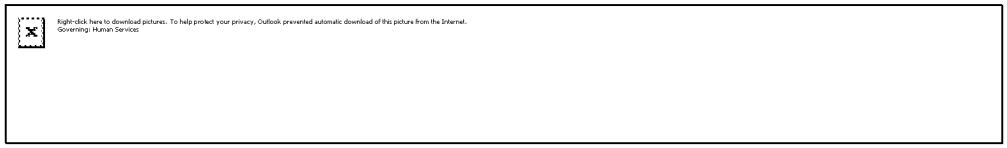
If you need assistance with a building closure, please contact Central Control at (517) 373-0196 for immediate assistance.

Jeanette

From: GOVERNING <newsletters@governing.com>
Sent: Friday, January 22, 2016 10:47 AM
To: Knapp, Kathy (DTMB)
Subject: This Week in Politics: A New Newsletter

View Newsletter in Browser

ATTN READERS: This is our NEW politics newsletter. Each week, veteran reporter Alan Greenblatt will break down the most important election news and political dynamics impacting states and localities. To keep getting this FOR FREE and stay informed, click here.



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THIS WEEK IN POLITICS

Flint Fallout, Corruption in Court and One State's New Supermajority

BY ALAN GREENBLATT

This was a busy week in politics -- but then, practically every week is. That's why *Governing* is offering this new weekly newsletter.

We won't cover the presidential campaign -- you can find plenty of that elsewhere. Instead, we aim to share with you the most interesting and important developments in state and local politics each week.

You can sign up for a free subscription here.

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Flint Curbs Snyder's Future

Although it's premature to call him a lame duck, Michigan Gov. Rick Snyder's political capital has clearly been diminished by the Flint water crisis. During his State of the State address on Tuesday, Snyder offered lots of apologies: "You did not create this crisis;" "Government failed you;" and, "I'm sorry."

Since winning re-election in 2014, Snyder had been mentioned as a potential presidential or vice presidential pick on the Republican side. That kind of talk, however, has abruptly ended. "Even some Michigan Republicans concede that Snyder's national prospects are toast, at least in the short term," reports *Politico*. **KEEP READING >>**

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HHS: Realizing Better Outcomes at a Cost Governments Can Afford

Read this Health and Human Services Special Report to find updates on where states are in this ACA era, learn about the challenges state and local governments continue to encounter and find out more about the government agencies developing successful policies with the potential to scale and be replicated across the country. **DOWNLOAD NOW**

MORE POLITICS NEWS & COMMENTARY

A New Era for NGA's Relations With Congress?

The National Governors Association had seen its influence on federal legislation decline in the past decade. But things may be looking up.

2016's Top Legislative Issues to Watch

These are the biggest policies and problems that states will confront this year.

Rocky Roads Ahead for Governors With Failed Presidential Bids

Trying and failing to take the White House has historically spelled trouble for governors' future political careers. In 2016, however, there may be one

exception.

Bernie Sanders Wants the Health Plan His Own State Rejected

The presidential candidate wants America to create a single-payer health system -- something no U.S. state has done before.

Why Iowa's GOP Governor Wants Ted Cruz to Lose

"I believe it would be a big mistake for Iowa to support him," said Gov. Terry Branstad.

Iowa's Perennial Power Player

Republicans have the governorship and the state House in Iowa, but Democrats have Mike Gronstal, who adheres to the old-fashioned sense that voters elect politicians to work on policy before retreating to their respective partisan corners.

Milwaukee's Problems Leave Longtime Mayor Vulnerable

Most of the city's problems, the mayor argues, are out of his control. Will voters blame and oust him anyways?

After 30 Days in Jail, N.M.'s Ex-Secretary of State Freed

Dianna Duran prided herself on battling public corruption and voter fraud, even as she committed such crimes.

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© 2015 e.Republic. All rights reserved. 100 Blue Ravine Road, Folsom, CA 95630. Phone: 916-932-1300

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Friday, January 22, 2016 12:44 PM
To: Knapp, Kathy (DTMB)
Subject: "He's his own best spokesman"

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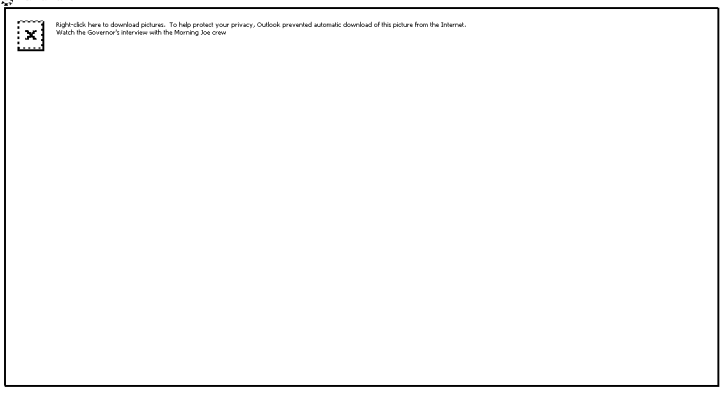
How we are fixing the Flint water crsis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

Governor Snyder on Morning Joe

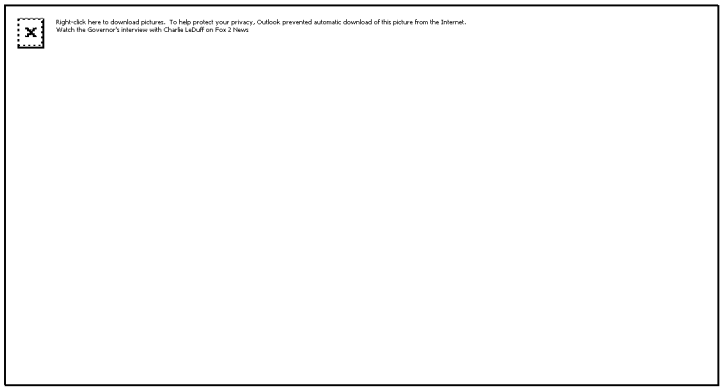
"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.



Governor Snyder with Charlie LeDuff on Fox 2 Detroit

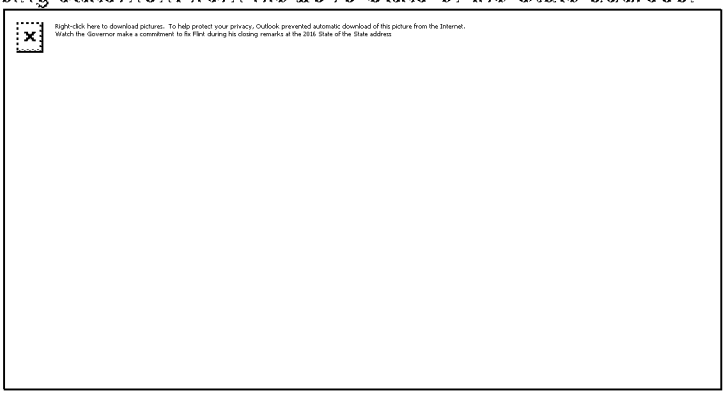
"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm came from people who worked for me, and I feel responsible for that. But I am committed

to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.

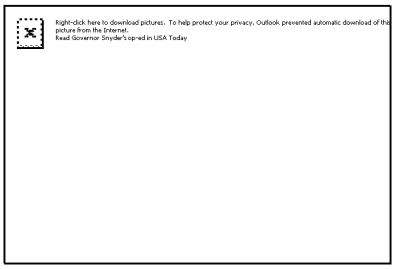


Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.



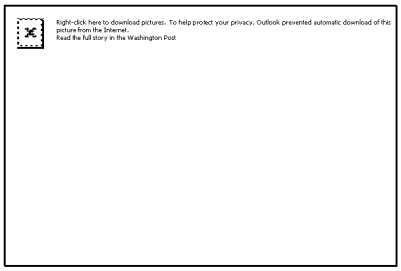
Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." Click here to read the Governor's full op-ed.

Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"

Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. Click here to read the full story in the Washington Post.



Visit HelpForFlint.com to learn how you can help Flint residents.

STAY CONNECTED:

SUBSCRIBER SERVICES:
Manage Preferences | Unsubscribe | Help

This email was sent to knappk1@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

Sent: Monday, January 25, 2016 2:51 PM
To: Karley Hall
Subject: RE: State of Michigan/Digital Roots Partnership

Karley,

So glad we are able to work out a meeting time for tomorrow.

I have reserved the Lake Superior Room at the Michigan Library and Historical Center for the meeting. The address is 702 W. Kalamazoo Street, Lansing. There is visitor parking on the south side (Kalamazoo Street side) of the building and the room is located near the north entrance on the 1st (ground level) floor.

From: Karley Hall [mailto:khall@digitalroots.com]
Sent: Monday, January 25, 2016 2:39 PM
To: Knapp, Kathy (DTMB)
Subject: Re: State of Michigan/Digital Roots Partnership

Hi Kathy- it was so great speaking with you. I spoke with the team and 2-3pm tomorrow works perfectly. We will just send questions ahead of time for a more efficient meeting, so I will send those over shortly.

Can you please let us know the address/directions to where we will be meeting?

Thanks again! I wish your kids luck with their upcoming tests!

On Mon, Jan 25, 2016 at 2:12 PM, Knapp, Kathy (DTMB) <knappk1@michigan.gov> wrote:
Karley,

Following up on my voicemail. Could you please call me about the meeting tomorrow? I can be reached at 517-335-6735.

Thank you,

Kathy

Kathy Knapp
Administrative Assistant to the Director Office of Infrastructure Protection Michigan Department of Technology, Management & Budget Cybersecurity and Infrastructure Protection
Office: (517) 335-6735
Knappk1@michigan.gov

From: Karley Hall [mailto:khall@digitalroots.com]
Sent: Monday, January 25, 2016 12:57 PM

To: Knapp, Kathy (DTMB)
Cc: Christensen, Chris (DTMB); Jay Wolcott
Subject: Re: State of Michigan/Digital Roots Partnership

Hi Kathy- thank you so much for sending over the proposal. I've attached our signed copy.

Please let me know what time would be best for the DTMB team to meet with us tomorrow to learn about the current social monitoring operations and specific search requirements.

Specific topics that we will want to discuss with the DTMB team include:
-How are you currently monitoring with Radian6?
-What other social software are you currently using?
-What keywords and terms are you searching for?
-What are the important topics and individuals to monitor?
-What are you currently reporting on?
-Who are you making the reports for?

We would want to meet with all of the appropriate individuals to make sure that we get an accurate understanding of all of your social objectives.

Also, is there a conference space that our team can use for the day?

Thanks again and looking forward!

Karley Hall

On Mon, Jan 25, 2016 at 10:41 AM, Knapp, Kathy (DTMB) <knappk1@michigan.gov> wrote:
Attached is a copy of the signed proposal. Please forward a copy of the fully signed proposal once all signatures are obtained.

Thank you,

Kathy

From: Jacob Pratt [mailto:jpratt@digitalroots.com]
Sent: Saturday, January 23, 2016 4:38 PM
To: Christensen, Chris (DTMB)
Cc: Knapp, Kathy (DTMB); Karley Hall
Subject: Fwd: State of Michigan/Digital Roots Partnership

Hello Chris,
My apologies for the email address error. Please see the original email below with attachment. Thanks.

From: Karley Hall <khall@digitalroots.com>
Sent: Thursday, January 21, 2016 2:31 PM
Subject: State of Michigan/Digital Roots Partnership
To: <christensen@michigan.gov>
Cc: Jacob Pratt <jpratt@digitalroots.com>, Jay Wolcott <jwolcott@digitalroots.com> Hi Chris- Thanks for taking the time to meet with the Digital Roots team regarding the potential trial partnership with us.

Attached we have provided an overview of our proposal for the Flint Water Crisis Emergency Response program. We spoke with Jeff and gave him a verbal overview of the attached document and wanted to send this along to you for your review as well.

We look forward to hearing from you and if you have any questions.

Thanks,
Karley Hall

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Karley Hall | Sales Development | 248.513.2128

https://digitalroots.com

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Karley Hall | Sales Development | 248.513.2128

https://digitalroots.com

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Karley Hall | Sales Development | 248.513.2128

https://digitalroots.com

Message

Sent: 1/25/2016 3:57:03 PM
To: Christensen, Chris (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=4f7f5c914f244824acdf1a8854c7217e-Christensen Chris]
Subject: RE: State of Michigan/Digital Roots Partnership

Just say the word and I will make sure there is food here. Even healthy food. You can always help yourself to bananas. And there is a bag in the fridge that usually has some yogurt, granola, berries and lunch meat in it. Remind me to show you and then feel free to help yourself whenever.

From: Christensen, Chris (DTMB)
Sent: Monday, January 25, 2016 3:53 PM
To: Knapp, Kathy (DTMB)
Subject: Re: State of Michigan/Digital Roots Partnership

Well I love your thoughts!!! I may need you to get some food in the office for me. Really - like fruit, vegetable, spaghettios etc.,

Even healthy bars of some sort, my body is starting to take a hit. ☹☹□□

Thanks Chris

On Jan 25, 2016, at 3:35 PM, Knapp, Kathy (DTMB) <knappk1@michigan.gov> wrote:

[redacted]

I think that if this isn't going to instantly be more helpful that what we already have, now is probably not the time to make the change. But, that is just my thought.

From: Christensen, Chris (DTMB)
Sent: Monday, January 25, 2016 3:34 PM
To: Knapp, Kathy (DTMB)
Subject: Re: State of Michigan/Digital Roots Partnership

I need to take a deep breath and think about it...

Thanks Chris

On Jan 25, 2016, at 3:32 PM, Knapp, Kathy (DTMB) <knappk1@michigan.gov> wrote:

Questions are attached. Please let me know what you would like to do.

Kathy

From: Karley Hall [mailto:khall@digitalroots.com]
Sent: Monday, January 25, 2016 3:28 PM
To: Knapp, Kathy (DTMB)
Subject: Re: State of Michigan/Digital Roots Partnership

Hi Kathy- As promised, I've attached the list of questions for our meeting tomorrow to keep the answer in mind ahead of time.

Thank you!

On Mon, Jan 25, 2016 at 2:38 PM, Karley Hall <khall@digitalroots.com> wrote:

Hi Kathy- it was so great speaking with you. I spoke with the team and 2-3pm tomorrow works perfectly. We will just send questions ahead of time for a more efficient meeting, so I will send those over shortly.

Can you please let us know the address/directions to where we will be meeting?

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Karley,

Following up on my voicemail. Could you please call me about the meeting tomorrow? I can be reached at 517-335-6735.

Thank you,

Kathy

Kathy Knapp

Administrative Assistant to the Director

Office of Infrastructure Protection

Michigan Department of Technology, Management & Budget

Cybersecurity and Infrastructure Protection

Office: (517) 335-6735

Knappk1@michigan.gov

From: Karley Hall [mailto:khall@digitalroots.com]
Sent: Monday, January 25, 2016 12:57 PM
To: Knapp, Kathy (DTMB)
Cc: Christensen, Chris (DTMB); Jay Wolcott
Subject: Re: State of Michigan/Digital Roots Partnership

Hi Kathy- thank you so much for sending over the proposal. I've attached our signed copy.

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-Who are you making the reports for?

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Karley Hall

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Attached is a copy of the signed proposal. Please forward a copy of the fully signed proposal once all signatures are obtained.

Thank you,

Kathy

From: Jacob Pratt [mailto:jpratt@digitalroots.com]
Sent: Saturday, January 23, 2016 4:38 PM
To: Christensen, Chris (DTMB)
Cc: Knapp, Kathy (DTMB); Karley Hall
Subject: Fwd: State of Michigan/Digital Roots Partnership

Hello Chris,

My apologies for the email address error. Please see the original email below with attachment. Thanks.

From: Karley Hall <khall@digitalroots.com>
Sent: Thursday, January 21, 2016 2:31 PM
Subject: State of Michigan/Digital Roots Partnership
To: <christensen@michigan.gov>
Cc: Jacob Pratt <jpratt@digitalroots.com>, Jay Wolcott <jwolcott@digitalroots.com>

Hi Chris- Thanks for taking the time to meet with the Digital Roots team regarding the potential trial partnership with us.

Attached we have provided an overview of our proposal for the Flint Water Crisis Emergency Response program. We spoke with Jeff and gave him a verbal overview of the attached document and wanted to send this along to you for your review as well.

We look forward to hearing from you and if you have any questions.

Thanks,

Karley Hall

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<Questions for Meeting with DTMB.docx>

Sent: Tuesday, January 26, 2016 10:52 AM
To: Doll, Jeanette (DTMB)
Cc: Christensen, Chris (DTMB);McKee, Ryan (DTMB)
Subject: RE: Hours through 1/21

Jeanette,

I was asked to report all hours worked in support of Flint. If more hours are reported to me, I will send you only the overtime hours.

You were provided correct information regarding your overtime hours; you are overtime eligible only after 40 regular hours have been worked in a week. My . And, that information applies to Jeff also.

From: Doll, Jeanette (DTMB)
Sent: Monday, January 25, 2016 5:06 PM
To: Knapp, Kathy (DTMB); McKee, Ryan (DTMB)
Cc: Christensen, Chris (DTMB)
Subject: RE: Hours through 1/21

Kathy –
We are only recording overtime received in support of the Flint Water Emergency, not regular time.

Question for you, per your information, Ryan and I were told we do not accrue overtime until after 40 hours has been worked. Looking at Jeff's time he accrued overtime beginning on Sunday through the week.

Just want to make sure we are providing correct information just in case an audit is performed!

Jeanette
From: Knapp, Kathy (DTMB)
Sent: Monday, January 25, 2016 10:52 AM
To: Doll, Jeanette (DTMB) <dollj@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>
Cc: Christensen, Chris (DTMB) <christensenc4@michigan.gov>
Subject: Hours through 1/21

Attached is an updated spreadsheet with hours through 1/21. Some of the iPad set up hours were OT not straight time.

Kathy

Kathy Knapp
Administrative Assistant to the Director Office of Infrastructure Protection Michigan Department of Technology, Management & Budget Cybersecurity and Infrastructure Protection
Office: (517) 335-6735
Knappk1@michigan.gov

Sent: Wednesday, January 27, 2016 8:15 AM
To: clavalleye@salesforce.com
Subject: RE: Updated Invitation: Salesforce/DTMB follow-up conversation @ Wed Jan 27, 2016 4pm - 5pm (clavalleye@salesforce.com)

Courtney,

Unfortunately, I need to reschedule the meeting this afternoon. Until we are able to find a bit of a resolution to the Flint water crisis schedules here are CRAZY. Please give me a call when you have a moment and we will look a

-----Original Appointment-----
From: clavalleye@salesforce.com [mailto:clavalleye@salesforce.com]
Sent: Tuesday, November 10, 2015 1:55 PM
To: clavalleye@salesforce.com; Christensen, Chris (DTMB); npalazzolo@salesforce.com; Knapp, Kathy (DTMB); msalem@salesforce.com
Subject: Updated Invitation: Salesforce/DTMB follow-up conversation @ Wed Jan 27, 2016 4pm - 5pm (clavalleye@salesforce.com)
When: Wednesday, January 27, 2016 4:00 PM-5:00 PM (UTC-05:00) Eastern Time (US & Canada).
Where: Please dial: (401) 574-8822 ; Conference code: 1862578960#

This event has been changed.
more details »

Salesforce/DTMB follow-up conversation

When	Changed: Wed Jan 27, 2016 4pm – 5pm Eastern Time
Where	Please dial: (401) 574-8822 ; Conference code: 1862578960# (map)
Calendar	clavalleye@salesforce.com
Who	• clavalleye@salesforce.com - organizer • christensenc4@michigan.gov • npalazzolo@salesforce.com • knapp1@michigan.gov • msalem@salesforce.com

Going? Yes - Maybe - No more options »
Invitation from Google Calendar

You are receiving this courtesy email at the account christensenc4@michigan.gov because you are an attendee of this event.

To stop receiving future updates for this event, decline this event. Alternatively you can sign up for a Google account at https://www.google.com/calendar/ and control your notification settings for your entire calendar.

Forwarding this invitation could allow any recipient to modify your RSVP response. Learn More

<< File: invite.ics >>

From: Knapp, Kathy (DTMB)
Sent: Wednesday, January 27, 2016 12:22 PM
To: Nichols, Jim (DTMB)

http://newsroom.anheuser-busch.com/age-gate/?returnto=http://newsroom.anheuser-busch.com/flint-water-donation/

Sent from my iPhone

Sent: Wednesday, January 27, 2016 2:04 PM

The Capital Region Security Network Meeting scheduled for Friday, February 5, 2016 is being cancelled due to my officeâ€™s involvement in the response to the Flint Water Crisis. I look forward to seeing everyone in May.

The rest of the meeting dates for 2016 are:

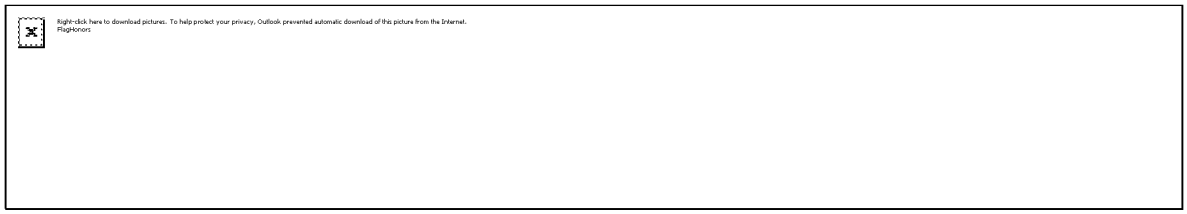
May 6, 2016
August 5, 2016
November 4, 2016

Sincerely,

Chris

Chris Christensen, J.D.
Director of Office of Infrastructure Protection Department of Technology Management & Budget
Office: (517) 241-2188
Christensenc4@michigan.gov

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Friday, January 29, 2016 9:52 AM
To: Knapp, Kathy (DTMB)
Subject: Thank you for your service



THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit www.HelpForFlint.com to learn how you can do so. For additional information and to sign up for daily updates, please visit www.mi.gov/FlintWater. I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

Thanks,

Governor Rick Snyder

Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.
Photos of state employees volunteering

STAY CONNECTED:

This email was sent to knappk1@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: Ricardo Saenz <rsaenz@hitec-services.com>
Sent: Friday, January 29, 2016 10:58 PM
To: Ross, Rodney (DTMB)
Cc: Knapp, Kathy (DTMB);Church, Douglas (DTMB);Holly Andrews;Brian Hogan
Subject: RE: JOC Trash

Rodney,

I wanted to you to know that Skyler came back that evening and took care of the trash in the break room, along with the boxes and other debris that had accumulated. Furthermore, I have instructed Skyler that should the room be in use for a meeting, making it impossible to trash or clean the room prior to the end of her shift, she is to notify someone of authority in the building, as well as call me. Please let me know if you would like this situation handled differently. We will do our best to make whatever adjustments or changes that we can to meet your requirements.

Thank you for your consideration.

Hi-Tec Building Services

Ricardo R. Saenz
Area Manager
(269) 366-5600

From: Ross, Rodney (DTMB) [mailto:rossr1@michigan.gov]
Sent: Friday, January 22, 2016 4:21 PM
To: Ricardo Saenz <rsaenz@hitec-services.com>
Subject: RE: JOC Trash

Thank you

From: Ricardo Saenz [mailto:rsaenz@hitec-services.com]
Sent: Friday, January 22, 2016 4:09 PM
To: Ross, Rodney (DTMB) <rossr1@michigan.gov>; Holly Andrews <HAndrews@hitec-services.com>
Cc: Knapp, Kathy (DTMB) <knappk1@michigan.gov>; Church, Douglas (DTMB) <ChurchD@michigan.gov>
Subject: RE: JOC Trash

Rodney,

I apologize that anything was missed. I have already spoken with Doug and assured him that Skyler will be back late this afternoon/early evening when she is done at the job site she is on. When I questioned her about missing the trash in the break room she advised me that a meeting was meeting taking place there. She was uncomfortable with disrupting the meeting, which Doug has stated was the correct thing for her to do. Evidently, the meeting was still taking place when it was time for her to leave. I have advised her that in the future she should let someone of authority know of the situation, prior to leaving. Please let me know if you would like this handled differently.

Thank you for your consideration.

Hi-Tec Building Services

Ricardo R. Saenz
Area Manager
(269) 366-5600

From: Ross, Rodney (DTMB) [mailto:rossr1@michigan.gov]
Sent: Friday, January 22, 2016 3:18 PM
To: Ricardo Saenz <rsaenz@hitec-services.com>; Holly Andrews <HAndrews@hitec-services.com>
Cc: Knapp, Kathy (DTMB) <knappk1@michigan.gov>; Church, Douglas (DTMB) <ChurchD@michigan.gov>
Subject: FW: JOC Trash

Please see the email attached

From: Knapp, Kathy (DTMB)
Sent: Friday, January 22, 2016 3:16 PM
To: Ross, Rodney (DTMB) <rossr1@michigan.gov>
Cc: Church, Douglas (DTMB) <ChurchD@michigan.gov>
Subject: Re: JOC Trash

We are going to have a problem if the trash in the break room isn't emptied. We are staffed all weekend and we've had extra staff in because of the emergency in Flint. The trashcan already is already on the over-full side.

Kathy

Sent from my iPhone

On Jan 22, 2016, at 3:14 PM, Ross, Rodney (DTMB) <rossr1@michigan.gov> wrote:

> Rick it seems that some of the trash was missed today at the JOC could this be taken care of yet today as we are at the end of the week.
> Thank you
>
> Rodney Ross BTS-11
> Zone 3 Austin, JOC, Mason & MLHC
> 517-719-5752
> Help Connect Solve
> I should have-A sense of Urgency, Accountability & Take Personal Responsibility

---

Total Control Panel Login

To: rsaenz@hitec-services.com
From: rossr1@michigan.gov

Message Score: 1
My Spam Blocking Level: High

Block this sender
Block michigan.gov

High (60): Pass
Medium (75): Pass
Low (90): Pass

This message was delivered because the content filter score did not exceed your filter level.

Total Control Panel Login

To: rsacuz@hitec-services.com	Message Score: 1	High (60): Pass
From: rosstl@michigan.gov	My Spam Blocking Level: High	Medium (75): Pass
		Low (90): Pass
	Block this sender	
	Block michigan.gov	

This message was delivered because the content filter score did not exceed your filter level.

To: Christensen, Chris (DTMB)
Subject: RE: Email help
Attachments: FW: Flint Drinking Water Actions - Mays v Snyder - Privileged Attorney Client Communication; RE: Flint Civil Cases - PRIVILEGED AND CONFIDENTIAL – DO NOT DISCLOSE IN RESPONSE TO FOIA OR DISCOVERY REQUESTS

I'm not sure either of these is the email you are looking for. Mays vs Snyder states this:

We represent DEQ in actual and potential litigation arising out of the Flint drinking water issues.

-----Original Message-----
From: Christensen, Chris (DTMB)
Sent: Monday, February 01, 2016 10:17 PM
To: Knapp, Kathy (DTMB) <knappk1@michigan.gov>
Subject: Re: Email help

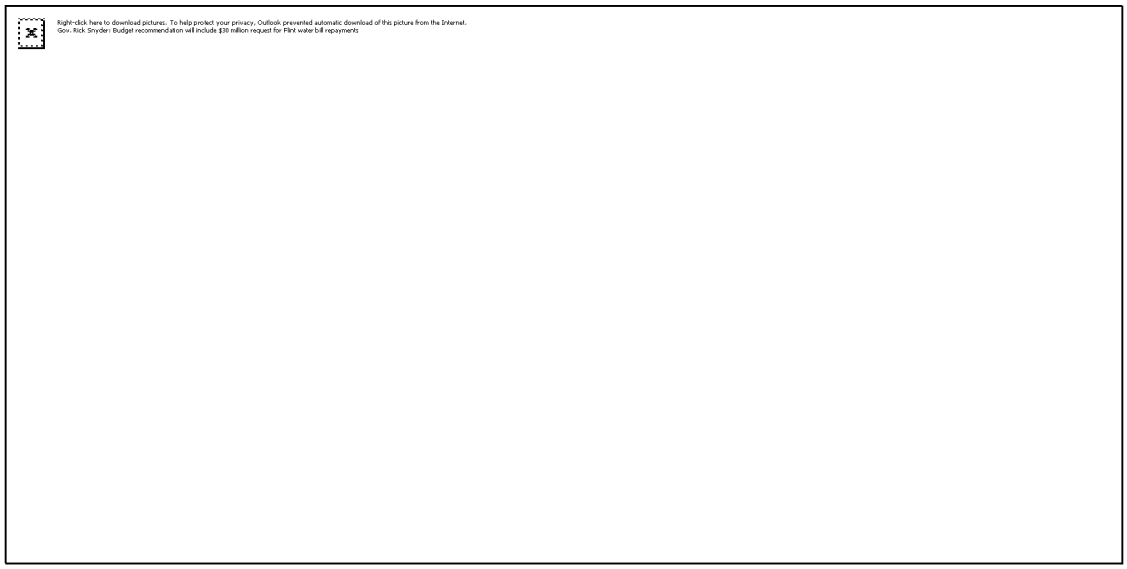
Yes it was referring to the AG's office representing the governors office and the department of DEQ but not the DEQ employees

Thanks Chris

> On Feb 1, 2016, at 9:10 PM, Knapp, Kathy (DTMB) <knappk1@michigan.gov> wrote:
>
> Was it regarding Flint? Or something else?
>
> Sent from my iPhone
>
>> On Feb 1, 2016, at 9:09 PM, Christensen, Chris (DTMB) <christensenc4@michigan.gov> wrote:
>>
>> There was an email recently that said the AG's office will represent the Govs office but employees are left to their own. Will you see if you can find that on me and let me know.
>>
>> Thanks Chris
>>

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Wednesday, February 03, 2016 6:02 PM
To: Knapp, Kathy (DTMB)
Subject: "Flint residents should not have to pay for water they cannot drink"

Budget recommendation will include $30 million request for Flint water bill repayments



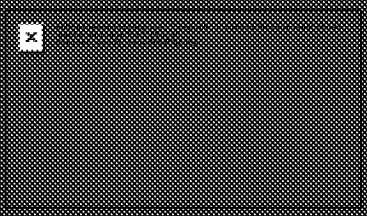
When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a $30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.

Under the governor's ask, the funding would enable the city of Flint to apply credits for customers on future bills. Estimates show water is roughly 47 percent of billing and sewer costs are around 53 percent. The credit would be applied to consumption usage (roughly 65 percent) of a resident's water portion of the bill, such as for bathing, drinking, cooking, and washing your hands. Residents still would be responsible for paying the sewer portion

of their water bills.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

Click here to learn more about the budget request.



We spoke with Staff Sgt. Thomas Vega about the critical resources they're providing to Flint families every day. He also encouraged residents to pick up and return their water testing kits to Flint fire stations. Test results will be posted online at www.mi.gov/flintwater. **Click here to watch the video.**

www.mi.gov/FlintWater | www.HelpForFlint.com

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This email was sent to knappk1@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

Sent: Wednesday, February 03, 2016 7:51 PM
Subject: FW: Please proof this and change and make better as alwasy.

Thank you for contacting the DTMB Emergency Coordination Center. We appreciate you taking the time to contact us and we value your help. If you are a vendor who is interested in selling goods or services to the state to aid in the Flint water crises please visit; http://michigan.gov/micontractconnect/0,4541,7-225-75359---,00.html

Please know that the infomation you leave here will be passed to the approprate person and you will be contacted if we are able to utilize your services.

Thank you!

From: Christensen, Chris (DTMB)
Sent: Wednesday, February 03, 2016 4:09 PM
To: Knapp, Kathy (DTMB) <knappk1@michigan.gov>
Subject: Please proof this and change and make better as alwasy.

Thank you for contacting the DTMB Emergency Cordination Center. We appreciate you taking the time to reach out and we value your help. If you are a vendor who is interested in selling goods or services to the state to aid in the Flint water crises please visit; http://michigan.gov/micontractconnect/0,4541,7-225-75359---,00.html

Please know that the infomation you leave here will be passed to the approprate person and you will be contacted if we are able to utilize your services.

Thank you!

Chris Christensen
Director of Infrastructure Protection
Office: (517) 241-2188
Cell: (517) 243-1647
Christensenc4@michigan.gov

From: David Dickson <ddickson@house.mi.gov>
Sent: Friday, February 05, 2016 5:38 PM
To: Knapp, Kathy (DTMB)
Subject: Declined: Canceled: Capital Region Security Network Quartely Meeting

When: February 5, 8:30–10:00 AM
Where: DTMB-ConfRoom-JOC-MP

The Capital Region Security Network Meeting scheduled for Friday, February 5, 2016 is being cancelled due to my office's involvement in the response to the Flint Water Crisis. I look forward to seeing everyone in May.

The rest of the meeting dates for 2016 are:

May 6, 2016
August 5, 2016
November 4, 2016

Sincerely,

Chris

2016 Meeting Dates:

February 5, 2016
May 6, 2016
August 5, 2016
November 4, 2016

Sent: Monday, February 08, 2016 9:07 AM
To: Doll, Jeanette (DTMB)
Cc: Philip, Brandon (DTMB) (philipb@michigan.gov);Christensen, Chris (DTMB) (christensenc4@michigan.gov)
Subject: RE: Employee Time

Jeanette,

Attached is my best guess at employee hours. I don't know who has been producing cards or working on parking from the CSC/Parking Office –

From: Doll, Jeanette (DTMB)
Sent: Sunday, February 07, 2016 2:12 PM
To: Knapp, Kathy (DTMB) <knappk1@michigan.gov>
Cc: McKee, Ryan (DTMB) <mckeer1@michigan.gov>; Pratt, Jeff (DTMB) <prattj@michigan.gov>; Moore, Ed (DTMB) <MooreE6@michigan.gov>
Subject: Employee Time

Kathy –

Please provide regular and overtime worked by OIP employees on the Flint water response effort and enter it on the attached spreadsheet. I have my hours recorded already as my time began January 6. No sure about the regular time, but it is best to provide it now.

If you could provide this on Monday, I will work with Dane on the financials.

Thank you

Jeanette

From: Knapp, Kathy (DTMB)
To: Allen, Charlotte (DTMB)
Sent: Friday, January 22, 2016 9:33 AM
Subject: Read: Missouri/Flint Water Discussion

Your message

To: Kopacsi, Christian (DTMB); Reasner, Richard (DTMB); Christensen, Chris (DTMB); Bolger, Matt (MSP); Davenport, Rodney (DTMB); pknific@cityofflint.com; Michael.Roling@oa.mo.gov
Subject:

was read on 1/22/2016 9:33 AM.

From: Christensen, Chris (DTMB)
Sent: Saturday, January 23, 2016 8:59 AM
To: Knapp, Kathy (DTMB)
Subject: FW: PCard Transactions
Attachments: image2016-01-11-083518.pdf

From: Doll, Jeanette (DTMB)
Sent: Tuesday, January 19, 2016 12:54 PM
To: Christensen, Chris (DTMB)
Subject: RE: PCard Transactions

Chris –

The SEOC Financial Group Chief has confirmed that DTMB is to provide DTMB expenses accrued (warehouse space, trucks/drivers, etc.) to date to them. Each agency reports on their own expenses to the SEOC FGC.

The attached receipt is for filters purchased on your P-card that DTMB will be reporting (to be reimbursed). The water and filters procured from Home Depot will be DHHS's to report on.

Jeanette

Chris Christensen
Director of Infrastructure Protection
Office: (517) 241-2188
Cell: (517) 243-1647
Christensenc4@michigan.gov
DTMB
HELP. CONNECT. SOLVE.

From: Hampton, Trisha (DTMB)
Sent: Tuesday, January 19, 2016 10:37 AM
To: Sanches, Christine (DHHS) <SanchesC@michigan.gov>
Cc: Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>; Spaniolo, Natalie (DTMB) <spaniolon@michigan.gov>; Christensen, Chris (DTMB) <christensenc4@michigan.gov>
Subject: RE: PCard Transactions

Per our conversation, I have attached the requested report.

Please let me know if you have any questions or need further information.

From: Sanches, Christine (DHHS)
Sent: Tuesday, January 19, 2016 10:26 AM
To: Hampton, Trisha (DTMB) <HamptonT@michigan.gov>
Subject: FW: PCard Transactions
Importance: High

Call you assist me in the absence of Marsha and Natalie.

From: Sanches, Christine (DHHS)
Sent: Tuesday, January 19, 2016 10:23 AM
To: Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>
Cc: Spaniolo, Natalie (DTMB) <spaniolon@michigan.gov>; Christensen, Chris (DTMB) <christensenc4@michigan.gov>
Subject: FW: PCard Transactions
Importance: High

Marsha,

need to track spend related to the Flint Water Crisis. Can you send me a spend report for the items noted below and all activity that occurred to date. It's urgent.

From: Christensen, Chris (DTMB)
Sent: Thursday, January 14, 2016 6:38 PM
To: Sanches, Christine (DHHS) <SanchesC@michigan.gov>
Cc: Stigall, Jill (DHHS) <StigallJ1@michigan.gov>; Stephen, Kimberly (DHHS) <STEPHENK@michigan.gov>; Hanley, Farah (DHHS) <hanleyf@michigan.gov>; Kangas, Susan (DHHS) <KangasS1@michigan.gov>
Subject: RE: PCard Transactions

Chris,

Can you confirm the Walmart charge was for bottled water for Flint residents. Water filters (Walmart is to donate them)

Also, can you tell us if you've placed any other orders related to the Flint water crisis. Printing, Temporary Fuel Cards, Rental agreement for warehouse space, 30 tablets

We've heard truckloads of water are coming daily and wonder who may have placed the order and what funds are being used to pay for it. The funds will be taken out of DHHS's supplemental funding to pay for 72 trucks at $5,538.12 a truck, total cost $398,744.64

Christine H. Sanches
Director, Office of Contracts & Purchasing
Michigan Department of Health & Human Services
Suite 1201
235 S. Grand Ave.
Lansing, MI 48933
sanchesc@michigan.gov
517-335-1161 desk
517-614-9948 cell

Chris Christensen
Director of Infrastructure Protection
Office: (517) 241-2188
Cell: (517) 243-1647
Christensenc4@michigan.gov

DTMB
HELP. CONNECT. SOLVE.

From: Sanches, Christine (DHHS)
Sent: Thursday, January 14, 2016 4:53 PM
To: Christensen, Chris (DTMB) <christensenc4@michigan.gov>
Cc: Stigall, Jill (DHHS) <Stigallj1@michigan.gov>; Stephen, Kimberly (DHHS) <STEPHENK@michigan.gov>; Hanley, Farah (DHHS) <hanleyf@michigan.gov>; Kangas, Susan (DHHS) <KangasS1@michigan.gov>
Subject: FW: PCard Transactions

Chris,

Can you confirm the Walmart charge was for bottled water for Flint residents.

Also, can you tell us if you've placed any other orders related to the Flint water crisis.

We've heard truckloads of water are coming daily and wonder who may have placed the order and what funds are being used to pay for it.

Christine H. Sanches
Director, Office of Contracts & Purchasing
Michigan Department of Health & Human Services
Suite 1201
235 S. Grand Ave.
Lansing, MI 48933
sanchesc@michigan.gov
517-335-1161 desk
517-614-9948 cell

From: Stansfield, Marsha (DTMB)
Sent: Thursday, January 14, 2016 4:26 PM
To: Sanches, Christine (DHHS) <SanchesC@michigan.gov>
Cc: Spaniolo, Natalie (DTMB) <spaniolon@michigan.gov>
Subject: PCard Transactions

Chris,

Attached are the transactions that have posted. I have also pasted below the authorization log to show additional transactions that been made but not posted in WORKS. Let me know if you have any questions.

Authorization Log - Christopher B Christensen (9722)

Current Balance: 19,543.47 **ATM Cash Limit:** 0.00

Date	Merchant Name	MCC	Amount	Result
01/14/16 13:37:27 EST	U-HAUL DORT HWY	7513	$269.40	Authorized
01/14/16 13:36:32 EST	U-HAUL DORT HWY	7513	$269.40	Authorized
01/14/16 13:31:53 EST	U-HAUL DORT HWY	7513	$269.40	Authorized
01/14/16 13:26:46 EST	U-HAUL DORT HWY	7513	$269.40	Authorized
01/13/16 14:48:09 EST	Verizon Wrls M4837-01	4812	$699.46	Authorized
01/11/16 08:16:34 EST	WAL-MART STORES, INC.	5411	$17,920.00	Authorized
01/10/16 18:24:18 EST	WM SUPERCENTER #19...	5411	$17,920.00	Declined
01/10/16 18:17:53 EST	WM SUPERCENTER #19...	5411	$17,920.00	Declined
01/10/16 17:12:50 EST	WAL-MART #1928	5411	$20,440.00	Declined
01/10/16 15:44:34 EST	THE HOME DEPOT 2765	5200	$1,687.32	Authorized

From: knappk1@michigan.gov
Sent: Sunday, January 24, 2016 7:23 AM
To: Franklin, Larry (DTMB)
Cc: Scates, Larry (DTMB)
Subject: Fwd: Water Drive for Flint
Attachments: Water Drive Event Application.pdf; ATT00001.htm

Please process.

Sent from my iPhone

Begin forwarded message:

From: "Thelen, Barbara (Treasury)" <ThelenB4@michigan.gov>
Date: January 24, 2016 at 6:22:25 AM EST
To: "Knapp, Kathy (DTMB)" <knappk1@michigan.gov>
Cc: "Luepnitz, Ann (Treasury)" <LuepnitzA@michigan.gov>, "Davis, Scott (DTMB)" <DavisS2@michigan.gov>, "Klotz, Clinton (DTMB)" <KlotzC@michigan.gov>, "Beam, Alaina (TREASURY)" <BeamA1@michigan.gov>, "Scheurer, Carly (Treasury)" <ScheurerC@michigan.gov>
Subject: Fw: Water Drive for Flint

Hi Kathy,

Please the attached event application and let us know if the event is approved

The City Income Tax Division within the Department of Treasury would like to host a water collection drive for the citizens located within the City of Flint during the week of February 1st through February 5th. The water collection site will be located on the 2nd floor of the Operations Center during normal business hours. Depending on the volume of water collected water may be stored in one of Mail Operations storage rooms located on the 1st floor until it is transported to Art Van Furniture.

Please contact me with any questions.

Thanks for your consideration.

Barb
517.636.5337

From: Beam, Alaina (TREASURY)
Sent: Friday, January 22, 2016 4:37 PM
To: Thelen, Barbara (Treasury); Kincaid, Michelle (Treasury)
Cc: Luepnitz, Ann (Treasury); Treas-Facility-Services; Walter, Caleb (Treasury)
Subject: RE: Water Drive for Flint

Thank you so much for your help Barb! Attached is our event application. Please let me know if the event dates of 02/01/16-02/05/16 will be an issue as the application states that it must be received 14 days prior to the event.

Thank you!

Alaina Beam
Supervisor - City Income Tax Administration Michigan Department of Treasury
(517)636-4836

From: Thelen, Barbara (Treasury)
Sent: Friday, January 22, 2016 3:49 PM
To: Beam, Alaina (TREASURY) <BeamA1@michigan.gov>; Kincaid, Michelle (Treasury) <KincaidM@michigan.gov>
Cc: Luepnitz, Ann (Treasury) <LuepnitzA@michigan.gov>; Treas-Facility-Services <Treas-Facility-Services@michigan.gov>
Subject: RE: Water Drive for Flint

Alaina,

Again, what a great idea that your team came up with.

We should be able to provide storage for you, if needed for the water.

I spoke with the Building Manager and he indicated that the attached event form does need to be completed. Please complete the form and attach to your reply to this email.

Thanks
Barb

From: Treas-Facility-Services
Sent: Friday, January 22, 2016 3:08 PM
To: Thelen, Barbara (Treasury) <ThelenB4@michigan.gov>
Cc: Luepnitz, Ann (Treasury) <LuepnitzA@michigan.gov>
Subject: FW: Water Drive for Flint

This request was in the Facilities Box-

From: Beam, Alaina (TREASURY)
Sent: Friday, January 22, 2016 1:36 PM
To: Kincaid, Michelle (Treasury) <KincaidM@michigan.gov>; Treas-Facility-Services <Treas-Facility-Services@michigan.gov>
Subject: RE: Water Drive for Flint

Just to clarify, it will hosted by the City Income Tax Administration.

Thank you!!

Alaina Beam
Supervisor - City Income Tax Administration Michigan Department of Treasury
(517)636-4836

From: Kincaid, Michelle (Treasury)
Sent: Friday, January 22, 2016 1:31 PM
To: Treas-Facility-Services <Treas-Facility-Services@michigan.gov>
Cc: Beam, Alaina (TREASURY) <BeamA1@michigan.gov>
Subject: Water Drive for Flint

The City of Detroit would like to hold a "Water Drive" for flint the week of 2/1. Would you be able to assist us with tables and a storage location for the water that is brought in?

Michelle Kincaid
Department of Treasury
Tax Processing/Support Services
Department Technician
517-636-4178

Event Application

Michigan Department of Technology, Management and Budget

APPLICATIONS MUST BE RECEIVED 14 DAYS PRIOR TO THE EVENT

Applications can be faxed to 517-284-7972 to the attention of the Events Coordinator, or emailed to DTMB-Events-Coordinator@michigan.gov
If you have questions, please call 517-284-7958.

Event Name City Income Tax Water Drive to Benefit Flint		
Event Date 02/01/16 - 02/05/16	Event Time From 8:00 To 5:00	
Organization Name and Address City Income Tax Administration; Treasury 7285 Parsons Drive, Dimondale, MI 48221	Website www.michigan.gov/citytax	
Event Contact Name (printed) Alaina Beam		
Contact Address 7285 Parsons Drive, Dimondale, MI 48221		
Contact Telephone No. 517-636-4836	Fax No. 517-636-5329	Email beama1@michigan.gov
Nature/Purpose of Event To gather donations of bottled water to distribute to Flint, MI.		
Area Requested (Facility, Conference Room, Parking Lot, etc.) The drop off point will be within the CITA contact center near column 2E B6.		
Number of Attendees (including event staff) Treasury Wide- Operations Center	Parking Requirements (No. of spaces) N/A	
Equipment you will be providing (tents, portable bathrooms, etc.) N/A		
Backup Contact Name (printed) Carly Scheurer		
Address 7285 Parsons Drive, Dimondale, MI 48221		
Telephone No. 517-636-4856	Fax No. 517-636-5329	

I have read and understand the general guidelines and provisions of Administrative Guide 0210.06 Conduct on State Property and Administrative Guide 0210.08 Obtaining Written Authorization for Using State Buildings and Grounds and agree to abide by them.

Event Contact Name (signed)	Date 11/22/16

For Department of Technology, Management and Budget Use Only

Events Coordinator Notes		
Approved ☐	Denied ☐	Signature, Building Operations Director
Approved ☐	Denied ☐	Signature, Infrastructure Protection Director

From: Christensen, Chris (DTMB)
Sent: Thursday, January 28, 2016 3:37 PM
To: Christensen, Chris (DTMB) (christensenc4@michigan.gov)
Subject: FW: City of Flint WATER
Attachments: Flint Water.pdf; ATT00001.htm

From: Doll, Jeanette (DTMB)
Sent: Tuesday, January 06, 2015 4:43 PM
To: Christensen, Chris (DTMB) <christensenc4@michigan.gov>
Subject: Fwd: City of Flint WATER

I'm looking into this.

Jeanette Doll
DTMB Office of Infrastructure Protection
(517) 373-2231

Begin forwarded message:

> **From:** "Bos, Troy (DTMB)" <bost@michigan.gov>
> **Date:** January 6, 2015 at 4:17:26 PM EST
> **To:** "Doll, Jeanette (DTMB)" <dolli@michigan.gov>
> **Subject: FW: City of Flint WATER**
>
> FYI
>
> ---
>
> **From:** Bailey, Maureen (DTMB)
> **Sent:** Tuesday, January 06, 2015 3:42 PM
> **To:** Bos, Troy (DTMB); Warner, Kurt (DHS); Turner, David (DHS); Holloway, Michelle (DHS); Moyer, Susan (DHS); Brownell, Suzanne (DCH); Pasch, Kami K. (MDOC); Thomas, David (LARA); Thelen, Ethan (LARA); Spitzley, Troy (DTMB); Davlantes, Alex (MDE); 'modvm@michigan.gov'; Fay, Kathleen (MSP); Badgero, William (MDOS); Algren, Keli (DMVA)
> **Subject:** FW: City of Flint WATER
>
> Flint water is unsafe.

IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER

City of Flint Did Not Meet Treatment Requirements

Our water system was recently found to be in violation of a drinking water standard. Although this incident was not an emergency, as our customers, you have a right to know what happened and what we are doing to correct this situation.

We routinely monitor for the presence of drinking water contaminants. Samples were collected for total trihalomethanes (TTHM) analysis from eight locations on a quarterly basis (May 21, August 21, and November 20 of 2014). The average of the results at **ANY** of the eight locations must not exceed the maximum contaminant level (MCL) for TTHMs, otherwise our water system exceeds the Maximum Contaminant Level (MCL). The standard for TTHMs is 80 ug/L. The location reporting the highest TTHM level was 81 ug/L, thus, our water system exceeds the TTHM MCL.

What should I do?

- There is nothing you need to do unless you have a severely compromised immune system, have an infant, or are elderly. In that case, you may be at increased risk and should seek advice about drinking water from your health care provider.
- You do not need to boil your water or take other corrective actions. If a situation arises where the water is no longer safe to drink, you will be notified within 24 hours.

What does this mean?

This is not an emergency. If it had been an emergency, you would have been notified within 24 hours.

People who drink water containing trihalomethanes in excess of the MCL over many years may experience problems with their liver, kidneys, or central nervous system, and may have an increased risk of getting cancer.

What is being done?

We are currently working on solutions to correct the problem. We anticipate resolving the problem in 2015.

For more information, please contact Mr. Brent Wright or Mike Glasgow at 810-787-6537 or the Water Plant at 4500 North Dort Highway, Flint, MI 48505.

Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.

This notice is being sent to you by the City of Flint.

CERTIFICATION: F1 S3 WSSN: 02310

I certify that this water supply has fully complied with the public notification requirements in the Michigan Safe Drinking Water Act, 1976 PA 399, as amended, and the administrative rules. Reminder to water supplier: This notice/certification must be sent to the DEQ.

Signature	Title	Date Distributed
Michael Glasgow	Assistant Supervisor	11/6/15

From: Christensen, Chris (DTMB)
Sent: Thursday, January 28, 2016 3:53 PM
To: Christensen, Chris (DTMB) (christensenc4@michigan.gov)
Subject: FW: Flint SOB drinking water notice action
Attachments: Flint SOB Drinking water action.JPG

Sorry – I sent the wrong one.

From: Paasch, Keith (DTMB)
Sent: Wednesday, January 07, 2015 12:49 PM
To: Christensen, Chris (DTMB) <christensenc4@michigan.gov>
Subject: FW: Flint SOB drinking water notice action

FYI

From: Walts, Brian (DTMB)
Sent: Wednesday, January 07, 2015 12:25 PM
To: Paasch, Keith (DTMB); Scates, Larry (DTMB); Uphaus, Jamie (DTMB); Noonan, Michael (DTMB); Martin, Ric (DTMB)
Subject: Flint SOB drinking water notice action

Team,

We have the notices posted and the new water dispensers have been installed at all the drinking fountain locations at the Flint State Office Building in reaction to the City of Flints notice of a violation in the drinking water standard for the water they supply to our Flint Facility. Please see photo attached. The potable water vendor couldn't deliver till Friday so we pick up the equipment and installed to avoid any extra disruption this issue may cause our tenants and visitors to the building. We worked the vendor for a new customer price so the first month rent on the dispensers was free and will only be $7.00 per month after that with a price of $4.00 per 5 gallon container of water. I have made contact with the City of Flint Water Department to gain more information on the corrective action plan and possibly the time line to correct the issue but they were unable to provide any more information at this time. Please let me know if more action is necessary and I will keep everyone posted if I hear any new information on this issue.

Thank you,
Brian

From: Knapp, Kathy (DTMB)
Sent: Thursday, January 14, 2016 1:41 PM
To: Robert Blackshaw
Subject: RE: Apologies

Rob,

Thank you for your understanding. I knew you would.

Chris could meet for lunch on Feb. 1st from 12:30 – 1:30. He is also available on the 5th starting at noon if that would work better.

Thanks again,

Kathy

From: Robert Blackshaw [mailto:rblackshaw@legislature.mi.gov]
Sent: Thursday, January 14, 2016 1:13 PM
To: Knapp, Kathy (DTMB)
Subject: RE: Apologies

Kathy,
No problem…the Flint Water Protestors are here right now so it is working out OK.

My future schedule is booked until Feb.1st or Feb. 2nd at this point.

Let me know if those dates work.

Best Regards, Rob.

From: Knapp, Kathy (DTMB) [mailto:knappk1@michigan.gov]
Sent: Thursday, January 14, 2016 12:49 PM
To: Robert Blackshaw <rblackshaw@legislature.mi.gov>
Subject: Apologies

Rob,

My apologies for cancelling your lunch with Chris at the last minute. Our role at the SEOC in dealing with the Flint water crisis is causing a bit of chaos in our office at the moment. Do you have a free lunch hour sometime after State of the State? I imagine until that is over, you are going to be a bit busy.

Thank you,

Kathy

Kathy Knapp
Administrative Assistant to the Director

Office of Infrastructure Protection
Michigan Department of Technology, Management & Budget
Cybersecurity and Infrastructure Protection
Office: (517) 335-6735
Knappk1@michigan.gov

DTMB
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From: Knapp, Kathy (DTMB)
Sent: Friday, January 15, 2016 10:53 AM
To: Miller, Amy (MCSC)
Cc: Christensen, Chris (DTMB) (christensenc4@michigan.gov)
Subject: RE: Overtime Exception Request
Attachments: 2016 Overtime Exception Memo.doc

Amy –

I inadvertently used Jeff's ID for Jeanette's ID – my apologies.

The org chart lists Ryan as a 10; I wasn't aware he is an 11.

Currently Jeanette and Ryan are working on the Flint Water Crisis but there is always potential for another emergency in the future so we would like a year-long exemption as we have done in the past.

A current memo is attached.

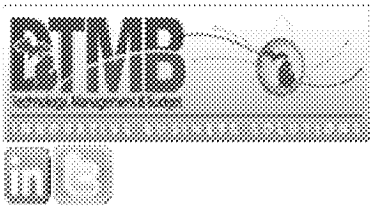
Kathy

From: Miller, Amy (MCSC)
Sent: Friday, January 15, 2016 10:46 AM
To: Knapp, Kathy (DTMB)
Subject: RE: Overtime Exception Request

Hi Kathy,

Just an FYI, Jeanettes ID is wrong and Ryan McKee is a P11 now not a 10. So I sent all this incorrect info to Civil Service and they called me and is this for the Flint thing, so we can only approve till 2/28/16.

Amy Miller
DTMB Human Resource
Ph: 517-241-6384
Fax: 517-373-8317



From: Knapp, Kathy (DTMB)
Sent: Friday, January 15, 2016 9:15 AM
To: Miller, Amy (MCSC)

Cc: Christensen, Chris (DTMB)
Subject: Overtime Exception Request

Amy,

Attached is an overtime exception request for three Office on Infrastructure Protection (TKU 746) employees. I will send a signed copy early next week when Chris is back in the office. However, since Jeanette and Ryan are currently working many overtime hours at the SEOC I wanted to make sure I would be able to request time sheet adjustments for them once the exception has been approved. If you any questions or need more information please let me know.

Thank you,

Kathy

Kathy Knapp
Administrative Assistant to the Director
Office of Infrastructure Protection
Michigan Department of Technology, Management & Budget
Cybersecurity and Infrastructure Protection
Office: (517) 335-6735
Knappk1@michigan.gov

DTMB
HELP. CONNECT. SOLVE.

STATE OF MICHIGAN

RICK SNYDER
GOVERNOR

DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET
LANSING

DAVID B. BEHEN
DIRECTOR

January 15, 2016

TO: Amy Miller, DTMB Human Resources

FROM: Chris Christensen, Director, Office of Infrastructure Protection

SUBJECT: Overtime Exception Requests for TKU 746 Employees

Please grant overtime exceptions for the following employees for the year 2016. Currently Jeanette Doll and Ryan McKee are reporting to the State Emergency Operations Center (SEOC) in response to the Flint Water Crisis. However, any of them may need to work overtime hours at any time during the year due to emergencies or incidents impacting State assets or resources.

Jeanette Doll, Dept. Analyst 12 – EID 567608

Jeanette is the Emergency Management Coordinator representing DTMB at the SEOC. In the event of an emergency that causes the activation of the SEOC she must be accessible and available on short notice to report the SEOC. During emergencies she must be available 24/7.

Ryan McKee, Dept. Analyst 11 – EID 1086315

Ryan is the back-up to both Jeanette Doll and Jeff Pratt. During activation of the SEOC he provides relief coverage and assistance as needed. He must be available 24/7 during SEOC activation. When Jeff Pratt is out-of-the-office and unavailable to perform his normal duties Ryan must be available on short notice based on emergencies and/or on-going incidents and must be available 24/7.

Jeff Pratt, Dept. Analyst 12 – EID 207682

Jeff is the Security Program Coordinator for DTMB and is responsible for management of daily security operations at DTMB-managed facilities State-wide. He must be accessible and available on short notice based on emergencies and/or on-going incidents 24/7.

If you have questions or need further information please do not hesitate to contact me.

From: Knapp, Kathy (DTMB)
Sent: Friday, January 15, 2016 1:04 PM
To: Miller, Amy (MCSC)
Subject: RE: Overtime Exception Request

So I can make the adjustments first thing Tuesday morning. Got it!

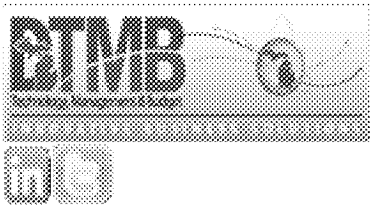
Thank you for your help.

Kathy

From: Miller, Amy (MCSC)
Sent: Friday, January 15, 2016 1:03 PM
To: Knapp, Kathy (DTMB)
Cc: Christensen, Chris (DTMB)
Subject: RE: Overtime Exception Request

DCDS is an overnight update from HRMN. So not until Tuesday.

Amy Miller
DTMB Human Resource
Ph: 517-241-6384
Fax: 517-373-8317



From: Knapp, Kathy (DTMB)
Sent: Friday, January 15, 2016 12:57 PM
To: Miller, Amy (MCSC)
Cc: Christensen, Chris (DTMB)
Subject: RE: Overtime Exception Request

Thank you. Will I be able to enter their overtime now or will I need to request a change after payroll runs next week?

Thanks again,

Kathy

From: Miller, Amy (MCSC)
Sent: Friday, January 15, 2016 12:43 PM

To: Knapp, Kathy (DTMB)
Cc: Christensen, Chris (DTMB)
Subject: RE: Overtime Exception Request

Civil Service approved the OT Exception with an expiration date of 2/28/2016. A new extension will need to be submitted with justification for an extension. OT Exceptions are not guaranteed that is why Civil Service reviews them.

Amy Miller
DTMB Human Resource
Ph: 517-241-6384
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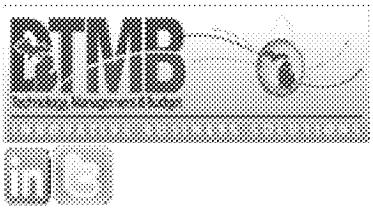


From: Knapp, Kathy (DTMB)
Sent: Friday, January 15, 2016 11:11 AM
To: Miller, Amy (MCSC)
Cc: Christensen, Chris (DTMB)
Subject: RE: Overtime Exception Request

The first line of the memo is, "Please grant overtime exceptions for the following employees for the year 2016. " But, if they won't do the year-long exemption at this time, what do we need to do to get an exemption for the rest of the year?

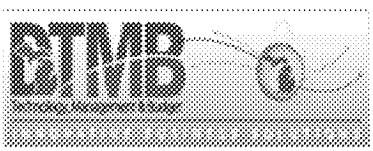
Thank you,

Kathy

From: Miller, Amy (MCSC)
Sent: Friday, January 15, 2016 11:08 AM
To: Knapp, Kathy (DTMB)
Cc: Christensen, Chris (DTMB)
Subject: RE: Overtime Exception Request

Civil Service will only do it for the crisis at this time because that was the request.

Amy Miller
DTMB Human Resource
Ph: 517-241-6384
Fax: 517-373-8317



From: Knapp, Kathy (DTMB)
Sent: Friday, January 15, 2016 10:53 AM
To: Miller, Amy (MCSC)
Cc: Christensen, Chris (DTMB)
Subject: RE: Overtime Exception Request

Amy --

I inadvertently used Jeff's ID for Jeanette's ID -- my apologies.

The org chart lists Ryan as a 10; I wasn't aware he is an 11.

Currently Jeanette and Ryan are working on the Flint Water Crisis but there is always potential for another emergency in the future so we would like a year-long exemption as we have done in the past.

A current memo is attached.

Kathy

From: Miller, Amy (MCSC)
Sent: Friday, January 15, 2016 10:46 AM
To: Knapp, Kathy (DTMB)
Subject: RE: Overtime Exception Request

Hi Kathy,

Just an FYI, Jeanettes ID is wrong and Ryan McKee is a P11 now not a 10. So I sent all this incorrect info to Civil Service and they called me and is this for the Flint thing, so we can only approve till 2/28/16.

Amy Miller
DTMB Human Resource
Ph: 517-241-6384
Fax: 517-373-8317

From: Knapp, Kathy (DTMB)
Sent: Friday, January 15, 2016 9:15 AM
To: Miller, Amy (MCSC)
Cc: Christensen, Chris (DTMB)
Subject: Overtime Exception Request

Amy,

Attached is an overtime exception request for three Office on Infrastructure Protection (TKU 746) employees. I will send a signed copy early next week when Chris is back in the office. However, since Jeanette and Ryan are currently working many overtime hours at the SEOC I wanted to make sure I would be able to request time sheet adjustments for them once the exception has been approved. If you any questions or need more information please let me know.

Thank you,

Kathy

Kathy Knapp
Administrative Assistant to the Director
Office of Infrastructure Protection
Michigan Department of Technology, Management & Budget
Cybersecurity and Infrastructure Protection
Office: (517) 335-6735
Knappk1@michigan.gov

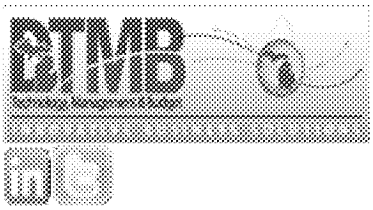
From: Knapp, Kathy (DTMB)
Sent: Friday, January 15, 2016 1:26 PM
To: Miller, Amy (MCSC)
Subject: RE: Overtime Exception Request

Thank you!

From: Miller, Amy (MCSC)
Sent: Friday, January 15, 2016 1:17 PM
To: Knapp, Kathy (DTMB)
Subject: RE: Overtime Exception Request

You sure can.

Amy Miller
DTMB Human Resource
Ph: 517-241-6384
Fax: 517-373-8317



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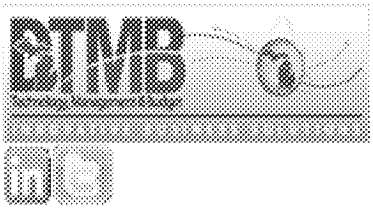

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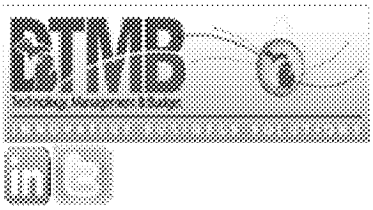

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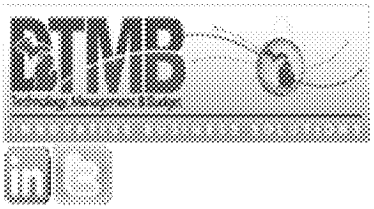

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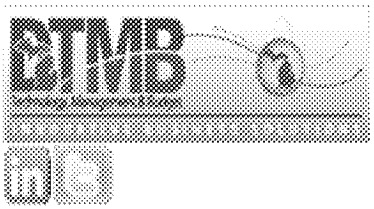

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Thank you,

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Kathy Knapp
Administrative Assistant to the Director
Office of Infrastructure Protection
Michigan Department of Technology, Management & Budget
Cybersecurity and Infrastructure Protection
Office: (517) 335-6735
Knappk1@michigan.gov

DTMB
HELP. CONNECT. SOLVE.

From: Knapp, Kathy (DTMB)
Sent: Tuesday, January 19, 2016 3:07 PM
To: Christensen, Chris (DTMB) (christensenc4@michigan.gov)
Subject: DRAFT - Volunteers for Overtime During Flint Crisis

How about something like this?

Chris is looking for OIP employees who are interested in working extra hours to provide assistance for the duration of the Flint Water Crisis. Hours may be before or after regularly scheduled shifts, at night or on weekends. We will request an exception for overtime exempt employees; for the duration for the Flint Water Crisis you would be overtime eligible while working on this particular issue. Employees normally eligible for overtime will be paid for any hours worked beyond their scheduled 40 hours.

At this time, the nature of the work has not yet been determined. Interested employees should let me know by close of business on January 21, 2016 so I can compile a list for Chris. Please note, hours are not guaranteed.

Thank you,

Kathy

Kathy Knapp
Administrative Assistant to the Director
Office of Infrastructure Protection
Michigan Department of Technology, Management & Budget
Cybersecurity and Infrastructure Protection
Office: (517) 335-6735
Knappk1@michigan.gov

DTMB
HELP. CONNECT. SOLVE.

From: Knapp, Kathy (DTMB)
Sent: Thursday, January 21, 2016 2:19 PM
To: Snyder, James
Subject: RE: 19 JAN 16 Call w/ Chris

James,

If, by the end of the month you haven't heard from the General please let me know. Everyone is busy with the Flint Water Crisis and many things are falling to the wayside.

Thank you for your patience.

Kathy

-----Original Message-----
From: Snyder, James [mailto:James.B.Snyder@uscg.mil]
Sent: Thursday, January 21, 2016 10:14 AM
To: Knapp, Kathy (DTMB)
Subject: RE: 19 JAN 16 Call w/ Chris

Kathy,

I just wanted to let you know that the General has not contacted me. I am back at my office now so my phone number is back to 906-635-3303. Thank you and please let me know how I should proceed.

James

-----Original Message-----
From: Knapp, Kathy (DTMB) [mailto:knappk1@michigan.gov]
Sent: Tuesday, January 19, 2016 9:40 AM
To: Snyder, James
Subject: [Non-DoD Source] RE: 19 JAN 16 Call w/ Chris

James,

I was just able to speak with Chris. He is not certain when General Stone was going to contact you but it sounds as if the General wants to do the presentation at your conference. If you don't hear from him let me know and I will find a contact number for his office.

Thank you for your understanding.

Kathy

-----Original Message-----
From: Snyder, James [mailto:James.B.Snyder@uscg.mil]
Sent: Friday, January 15, 2016 3:32 PM

To: Knapp, Kathy (DTMB)
Subject: 19 JAN 16 Call w/ Chris

Good Afternoon,

Can you please have Chris call 906-635-3347 on Tuesday? I am getting new carpet in my office and my phone will be disconnected. Thank you and if you have any questions please let me know.

Very Respectfully,

James Snyder
Port Security Specialist
USCG Sector Sault Ste. Marie
Office: (906)635-3303
Cell: (906)440-4673

Appointment

From: Knapp, Kathy (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=fdc4b87e5e804684ac3d09f40d58bde8-Knapp Kathy]
Sent: 1/22/2016 9:33:24 AM
To: Allen, Charlotte (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=bf567eff31854092933d6b822ef3239e-AllenC1]

Subject: Accepted: Missouri/Flint Water Discussion
Location: Dial-in: 1-877-873-8017 Access: [redacted]

Start: 1/25/2016 3:00:00 PM
End: 1/25/2016 4:00:00 PM
Show Time As: Busy

From: Knapp, Kathy (DTMB)
Sent: Friday, January 22, 2016 2:35 PM
To: Baker, Linda (DTMB)
Subject: RE: Flint Water Crisis Time Spent

Thank you.

From: Baker, Linda (DTMB)
Sent: Friday, January 22, 2016 2:32 PM
To: Knapp, Kathy (DTMB)
Subject: Flint Water Crisis Time Spent

Hi Kathy,

Here is what we have so far, not counting today. I did not put any time down for me, as it is probably only 1 hour, spent coordinating.

Burnett, Martin	4.5 hours
Green, Josh	3.5 hours
Davis, Joey	3.5 hours
Kingston, Claudia	2.5 hours
Mruzek, Brad	2 hours
Munro, Cody	3.5 hours

Thanks, Linda
Smart Device Support Team Manager
DTMB, OA Design & Delivery Services
Ops Center – 1CC
7285 Parsons Dr.
Lansing, MI 48913
Desk: 517-636-0435
Cell: 517-202-6219
Email: BakerL@Michigan.gov

Smart Device Support Team User Documentation:
http://inside.michigan.gov/sites/dtmb/is/sdst/Team%20Documents/Forms/Client%20Documentation.aspx

From: Knapp, Kathy (DTMB)
Sent: Sunday, January 24, 2016 8:40 PM
To: Hummel, Mindy (DTMB)
Subject: RE: Hrs on Flint Water Project

Mindy,

I have been asked to provide pay rates for employees that have worked on the Flint Water Crisis response. Could you please send me you pay rate and overtime rate if applicable so I can provide the requested information?

Thank you,

Kathy

From: Hummel, Mindy (DTMB)
Sent: Friday, January 22, 2016 2:26 PM
To: Knapp, Kathy (DTMB)
Cc: Stansfield, Marsha (DTMB)
Subject: Hrs on Flint Water Project

Hi Kathy:
Not including today, I've spent about 25 ½ hrs on Flint water project related activities since 01/13/16.

Mindy Hummel
DTMB/Financial Services
517-373-2215 Phone
517-230-2447 Cell
517-241-4856 Fax
DTMB
HELP. CONNECT. SOLVE.

From: Knapp, Kathy (DTMB)
Sent: Monday, January 25, 2016 8:10 AM
To: Hummel, Mindy (DTMB)
Subject: RE: Hrs on Flint Water Project

Thank you!

From: Hummel, Mindy (DTMB)
Sent: Monday, January 25, 2016 7:38 AM
To: Knapp, Kathy (DTMB)
Subject: RE: Hrs on Flint Water Project

Hi Kathy:
My pay rate is $26.71 and I do not get overtime.

Mindy Hummel
DTMB/Financial Services
517-373-2215 Phone
517-230-2447 Cell
517-241-4856 Fax
DTMB
HELP. CONNECT. SOLVE.

From: Knapp, Kathy (DTMB)
Sent: Sunday, January 24, 2016 8:40 PM
To: Hummel, Mindy (DTMB) <HummelM@michigan.gov>
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Mindy Hummel

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517-373-2215 Phone
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517-241-4856 Fax

DTMB

HELP. CONNECT. SOLVE.

From: Knapp, Kathy (DTMB)
Sent: Monday, January 25, 2016 4:45 PM
To: Karley Hall
Subject: RE: State of Michigan/Digital Roots Partnership
Attachments: LansingVisitorParking_352819_7.jpg

Karley,

So glad we are able to work out a meeting time for tomorrow.

I have reserved the Lake Superior Room at the Michigan Library and Historical Center for the meeting. The address is 702 W. Kalamazoo Street, Lansing. There is visitor parking on the south (Kalamazoo Street) side of the building and the room is located near the north entrance on the 1st (ground level) floor. The attached map will provide a visual of the building location and related visitor parking.

If your team would like to get into the conference room prior to 2:00 p.m. please let me know so I can make appropriate room reservations. If you need a projector for the computer please let me know so I can make appropriate arrangements.

Thank you,

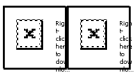
Kathy

From: Karley Hall [mailto:khall@digitalroots.com]
Sent: Monday, January 25, 2016 2:39 PM
To: Knapp, Kathy (DTMB)
Subject: Re: State of Michigan/Digital Roots Partnership

Hi Kathy- it was so great speaking with you. I spoke with the team and 2-3pm tomorrow works perfectly. We will just send questions ahead of time for a more efficient meeting, so I will send those over shortly.

Can you please let us know the address/directions to where we will be meeting?

Thanks again! I wish your kids luck with their upcoming tests!



On Mon, Jan 25, 2016 at 2:12 PM, Knapp, Kathy (DTMB) <knappk1@michigan.gov> wrote:

> Karley,
>
> Following up on my voicemail. Could you please call me about the meeting tomorrow? I can be reached at 517-335-6735.

Thank you,

Kathy

Kathy Knapp

Administrative Assistant to the Director

Office of Infrastructure Protection

Michigan Department of Technology, Management & Budget

Cybersecurity and Infrastructure Protection

Office: (517) 335-6735

Knappk1@michigan.gov

DTMB
HELP. CONNECT. SOLVE.

From: Karley Hall [mailto:khall@digitalroots.com]
Sent: Monday, January 25, 2016 12:57 PM
To: Knapp, Kathy (DTMB)
Cc: Christensen, Chris (DTMB); Jay Wolcott
Subject: Re: State of Michigan/Digital Roots Partnership

Hi Kathy- thank you so much for sending over the proposal. I've attached our signed copy.

Please let me know what time would be best for the DTMB team to meet with us tomorrow to learn about the current social monitoring operations and specific search requirements.

Specific topics that we will want to discuss with the DTMB team include:

-How are you currently monitoring with Radian6?

-What other social software are you currently using?

-What keywords and terms are you searching for?

-What are the important topics and individuals to monitor?

-What are you currently reporting on?

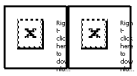
-Who are you making the reports for?

We would want to meet with all of the appropriate individuals to make sure that we get an accurate understanding of all of your social objectives.

Also, is there a conference space that our team can use for the day?

Thanks again and looking forward!

Karley Hall



On Mon, Jan 25, 2016 at 10:41 AM, Knapp, Kathy (DTMB) <knappk1@michigan.gov> wrote:

> Attached is a copy of the signed proposal. Please forward a copy of the fully signed proposal once all signatures are obtained.
>
> Thank you,
>
> Kathy

From: Jacob Pratt [mailto:jpratt@digitalroots.com]
Sent: Saturday, January 23, 2016 4:38 PM
To: Christensen, Chris (DTMB)
Cc: Knapp, Kathy (DTMB); Karley Hall
Subject: Fwd: State of Michigan/Digital Roots Partnership

Hello Chris,

My apologies for the email address error. Please see the original email below with attachment. Thanks.

From: Karley Hall <khall@digitalroots.com>
Sent: Thursday, January 21, 2016 2:31 PM
Subject: State of Michigan/Digital Roots Partnership
To: <christensen@michigan.gov>
Cc: Jacob Pratt <jpratt@digitalroots.com>, Jay Wolcott <jwolcott@digitalroots.com>

Hi Chris- Thanks for taking the time to meet with the Digital Roots team regarding the potential trial partnership with us.

Attached we have provided an overview of our proposal for the Flint Water Crisis Emergency Response program. We spoke with Jeff and gave him a verbal overview of the attached document and wanted to send this along to you for your review as well.

We look forward to hearing from you and if you have any questions.

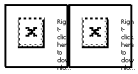
Thanks,

Karley Hall

--

Karley Hall | Sales Development | 248.513.2128

https://digitalroots.com



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Karley Hall | Sales Development | 248.513.2128

https://digitalroots.com

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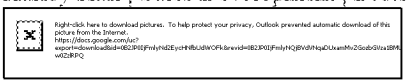


https://digitalroots.com

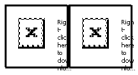
From: Knapp, Kathy (DTMB)
Sent: Tuesday, January 26, 2016 9:18 AM
To: Karley Hall
Subject: RE: State of Michigan/Digital Roots Partnership

Ok – thank you.

From: Karley Hall [mailto:khall@digitalroots.com]
Sent: Tuesday, January 26, 2016 8:57 AM
To: Knapp, Kathy (DTMB)
Subject: Re: State of Michigan/Digital Roots Partnership

I would say around 1:40. Thanks!

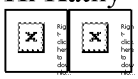
On Tue, Jan 26, 2016 at 8:21 AM, Knapp, Kathy (DTMB) <knappk1@michigan.gov> wrote:

> Could you please let me know what time so I can make sure the room is available?
>
> Thank you.
>
> **From:** Karley Hall [mailto:khall@digitalroots.com]
> **Sent:** Tuesday, January 26, 2016 8:04 AM
>
> **To:** Knapp, Kathy (DTMB)
> **Subject:** Re: State of Michigan/Digital Roots Partnership
>
> Yes we would thank you!
>
> 
>
> On Tue, Jan 26, 2016 at 7:23 AM, Knapp, Kathy (DTMB) <knappk1@michigan.gov> wrote:
>
> > Will you team need to get in earlier than 2:00 for set-up.

From: Karley Hall [mailto:khall@digitalroots.com]
Sent: Monday, January 25, 2016 5:20 PM

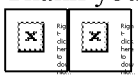
To: Knapp, Kathy (DTMB)
Subject: Re: State of Michigan/Digital Roots Partnership

Hi Kathy- we will need a projector for the meeting. Thank you so much!



On Mon, Jan 25, 2016 at 5:04 PM, Karley Hall <khall@digitalroots.com> wrote:

Thank you so much, Kathy! I will get right back to you



On Mon, Jan 25, 2016 at 4:45 PM, Knapp, Kathy (DTMB) <knappk1@michigan.gov> wrote:

Karley,

So glad we are able to work out a meeting time for tomorrow.

I have reserved the Lake Superior Room at the Michigan Library and Historical Center for the meeting. The address is 702 W. Kalamazoo Street, Lansing. There is visitor parking on the south (Kalamazoo Street) side of the building and the room is located near the north entrance on the 1st (ground level) floor. The attached map will provide a visual of the building location and related visitor parking.

If your team would like to get into the conference room prior to 2:00 p.m. please let me know so I can make appropriate room reservations. If you need a projector for the computer please let me know so I can make appropriate arrangements.

Thank you,

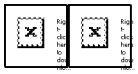
Kathy

From: Karley Hall [mailto:khall@digitalroots.com]
Sent: Monday, January 25, 2016 2:39 PM
To: Knapp, Kathy (DTMB)
Subject: Re: State of Michigan/Digital Roots Partnership

Hi Kathy- it was so great speaking with you. I spoke with the team and 2-3pm tomorrow works perfectly. We will just send questions ahead of time for a more efficient meeting, so I will send those over shortly.

Can you please let us know the address/directions to where we will be meeting?

Thanks again! I wish your kids luck with their upcoming tests!



On Mon, Jan 25, 2016 at 2:12 PM, Knapp, Kathy (DTMB) <knappk1@michigan.gov> wrote:

> Karley,
>
> Following up on my voicemail. Could you please call me about the meeting tomorrow? I can be reached at 517-335-6735.
>
> Thank you,
>
> Kathy
>
> **Kathy Knapp**
>
> Administrative Assistant to the Director
>
> Office of Infrastructure Protection

Michigan Department of Technology, Management & Budget

Cybersecurity and Infrastructure Protection

Office: (517) 335-6735

Knappk1@michigan.gov

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From: Karley Hall [mailto:khall@digitalroots.com]
Sent: Monday, January 25, 2016 12:57 PM
To: Knapp, Kathy (DTMB)
Cc: Christensen, Chris (DTMB); Jay Wolcott
Subject: Re: State of Michigan/Digital Roots Partnership

Hi Kathy- thank you so much for sending over the proposal. I've attached our signed copy.

Please let me know what time would be best for the DTMB team to meet with us tomorrow to learn about the current social monitoring operations and specific search requirements.

Specific topics that we will want to discuss with the DTMB team include:

-How are you currently monitoring with Radian6?

-What other social software are you currently using?

-What keywords and terms are you searching for?

-What are the important topics and individuals to monitor?

-What are you currently reporting on?

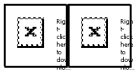
-Who are you making the reports for?

We would want to meet with all of the appropriate individuals to make sure that we get an accurate understanding of all of your social objectives.

Also, is there a conference space that our team can use for the day?

Thanks again and looking forward!

Karley Hall



On Mon, Jan 25, 2016 at 10:41 AM, Knapp, Kathy (DTMB) <knappk1@michigan.gov> wrote:

Attached is a copy of the signed proposal. Please forward a copy of the fully signed proposal once all signatures are obtained.

Thank you,

Kathy

From: Jacob Pratt [mailto:jpratt@digitalroots.com]
Sent: Saturday, January 23, 2016 4:38 PM
To: Christensen, Chris (DTMB)
Cc: Knapp, Kathy (DTMB); Karley Hall
Subject: Fwd: State of Michigan/Digital Roots Partnership

Hello Chris,

My apologies for the email address error. Please see the original email below with attachment. Thanks.

From: Karley Hall <khall@digitalroots.com>
Sent: Thursday, January 21, 2016 2:31 PM
Subject: State of Michigan/Digital Roots Partnership
To: <christensen@michigan.gov>
Cc: Jacob Pratt <jpratt@digitalroots.com>, Jay Wolcott <jwolcott@digitalroots.com>

Hi Chris- Thanks for taking the time to meet with the Digital Roots team regarding the potential trial partnership with us.

Attached we have provided an overview of our proposal for the Flint Water Crisis Emergency Response program. We spoke with Jeff and gave him a verbal overview of the attached document and wanted to send this along to you for your review as well.

We look forward to hearing from you and if you have any questions.

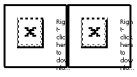
Thanks,

Karley Hall

--

Karley Hall | Sales Development | 248.513.2128

https://digitalroots.com



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https://digitalroots.com

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https://digitalroots.com

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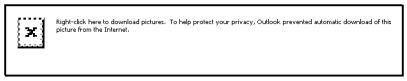

https://digitalroots.com

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Karley Hall | Sales Development | 248.513.2128

https://digitalroots.com

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https://digitalroots.com

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https://digitalroots.com

Event Application

Michigan Department of Technology, Management and Budget

APPLICATIONS MUST BE RECEIVED 14 DAYS PRIOR TO THE EVENT

Applications can be faxed to 517-284-7972 to the attention of the Events Coordinator, or emailed to DTMB-Events-Coordinator@michigan.gov
If you have questions, please call 517-284-7958.

Event Name: City Income Tax Water Drive to Benefit Flint		
Event Date: 02/01/16 - 02/05/16	Event Time: From 8:00 To 5:00	
Organization Name and Address: City Income Tax Administration; Treasury 7285 Parsons Drive, Dimondale, MI 48221	Website: www.michigan.gov/citytax	
Event Contact Name (printed): Alaina Beam		
Contact Address: 7285 Parsons Drive, Dimondale, MI 48221		
Contact Telephone No.: 517-636-4836	Fax No.: 517-636-5329	Email: beama1@michigan.gov
Nature/Purpose of Event: To gather donations of bottled water to distribute to Flint, MI.		
Area Requested (Facility, Conference Room, Parking Lot, etc.): The drop off point will be within the CITA contact center near column 2E B6.		
Number of Attendees (including event staff): Treasury Wide- Operations Center	Parking Requirements (No. of spaces): N/A	
Equipment you will be providing (tents, portable bathrooms, etc.): N/A		
Backup Contact Name (printed): Carly Scheurer		
Address: 7285 Parsons Drive, Dimondale, MI 48221		
Telephone No.: 517-636-4856	Fax No.: 517-636-5329	

I have read and understand the general guidelines and provisions of Administrative Guide 0210.06 Conduct on State Property and Administrative Guide 0210.08 Obtaining Written Authorization for Using State Buildings and Grounds and agree to abide by them.

Event Contact Name (signed)	Date: 11/20/15

For Department of Technology, Management and Budget Use Only

Events Coordinator Notes

Approved ☒	Denied ☐	Signature, Building Operations Director
Approved ☒	Denied ☐	Signature, Infrastructure Protection Director

DTMB-0451 (Rev. 09/28/2015)

Submit to: DTMB-Events-Coordinator@michigan.gov

From: Knapp, Kathy (DTMB)
Sent: Tuesday, January 26, 2016 3:39 PM
To: Doll, Jeanette (DTMB)
Cc: Philip, Brandon (DTMB) (philipb@michigan.gov)
Subject: RE: Hours through 1/21

Jeanette,

You were correct, Jeff's hours on 1/15 were for State of the State.

Allie worked 1 hour of overtime.
Elizabeth worked ½ hour of overtime.
Craig B. was the Access control OT.

Brandon, if the above information is incorrect please let Jeanette know.

Thank you,

Kathy

From: Doll, Jeanette (DTMB)
Sent: Tuesday, January 26, 2016 3:22 PM
To: Knapp, Kathy (DTMB)
Subject: RE: Hours through 1/21

Yes, please.

From: Knapp, Kathy (DTMB)
Sent: Tuesday, January 26, 2016 2:19 PM
To: Doll, Jeanette (DTMB) <dollj@michigan.gov>
Subject: RE: Hours through 1/21

I was told all of Jeff's OT was for Flint but I am checking.

Are you only missing the names of the CSC and Access Control staff that worked on Flint related items?

Thank you,

Kathy

From: Doll, Jeanette (DTMB)
Sent: Tuesday, January 26, 2016 12:38 PM
To: Knapp, Kathy (DTMB)
Subject: RE: Hours through 1/21

Kathy – was Jeff's time in response to the water emergency or the State of the State?

Any chance to get actual names of those that have overtime in response to the water response so I can have finance pull the information?

Jeanette

From: Knapp, Kathy (DTMB)
Sent: Tuesday, January 26, 2016 10:59 AM
To: Doll, Jeanette (DTMB) <dolli@michigan.gov>
Cc: Christensen, Chris (DTMB) <christensenc4@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>
Subject: RE: Hours through 1/21

Jeanette,

I was asked to report all hours worked in support of Flint. If more hours are reported to me, I will send you only the overtime hours.

You were provided correct information regarding your overtime hours; you are overtime eligible only after 40 regular hours have been worked in a week. My apologies for not converting Jeff's hours to the same format. Like you and Ryan, he is only overtime eligible after 40 regular hours have been worked.

Kathy

From: Doll, Jeanette (DTMB)
Sent: Monday, January 25, 2016 5:06 PM
To: Knapp, Kathy (DTMB); McKee, Ryan (DTMB)
Cc: Christensen, Chris (DTMB)
Subject: RE: Hours through 1/21

Kathy –
We are only recording overtime received in support of the Flint Water Emergency, not regular time.

Question for you, per your information, Ryan and I were told we do not accrue overtime until after 40 hours has been worked. Looking at Jeff's time he accrued overtime beginning on Sunday through the week.

Just want to make sure we are providing correct information just in case an audit is performed!

Jeanette

From: Knapp, Kathy (DTMB)
Sent: Monday, January 25, 2016 10:52 AM
To: Doll, Jeanette (DTMB) <dolli@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>
Cc: Christensen, Chris (DTMB) <christensenc4@michigan.gov>
Subject: Hours through 1/21

Attached is an updated spreadsheet with hours through 1/21. Some of the iPad set up hours were OT not straight time.

Kathy

Kathy Knapp
Administrative Assistant to the Director
Office of Infrastructure Protection
Michigan Department of Technology, Management & Budget

Cybersecurity and Infrastructure Protection
Office: (517) 335-6735
Knappk1@michigan.gov

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Message

From: Knapp, Kathy (DTMB) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=FDC4B87E5E804684AC3D09F40D58BDE8-KNAPP KATHY]
Sent: 1/27/2016 8:26:54 AM
To: clavalleye@salesforce.com
Subject: RE: Updated Invitation: Salesforce/DTMB follow-up conversation @ Wed Jan 27, 2016 4pm - 5pm (clavalleye@salesforce.com)

Courtney,

Unfortunately, I need to reschedule the meeting this afternoon. Until we are able to find a bit of a resolution to the Flint water crisis schedules here are CRAZY. Please give me a call when you have a moment and we will look several weeks out and try to find a date.

Thank you for your understanding.

Kathy

-----Original Appointment-----
From: clavalleye@salesforce.com [mailto:clavalleye@salesforce.com]
Sent: Tuesday, November 10, 2015 1:55 PM
To: clavalleye@salesforce.com; Christensen, Chris (DTMB); npalazzolo@salesforce.com; Knapp, Kathy (DTMB); msalem@salesforce.com
Subject: Updated Invitation: Salesforce/DTMB follow-up conversation @ Wed Jan 27, 2016 4pm - 5pm (clavalleye@salesforce.com)
When: Wednesday, January 27, 2016 4:00 PM-5:00 PM (UTC-05:00) Eastern Time (US & Canada).
Where: Please dial: (401) 574-8822 ; Conference code: [redacted]

This event has been changed. more details ?
<https://www.google.com/calendar/event?action=VIEW&eid=ZWc3cXY2ZzNtZmU1djVzazN2Z3E0N2kzb28gY2hyaXN0ZW5zZW5jNEBtaWNoaWdhbi5nb3Y&tok=MjUjY2xhdmFsbGV5ZUBzYWxlc2ZvcmNlLmNvbTc5M2IyNzRjNzExNTFjN2RlMzEyMzQ4ODk0NmVlNmJiMDJkNGI1MjQ&ctz=America/New_York&hl=en>

Salesforce/DTMB follow-up conversation When Changed: Wed Jan 27, 2016 4pm - 5pm Eastern Time Where Please dial: (401) 574-8822 ; Conference code: 1862578960# (map <https://maps.google.com/maps?q=Please+dial:+(401)+574-8822+;+Conference+code:+1862578960%23&hl=en>)
Calendar clavalleye@salesforce.com Who · clavalleye@salesforce.com - organizer · christensenc4@michigan.gov · npalazzolo@salesforce.com · knappk1@michigan.gov · msalem@salesforce.com Going? Yes
<https://www.google.com/calendar/event?action=RESPOND&eid=ZWc3cXY2ZzNtZmU1djVzazN2Z3E0N2kzb28gY2hyaXN0ZW5zZW5jNEBtaWNoaWdhbi5nb3Y&rst=1&tok=MjUjY2xhdmFsbGV5ZUBzYWxlc2ZvcmNlLmNvbTc5M2IyNzRjNzExNTFjN2RlMzEyMzQ4ODk0NmVlNmJiMDJkNGI1MjQ&ctz=America/New_York&hl=en> - Maybe
<https://www.google.com/calendar/event?action=RESPOND&eid=ZWc3cXY2ZzNtZmU1djVzazN2Z3E0N2kzb28gY2hyaXN0ZW5zZW5jNEBtaWNoaWdhbi5nb3Y&rst=3&tok=MjUjY2xhdmFsbGV5ZUBzYWxlc2ZvcmNlLmNvbTc5M2IyNzRjNzExNTFjN2RlMzEyMzQ4ODk0NmVlNmJiMDJkNGI1MjQ&ctz=America/New_York&hl=en> - No
<https://www.google.com/calendar/event?action=RESPOND&eid=ZWc3cXY2ZzNtZmU1djVzazN2Z3E0N2kzb28gY2hyaXN0ZW5zZW5jNEBtaWNoaWdhbi5nb3Y&rst=2&tok=MjUjY2xhdmFsbGV5ZUBzYWxlc2ZvcmNlLmNvbTc5M2IyNzRjNzExNTFjN2RlMzEyMzQ4ODk0NmVlNmJiMDJkNGI1MjQ&ctz=America/New_York&hl=en> more options ?
<https://www.google.com/calendar/event?action=VIEW&eid=ZWc3cXY2ZzNtZmU1djVzazN2Z3E0N2kzb28gY2hyaXN0ZW5zZW5jNEBtaWNoaWdhbi5nb3Y&tok=MjUjY2xhdmFsbGV5ZUBzYWxlc2ZvcmNlLmNvbTc5M2IyNzRjNzExNTFjN2RlMzEyMzQ4ODk0NmVlNmJiMDJkNGI1MjQ&ctz=America/New_York&hl=en>
Invitation from Google Calendar <https://www.google.com/calendar/>
You are receiving this courtesy email at the account christensenc4@michigan.gov because you are an attendee of this event. To stop receiving future updates for this event, decline this event. Alternatively you can sign up for a Google account at https://www.google.com/calendar/ and control your notification settings for your entire calendar. Forwarding this invitation could allow any recipient to modify your RSVP response. Learn More <https://support.google.com/calendar/answer/37135#forwarding>.
<< File: invite.ics >>

From: Knapp, Kathy (DTMB)
Sent: Friday, February 05, 2016 10:27 AM
To: Trakul, Pamela (DTMB)
Subject: Accepted: FOIA Request From the Detroit Free Press Re: Flint Water

From: Doll, Jeanette (DTMB)
Sent: Tuesday, January 26, 2016 3:22 PM
To: Knapp, Kathy (DTMB)
Subject: RE: Hours through 1/21

Yes, please.

From: Knapp, Kathy (DTMB)
Sent: Tuesday, January 26, 2016 2:19 PM
To: Doll, Jeanette (DTMB) <dolli@michigan.gov>
Subject: RE: Hours through 1/21

I was told all of Jeff's OT was for Flint but I am checking.

Are you only missing the names of the CSC and Access Control staff that worked on Flint related items?

Thank you,

Kathy

From: Doll, Jeanette (DTMB)
Sent: Tuesday, January 26, 2016 12:38 PM
To: Knapp, Kathy (DTMB)
Subject: RE: Hours through 1/21

Kathy – was Jeff's time in response to the water emergency or the State of the State?

Any chance to get actual names of those that have overtime in response to the water response so I can have finance pull the information?

Jeanette

From: Knapp, Kathy (DTMB)
Sent: Tuesday, January 26, 2016 10:59 AM
To: Doll, Jeanette (DTMB) <dolli@michigan.gov>
Cc: Christensen, Chris (DTMB) <christensenc4@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>
Subject: RE: Hours through 1/21

Jeanette,

I was asked to report all hours worked in support of Flint. If more hours are reported to me, I will send you only the overtime hours.

You were provided correct information regarding your overtime hours; you are overtime eligible only after 40 regular hours have been worked in a week. My apologies for not converting Jeff's hours to the same format. Like you and Ryan, he is only overtime eligible after 40 regular hours have been worked.

Kathy

From: Doll, Jeanette (DTMB)
Sent: Monday, January 25, 2016 5:06 PM
To: Knapp, Kathy (DTMB); McKee, Ryan (DTMB)
Cc: Christensen, Chris (DTMB)
Subject: RE: Hours through 1/21

Kathy –
We are only recording overtime received in support of the Flint Water Emergency, not regular time.

Question for you, per your information, Ryan and I were told we do not accrue overtime until after 40 hours has been worked. Looking at Jeff's time he accrued overtime beginning on Sunday through the week.

Just want to make sure we are providing correct information just in case an audit is performed!

Jeanette

From: Knapp, Kathy (DTMB)
Sent: Monday, January 25, 2016 10:52 AM
To: Doll, Jeanette (DTMB) <dolli@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>
Cc: Christensen, Chris (DTMB) <christensenc4@michigan.gov>
Subject: Hours through 1/21

Attached is an updated spreadsheet with hours through 1/21. Some of the iPad set up hours were OT not straight time.

Kathy

Kathy Knapp
Administrative Assistant to the Director
Office of Infrastructure Protection
Michigan Department of Technology, Management & Budget
Cybersecurity and Infrastructure Protection
Office: (517) 335-6735
Knappk1@michigan.gov

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From: Doll, Jeanette (DTMB)
Sent: Sunday, February 07, 2016 2:12 PM
To: Knapp, Kathy (DTMB)
Cc: McKee, Ryan (DTMB);Pratt, Jeff (DTMB);Moore, Ed (DTMB)
Subject: Employee Time
Attachments: Template.xlsx

Kathy –

Please provide regular and overtime worked by OIP employees on the Flint water response effort and enter it on the attached spreadsheet. I have my hours recorded already as my time began January 6. No sure about the regular time, but it is best to provide it now.

If you could provide this on Monday, I will work with Dane on the financials.

Thank you

Jeanette

From: Knapp, Kathy (DTMB)
Sent: Tuesday, February 09, 2016 1:21 PM
To: Snyder, James
Subject: RE: 19 JAN 16 Call w/ Chris

James,

Thank you for touching base. I will speak with Chris either today or tomorrow and let you know how he would like to proceed.

Thanks again,

Kathy

-----Original Message-----
From: Snyder, James [mailto:James.B.Snyder@uscg.mil]
Sent: Tuesday, February 09, 2016 12:39 PM
To: Knapp, Kathy (DTMB) <knappk1@michigan.gov>
Subject: RE: 19 JAN 16 Call w/ Chris

Kathy,

Just touching base with you as instructed. I have not heard from the General yet. Thank you, hope all is well!

James

-----Original Message-----
From: Knapp, Kathy (DTMB) [mailto:knappk1@michigan.gov]
Sent: Thursday, January 21, 2016 2:19 PM
To: Snyder, James
Subject: [Non-DoD Source] RE: 19 JAN 16 Call w/ Chris

James,

If, by the end of the month you haven't heard from the General please let me know. Everyone is busy with the Flint Water Crisis and many things are falling to the wayside.

Thank you for your patience.

Kathy

-----Original Message-----
From: Snyder, James [mailto:James.B.Snyder@uscg.mil]
Sent: Thursday, January 21, 2016 10:14 AM
To: Knapp, Kathy (DTMB)
Subject: RE: 19 JAN 16 Call w/ Chris

Kathy,

I just wanted to let you know that the General has not contacted me. I am back at my office now so my phone number is back to 906-635-3303. Thank you and please let me know how I should proceed.

James

-----Original Message-----
From: Knapp, Kathy (DTMB) [mailto:knappk1@michigan.gov]
Sent: Tuesday, January 19, 2016 9:40 AM
To: Snyder, James
Subject: [Non-DoD Source] RE: 19 JAN 16 Call w/ Chris

James,

I was just able to speak with Chris. He is not certain when General Stone was going to contact you but it sounds as if the General wants to do the presentation at your conference. If you don't hear from him let me know and I will find a contact number for his office.

Thank you for your understanding.

Kathy

-----Original Message-----
From: Snyder, James [mailto:James.B.Snyder@uscg.mil]
Sent: Friday, January 15, 2016 3:32 PM
To: Knapp, Kathy (DTMB)
Subject: 19 JAN 16 Call w/ Chris

Good Afternoon,

Can you please have Chris call 906-635-3347 on Tuesday? I am getting new carpet in my office and my phone will be disconnected. Thank you and if you have any questions please let me know.

Very Respectfully,

James Snyder
Port Security Specialist
USCG Sector Sault Ste. Marie
Office: (906)635-3303
Cell: (906)440-4673

From: Knapp, Kathy (DTMB)
Sent: Tuesday, February 16, 2016 8:18 AM
To: Snyder, James
Subject: RE: 19 JAN 16 Call w/ Chris

Good morning,

Did you hear from the General last week? Chris contacted him either Thursday or Friday and he indicated he would be contacting you that day.

Thank you,

Kathy

-----Original Message-----
From: Snyder, James [mailto:James.B.Snyder@uscg.mil]
Sent: Tuesday, February 09, 2016 12:39 PM
To: Knapp, Kathy (DTMB) <knappk1@michigan.gov>
Subject: RE: 19 JAN 16 Call w/ Chris

Kathy,

Just touching base with you as instructed. I have not heard from the General yet. Thank you, hope all is well!

James

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From: Knapp, Kathy (DTMB) [mailto:knappk1@michigan.gov]
Sent: Thursday, January 21, 2016 2:19 PM
To: Snyder, James
Subject: [Non-DoD Source] RE: 19 JAN 16 Call w/ Chris

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Kathy

-----Original Message-----
From: Snyder, James [mailto:James.B.Snyder@uscg.mil]
Sent: Thursday, January 21, 2016 10:14 AM
To: Knapp, Kathy (DTMB)
Subject: RE: 19 JAN 16 Call w/ Chris

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-----Original Message-----
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Sent: Tuesday, January 19, 2016 9:40 AM
To: Snyder, James
Subject: [Non-DoD Source] RE: 19 JAN 16 Call w/ Chris

James,

I was just able to speak with Chris. He is not certain when General Stone was going to contact you but it sounds as if the General wants to do the presentation at your conference. If you don't hear from him let me know and I will find a contact number for his office.

Thank you for your understanding.

Kathy

-----Original Message-----
From: Snyder, James [mailto:James.B.Snyder@uscg.mil]
Sent: Friday, January 15, 2016 3:32 PM
To: Knapp, Kathy (DTMB)
Subject: 19 JAN 16 Call w/ Chris

Good Afternoon,

Can you please have Chris call 906-635-3347 on Tuesday? I am getting new carpet in my office and my phone will be disconnected. Thank you and if you have any questions please let me know.

Very Respectfully,

James Snyder
Port Security Specialist
USCG Sector Sault Ste. Marie
Office: (906)635-3303
Cell: (906)440-4673

From: Knapp, Kathy (DTMB)
Sent: Wednesday, February 17, 2016 10:57 AM
To: Hobson, Daphne (DTMB)
Subject: RE: Flint Water Tracking and Reporting

Daphne,

I will be sending an appointment in just a few moments for tomorrow at 10:00 a.m. Based on schedules that appears to be best time though we may miss a few people who appear to have conflicts.

Please let me know if you have any questions or concerns.

Kathy

From: Hobson, Daphne (DTMB)
Sent: Wednesday, February 17, 2016 10:23 AM
To: Knapp, Kathy (DTMB) <knappk1@michigan.gov>; Christensen, Chris (DTMB) <christensenc4@michigan.gov>
Subject: FW: Flint Water Tracking and Reporting

Hi Kathy,

Please see the email that provides a brief description of the purpose of the meeting and invite the appropriate DTMB staff/management that will have knowledge regarding the recording, tracking and reporting of the Flint water expenditures. Also please include, Carol O'Callaghan, SBO; Lora Mikula, OFM; Lisa Shoemaker, SBO; Ryan Doll, SBO; and Bryan Weiler, SBO is optional.

As mention per our phone discussion, we have been asked to have this meeting scheduled by noon today and held by the close of business on Friday, February 19, 2016.

Thank you for your assistance.

Daphne

From: Hobson, Daphne (DTMB)
Sent: Thursday, February 11, 2016 2:39 PM
To: Morris, David (MSP); Dennis, Ann (MDE); Renteria, Sylvia (DEQ); Droste, LeAnn (LARA); Karlik, Cinda (MDARD); Kania, Frank (DHHS); Kangas, Susan (DHHS); Redey, Bidhan A. (MDOC); Doll, Jeanette (DTMB)
Cc: Burger, Penelope (MSP); Reese, Jaqueline (MSP); O'Callaghan, Carol A. (DTMB) (O'CallaghanC@michigan.gov)
Subject: Flint Water Tracking and Reporting

Hello, Everyone.

I am following up to the email that Penny Burger, State Emergency Operations Center sent informing you that the Office of Internal Audit would be contacting you to discuss your department's expenditures related to the City of Flint Water Emergency. We have reviewed the worksheets that you submitted to Penny which summarizes the total expenditures to date. We will use these worksheets as a starting point for reviewing the Flint Water expenditures recorded in MAIN. We will be contacting each of you to make arrangements for us to meet and obtain a description of purchases or services you incurred and the MAIN coding used to record the expenditures.

Our objective is to ensure that all agencies are consistent in tracking, monitoring and maintaining sufficient documentation for the Flint Water expenditures.

Carol O'Callaghan, Audit Specialist or myself, will be contacting you this week or early next week. If you have any questions or concerns you may email us or please feel free to contact me at (517) 285-8041 or Carol at (810) 348-4591.

Thank you,

Daphne Hobson
Audit Manager

From: Knapp, Kathy (DTMB)
Sent: Wednesday, February 17, 2016 5:01 PM
To: Gyorkos, Frank (DTMB)
Cc: Christensen, Chris (DTMB) (christensenc4@michigan.gov)
Subject: Christensen P-Card Statement
Attachments: Christensen Cycle 756.pdf

Frank -

Attached is Chris' statement for Cycle 576. Unfortunately, 2 receipts have been misplaces and two have not yet been received. Please see notes on page two of the statement. I will forward the signed statement and original receipts once the last two receipts have been received.

Thank you,

Kathy

Kathy Knapp
Administrative Assistant to the Director
Office of Infrastructure Protection
Michigan Department of Technology, Management & Budget
Cybersecurity and Infrastructure Protection
Office: (517) 335-6735
Knappk1@michigan.gov

DTMB
HELP. CONNECT. SOLVE.

MANAGEMENT, BUDGET CREDIT CARD TRANSACTIONS

CARDHOLDER SIGNATURE _____ DATE 02/17/16

*SUPERVISOR SIGNATURE _____ DATE _____

*By signing this log, I am hereby stating that all transactions have been reviewed and all receipts are attached to the transaction detail for this cycle. I am also stating that all purchases were made in accordance with the rules and regulations of the State of Michigan Procurement Card Program.

CARDHOLDER NAME	Txn Number	Purchase Date	Post Date	Vendor Name	Item Price	Item Tax	Index	PCA	Object
Christensen, Christopher B	[redacted]	1/15/2016	1/18/2016	VERIZON WRLS M4873-01	$127.17	$7.20	71105	99999	6246
Christensen, Christopher B		1/15/2016	1/18/2016	APPLE STORE #R616	$9,730.20	$0.00	71105	99999	6246
Christensen, Christopher B		1/15/2016	1/18/2016	MEIJER INC #052 Q01	$126.80	$7.18	71105	99999	6246
Christensen, Christopher B		1/15/2016	1/18/2016	APPLE STORE #R616	$8,512.00	$0.00	71105	99999	6246
Christensen, Christopher B		1/15/2016	1/18/2016	WAL-MART #2867	$383.80	$21.72	71105	99999	6246
Christensen, Christopher B		1/15/2016	1/18/2016	REPUBLIC SERVICES TRASH	$325.00	$0.00	71105	99999	6246
Christensen, Christopher B		1/15/2016	1/18/2016	BEST BUY 00004168	($69.96)	($3.96)	71105	99999	6246
Christensen, Christopher B		1/15/2016	1/18/2016	SURVEYMONKEY.COM	$26.00	$0.00	71105	99999	6246
Christensen, Christopher B		1/16/2016	1/18/2016	BEST BUY 00004168	$239.97	$0.00	71105	99999	6246
Christensen, Christopher B		1/15/2016	1/18/2016	BestBuyCom778488002353	$69.96	$4.51	71105	99999	6246
Christensen, Christopher B		1/18/2016	1/19/2016	REPUBLIC SERVICES TRASH	$300.00	$0.00	71105	99999	6246
Christensen, Christopher B		1/18/2016	1/19/2016	AMAZON MKTPLACE PMTS	$117.09	$0.00	71105	99999	6246
Christensen, Christopher B		1/18/2016	1/19/2016	AMAZON MKTPLACE PMTS	$203.24	$0.00	71105	99999	6246
Christensen, Christopher B		1/18/2016	1/20/2016	APPLE STORE #R616	$5,151.40	$0.00	71105	99999	6246
Christensen, Christopher B		1/18/2016	1/20/2016	APPLE STORE #R616	$700.00	$0.00	71105	99999	6246
Christensen, Christopher B		1/18/2016	1/20/2016	APPLE STORE #R616	$2,176.00	$0.00	71105	99999	6246
Christensen, Christopher B		1/18/2016	1/20/2016	APPLE STORE #R616	$5,281.05	$0.00	71105	99999	6246
Christensen, Christopher B		1/18/2016	1/20/2016	APPLE STORE #R616	$7,653.20	$0.00	71105	99999	6246
Christensen, Christopher B		1/19/2016	1/20/2016	NEW EDGE SATELLITE	$255.00	$0.00	71105	99999	6246
Christensen, Christopher B		1/21/2016	1/22/2016	DTV DIRECTV SERVICE	$99.49	$0.00	71105	99999	6246
Christensen, Christopher B		1/21/2016	1/22/2016	WW GRAINGER	$803.00	$0.00	71105	99999	6246
Christensen, Christopher B		1/20/2016	1/22/2016	THE HOME DEPOT 2763	($18.32)	$0.00	71105	99999	6246
Christensen, Christopher B		1/20/2016	1/22/2016	THE HOME DEPOT 2763	$323.60	$18.32	71105	99999	6246
Christensen, Christopher B		1/25/2016	1/25/2016	AMAZON MKTPLACE PMTS	$41.89	$0.00	45400	99999	6246
Christensen, Christopher B		1/22/2016	1/25/2016	WW GRAINGER	$61.92	$0.00	45400	99999	6246
Christensen, Christopher B		1/22/2016	1/25/2016	THE HOME DEPOT 2717	$1,888.56	$0.00	45400	99999	6246
Christensen, Christopher B		1/23/2016	1/25/2016	THE HOME DEPOT 2763	$516.00	$0.00	45400	99999	6246

MANAGEMENT, BUDGET CREDIT CARD TRANSACTIONS

Christensen, Christopher B [redacted]	1/24/2016	1/25/2016	AMAZON MKTPLACE PMTS	$39.73	$0.00	45400	99999	6246
Christensen, Christopher B	1/22/2016	1/25/2016	WW GRAINGER	$895.00	$0.00	45400	99999	6246
Christensen, Christopher B	1/22/2016	1/25/2016	WW GRAINGER	$1,802.60	$0.00	45400	99999	6246
Christensen, Christopher B	1/21/2016	1/25/2016	U-HAUL DORT HWY	$173.10	$0.00	45400	99999	6246
Christensen, Christopher B	1/22/2016	1/25/2016	WW GRAINGER	$401.50	$0.00	45400	99999	6246
Christensen, Christopher B	1/24/2016	1/26/2016	U-HAUL DORT HWY	$367.61	$32.47	45400	99999	6246
Christensen, Christopher B	1/24/2016	1/26/2016	U-HAUL DORT HWY	$269.40	$37.25	45400	99999	6246
Christensen, Christopher B	1/24/2016	1/26/2016	U-HAUL DORT HWY	$269.40	$37.25	45400	99999	6246
Christensen, Christopher B	1/24/2016	1/26/2016	U-HAUL DORT HWY	$417.65	$37.25	45400	99999	6246
Christensen, Christopher B	1/24/2016	1/26/2016	GFS STORE #1901	$167.14	$0.00	45400	99999	6246
Christensen, Christopher B	1/25/2016	1/27/2016	U-HAUL DORT HWY	$96.30	$0.00	45400	99999	6246
Christensen, Christopher B	1/25/2016	1/27/2016	U-HAUL DORT HWY	$430.39	$38.56	45400	99999	6246
Christensen, Christopher B	1/25/2016	1/27/2016	U-HAUL DORT HWY	$421.06	$39.09	45400	99999	6246
Christensen, Christopher B	1/25/2016	1/27/2016	U-HAUL DORT HWY	$269.40	$39.09	45400	99999	6246
Christensen, Christopher B	1/25/2016	1/27/2016	U-HAUL DORT HWY	$254.52	$24.10	45400	99999	6246
Christensen, Christopher B	1/25/2016	1/27/2016	U-HAUL DORT HWY	$269.40	$39.09	45400	99999	6246
Christensen, Christopher B	1/26/2016	1/28/2016	U-HAUL DORT HWY	$140.70	$17.76	45400	99999	6246
Christensen, Christopher B	1/26/2016	1/28/2016	U-HAUL DORT HWY	$173.10	$17.76	45400	99999	6246

All purchases were made in support of the Flint Water Crisis and should be billed to Index 90055.

The receipts for the Best Buy Purchase and Best Buy Credit in the amount of $69.96 have been misplaced.

We are still trying to obtain the receipt for DTV DirecTV Service in the amount of $99.49 and the receipt for U-Haul Dort HWY in the amount of $173.10. I will send a complete statement once those are received and Chris' supervisor has signed the statement.

COURTYARD® Marriott.

Courtyard Flint

5205 Gateway Centre
Flint, Mi. 48507
T 810.232.3500

Kevin Moe
615 West Allegan
Lansing MI 48933
State Of Michigan

Room: 119
Room Type: KSOF
Number of Guests: 1
Rate: $75.00 Clerk: TAC

Arrive: 03Feb16 Time: 06:55PM Depart: 05Feb16 Time: 12:08PM Folio Number: 64070

Date	Description	Charges	Credits
03Feb16	Room Charge	75.00	
03Feb16	Room Tax	4.50	
03Feb16	City Tax	3.75	
04Feb16	Room Charge	75.00	
04Feb16	Room Tax	4.50	
04Feb16	City Tax	3.75	
05Feb16	Visa		166.50
	Card #: VIXXXXXXXXXXXX9722/XXXX		
	Amount: 166.50 Auth: 053894 Signature on File		
	Balance:	**0.00**	

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REPUBLIC SERVICES

4101 Holiday Dr.
Flint MI 48507-351212

A division of REPUBLIC SERVICES

Account Summary

Account Number	[redacted]
Invoice Date	January 31, 2016
Invoice Number	0237-001457576
Previous Balance	$0.00
Payments/Adjustments	-$625.00
Unpaid Balance	-$625.00
Current Invoice Charges	$1,234.29

Pay This Amount

$609.29

Due By: 02/20/16

Contact Information

Customer Service	(800) 438-0966
Customer Service	(810) 341-9750

Important Information

Please include your remit slip when mailing your payment. If we don't receive your payment, late fees will be assessed 30 days after the invoice date. Please allow 7 to 10 days for your payment to post. You may also pay on-line at www.disposal.com or call (877) 692-9729 topay your invoice thru our Interactive Voice Response (IVR) line.

MY RESOURCE is now available online at www.republiconline.com. It gives you access to everything about your account online. Check it out today!

Manage your account online 24/7, on any device with My Resource. Visit republiconline.com to get started.

STATE MICHIGAN/FLINT WATER EMR

Invoice

Managing your account is now easier than ever with the My Resource App. Free download on the App Store or Google Play.

Payments/Adjustments

Date	Description	Reference	Amount
01/18	Inv# 001451438 Dated 01/18/16 Re: Payment In (credit)		-$325.00
01/19	Inv# 001451464 Dated 01/19/16 Re: Payment In (credit)		-$300.00

Current Invoice Charges

Administrative Fee $3.25

State Michigan/Flint Water Emr 4315 Clio Rd (L1)
Flint, MI

1 - Rolloff (40 Yd) On Call Service (S1)

Date	Description	Reference	Quantity	Unit Price	Amount
01/15	Container Delivery		1.0000	$25.00	$25.00
01/18	Disposal/Recycling	1014745	1.0200Tons		$25.50
01/18	Basic Service	219959944052	1.0000	$205.00	$205.00
01/20	Disposal/Recycling	1014920	1.8300Tons		$45.75
01/20	Basic Service		1.0000	$205.00	$205.00
01/22	Disposal/Recycling	1015262	1.6600Tons		$41.50
01/22	Basic Service		1.0000	$205.00	$205.00
01/26	Disposal/Recycling	1015449	1.4900Tons		$37.25
01/26	Basic Service		1.0000	$205.00	$205.00
	Total Fuel/Environmental Recovery Fee				$236.04
	Current Invoice Charges				**$1,234.29**

CURRENT	30 DAYS	60 DAYS	90+ DAYS
1,234.29	-625.00	0.00	0.00

L A

- **With My Resource you can schedule a pickup, pay your bill and discover new services - all with a touch of a button. Visit republiconline.com to get started.**
- **Please see reverse side for terms and conditions.**

REPUBLIC SERVICES

4101 Holiday Dr.
Flint MI 48507-351212

Return Service Requested

Please Return This Portion With Payment

Pay This Amount	**$609.29**
Account Number	**3-0237-0063290**
Invoice Date	**January 31, 2016**
Invoice Number	**0237-001457576**
Payment Due Date	**February 20, 2016**

Total Enclosed

☐ For Billing Address Changes, Check Box and Complete Reverse.

Make Checks Payable To:

REPUBLIC SERVICES #237
PO BOX 9001099
LOUISVILLE KY 40290-1099

STATE MICHIGAN/FLINT WATER EMR
615 W ALLEGAN ST
LANSING MI 48933-1513

[redacted]

Check Processing: In accordance with Federal Reserve Board guidelines, when you provide a check as payment, you authorize us to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day we receive your payment and you will not receive your check back from your financial institution. For further information visit: www.electronicpayments.org and click on the Check Conversion tab.

If service is canceled during a billing cycle, the customer will remain responsible for all charges, fees and taxes through the end of the billing cycle. There will be no proration of billing, and the customer will not be entitled to a refund for the period between the notice of termination and the end of the current billing cycle. This provision will not apply if it is contrary to a current franchise agreement, municipal contract, or other written contract applicable to this account or is otherwise prohibited by law.

The Company reserves the right to require that payment for services be made only by check, credit card or money order, unless otherwise required by contract or applicable law.

BILLING ADDRESS CHANGE		
Address		
City	State	Zip
Phone	Alternate Phone	

New Edge Satellite, Inc.
7583 Gratiot Rd
Saginaw, MI 48609
989-781-1635
800-798-8850

INVOICE

DIRECTV
Now part of the AT&T family

TO:
State of Michigan
125 E Union St
Flint, MI 48502
517-241-3356
517-819-9422
Ryan McKee

SHIP TO:

January 18, 2016
INVOICE# 3158

COMMENTS/INSTRUCTIONS: 1 HD RECEIVER
ACCOUNT NUMBER: [redacted]

SALESPERSON	SERVICE DATE	SERVICE TIME	INSTALLER NAME	TERMS
Dan Wolgast	1/19/2016	8:30 AM	Steve Hapner	Due Upon Completion

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	DIRECTV Slim Line 5 Dish SL3s	149.00	NO CHARGE
1	DIRECTV H25 High Definition Receiver	100.00	NO CHARGE
3	Labor	85.00	255.00

SUBTOTAL	255.00
TAX	N/A
SHIPPING	N/A
BALANCE DUE	**$255.00**

We accept credit, cash or checks made out to:
NEW EDGE SATELLITE

Comments, questions or service issues:
Please call **800-798-8850**
Office hours 9AM to 4PM Monday through Thursday, 9AM to 1PM Friday

After hours service line **989-860-1825** or
DIRECTV Business Service Center (for billing or programming issues): **888-200-4388**

Thank you for your business!

SPECIAL SERVICES CUSTOMER INVOICE

Store 2763 MUNDY TOWNSHIP
1222 WEST HILL RD
FLINT, MI 48507

Phone: (810) 232-7113
Salesperson: EKK5785
Reviewer:

 [redacted]

VALIDATION		
Date:	01/23/2016	07:23 PM
Transaction:	2763	97 16440
Order Total:		$516.00
Amount Paid:		$516.00
Pay Type:		VISA

SOLD TO

Name: **PURCELL MATT**
Home Phone: **(517) 335-0002**
Address: 2727 LIPPINCOTT BLVD
Work Phone:
Company Name:
City: FLINT
Job Description: STATE OF MICHIGAN
State: MI Zip: 48507 County: GENESEE

CARRY OUT MERCHANDISE

MERCHANDISE AND SERVICE SUMMARY

We reserve the right to limit the quantities of merchandise sold to customers

REF # W02 SKU # 0000-515-664 The items listed in this section will be carried out of the store by the customer at time of sale.

STOCK MERCHANDISE CARRIED OUT:

REF #	SKU	QTY	UM	DESCRIPTION	PI	TAX	PRICE EACH	EXTENSION
R01	1000-037-123	400.00	EA	INKZALL BLACK BULK MARKER /	A	N	$1.29	$516.00
							MERCHANDISE TOTAL:	$516.00

END OF CARRY OUT MERCHANDISE - REF #W02

TOTAL CHARGES OF ALL MERCHANDISE & SERVICES

Policy Id (PI):
A: 90 DAYS DEFAULT POLICY••••••

GRAINGER

5617 ENTERPRISE DR.
LANSING, MI 48911-4194
www.grainger.com

INVOICE

GRAINGER ACCOUNT NUMBER	[redacted]
INVOICE NUMBER	9940626261
INVOICE DATE	01/15/2016
DUE DATE	02/29/2016
AMOUNT DUE	$447.50

PO NUMBER:	VERBAL
CALLER:	RYAN MCKEE
CUSTOMER PHONE:	5174045691
ORDER NUMBER:	1252774043
INCO TERMS:	FOB ORIGIN

SHIP TO

EOC LOGISTICS
1101 BEACH ST
FLINT MI 48502-1428

BILL TO
MDMB MICH DEPT BUDGET
PO BOX 30026
LANSING MI 48909-7526

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www.grainger.com/paperlessinvoicing

THANK YOU! FEI NUMBER [redacted]

FOR QUESTIONS ABOUT THIS INVOICE OR ACCOUNT CALL ***1-800-472-4643***

PO LINE #	ITEM #	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
	1EJY3	RAIN PONCHO W/HOOD,YLW,UNIVERSAL MANUFACTURER # 1EJY3 Delivery #:6312608641 Date Shipped: 01/15/2016 Carrier: UPS SATURDAY DEL-AIR No:of Pkgs: Wt: 162.500 Trk #:1Z3018W74420644788 1Z3018W74420644822 1Z3018W74420644859	250	1.79	447.50

INVOICE SUB TOTAL 447.50

These items are sold for domestic consumption. If exported, purchaser assumes full responsibility for compliance with US export controls. Diversion contrary to US law prohibited.
Reprint

PAYMENT TERMS Net 45 days - PAY THIS INVOICE. NO STATEMENT SENT. PAYABLE IN U.S. DOLLARS. ***AMOUNT DUE*** ***$447.50***

PLEASE DETACH THIS PORTION AND RETURN WITH YOUR PAYMENT

BILL TO:

MDMB MICH DEPT BUDGET
PO BOX 30026
LANSING MI 48909-7526
UNITED STATES OF AMERICA

REMIT TO:
GRAINGER
DEPT. 804939502
PALATINE, IL 60038-0001

804939502994062626110000447501000000010000000100000016022?H4

X

ACCOUNT NUMBER	DATE	INVOICE NUMBER	AMOUNT DUE
[redacted]	01/15/2016	9940626261	$447.50

FOR COMMENTS OR CHANGE OF ADDRESS, ENTER INFORMATION ON REVERSE SIDE

GRAINGER

5617 ENTERPRISE DR.
LANSING, MI 48911-4194
www.grainger.com

PAGE 1 OF 1

INVOICE

GRAINGER ACCOUNT NUMBER	[redacted]
INVOICE NUMBER	9940626246
INVOICE DATE	01/15/2016
DUE DATE	02/29/2016
AMOUNT DUE	$329.36

SHIP TO

AMERICAN RED CROSS
1401 S GRAND TRAVERSE ST
FLINT MI 48503-3794

PO NUMBER:	VERBAL
CALLER:	RYAN MCKEE
CUSTOMER PHONE:	5174045691
ORDER NUMBER:	1252747395
INCO TERMS:	FOB ORIGIN

BILL TO
MDMB MICH DEPT BUDGET
PO BOX 30026
LANSING MI 48909-7526

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www.grainger.com/paperlessinvoicing

THANK YOU! FEI NUMBER [redacted]

FOR QUESTIONS ABOUT THIS INVOICE OR ACCOUNT CALL ***1-800-472-4643***

PO LINE#	ITEM #	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
	1EJY3	RAIN PONCHO W/HOOD,YLW,UNIVERSAL MANUFACTURER # 1EJY3 Delivery #:6312608637 Date Shipped: 01/15/2016 Carrier: UPS SATURDAY DEL-AIR No:of Pkgs:3 Wt: 119.600 Trk #: [redacted]3292 [redacted] 1Z6Y[redacted]	184	1.79	329.36

INVOICE SUB TOTAL 329.36

These items are sold for domestic consumption. If exported, purchaser assumes full responsibility for compliance with US export controls. Diversion contrary to US law prohibited.
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PAYMENT TERMS Net 45 days - PAY THIS INVOICE. NO STATEMENT SENT. PAYABLE IN U.S. DOLLARS. ***AMOUNT DUE*** ***$329.36***

PLEASE DETACH THIS PORTION AND RETURN WITH YOUR PAYMENT

BILL TO:

MDMB MICH DEPT BUDGET
PO BOX 30026
LANSING MI 48909-7526
UNITED STATES OF AMERICA

REMIT TO:
GRAINGER
DEPT. 804939502
PALATINE, IL 60038-0001

804939502994062624610000329361000000010000000100000016022998

X	ACCOUNT NUMBER	DATE	INVOICE NUMBER	AMOUNT DUE
	[redacted]	01/15/2016	9940626246	$329.36

FOR COMMENTS OR CHANGE OF ADDRESS, ENTER INFORMATION ON REVERSE SIDE

GRAINGER

5617 ENTERPRISE DR.
LANSING, MI 48911-4194
www.grainger.com

PAGE 1 OF 1

INVOICE

GRAINGER ACCOUNT NUMBER	[redacted]
INVOICE NUMBER	9940626253
INVOICE DATE	01/15/2016
DUE DATE	02/29/2016
AMOUNT DUE	$118.14

PO NUMBER:	VERBAL
CALLER:	RYAN MCKEE
CUSTOMER PHONE:	5174045691
ORDER NUMBER:	1252747395
INCO TERMS:	FOB ORIGIN

SHIP TO

AMERICAN RED CROSS
1401 S GRAND TRAVERSE ST
FLINT MI 48503-3794

BILL TO
MDMB MICH DEPT BUDGET
PO BOX 30026
LANSING MI 48909-7526

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www.grainger.com/paperlessinvoicing

THANK YOU! FEI NUMBER [redacted]

FOR QUESTIONS ABOUT THIS INVOICE OR ACCOUNT CALL *1-800-472-4643*

PO LINE #	ITEM #	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
	1EJY3	RAIN PONCHO W/HOOD,YLW,UNIVERSAL MANUFACTURER # 1EJY3 Delivery #:6312608638 Date Shipped: 01/15/2016 Carrier: UPS SATURDAY DEL-AIR No:of Pkgs: Wt: 42.900 Trk [redacted]	66	1.79	118.14

INVOICE SUB TOTAL 118.14

These items are sold for domestic consumption. If exported, purchaser assumes full responsibility for compliance with US export controls. Diversion contrary to US law prohibited.
Reprint

PAYMENT TERMS Net 45 days - PAY THIS INVOICE. NO STATEMENT SENT. PAYABLE IN U.S. DOLLARS. *AMOUNT DUE* *$118.14*

PLEASE DETACH THIS PORTION AND RETURN WITH YOUR PAYMENT

BILL TO:

MDMB MICH DEPT BUDGET
PO BOX 30026
LANSING MI 48909-7526
UNITED STATES OF AMERICA

REMIT TO:
GRAINGER
DEPT. 804939502
PALATINE, IL 60038-0001

804939502994062625310000118141000000010000000100000016022913

X	ACCOUNT NUMBER	DATE	INVOICE NUMBER	AMOUNT DUE
	[redacted]	01/15/2016	9940626253	$118.14

FOR COMMENTS OR CHANGE OF ADDRESS, ENTER INFORMATION ON REVERSE SIDE

GRAINGER

Confirmation of payment

W.W. Grainger Inc.:MDOT REPRODUCTION SERVICE

You have paid the invoices listed. We are debiting your credit card State Card with:
USD 895.00

To access the open invoices, click on *Back to Invoice List.*

Invoice Description	Document No.	Due On	Invoiced Amount	Open	Payment Amount
	9940626246	Feb 29, 2016	USD 329.36	USD 329.36	USD 329.36
	9940626259	Feb 29, 2016	USD 118.14	USD 118.14	USD 118.14
	9940626261	Feb 29, 2016	USD 447.50	USD 447.50	USD 447.50
				Grand Total	USD 895.00
				Credits	USD 0.00
				Total Net Payment Amount	USD 895.00

Back to Invoice List | Print

Apple Store, Eastwood Towne Center
3025 Preyde Boulevard
Lansing, Michigan 48912
eastwoodtownecenter@apple.com
517-374-4920

www.apple.com/retail/eastwoodtownecenter

January 15, 2016 12:31 PM

STATE OF MICHIGAN

IPAD WI-FI CELL 64GB SPACE GRAY AS **$ 729.00**
Part Number: MH2M2LL/A
Serial Number: DMPQN9BVG5YL
IMEI: 356970068311426
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 29.00)

IPAD WI-FI CELLULAR 16GB SILVER AS **$ 629.00**
Part Number: MH2V2LL/A
Serial Number: DLXNK4XZG5WR
IMEI: 355891062660934
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 25.00)

IPAD WI-FI CELLULAR 16GB SILVER AS **$ 629.00**
Part Number: MH2V2LL/A
Serial Number: DLXNL0K0G5WR
IMEI: 355891063088135
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 25.00)

IPAD WI-FI CELLULAR 16GB GOLD AS **$ 629.00**
Part Number: MH2W2LL/A
Serial Number: DMPP1299G5WT
IMEI: 355889068248506
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 25.00)

IPAD WI-FI CELL 64GB SPACE GRAY AS **$ 729.00**
Part Number: MH2M2LL/A
Serial Number: DMPQLD6PG5YL
IMEI: 356966068316183
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 29.00)

IPAD WI-FI CELLULAR 16GB GOLD AS **$ 629.00**
Part Number: MH2W2LL/A
Serial Number: DMPQK1P4G5WT
IMEI: 356970067662746
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 25.00)

IPAD WI-FI CELLULAR 16GB SILVER AS **$ 629.00**
Part Number: [redacted]
Serial Number: [redacted]
IMEI: [redacted]
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 25.00)

IPAD WI-FI CELLULAR 16GB GOLD AS **$ 629.00**
Part Number: MH2W2LL/A
Serial Number: DMQNLRPZG5WT
IMEI: 355890060167314
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 25.00)

IPAD WI-FI CELLULAR 16GB GOLD AS **$ 629.00**
Part Number: MH2W2LL/A
Serial Number: DLXPN2E1G5WT
IMEI: 356968061068340
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 25.00)

IPAD WI-FI CELL 64GB SPACE GRAY AS **$ 729.00**
Part Number: MH2M2LL/A
Serial Number: DLXQC29QG5YL
IMEI: 356967064051261
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 29.00)

IPAD WI-FI CELL 64GB SPACE GRAY AS **$ 729.00**
Part Number: MH2M2LL/A
Serial Number: DMPQNCM9G5YL
IMEI: 356969067012621
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 29.00)

IPAD WI-FI CELLULAR 16GB SILVER AS **$ 629.00**
Part Number: MH2V2LL/A
Serial Number: DLXNK4PJG5WR
IMEI: 355891062660926
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 25.00)

IPAD WI-FI CELLULAR 16GB SILVER AS **$ 629.00**
Part Number: MH2V2LL/A
Serial Number: DMPP32SVG5WR
IMEI: 355889068673695
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 25.00)

IPAD WI FI CELLULAR 16GB GOLD AS $ 629.00
Part Number: MH2W2LL/A
Serial Number: DLXNR0W7G5WT
IMEI: 354423063462382
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 25.00)

STM Dux iPad Air 2 Case Blk $ 59.95
Part Number: HH7A2ZM/B
Return Date: Jan. 29, 2016
Business Discount ($ 6.00)

STM Dux iPad Air 2 Case Blk $ 59.95
Part Number: HH7A2ZM/B
Return Date: Jan. 29, 2016
Business Discount ($ 6.00)

STM Dux iPad Air 2 Case Blk $ 59.95
Part Number: HH7A2ZM/B
Return Date: Jan. 29, 2016
Business Discount ($ 6.00)

STM Dux iPad Air 2 Case Blk $ 59.95
Part Number: HH7A2ZM/B
Return Date: Jan. 29, 2016
Business Discount ($ 6.00)

STM Dux iPad Air 2 Case Blk $ 59.95
Part Number: HH7A2ZM/B
Return Date: Jan. 29, 2016
Business Discount ($ 6.00)

Logitech Hinge Folio iPad Air 2 Blk $ 59.95
Part Number: HH5W2PA/B
Return Date: Jan. 29, 2016
Business Discount ($ 6.00)

Logitech Hinge Folio iPad Air 2 Blk $ 59.95
Part Number: HH5W2PA/B
Return Date: Jan. 29, 2016
Business Discount ($ 6.00)

Logitech Hinge Folio iPad Air 2 Blk $ 59.95
Part Number: HH5W2PA/B
Return Date: Jan. 29, 2016
Business Discount ($ 6.00)

Logitech Hinge Folio iPad Air 2 Blk $ 59.95
Part Number: HH5W2PA/B
Return Date: Jan. 29, 2016
Business Discount ($ 6.00)

Logitech Hinge Folio iPad Air 2 Blk $ 59.95
Part Number: HH5W2PA/B
Return Date: Jan. 29, 2016
Business Discount ($ 6.00)

Logitech Hinge Folio iPad Air 2 Red $ 59.95
Part Number: HHXD2VC/A
Return Date: Jan. 29, 2016
For Support: www.logitech.com
Business Discount ($ 6.00)

Logitech Hinge Folio iPad Air 2 Red $ 59.95
Part Number: HHXD2VC/A
Return Date: Jan. 29, 2016
For Support: www.logitech.com
Business Discount ($ 6.00)

Logitech Hinge Folio iPad Air 2 Red $ 59.95
Part Number: HHXD2VC/A
Return Date: Jan. 29, 2016
For Support: www.logitech.com
Business Discount ($ 6.00)

Sena Vettra Folio iPad Air Blk $ 89.95
Part Number: HE858ZM/B
Return Date: Jan. 29, 2016
Business Discount ($ 9.00)

Logitech Hinge Folio iPad Air Red $ 59.95
Part Number: HG022PA/B
Return Date: Jan. 29, 2016
Business Discount ($ 6.00)

Use of iPad constitutes acceptance of the iPad terms and conditions and other third party terms and conditions found in the iPad box, or at http://www.apple.com/legal/sla/

The sales tax for iPad varies by state and may be based on the unbundled purchase price rather than the actual purchase price.

If you are not fully satisfied with your iPad purchase, you can return your undamaged iPad within 14 days of purchase for a full refund with no restocking fee.

If you disagree with these terms and conditions you can return the iPad in accordance with the Apple Store's return policy http://www.apple.com/legal/sales_policies/retail.htm

For information on Apple's privacy policy see www.apple.com/privacy

Sub-Total	$ 9,730.20
Total	**$ 9,730.20**
Amount Paid Via Visa (A)	$ 9,730.20
xxxxxxxxxxxx[redacted]	
00	

* R 6 1 6 5 9 0 8 0 3 0 *

http://apple.com/legal/sales-support/sales-policies/retail.html
Tell us about your experience at the Apple Store
Visit www.apple.com/feedback/retail.html

Apple Store, Eastwood Towne Center
3025 Preyde Boulevard
Lansing, Michigan 48912
eastwoodtownecenter@apple.com
517-374-4920

www.appie.com/retail/eastwoodtownecenter

January 15, 2016 12:37 PM

STATE OF MICHIGAN

IPAD WIFI CELL 32GB SPACE GRAY VZW **$ 579.00**
Part Number: MF004LL/B
Serial Number: DMPPV19RF4YF
ICCID: 89148000001763428470
IMEI: 352059062501044
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 23.00)

Verizon Account Information
No Wireless Service Activation during IPad Sale

IPAD WIFI CELL 32GB SILVER VZW **$ 579.00**
Part Number: MF532LL/B
Serial Number: DMPQ40H4F4YJ
ICCID: 89148000001860615086
IMEI: 352060061154827
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 23.00)

Verizon Account Information
No Wireless Service Activation during IPad Sale

IPAD WIFI CELL 32GB SILVER VZW **$ 579.00**
Part Number: MF532LL/B
Serial Number: DMPNW4FGF4YJ
ICCID: 89148000001525763990
IMEI: 352060060224266
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 23.00)

Verizon Account Information
No Wireless Service Activation during IPad Sale

IPAD WIFI CELL 32GB SPACE GRAY VZW **$ 579.00**
Part Number: MF004LL/B
Serial Number: DMPPV35PF4YF
ICCID: 89148000001843579334
IMEI: 352059062595905
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 23.00)

Verizon Account Information
No Wireless Service Activation during IPad Sale

IPAD WIFI CELL 32GB SPACE GRAY VZW **$ 579.00**
Part Number: MF004LL/B
Serial Number: DMPP75R1F4YF
ICCID: 89148000001674083133
IMEI: 352058062158128
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 23.00)

Verizon Account Information
No Wireless Service Activation during IPad Sale

IPAD WIFI CELL 32GB SILVER VZW **$ 579.00**
Part Number: MF532LL/B
Serial Number: DMPQ419JF4YJ
ICCID: 89148000001860634020
IMEI: 352060061220354
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 23.00)

Verizon Account Information
No Wireless Service Activation during IPad Sale

IPAD WIFI CELL 32GB SILVER VZW **$ 579.00**
Part Number: MF532LL/B
Serial Number: DMPNJ21WF4YJ
ICCID: 89148000001256744342
IMEI: 358847059336646
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 23.00)

Verizon Account Information
No Wireless Service Activation during IPad Sale

IPAD WIFI CELL 16GB SPACE GRAY VZW **$ 529.00**
Part Number: ME993LL/B
Serial Number: DMPQ31CHF4YD
ICCID: 89148000001860658771
IMEI: 352056062562463
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 21.00)

Verizon Account Information
No Wireless Service Activation during IPad Sale

IPAD WIFI CELL 16GB SPACE GRAY VZW **$ 529.00**
Part Number: ME993LL/B
Serial Number: DMPQ31LDF4YD
ICCID: 89148000001860656478
IMEI: 352060061624464
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 21.00)

Verizon Account Information
No Wireless Service Activation during IPad Sale

IPAD WIFI CELL 16GB SPACE GRAY VZW **$ 529.00**
Part Number: ME993LL/B
Serial Number: DMPQJ1A5F4YD
ICCID: 89148000002202956493
IMEI: 352057061561506
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support
Business Discount ($ 21.00)

Verizon Account Information
No Wireless Service Activation during IPad Sale

IPAD WIFI CELL 128GB SPACE GRAY VZW $ 529.00
Part Number: ME904LL/B
Serial Number: DMPQJ0YGF4YF
ICCID: 89148000002008081108
IMEI: 352058063401816
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support

Business Discount ($ 23.00)

Verizon Account Information
No Wireless Service Activation during iPad Sale

IPAD WIFI CELL 16GB SILVER VZW **$ 529.00**
Part Number: ME999LL/B
Serial Number: DMPP914GF4YH
ICCID: 89148000001724606941
IMEI: 352059061173688
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support

Business Discount ($ 21.00)

Verizon Account Information
No Wireless Service Activation during iPad Sale

IPAD WIFI CELL 16GB SILVER VZW **$ 529.00**
Part Number: ME999LL/B
Serial Number: DMPPQ55HF4YH
ICCID: 89148000001765575864
IMEI: 352059060486230
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support

Business Discount ($ 21.00)

Verizon Account Information
No Wireless Service Activation during iPad Sale

IPAD WIFI CELL 16GB SILVER VZW **$ 529.00**
Part Number: ME999LL/B
Serial Number: DMPPQ5BQF4YH
ICCID: 89148000001765572374
IMEI: 352058061180826
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support

Business Discount ($ 21.00)

Verizon Account Information
No Wireless Service Activation during iPad Sale

IPAD WIFI CELL 16GB SILVER VZW **$ 529.00**
Part Number: ME999LL/B
Serial Number: DMPPQ5LXF4YH
ICCID: 89148000001765573620
IMEI: 352059060484219
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support

Business Discount ($ 21.00)

Verizon Account Information
No Wireless Service Activation during iPad Sale

IPAD WIFI CELL 16GB SILVER VZW $ 529.00
Part Number: ME999LL/B
Serial Number: DMPQ3160F4YH
ICCID: 89148000001860641249
IMEI: 352060062558935
Return Date: Jan. 29, 2016
For Support, Visit: www.apple.com/support

Business Discount ($ 21.00)

Verizon Account Information
No Wireless Service Activation during iPad Sale

Use of iPad constitutes acceptance of the iPad terms and conditions and other third party terms and conditions found in the iPad box, or at http://www.apple.com/legal/sla/ This iPad model is configured to work only with the wireless services of Verizon Wireless.

The sales tax for iPad varies by state and may be based on the unbundled purchase price rather than the actual purchase price.

If you are not fully satisfied with your iPad purchase, you can return your undamaged iPad within 14 days of purchase for a full refund with no restocking fee.

If you disagree with these terms and conditions you can return the iPad in accordance with the Apple Store's return policy http://www.apple.com/legal/sales_policies/retail.htm

For information on Apple's privacy policy see www.apple.com/privacy

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Sub-Total	$ 8,512.00
Total	**$ 8,512.00**
Amount Paid Via Visa (A)	$ 8,512.00
xxxxxxxxxxxx9722	
018961	

R61659080 31

http://apple.com/legal/sales-support/sales-policies/retail.html

Tell us about your experience at the Apple Store
visit www.apple.com/feedback/retail.html

WELCOME TO BEST BU:: #716
2020 W GRAND RIVER RD
OKEMOS, MI 48864
(517) 347-2741

Keep your receipt!

Val #:[redacted]-985

[redacted] 01/16/16 15:03

TAX EXEMPT

1712977 77-27379		79.99 N*
IPAD AIR DEFENDER BLACK		
10.00 ACCESS BNDL EX		
Sales Tax	0.00	
1712977 77-27379		79.99 N*
IPAD AIR DEFENDER BLACK		
10.00 ACCESS BNDL EX		
Sales Tax	0.00	
1712977 77-27379		79.99 N*
IPAD AIR DEFENDER BLACK		
10.00 ACCESS BNDL EX		
Sales Tax	0.00	
SUBTOTAL		239.97
Sales Tax		0.00
TOTAL		239.97

TEC Cert.Key: 756730
**********9722 Swiped USD$ 239.97
VISA
CHRISTOPHER CHRISTENSEN
APPROVAL 003420

ACCESS BNDL EX SAVINGS: 30.00
TOTAL SAVINGS: 30.00

* INDICATES ITEM IS PART OF A BUNDLE

UPON RETURN, IF BUNDLE IS BROKEN,
THE SAVINGS WILL BE REMOVED AND
CURRENT PRICES WILL BE APPLIED

14-day return period on Phones and Carrier Connectable Devices for all customers.

15-day return period on almost everything else.

A valid receipt is required for all returns. Except where prohibited, we may request an ID. ID info may be stored in a secure, encrypted database used for tracking returns and exchanges.

Returned items missing packaging or accessories are subject to a missing item deduction.

For return promise details and a complete list of exceptions, ask for a policy flyer or go to www.BestBuy.com/Returns.

To learn about our privacy practices please visit www.BestBuy.com/privacy.

YOUR CUSTOMER SERVICE PIN IS:
0416 043 3906 011616

****
PAYMENT RECEIPT
****

Verizon
2713 Preyde Blvd
Lansing, MI 48912-3600
(517) 367-0593
www.verizonwireless.com

Order Number:	260197
Order Location:	M4873 01
Order Type:	IS
Receive Location:	M4873 01
Receipt Date/Time:	01/15/2016 12:48 ET
Rep:	mcswca1-E0C8E
Register:	51

Pmt 1 of 1
Payment Type: Credit/Debit Card

Item	Retail Price	Sale Price
Accessories:		
SPK-A3332 StyleFolio for iPad Air 2	$39.99	$39.99
SPK-A3329 StyleFolio for iPad Air 2	$39.99	$39.99
SPK-A3332 StyleFolio for iPad Air 2	$39.99	$39.99

MI State Sales Tax:	$7.20
Total Taxes/Fees:	$7.20
Total Due *:	$127.17
Total Savings:	$0.00
This Payment :	$127.17

Payment Method: XXXXXXXXXXXX9722
Payment Signature:

Return Policy:

New and Certified Pre Owned merchandise items may only be returned unopened and within [redacted]

meijer

1350 W. Lake Lansing Rd.
East Lansing, MI 48823 - #52
(517)332-2444 meijer.com

The Meijer Team appreciates your business
01/15/16
Your fast and friendly checkout was
provided by Fastlane111

GENERAL MERCHANDISE

8033336189	PEN		
2 @ 2.99		5.98	CT
84870901493	D&H SPK SPK3330		
2 @ 37.88		75.76	CT
84870901496	D&H SP SPKA3333	37.88	CT

TOTAL

MI 6% Sales Tax	7.18
TOTAL TAX	7.18
TOTAL	126.80

PAYMENTS

VISA Payment TENDER 126.80
XXXXXXXXXXXX9722

NUMBER OF ITEMS 5

See meijer.com or the Service Desk for
current return policy.

For additional savings and rewards visit
mPerks.com.

A00520NSKJ0HA4S

Tx:115 Op:562 Tm:111 St:52 13:16:53

Walmart

Save money. Live better.

(517) 487 - 9150
MANAGER SHAWN HARDY
3225 TOWNE CENTRE BLVD
LANSING MI 48912
ST# 02867 OP# 002127 TE# 67 TR# 03171

IPAD CASE	084870901613	37.88	X
IPAD CASE	084870901612	37.88	X
IPAD CASE	084870901613	37.88	X
IPAD COVER	074588368431	39.88	X
IPAD COVER	074588368431	39.88	X
IPAD COVER	074588368431	39.88	X
IPAD COVER	074588368431	39.88	X
ONN 3PC STYL	068113107325	9.88	X
ONN 3PC STYL	068113107326	9.88	X
ONN 3PC STYL	068113107325	9.88	X
ONN 3PC STYL	068113107325	9.88	X
STYLUS PEN	068113107324	9.88	X
STYLUS PEN	068113107324	9.88	X
STYLUS PEN	068113107324	9.88	X
STYLUS PEN	068113107324	9.88	X
STYLUS PEN	068113107324	9.88	X
SUBTOTAL		362.08	
TAX 1 6.000 %		21.72	
TOTAL		383.80	
VISA TEND		383.80	

ACCOUNT # **** **** **** 9722 S
APPROVAL # 081025
REF # 00
TRANS ID - 0306015647776219
VALIDATION - JM8F
PAYMENT SERVICE - E
TERMINAL # SC010292

01/15/16 12:59:57

CHANGE DUE 0.00

ITEMS SOLD 16

TC# 6728 3717 7960 1090 3186 3

Low Prices You Can Trust. Every Day.
01/15/16 12:59:57

CUSTOMER COPY

Savings Catcher! Scan with Walmart app

SPECIAL SERVICES CUSTOMER INVOICE

Store 2763 MUNDY TOWNSHIP
1222 WEST HILL RD
FLINT, MI 48507

Phone: (810) 232-7113
Salesperson: ESA98H
Reviewer:

 [redacted]

REPRINT

2016-01-20 18:49

SOLD TO

Name: **PURCELL MATT**
Home Phone: **(517) 335-0002**
Address: 2727 LIPPINCOTT BLVD
Work Phone:
Company Name:
City: FLINT
Job Description: STRETCH WRAP & UTILITY KNIVES
State: MI Zip: 48507 County: GENESEE

CUSTOMER PICKUP #1

MERCHANDISE AND SERVICE SUMMARY

We reserve the right to limit the quantities of merchandise sold to customers

REF # W03 SKU # 0000-515-664 Customer Pickup / Will Call

STOCK MERCHANDISE TO BE PICKED UP:

REF #	SKU	QTY	UM	DESCRIPTION	PI	TAX	PRICE EACH	EXTENSION
R01	0000-723-009	13.00	EA	20"X1000' STRETCH WRAP /	A	N	$21.96	$285.48
R02	0000-377-784	10.00	EA	RETRACTABLE ZINC UTILITY KNIFE /	A	N	$1.98	$19.80

SCHEDULED PICKUP DATE: 01/20/2016

MERCHANDISE TOTAL: $305.28

END OF CUSTOMER PICKUP - REF #W03

TOTAL CHARGES OF ALL MERCHANDISE & SERVICES

Policy Id (PI):
A: 90 DAYS DEFAULT POLICY

'The Home Depot reserves the right to limit / deny returns. Please see the return policy sign in stores for details.'

ORDER TOTAL	$305.28
SALES TAX	$0.00
TOTAL	$305.28
BALANCE DUE	$0.00

END OF ORDER No. 2763-191714

NOT VALID FOR MERCHANDISE CARRY OUT

$323.60
- 18.32 (Refunded tax)
$305.28

WILL-CALL MERCHANDISE PICK-UP
Will-Call items will be held in the store for 7 days only.

Check your current order status online at www.homedepot.com/orderstatus

FOR WILL CALL MERCHANDISE PICK-UP PROCEED TO WILL CALL OR SERVICE DESK AREA
(Pro Customers, Proceed To The Pro Desk)

 [redacted]

Customer Copy

Apple Store, Eastwood Towne Center
3025 Preyde Boulevard
Lansing, Michigan 48912
eastwoodtownecenter@apple.com
517-374-4920

www.apple.com/retail/eastwoodtownecenter

January 18, 2016 01:43 PM

STATE OF MICHIGAN TECHNOLIGY B

UDGET

IPAD WIFI CELL 16GB SILVER SPR	**$ 529.00**
Part Number: MF021LL/B	
Serial Number: DMPNJ0B2F4YH	
ICCID: 89011201000129406821	
MEID: 35884705947063	
Return Date: Feb. 01, 2016	
For Support, Visit: www.apple.com/support	
Business Discount	($ 21.00)
Sprint Account Information	
No Wireless Service Activation during iPad Sale	
IPAD WIFI CELL 32GB SILVER SPRINT	**$ 579.00**
Part Number: MF025LL/B	
Serial Number: DMPNJ3FPF4YJ	
ICCID: 89011201000129431290	
MEID: 35884705960773	
Return Date: Feb. 01, 2016	
For Support, Visit: www.apple.com/support	
Business Discount	($ 23.00)
Sprint Account Information	
No Wireless Service Activation during iPad Sale	
IPAD WIFI CELL 32GB SILVER SPRINT	**$ 579.00**
Part Number: MF025LL/B	
Serial Number: DMPNJ413F4YJ	
ICCID: 89011201000129424212	
MEID: 35884705997131	
Return Date: Feb. 01, 2016	
For Support, Visit: www.apple.com/support	
Business Discount	($ 23.00)
Sprint Account Information	
No Wireless Service Activation during iPad Sale	
IPAD WIFI CELL 32GB SILVER SPRINT	**$ 579.00**
Part Number: MF025LL/B	
Serial Number: DMPNJ3YAF4YJ	
ICCID: 89011201000129420194	
MEID: 35884705981572	
Return Date: Feb. 01, 2016	
For Support, Visit: www.apple.com/support	
Business Discount	($ 23.00)
Sprint Account Information	
No Wireless Service Activation during iPad Sale	

IPAD WIFI CELL 32GB SILVER SPRINT Part Number: MF025LL/B Serial Number: DMPNJ36NF4YJ ICCID: 89011201000129430961 MEID: 35884705900595 Return Date: Feb. 01, 2016 For Support, Visit: www.apple.com/support	**$ 579.00**
Business Discount	($ 23.00)
Sprint Account Information No Wireless Service Activation during iPad Sale	
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S Part Number: HA406LL/A Return Date: Feb. 01, 2016	**$ 0.00**
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S Part Number: HA406LL/A Return Date: Feb. 01, 2016	**$ 0.00**
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S Part Number: HA406LL/A Return Date: Feb. 01, 2016	**$ 0.00**
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S Part Number: HA406LL/A Return Date: Feb. 01, 2016	**$ 0.00**
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S Part Number: HA406LL/A Return Date: Feb. 01, 2016	**$ 0.00**
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S Part Number: HA406LL/A Return Date: Feb. 01, 2016	**$ 0.00**
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S Part Number: HA406LL/A Return Date: Feb. 01, 2016	**$ 0.00**
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S Part Number: HA406LL/A Return Date: Feb. 01, 2016	**$ 0.00**
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S Part Number: HA406LL/A Return Date: Feb. 01, 2016	**$ 0.00**
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S Part Number: HA406LL/A Return Date: Feb. 01, 2016	**$ 0.00**
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S Part Number: HA406LL/A Return Date: Feb. 01, 2016	**$ 0.00**
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S Part Number: HA406LL/A Return Date: Feb. 01, 2016	**$ 0.00**
Business Discount	$ 0.00

Verizon Nano IPH 5S/5C/6/6S/6Plus/6S	**$ 0.00**
Part Number: HA406LL/A	
Return Date: Feb. 01, 2016	
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S	**$ 0.00**
Part Number: HA406LL/A	
Return Date: Feb. 01, 2016	
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S	**$ 0.00**
Part Number: HA406LL/A	
Return Date: Feb. 01, 2016	
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S	**$ 0.00**
Part Number: HA406LL/A	
Return Date: Feb. 01, 2016	
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S	**$ 0.00**
Part Number: HA406LL/A	
Return Date: Feb. 01, 2016	
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S	**$ 0.00**
Part Number: HA406LL/A	
Return Date: Feb. 01, 2016	
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S	**$ 0.00**
Part Number: HA406LL/A	
Return Date: Feb. 01, 2016	
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S	**$ 0.00**
Part Number: HA406LL/A	
Return Date: Feb. 01, 2016	
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S	**$ 0.00**
Part Number: HA406LL/A	
Return Date: Feb. 01, 2016	
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S	**$ 0.00**
Part Number: HA406LL/A	
Return Date: Feb. 01, 2016	
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S	**$ 0.00**
Part Number: HA406LL/A	
Return Date: Feb. 01, 2016	
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S	**$ 0.00**
Part Number: HA406LL/A	
Return Date: Feb. 01, 2016	
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S	**$ 0.00**
Part Number: HA406LL/A	
Return Date: Feb. 01, 2016	
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S	**$ 0.00**
Part Number: HA406LL/A	
Return Date: Feb. 01, 2016	
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S	**$ 0.00**
Part Number: HA406LL/A	
Return Date: Feb. 01, 2016	
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S	**$ 0.00**
Part Number: HA406LL/A	
Return Date: Feb. 01, 2016	
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S	**$ 0.00**
Part Number: HA406LL/A	
Return Date: Feb. 01, 2016	
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S	**$ 0.00**
Part Number: HA406LL/A	
Return Date: Feb. 01, 2016	
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S	**$ 0.00**
Part Number: HA406LL/A	
Return Date: Feb. 01, 2016	
Business Discount	$ 0.00

Verizon Nano IPH 5S/5C/6/6S/6Plus/6S Part Number: HA406LL/A Return Date: Feb. 01, 2016	**$ 0.00**
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S Part Number: HA406LL/A Return Date: Feb. 01, 2016	**$ 0.00**
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S Part Number: HA406LL/A Return Date: Feb. 01, 2016	**$ 0.00**
Business Discount	$ 0.00
Verizon Nano IPH 5S/5C/6/6S/6Plus/6S Part Number: HA406LL/A Return Date: Feb. 01, 2016	**$ 0.00**
Business Discount	$ 0.00
IPAD WIFI CELL 16GB SILVER SPR Part Number: MF021LL/B Serial Number: DMPNJ0NZF4YH ICCID: 89011201000129407803 MEID: 35884705952068 Return Date: Feb. 01, 2016 For Support, Visit: www.apple.com/support	**$ 529.00**
Business Discount	($ 21.00)
Sprint Account Information No Wireless Service Activation during iPad Sale	
IPAD WIFI CELL 16GB SILVER SPR Part Number: MF021LL/B Serial Number: DMPNJ07PF4YH ICCID: 89011201000129408918 MEID: 35884705947091 Return Date: Feb. 01, 2016 For Support, Visit: www.apple.com/support	**$ 529.00**
Business Discount	($ 21.00)
Sprint Account Information No Wireless Service Activation during iPad Sale	
Lifeproof Nuud Case iPad Air 2 - Black Part Number: HHTH2ZM/B Return Date: Feb. 01, 2016 For Support: 1-888-533-0735	**$ 129.95**
Business Discount	($ 13.00)
Lifeproof Nuud Case iPad Air 2 - Black Part Number: HHTH2ZM/B Return Date: Feb. 01, 2016 For Support: 1-888-533-0735	**$ 129.95**
Business Discount	($ 13.00)
Lifeproof Nuud Case iPad Air 2 - Black Part Number: HHTH2ZM/B Return Date: Feb. 01, 2016 For Support: 1-888-533-0735	**$ 129.95**
Business Discount	($ 13.00)

Lifeproof Nuud Case iPad Air 2 - Black Part Number: HHTH2ZM/B Return Date: Feb. 01, 2016 For Support: 1-888-533-0735	**$ 129.95**
Business Discount	($ 13.00)
Lifeproof Nuud Case iPad Air 2 - Black Part Number: HHTH2ZM/B Return Date: Feb. 01, 2016 For Support: 1-888-533-0735	**$ 129.95**
Business Discount	($ 13.00)
Lifeproof Nuud Case iPad Air 2 - Black Part Number: HHTH2ZM/B Return Date: Feb. 01, 2016 For Support: 1-888-533-0735	**$ 129.95**
Business Discount	($ 13.00)
Lifeproof Nuud Case iPad Air 2 - Black Part Number: HHTH2ZM/B Return Date: Feb. 01, 2016 For Support: 1-888-533-0735	**$ 129.95**
Business Discount	($ 13.00)
Lifeproof Nuud Case iPad Air 2 - Black Part Number: HHTH2ZM/B Return Date: Feb. 01, 2016 For Support: 1-888-533-0735	**$ 129.95**
Business Discount	($ 13.00)
Lifeproof Nuud Case iPad Air 2 - Black Part Number: HHTH2ZM/B Return Date: Feb. 01, 2016 For Support: 1-888-533-0735	**$ 129.95**
Business Discount	($ 13.00)
Lifeproof Nuud Case iPad Air 2 - Black Part Number: HHTH2ZM/B Return Date: Feb. 01, 2016 For Support: 1-888-533-0735	**$ 129.95**
Business Discount	($ 13.00)
Lifeproof Nuud Case iPad Air 2 - Black Part Number: HHTH2ZM/B Return Date: Feb. 01, 2016 For Support: 1-888-533-0735	**$ 129.95**
Business Discount	($ 13.00)

Use of iPad constitutes acceptance of the iPad terms and conditions and other third party terms and conditions found in the iPad box,or at http://www.apple.com/legal/sla/ This iPad model is configured to work only with the wireless services of Sprint.

The sales tax for iPad varies by state and may be based on the unbundled purchase price rather than the actual purchase price.

If you are not fully satisfied with your iPad purchase, you can return your undamaged iPad within 14 days of purchase for a full refund with no restocking fee.

If you disagree with these terms and conditions you can return the iPad in accordance with the Apple Store's return policy http://www.apple.com/legal/sales_policies/retail.htm

For information on Apple's privacy policy see www.apple.com/privacy

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Sub-Total	$ 5,151.40
Total	**$ 5,151.40**
Amount Paid Via Visa (A)	$ 5,151.40
xxxxxxxxxxx9722	
076392	

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http://apple.com/legal/sales-support/sales-policies/retail.html
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Apple Store, Eastwood Towne Center
3025 Preyde Boulevard
Lansing, Michigan 48912
eastwoodtownecenter@apple.com
517-374-4920

www.apple.com/retail/eastwoodtownecenter

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STATE OF MICHIGAN OF TECHNOLGY

IPAD WI-FI CELL 64GB SPACE GRAY AS	**$ 729.00**
Part Number: MH2M2LL/A	
Serial Number: DMPQNAQ4G5YL	
IMEI: 356969067350997	
Return Date: Feb. 01, 2016	
For Support, Visit: www.apple.com/support	
Business Discount	($ 29.00)

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For information on Apple's privacy policy see www.apple.com/privacy

Sub-Total	$ 700.00
Total	**$ 700.00**
Amount Paid Via Visa (A)	$ 700.00
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062679	

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http://apple.com/legal/sales-support/sales-policies/retail.html
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Apple Store, Eastwood Towne Center
3025 Preyde Boulevard
Lansing, Michigan 48912
eastwoodtownecenter@apple.com
517-374-4920

www.apple.com/retail/eastwoodtownecenter

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IPAD WIFI CELL 32GB SILVER VZW	**$ 579.00**
Part Number: MF532LL/B	
Serial Number: DMPQL0TKF4YJ	
ICCID: 89148000002286255143	
IMEI: 352058063894903	
Return Date: Feb. 01, 2016	
For Support, Visit: www.apple.com/support	
Business Discount	($ 23.00)
Verizon Account Information	
No Wireless Service Activation during iPad Sale	
IPAD WIFI CELL 32GB SILVER VZW	**$ 579.00**
Part Number: MF532LL/B	
Serial Number: DMPQL146F4YJ	
ICCID: 89148000002116511863	
IMEI: 352058063944484	
Return Date: Feb. 01, 2016	
For Support, Visit: www.apple.com/support	
Business Discount	($ 23.00)
Verizon Account Information	
No Wireless Service Activation during iPad Sale	
IPAD WIFI CELL 32GB SILVER VZW	**$ 579.00**
Part Number: MF532LL/B	
Serial Number: DMPQL13JF4YJ	
ICCID: 89148000002116511400	
IMEI: 352058063926689	
Return Date: Feb. 01, 2016	
For Support, Visit: www.apple.com/support	
Business Discount	($ 23.00)
Verizon Account Information	
No Wireless Service Activation during iPad Sale	
IPAD WIFI CELL 16GB SPACE GRAY VZW	**$ 529.00**
Part Number: ME993LL/B	
Serial Number: DMPQ99EXF4YD	
ICCID: 89148000002016298306	
IMEI: 352056062596859	
Return Date: Feb. 01, 2016	
For Support, Visit: www.apple.com/support	
Business Discount	($ 21.00)
Verizon Account Information	
No Wireless Service Activation during iPad Sale	

Use of iPad constitutes acceptance of the iPad terms and conditions and other third party terms and conditions found in the iPad box, or at http://www.apple.com/legal/sla/ This iPad model is configured to work only with the wireless services of Verizon Wireless.

The sales tax for iPad varies by state and may be based on the unbundled purchase price rather than the actual purchase price.

If you are not fully satisfied with your iPad purchase, you can return your undamaged iPad within 14 days of purchase for a full refund with no restocking fee.

If you disagree with these terms and conditions you can return the iPad in accordance with the Apple Store's return policy http://www.apple.com/legal/sales_policies/retail.htm

For information on Apple's privacy policy see www.apple.com/privacy

Sub-Total	$ 2,176.00
Total	**$ 2,176.00**
Amount Paid Via Visa (A)	$ 2,176.00
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092943	

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http://apple.com/legal/sales-support/sales-policies/retail.html
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Lansing, Michigan 48912
eastwoodtownecenter@apple.com
517-374-4920

www.apple.com/retail/eastwoodtownecenter

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STATE OF MICHIGAN OF TECHNOLGY

IPAD WIFI CELL 16GB SPACE GRAY SPR Part Number: MF020LL/B Serial Number: DMPNJ4QNF4YD ICCID: 89011201000129507883 MEID: 35884705964575 Return Date: Feb. 01, 2016 For Support, Visit: www.apple.com/support	**$ 529.00**
Business Discount	($ 21.00)
Sprint Account Information No Wireless Service Activation during iPad Sale	
IPAD WIFI CELL 32GB SPACE GRAY SPR Part Number: MF024LL/B Serial Number: DMPNH3GJF4YF ICCID: 89011201000129505788 MEID: 35884705972622 Return Date: Feb. 01, 2016 For Support, Visit: www.apple.com/support	**$ 579.00**
Business Discount	($ 23.00)
Sprint Account Information No Wireless Service Activation during iPad Sale	
IPAD WIFI CELL 16GB SPACE GRAY SPR Part Number: MF020LL/B Serial Number: DMPNH3LCF4YD ICCID: 89011201000129413793 MEID: 35884705914121 Return Date: Feb. 01, 2016 For Support, Visit: www.apple.com/support	**$ 529.00**
Business Discount	($ 21.00)
Sprint Account Information No Wireless Service Activation during iPad Sale	
IPAD WIFI CELL 32GB SPACE GRAY SPR Part Number: MF024LL/B Serial Number: DMPNH48MF4YF ICCID: 89011201000129495402 MEID: 35884705984659 Return Date: Feb. 01, 2016 For Support, Visit: www.apple.com/support	**$ 579.00**
Business Discount	($ 23.00)
Sprint Account Information No Wireless Service Activation during iPad Sale	

IPAD WIFI CELL 32GB SPACE GRAY SPR Part Number: MF024LL/B Serial Number: DMPNH2Y0F4YF ICCID: 89011201000129503254 MEID: 35884705993643 Return Date: Feb. 01, 2016 For Support, Visit: www.apple.com/support	**$ 579.00**
Business Discount	($ 23.00)
Sprint Account Information No Wireless Service Activation during iPad Sale	
IPAD WIFI CELL 32GB SPACE GRAY SPR Part Number: MF024LL/B Serial Number: DMPNH2T4F4YF ICCID: 89011201000129512180 MEID: 35884705952631 Return Date: Feb. 01, 2016 For Support, Visit: www.apple.com/support	**$ 579.00**
Business Discount	($ 23.00)
Sprint Account Information No Wireless Service Activation during iPad Sale	
IPAD WIFI CELL 16GB SPACE GRAY SPR Part Number: MF020LL/B Serial Number: DMPNH4N9F4YD ICCID: 89011201000129412662 MEID: 35884705913030 Return Date: Feb. 01, 2016 For Support, Visit: www.apple.com/support	**$ 529.00**
Business Discount	($ 21.00)
Sprint Account Information No Wireless Service Activation during iPad Sale	
IPAD WIFI CELL 16GB SPACE GRAY SPR Part Number: MF020LL/B Serial Number: DMPNH44DF4YD ICCID: 89011201000129413744 MEID: 35884705914120 Return Date: Feb. 01, 2016 For Support, Visit: www.apple.com/support	**$ 529.00**
Business Discount	($ 21.00)
Sprint Account Information No Wireless Service Activation during iPad Sale	
Logitech Hinge Folio iPad Air Blk Part Number: HG012PA/B Return Date: Feb. 01, 2016	**$ 59.95**
Business Discount	($ 6.00)
Logitech Hinge Folio iPad Air Blk Part Number: HG012PA/B Return Date: Feb. 01, 2016	**$ 59.95**
Business Discount	($ 6.00)
Logitech Hinge Folio iPad Air Blk Part Number: HG012PA/B Return Date: Feb. 01, 2016	**$ 59.95**
Business Discount	($ 6.00)

Logitech Hinge Folio iPad Air Blk Part Number: HG012PA/B Return Date: Feb. 01, 2016	**$ 59.95**
Business Discount	($ 6.00)
Logitech Hinge Folio iPad Air Blk Part Number: HG012PA/B Return Date: Feb. 01, 2016	**$ 59.95**
Business Discount	($ 6.00)
Logitech Hinge Folio iPad Air Blk Part Number: HG012PA/B Return Date: Feb. 01, 2016	**$ 59.95**
Business Discount	($ 6.00)
Logitech Hinge Folio iPad Air Blk Part Number: HG012PA/B Return Date: Feb. 01, 2016	**$ 59.95**
Business Discount	($ 6.00)
Logitech Hinge Folio iPad Air Blk Part Number: HG012PA/B Return Date: Feb. 01, 2016	**$ 59.95**
Business Discount	($ 6.00)
Logitech Hinge Folio iPad Air Blk Part Number: HG012PA/B Return Date: Feb. 01, 2016	**$ 59.95**
Business Discount	($ 6.00)
Logitech Hinge Folio iPad Air Blk Part Number: HG012PA/B Return Date: Feb. 01, 2016	**$ 59.95**
Business Discount	($ 6.00)
Logitech Hinge Folio iPad Air Blk Part Number: HG012PA/B Return Date: Feb. 01, 2016	**$ 59.95**
Business Discount	($ 6.00)
Logitech Hinge Folio iPad Air Blk Part Number: HG012PA/B Return Date: Feb. 01, 2016	**$ 59.95**
Business Discount	($ 6.00)
Logitech Hinge Folio iPad Air Blk Part Number: HG012PA/B Return Date: Feb. 01, 2016	**$ 59.95**
Business Discount	($ 6.00)
Logitech Hinge Folio iPad Air Blk Part Number: HG012PA/B Return Date: Feb. 01, 2016	**$ 59.95**
Business Discount	($ 6.00)
Logitech Hinge Folio iPad Air Blk Part Number: HG012PA/B Return Date: Feb. 01, 2016	**$ 59.95**
Business Discount	($ 6.00)
Logitech Hinge Folio iPad Air Blk Part Number: HG012PA/B Return Date: Feb. 01, 2016	**$ 59.95**
Business Discount	($ 6.00)

Logitech Hinge Folio iPad Air Red	**$ 59.95**
Part Number: HG022PA/B	
Return Date: Feb. 01, 2016	
Business Discount	($ 6.00)

Use of iPad constitutes acceptance of the iPad terms and conditions and other third party terms and conditions found in the iPad box,or at http://www.apple.com/legal/sla/ This iPad model is configured to work only with the wireless services of Sprint.

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For information on Apple's privacy policy see www.apple.com/privacy

Sub-Total	$ 5,281.05
Total	**$ 5,281.05**
Amount Paid Via Visa (A)	$ 5,281.05
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3025 Preyde Boulevard
Lansing, Michigan 48912
eastwoodtownecenter@apple.com
517-374-4920

www.apple.com/retail/eastwoodtownecenter

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IPAD WI-FI CELL 64GB SPACE GRAY AS	**$ 729.00**
Part Number: MH2M2LL/A	
Serial Number: DMPQLDN0G5YL	
IMEI: 356970066963111	
Return Date: Feb. 01, 2016	
For Support, Visit: www.apple.com/support	
Business Discount	($ 29.00)
IPAD WI-FI CELL 16GB SPACE GRAY AS	**$ 629.00**
Part Number: MH2U2LL/A	
Serial Number: DMPQW43MG5WQ	
IMEI: 356966069203166	
Return Date: Feb. 01, 2016	
For Support, Visit: www.apple.com/support	
Business Discount	($ 25.00)
IPAD WI-FI CELL 16GB SPACE GRAY AS	**$ 629.00**
Part Number: MH2U2LL/A	
Serial Number: DMPQW4GZG5WQ	
IMEI: 356966069130302	
Return Date: Feb. 01, 2016	
For Support, Visit: www.apple.com/support	
Business Discount	($ 25.00)
IPAD WI-FI CELL 16GB SPACE GRAY AS	**$ 629.00**
Part Number: MH2U2LL/A	
Serial Number: DMPQW4DJG5WQ	
IMEI: 356966069203216	
Return Date: Feb. 01, 2016	
For Support, Visit: www.apple.com/support	
Business Discount	($ 25.00)
IPAD WI-FI CELL 16GB SPACE GRAY AS	**$ 629.00**
Part Number: MH2U2LL/A	
Serial Number: DMPQ3B85G5WQ	
IMEI: 356968063801524	
Return Date: Feb. 01, 2016	
For Support, Visit: www.apple.com/support	
Business Discount	($ 25.00)

IPAD WI-FI CELL 16GB SPACE GRAY AS Part Number: MH2U2LL/A Serial Number: DMPQF13ZG5WQ IMEI: 356968066601210 Return Date: Feb. 01, 2016 For Support, Visit: www.apple.com/support	**$ 629.00**
Business Discount	($ 25.00)
IPAD WI-FI CELL 64GB SPACE GRAY AS Part Number: MH2M2LL/A Serial Number: DMPQL8C6G5YL IMEI: 356966068284035 Return Date: Feb. 01, 2016 For Support, Visit: www.apple.com/support	**$ 729.00**
Business Discount	($ 29.00)
IPAD WI-FI CELL 64GB SPACE GRAY AS Part Number: MH2M2LL/A Serial Number: DMPQNGX8G5YL IMEI: 356970068313950 Return Date: Feb. 01, 2016 For Support, Visit: www.apple.com/support	**$ 729.00**
Business Discount	($ 29.00)
IPAD WI-FI CELL 64GB SPACE GRAY AS Part Number: MH2M2LL/A Serial Number: DMPQNG8BG5YL IMEI: 356969067114518 Return Date: Feb. 01, 2016 For Support, Visit: www.apple.com/support	**$ 729.00**
Business Discount	($ 29.00)
IPAD WI-FI CELL 64GB SPACE GRAY AS Part Number: MH2M2LL/A Serial Number: DMPQNACFG5YL IMEI: 356970068344989 Return Date: Feb. 01, 2016 For Support, Visit: www.apple.com/support	**$ 729.00**
Business Discount	($ 29.00)
IPAD WI-FI CELLULAR 64GB GOLD AS Part Number: MH2P2LL/A Serial Number: DMPQG15AG5YN IMEI: 356968066371699 Return Date: Feb. 01, 2016 For Support, Visit: www.apple.com/support	**$ 729.00**
Business Discount	($ 29.00)

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If you are not fully satisfied with your iPad purchase, you can return your undamaged iPad within 14 days of purchase for a full refund with no restocking fee.

If you disagree with these terms and conditions you can return the iPad in accordance with the Apple Store's return policy http://www.apple.com/legal/sales_policies/retail.htm

For information on Apple's privacy policy see www.apple.com/privacy

Sub-Total	$ 7,220.00
Tax@6.0%	$ 433.20
Total	**$ 7,653.20**
Amount Paid Via Visa (A)	$ 7,653.20
xxxxxxxxxxx9722	
097794	

R 6 1 6 5 4 8 4 8 0 8

http://apple.com/legal/sales-support/sales-policies/retail.html
Tell us about your experience at the Apple Store.
Visit www.apple.com/feedback/retail.html

Knapp, Kathy (DTMB)

From: Grainger <Grainger@service.grainger.com>
Sent: Friday, January 22, 2016 12:22 PM
To: Doll, Jeanette (DTMB)
Subject: P.O. #CC: Your Order Confirmation

Do not reply to this email. This is an automated notification which is unable to respond to replies. Please add grainger@service.grainger.com to your address book or safe list to ensure our emails reach your inbox.

GRAINGER
FOR THE ONES WHO GET IT DONE

Electrical | Hand Tools | Safety | Cleaning | Material Handling | Lighting | Power Tools | HVAC & R

Tell us about yourself so we can send you the information you really want.

Grainger Order Confirmation

January 22, 2016

Dear Jeanette Doll,

Thank you for placing your order with Grainger!

A summary of your order appears below.

Check Order Status

Thank you. We look forward to serving you in the future, Grainger Customer Care.

Grainger Customer Care
1.800.GRAINGER (1.800.472.4643)

You Might Also Like

Reading Glasses, +1.5, Clear, Polycarbonate

Air Regulator, 1/4 In. NPT, 15 cfm, 300 psi

Facial Tissue, Envison, Flat Box, PK30

Voltage Detector, 5 In. L, 90 to 1000VAC

View Order History

Order Details

Your Order Number: 1253284349
Your PO Number: CC
Your Order is Being Prepared For:
MDMB MICH DEPT BUDGET
PO BOX 30026
LANSING, MI 48909-7526

Branch Pickup
2711 LAPEER RD.
FLINT, MI 48503

Order Summary

Product		Price	Qty	Status	Total
	Outlet Strip,6 Outlet,White Item no: 5A311 Sign up for Auto-Reorder	$5.16 each	12	**Preparing for Pickup** *Expected to arrive on Friday, January 22, 2016*	$61.92

Subtotal	$61.92
Tax	$0.00
Total Cost*	$61.92

Additional Order Information

Customer Information
MDMB MICH DEPT BUDGET
530 W ALLEGAN ST 3RD FL
LANSING, MI 48933-1521

Billing Information
MDMB MICH DEPT BUDGET
PO BOX 30026
LANSING, MI 48909-7526
US

Branch Pickup
2711 LAPEER RD.
FLINT, MI 48503
US
Phone: 810-239-8008

Additional Information
Order Date: 01/22/2016
Grainger EIN No: [redacted]
PO: CC
Customer Account number ending in: [redacted]
Requisitioner: JEANETTE DOLL
Attention: JEANETTE DOLL
Caller: JEANETTE DOLL
Telephone: 517-404-5691

We will deliver according to the following terms and conditions:
Incoterms© 2016: FOB
Freight Terms: PPD
Payment Terms: VISA

Top Products

Safety Glasses, Clear, Scratch-Resistant

Square Head Plug, 1/2 In., MNPT

RTV Silicone Sealant, 3 oz Tube, Blue

Shop More Products on Grainger.com ▸

GFS gordon food service Marketplace

P.O.Box 1787
GrandRapids, MI 49501-1787
www.gfs.com
1-800-968-7500

INVOICE

INVOICE #	DATE
930052848	01/24/2016

TAL	ROUTING #	STOP #	CUSTOMER #	PURCHASE ORDER	SALES #	REPRESENTATIVE	MP #	MP LOCATION	TERMS
N			[redacted]		333	71333 #71333	1901	Okemos	45 DAYS

SHIP TO: MSP-EMHSTC
7426 OSBORN
LANSING, MI 48913

PAID IN FULL

Visa

ITEM CODE	QTY	DESCRIPTION	CAT	COST GUIDE	SPECS	UNIT PRICE	TAX	AMOUNT
5868600	5	CASE WATER SPRNG 4-1GAL GFS	9	4.33		4.33		21.65
4492371	6	EACH GFS SUGAR CANISTER	1			1.59		9.54
4733591	6	EACH GFS CREAMER CANISTERS	9			1.79		10.74
4536440	1	CASE COFFEEMAKER AUTO 36 CUP 1CT WBND	11	55.56		55.56		55.56
7549700	1	CASE COFFEE REGULAR 8-34Z GFS	9	6.67		39.99		39.99
5048310	1	CASE CUP FM 12Z 40-25CT DART	7	0.74		29.66		29.66

PRODUCT CATEGORY SUMMARY			
1-GROCERY 9.54	2-FROZEN	3-MEAT	4-SEAFOOD
5-POULTRY	6-DAIRY	7-DISPOSABLES 29.66	8-SANITATION
9-DISP.BEVG 72.38	10-PRODUCE	11-TABLETOP 55.56	

TOTALS BY TAX CATEGORY			
% RATE	TAX	% RATE	TAX

The perishable agricultural commodities shown on this invoice are sold subject to the statutory trust authorized by section 5(c) of the Perishable Agricultural Commodities Act, 1930 (7 U.S.C.499e(c)). The seller of these commodities retains a trust claim over these commodities, all inventories of food or other products derived from these commodities and any receivable or proceeds from the sale of these commodities until full payment is received. Eggs delivered in the state of Illinois include an Illinois Egg Inspection Fee in the price. Maryland MDA Inspection Fees at a rate of $.08 per dozen

NUMBER OF PIECES				
FREEZER	COOLER	WAREHOUSE	MISC.	TOTAL

Customer's signature evidences receipt of all items listed and its promise to pay the amount due to GFS. Customer agrees that if a check, draft and/or order of payment ("Transaction") issued for payment of this invoice is dishonored, GFS may re-present the Transaction and issue a draft against the account upon which the Transaction is drawn for a fee up to the maximum permitted by law.

Received By:

Signature: SUE NOT CHARGED

SUBTOTAL	167.14
TAX	
INVOICE TOTAL	167.14
PAID	167.14

SALE NBR 105
LANE NBR 04

USER ID 12695
DATE 01/24/2016
TIME(GMT) 12:33:00

*Acceptance constitutes agreement to a time price differential of 1 1/2% per month on the unpaid balance after the due date.

PLEASE CUT ALONG THE DOTTED LINE THEN RETURN BOTTOM PORTION.

THANK YOU FOR YOUR ORDER.

PLEASE ENCLOSE THIS STUB WITH PAYMENT.

PLEASE CUT ALONG THE DOTTED LINE THEN RETURN BOTTOM PORTION.

Gordon Food Service, Inc.
P.O. BOX 88029
Chicago, IL 60680-1029

CUSTOMER #	INVOICE #	DATE
[redacted]	930052848	01/24/2016

PAY THIS AMOUNT
0.00

1000526291109300528480000000000000000000005

GRAINGER

5617 ENTERPRISE DR.
LANSING, MI 48911-4194
www.grainger.com

INVOICE

GRAINGER ACCOUNT NUMBER [redacted]
INVOICE NUMBER 9005311304
INVOICE DATE 01/22/2016

NO AMOUNT DUE

SHIP TO

MDMB MICH DEPT BUDGET
MASON BUILDING
530 W ALLEGAN ST, 3RD FL
LANSING MI 48933-1521

PO NUMBER: CHRISTOPHER CHRISTIA
CALLER: CHRISTOPHER CHRISTIANSEN
CUSTOMER PHONE: 3134563930
ORDER NUMBER: 1253203869
INCO TERMS: FOB ORIGIN

BILL TO
MDMB MICH DEPT BUDGET
PO BOX 30026
LANSING MI 48909-7526

Interested in receiving invoices via email?
Sign up for paperless invoicing at:
www.grainger.com/paperlessinvoicing

THANK YOU!

FEI NUMBER [redacted]

FOR QUESTIONS ABOUT THIS INVOICE OR ACCOUNT CALL *1-800-472-4643*

PO LINE #	ITEM #	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
	3TMZ4	HAND WARMER,2-1/2IN X 3-1/2IN,PR,PK3 MANUFACTURER # 19533	255	3.92	999.60
	2RE20	SAFETY VEST,ORANGE,M/L,18 IN L,MESH MANUFACTURER # 2RE20	100	2.12	212.00
	4CWE1	SAFETY VEST,ORANGE,XL-3XL MANUFACTURER # 4CWE1	100	5.91	591.00
		Delivery #:6313170675 Date Shipped: 01/22/2016			

INVOICE SUB TOTAL 1,802.60
CR. CARD OR CASH RECEIVED 1,802.60

These items are sold for domestic consumption. If exported, purchaser assumes full responsibility for compliance with US export controls. Diversion contrary to US law prohibited.
Reprint

PAYMENT TERMS VISA - PAY THIS INVOICE. NO STATEMENT SENT. PAYABLE IN U.S. DOLLARS.

AMOUNT DUE ***$0.00***

NO PAYMENT DUE - THIS INVOICE FOR YOUR RECORDS

FOR COMMENTS OR CHANGE OF ADDRESS, ENTER INFORMATION ON REVERSE SIDE

GRAINGER

5617 ENTERPRISE DR.
LANSING, MI 48911-4194
www.grainger.com

INVOICE

GRAINGER ACCOUNT NUMBER [redacted]
INVOICE NUMBER 9005466298
INVOICE DATE 01/22/2016

NO AMOUNT DUE

SHIP TO

MDMB MICH DEPT BUDGET
MASON BUILDING
530 W ALLEGAN ST, 3RD FL
LANSING MI 48933-1521

PO NUMBER: FLINT WATER
CALLER: CHRISTOPHER CHRISTIANSEN
CUSTOMER PHONE: 3134563930
ORDER NUMBER: 1253285072
INCO TERMS: FOB ORIGIN

BILL TO
MDMB MICH DEPT BUDGET
PO BOX 30026
LANSING MI 48909-7526

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www.grainger.com/paperlessinvoicing

THANK YOU! FEI NUMBER [redacted]

FOR QUESTIONS ABOUT THIS INVOICE OR ACCOUNT CALL *1-800-472-4643*

PO LINE #	ITEM #	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
	2RE20	SAFETY VEST,ORANGE,M/L,18 IN L,MESH MANUFACTURER # 2RE20	50	2.12	106.00
	4CWE1	SAFETY VEST,ORANGE,XL-3XL MANUFACTURER # 4CWE1	50	5.91	295.50
		Delivery #:6313185896 Date Shipped: 01/22/2016			

INVOICE SUB TOTAL 401.50
CR. CARD OR CASH RECEIVED 401.50

These items are sold for domestic consumption. If exported, purchaser assumes full responsibility for compliance with US export controls. Diversion contrary to US law prohibited.
Reprint

PAYMENT TERMS VISA - PAY THIS INVOICE. NO STATEMENT SENT. PAYABLE IN U.S. DOLLARS.

AMOUNT DUE ***$0.00***

NO PAYMENT DUE - THIS INVOICE FOR YOUR RECORDS

FOR COMMENTS OR CHANGE OF ADDRESS, ENTER INFORMATION ON REVERSE SIDE

GRAINGER

5617 ENTERPRISE DR.
LANSING, MI 48911-4194
www.grainger.com

PAGE 1 OF 1

INVOICE

GRAINGER ACCOUNT NUMBER [redacted]
INVOICE NUMBER 9005134177
INVOICE DATE 01/21/2016

NO AMOUNT DUE

SHIP TO

DTMB EOC
1101 BEACH ST
FLINT MI 48502-1428

PO NUMBER:	RYAN MCKEE
CALLER:	BRENT ZINN
CUSTOMER PHONE:	5174045691
ORDER NUMBER:	1253188745
INCO TERMS:	FOB ORIGIN

BILL TO
MDMB MICH DEPT BUDGET
PO BOX 30026
LANSING MI 48909-7526

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Sign up for paperless invoicing at:
www.grainger.com/paperlessinvoicing

THANK YOU!

FEI NUMBER [redacted]

FOR QUESTIONS ABOUT THIS INVOICE OR ACCOUNT CALL ***1-800-472-4643***

PO LINE #	ITEM #	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
	2RE20	SAFETY VEST,ORANGE,M/L,18 IN L,MESH MANUFACTURER # 2RE20	100	2.12	212.00
	4CWE1	SAFETY VEST,ORANGE,XL-3XL MANUFACTURER # 4CWE1	100	5.91	591.00
		Delivery #:6313170395 Date Shipped: 01/21/2016 Carrier: UPS NDA EARLY AM No:of Pkgs:1 Wt: 27.000 Trk #:1Z6Y07A41540376153			

INVOICE SUB TOTAL	803.00
CR. CARD OR CASH RECEIVED	803.00

These items are sold for domestic consumption. If exported, purchaser assumes full responsibility for compliance with US export controls. Diversion contrary to US law prohibited.
Reprint

PAYMENT TERMS VISA - PAY THIS INVOICE. NO STATEMENT SENT. PAYABLE IN U.S. DOLLARS.

AMOUNT DUE ***$0.00***

NO PAYMENT DUE - THIS INVOICE FOR YOUR RECORDS

FOR COMMENTS OR CHANGE OF ADDRESS, ENTER INFORMATION ON REVERSE SIDE

More saving.
More doing.℠

4245 E COURT ST BURTON MI 810-715-1700
FOLLOW US ON TWITTER @HDBURTONMI

[redacted] 01/22/16 03:43 PM
CASHIER LYNNE - LXR1328

851414002841 STRETCH WRAP <A>
20"X1000' STRETCH WRAP
21@21.96 461.16N

ORDER H2717-1807

--PICKUP STR 2741 PICKUP DT 01/22/2016--

0000-723-009 STRETCH WRAP <A>
20"X1000' STRETCH WRAP
13@21.96 285.48N

--PICKUP STR 2729 PICKUP DT 01/22/2016--

0000-723-009 STRETCH WRAP <A>
20"X1000' STRETCH WRAP
25@21.96 549.00N

--PICKUP STR 2716 PICKUP DT 01/22/2016--

0000-723-009 STRETCH WRAP <A>
20"X1000' STRETCH WRAP
2@21.96 43.92N

--PICKUP STR 2765 PICKUP DT 01/22/2016--

0000-723-009 STRETCH WRAP <A>
20"X1000' STRETCH WRAP
4@21.96 87.84N

--PICKUP STR 2736 PICKUP DT 01/22/2016--

0000-723-009 STRETCH WRAP <A>
20"X1000' STRETCH WRAP
18@21.96 395.28N

--PICKUP STR 2763 PICKUP DT 01/22/2016--

0000-723-009 STRETCH WRAP <A>
20"X1000' STRETCH WRAP
3@21.96 65.88N

	SUBTOTAL	1,888.56
	SALES TAX	0.00
TAX EXEMPT		
	TOTAL	$1,888.56
XXXXXXXXXXXX9722	VISA	1,888.56
AUTH CODE 078689/7095242		TA

<U> - NON-DISCOUNTABLE ITEM

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-###-0002 SUMMARY
THIS RECEIPT PO/JOB NAME: FLINT WATER CRISIS

PRO XTRA SPEND THIS VISIT: $1,888.56

2016 PRO XTRA SPEND 01/21: $8,145,087.55
INCLUDES:
Pro Xtra Paint 2016 Savings $479.69

Thank you for being a Pro Xtra member!
Sign in to your Pro Xtra account and
register your credit cards to access
your past receipts!

01/22/2016 5049

RETURN POLICY DEFINITIONS

	POLICY ID	DAYS	POLICY EXPIRES ON
A	1	90	04/21/2016

THE HOME DEPOT RESERVES THE RIGHT TO LIMIT / DENY RETURNS. PLEASE SEE THE RETURN POLICY SIGN IN STORES FOR DETAILS.

AFTER 7 DAYS YOUR ORDER WILL BE AUTO-CANCELLED AND YOUR FUNDS WILL BE RETURNED. CUSTOMERS MUST RETURN TO THE STORE FOR A REFUND OF ANY PAYMENT OTHER THAN PAYPAL OR CREDIT.

BUY ONLINE PICK-UP IN STORE
AVAILABLE NOW ON HOMEDEPOT.COM.
CONVENIENT, EASY AND MOST ORDERS
READY IN LESS THAN 2 HOURS!

THANK YOU FOR SHOPPING AT
THE HOME DEPOT.
TO VIEW OR TRACK YOUR ORDER STATUS,
PLEASE VISIT WWW.MYHDORDER.COM
TO LOGIN TO YOUR ACCOUNT

OR TO CREATE A NEW ONE.
****

ENTER FOR A CHANCE TO WIN A $5,000 HOME DEPOT GIFT CARD!

Share Your Opinion With Us! Complete the brief survey about your store visit and enter for a chance to win at:

www.homedepot.com/opinion

COMPARTA SU OPINION EN UNA BREVE ENCUESTA PARA LA OPORTUNIDAD DE GANAR.

User ID:
[redacted]

Password:
[redacted]

Entries must be entered by 02/21/2016. Entrants must be 18 or older to enter. See complete rules on website. No purchase necessary.

SurveyMonkey

Invoice #25896686

Jan 15, 2016

Close Print

Paid on Jan 15, 2016 5:28:00 PM (UTC)

DESCRIPTION	USER NAME	BILLING PERIOD	QUANTITY	PRICE	AMOUNT
Select Monthly Plan	MSPEOC	Jan 15, 2016 - Feb 14, 2016	1	$26	$26

Total: $26

BILLING DETAILS

Michigan
48933
United States

NOTES

PAYMENT INFORMATION

Payment made on Jan 15, 2016 5:28:00 PM (UTC).

Payment Method: VISA
Card Number(last 4 digits): 9722

PAID

U-HAUL EQUIPMENT CONTRACT | **In-Town Return (IN)**

Contract No.: [redacted]
Sunday 1/24/2016 5:00 PM

U-Haul at Dort Hwy (752021)
1911 S Dort Hwy
FLINT, MI. 48503
(810)232-1505

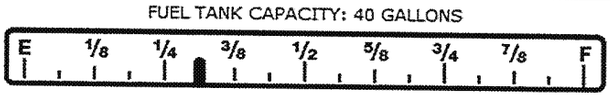
Customer Name:
George Lieber
615 W ALLEGAN ST
LANSING, MI 48933

Cust Ph - Email:
517-719-8763
810-257-3422
dollj@michigan.gov

Rental Date/Time: 1/14/2016 1:30 PM
Return Date/Time: 1/24/2016 5:00 PM
Chargeable Rental Periods: 11

Equipment	MI Out	MI In	MI Rate	MI Charge	Coverage	Missing or Damage Charge:	Rental Rate	Rental Charge	Actual Charges
EL - 17' Truck EL 1029C Plate: AD73702 State: AZ	109247.0	109417.0	$0.79 X 170.0	$134.30	$0.00	$0.00	$29.95	$329.45	$463.75
Utility Dolly	Qty Rented: 1 Qty Returned: 0		Qty Missing: 1 Qty Damaged: 0			$75.00	$7.00	$77.00	$152.00

FUEL TANK CAPACITY: 40 GALLONS



Environmental Fee:	$5.00
SubTotal:	$620.75
EZ Fuel Sales: 8.3 gal.:	$29.05
Rental Tax:	$37.25
Rental Charges:	$687.05
Previous Paid:	$0.00
Credit Card Payment:	$269.40
Credit Card Payment:	$417.65
Net Paid Today:	$687.05

Card Type: VISA — Account: XXXXXXXXXXXXXXXX9722 — Approved: 046037

Card Type: VISA — Account: XXXXXXXXXXXXXXXX9722 — Approved: 066039

- The missing equipment charge does not constitute a sale or transfer ownership of equipment. U-Haul is still the owner of this equipment.
- I confirm that during the term of my rental there was not an accident involving the rented U-Haul equipment and no incidence where this equipment struck or otherwise caused damage to any person or property either while on a public road or private property. There was no injury or damage sustained by me or any other drivers or passengers of this equipment.

X_____
Customer Signature - (George Lieber)

Jerry Combs

How are we doing? Please go to http://www.uhaul.com/review and let us know if you received the level of quality and service you expect from this U-Haul location.

I Line for $269.40

I Line for $417.65

U-HAUL EQUIPMENT CONTRACT | **In-Town Return (IN)**

Contract No [redacted]
Tuesday 1/26/2016 1:18 PM

U-Haul at Dort Hwy
(752021)

1911 S Dort Hwy
FLINT, MI. 48503

(810)232-1505

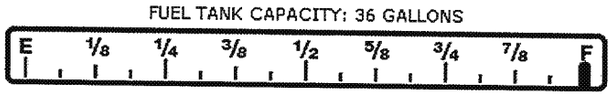
Customer Name:
Peter Kos
615 W ALLEGAN ST
LANSING, MI 48933

Cust Ph - Email:
517-719-8763
419-553-7093
dollj@michigan.gov

Rental Date/Time: 1/18/2016 7:23 AM
Return Date/Time: 1/26/2016 1:19 PM
Chargeable Rental Periods: 9

Equipment	MI Out	MI In	MI Rate	MI Charge	Coverage	Missing or Damage Charge:	Rental Rate	Rental Charge	Actual Charges
DC - 15' Moving Van DC 2673G Plate: AE32285 State: AZ	64151.7	64178.9	$0.79 X 27.2	$21.49	$0.00	$0.00	$29.95	$269.55	$291.04

FUEL TANK CAPACITY: 36 GALLONS



Environmental Fee:	$5.00
SubTotal:	$296.04
Rental Tax:	$17.76
Rental Charges:	$313.80
Previous Paid:	$0.00

Card Type: VISA
Account: XXXXXXXXXXXXXXXX9722
Approved: 051860
Credit Card Payment: $173.10

Card Type: VISA
Account: XXXXXXXXXXXXXXXX9722
Approved: 083991
Credit Card Payment: $140.70

Net Paid Today: $313.80

▪ I confirm that during the term of my rental there was not an accident involving the rented U-Haul equipment and no incidence where this equipment struck or otherwise caused damage to any person or property either while on a public road or private property. There was no injury or damage sustained by me or any other drivers or passengers of this equipment.

X_____
Customer Signature - (Peter Kos)

Brandy Wood

How are we doing? Please go to http://www.uhaul.com/review and let us know if you received the level of quality and service you expect from this U-Haul location.

I line for $173.10

I line for 140.70

U-HAUL EQUIPMENT CONTRACT | **In-Town Return (IN)**

Contract No.: [redacted]
Monday 1/25/2016 2:40 PM

U-Haul at Dort Hwy (752021)
1911 S Dort Hwy
FLINT, MI. 48503
(810)232-1505

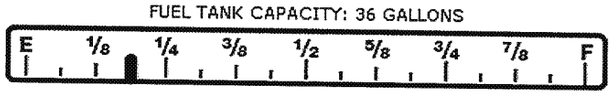
Customer Name:
Clayton Martin
615 W ALLEGAN ST
LANSING, MI 48933

Cust Ph - Email:
517-719-8763
419-553-6443
dollj@michigan.gov

Rental Date/Time: 1/18/2016 7:18 AM
Return Date/Time: 1/25/2016 2:40 PM
Chargeable Rental Periods: 8

Equipment	MI Out	MI In	MI Rate	MI Charge	Coverage	Missing or Damage Charge:	Rental Rate	Rental Charge	Actual Charges
DC - 15' Moving Van DC 1730L Plate: AG43860 State: AZ	13616.9	13815.6	$0.79 X 198.7	$156.97	$0.00	$0.00	$29.95	$239.60	$396.57

FUEL TANK CAPACITY: 36 GALLONS



Environmental Fee:	$5.00
SubTotal:	$401.57
EZ Fuel Sales: 19.5 gal.:	$68.25
Fuel Fill-Up Service Fee:	$30.00
Rental Tax:	$24.10
Rental Charges:	$523.92
Previous Paid:	$173.10
Credit Card Payment:	$96.30
Credit Card Payment:	$254.52
Net Paid Today:	$350.82

Card Type: VISA
Account: XXXXXXXXXXXXXXXX9722
Approved: 003831

Card Type: VISA
Account: XXXXXXXXXXXXXXXX9722
Approved: 074887

▪ I confirm that during the term of my rental there was not an accident involving the rented U-Haul equipment and no incidence where this equipment struck or otherwise caused damage to any person or property either while on a public road or private property. There was no injury or damage sustained by me or any other drivers or passengers of this equipment.

X_____
Customer Signature - (Clayton Martin)

Jerry Combs

How are we doing? Please go to http://www.uhaul.com/review and let us know if you received the level of quality and service you expect from this U-Haul location.

1 line $96.30

1 line $254.52

U-HAUL EQUIPMENT CONTRACT | **In-Town Return (IN)**

Contract No. [redacted]
Monday 1/25/2016 6:37 AM

U-Haul at Dort Hwy
(752021)

1911 S Dort Hwy
FLINT, MI. 48503

(810)232-1505

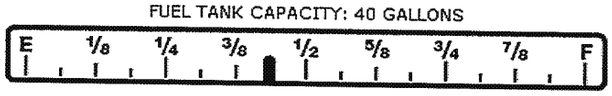
Customer Name:
Thomas Zak
615 W ALLEGAN ST
LANSING, MI 48933

Cust Ph - Email:
517-719-8763
810-610-6568
dollj@michigan.gov

Rental Date/Time: 1/14/2016 1:35 PM
Return Date/Time: 1/25/2016 6:37 AM
Chargeable Rental Periods: 11

Equipment	MI Out	MI In	MI Rate	MI Charge	Coverage	Missing or Damage Charge:	Rental Rate	Rental Charge	Actual Charges
DC - 15' Moving Van DC 7296M Plate: AD18522 State: AZ	83558.9	83851.6	$0.79 X 292.7	$231.23	$0.00	$0.00	$29.95	$329.45	$560.68
Utility Dolly	Qty Rented: 1 Qty Returned: 1		Qty Missing: 0 Qty Damaged: 0			$0.00	$7.00	$77.00	$77.00

FUEL TANK CAPACITY: 40 GALLONS



Environmental Fee:	$5.00
SubTotal:	$642.68
EZ Fuel Sales: 5.3 gal.:	$18.55
Rental Tax:	$38.56
Rental Charges:	$699.79
Previous Paid:	$0.00
Credit Card Payment:	$269.40
Credit Card Payment:	$430.39
Net Paid Today:	$699.79

Card Type: VISA — Account: XXXXXXXXXXXXXXXX9722 — Approved: 089500

Card Type: VISA — Account: XXXXXXXXXXXXXXXX9722 — Approved: 070646

* I confirm that during the term of my rental there was not an accident involving the rented U-Haul equipment and no incidence where this equipment struck or otherwise caused damage to any person or property either while on a public road or private property. There was no injury or damage sustained by me or any other drivers or passengers of this equipment.

X_____
Customer Signature - (Thomas Zak)

Jerry Combs

How are we doing? Please go to http://www.uhaul.com/review and let us know if you received the level of quality and service you expect from this U-Haul location.

1 line $269.40

1 line $430.39

U-HAUL EQUIPMENT CONTRACT | **In-Town Return (IN)**

Contract No.: [redacted]
Sunday 1/24/2016 4:56 PM

U-Haul at Dort Hwy (752021)
1911 S Dort Hwy
FLINT, MI. 48503
(810)232-1505

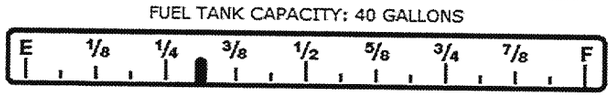
Customer Name:
David Bennett
615 W ALLEGAN ST
LANSING, MI 48933

Cust Ph - Email:
517-719-8763
810-257-3422
dollj@michigan.gov

Rental Date/Time: 1/14/2016 1:35 PM
Return Date/Time: 1/24/2016 4:56 PM
Chargeable Rental Periods: 11

Equipment	MI Out	MI In	MI Rate	MI Charge	Coverage	Missing or Damage Charge:	Rental Rate	Rental Charge	Actual Charges
EL - 17' Truck EL 2574M Plate: AD21549 State: AZ	105978.6	106240.3	$0.79 X 261.7	$206.74	$0.00	$0.00	$29.95	$329.45	$536.19

FUEL TANK CAPACITY: 40 GALLONS



Environmental Fee:	$5.00
SubTotal:	$541.19
EZ Fuel Sales: 18.1 gal.:	$63.35
Rental Tax:	$32.47
Rental Charges:	$637.01
Previous Paid:	$0.00
Credit Card Payment:	$269.40
Credit Card Payment:	$367.61
Net Paid Today:	$637.01

Card Type: VISA
Account: XXXXXXXXXXXXXXXX9722
Approved: 018192

Card Type: VISA
Account: XXXXXXXXXXXXXXXX9722
Approved: 083005

• I confirm that during the term of my rental there was not an accident involving the rented U-Haul equipment and no incidence where this equipment struck or otherwise caused damage to any person or property either while on a public road or private property. There was no injury or damage sustained by me or any other drivers or passengers of this equipment.

X_____
Customer Signature - (David Bennett)

Jerry Combs

How are we doing? Please go to http://www.uhaul.com/review and let us know if you received the level of quality and service you expect from this U-Haul location.

1 line for $367.61
1 line for $269.40

U-HAUL EQUIPMENT CONTRACT | **In-Town Return (IN)**

Contract No.: [redacted]
Monday 1/25/2016 6:35 AM

U-Haul at Dort Hwy (752021) | 1911 S Dort Hwy FLINT, MI. 48503 | (810)232-1505

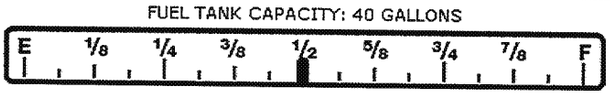
Customer Name:
William Lanning
615 W ALLEGAN ST
LANSING, MI 48933

Cust Ph - Email:
517-719-8763
810-257-3422
dollj@michigan.gov

Rental Date/Time: 1/14/2016 1:19 PM
Return Date/Time: 1/25/2016 6:35 AM
Chargeable Rental Periods: 11

Equipment	MI Out	MI In	MI Rate	MI Charge	Coverage	Missing or Damage Charge:	Rental Rate	Rental Charge	Actual Charges
DC - 15' Moving Van DC 2681K Plate: AD46535 State: AZ	104707.4	105011.1	$0.79 X 303.7	$239.92	$0.00	$0.00	$29.95	$329.45	$569.37
Utility Dolly	Qty Rented: 1 Qty Returned: 1		Qty Missing: 0 Qty Damaged: 0			$0.00	$7.00	$77.00	$77.00

FUEL TANK CAPACITY: 40 GALLONS



Environmental Fee:	$5.00
SubTotal:	$651.37
Rental Tax:	$39.09
Rental Charges:	$690.46
Previous Paid:	$0.00

Card Type: VISA	Account: XXXXXXXXXXXXXXXX9722	Approved: 093919	**Credit Card Payment:**	$269.40
Card Type: VISA	Account: XXXXXXXXXXXXXXXX9722	Approved: 097449	**Credit Card Payment:**	$421.06
			Net Paid Today:	$690.46

• I confirm that during the term of my rental there was not an accident involving the rented U-Haul equipment and no incidence where this equipment struck or otherwise caused damage to any person or property either while on a public road or private property. There was no injury or damage sustained by me or any other drivers or passengers of this equipment.

X_____
Customer Signature - (William Lanning)

Jerry Combs

How are we doing? Please go to http://www.uhaul.com/review and let us know if you received the level of quality and service you expect from this U-Haul location.

line $269.40

line $421.06

amazon.com

Final Details for Order #114-0157612-1062602

Print this page for your records.

Paid By: State of Michigan
Placed By: Chris
Order Placed: January 23, 2016
Amazon.com order number: 114-0157612-1062602
Order Total: $81.62

Shipped on January 24, 2016

Items Ordered	Price
1 of: *Microsoft Arc Touch Mouse - Black* Sold by: Amazon.com LLC Condition: New	$39.73

Shipping Address:
DTMB Office of Infrastructure Protection
615 W. Allegan Street
Lansing, MI 48933
United States

Shipping Speed:
Two-Day Shipping

Item(s) Subtotal:	$39.73
Shipping & Handling:	$11.44
Free Shipping:	-$11.44
Total before tax:	$39.73
Sales Tax:	$0.00
Total for This Shipment:	**$39.73**

Shipped on January 24, 2016

Items Ordered	Price
1 of: *Microsoft Natural Ergonomic Keyboard 4000 for Business* Sold by: VividS Computer LLC (seller profile) Condition: New	$41.89

Shipping Address:
DTMB Office of Infrastructure Protection
615 W. Allegan Street
Lansing, MI 48933
United States

Shipping Speed:
Two-Day Shipping

Item(s) Subtotal:	$41.89
Shipping & Handling:	$14.95
Free Shipping:	-$14.95
Total before tax:	$41.89
Sales Tax:	$0.00
Total for This Shipment:	**$41.89**

Payment information

Item(s) Subtotal:	$81.62

Payment Method:
Visa | Last digits: 9722

Shipping & Handling:	$26.39
Free Shipping:	-$26.39
Total before tax:	$81.62
Estimated tax to be collected:	$0.00
Grand Total:	**$81.62**

Credit Card transactions

Visa ending in 9722: January 24, 2016:	$39.73
Visa ending in 9722: January 24, 2016:	$41.89

To view the status of your order, return to Order Summary.

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amazon.com

Final Details for Order #114-0438457-0900245

Print this page for your records.

Paid By: State of Michigan
Placed By: Chris
Order Placed: January 17, 2016
Amazon.com order number: 114-0438457-0900245
Order Total: $117.09

Shipped on January 18, 2016

Items Ordered	Price
1 of: *LG Tone Infinim HBS-900 Wireless Stereo Headset, Silver* Sold by: Amazon.com LLC Condition: New	$88.02
3 of: *Cosmos Pu Leather Protection Carrying Box for Lg Electronics Tone LG HBS730 Stereo Wireless Bluetooth Headset - Black* Sold by: Cosmos Tech&Leisure (seller profile) Condition: New Brand New Fast Shipping. Cosmos Tech & Leisure is the ON... see more	$9.69

Shipping Address:
DTMB Office of Infrastructure Protection
615 W. Allegan Street
Lansing, MI 48933
United States

Shipping Speed:
Two-Day Shipping

Item(s) Subtotal:	$117.09
Shipping & Handling:	$12.82
Free Shipping:	-$12.82
Total before tax:	$117.09
Sales Tax:	$0.00
Total for This Shipment:	**$117.09**

Payment information

Payment Method:
Visa | Last digits: 9722

Item(s) Subtotal:	$117.09
Shipping & Handling:	$12.82
Free Shipping:	-$12.82
Total before tax:	$117.09
Estimated tax to be collected:	$0.00
Grand Total:	**$117.09**

Credit Card transactions Visa ending in 9722: January 18, 2016: $117.09

To view the status of your order, return to Order Summary.

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amazon.com

Final Details for Order #114-0346795-9054646

Print this page for your records.

Paid By: State of Michigan
Placed By: Chris
Order Placed: January 17, 2016
Amazon.com order number: 114-0346795-9054646
Order Total: $203.24

Shipped on January 18, 2016

Items Ordered	**Price**
2 of: *LG Electronics Tone Infinim HBS-900 Bluetooth Wireless Stereo Headset- Retail Packaging - Black* Sold by: Youcell Mobile (seller profile) Condition: New	$99.00

Shipping Address:
DTMB Office of Infrastructure Protection
615 W. Allegan Street
Lansing, MI 48933
United States

Shipping Speed:
Standard

Item(s) Subtotal:	$198.00
Shipping & Handling:	$5.24
Total before tax:	$203.24
Sales Tax:	$0.00
Total for This Shipment:	**$203.24**

Payment information

Payment Method:
Visa | Last digits: 9722

Item(s) Subtotal:	$198.00
Shipping & Handling:	$5.24
Total before tax:	$203.24
Estimated tax to be collected:	$0.00
Grand Total:	**$203.24**

Credit Card transactions
Visa ending in 9722: January 18, 2016: $203.24

To view the status of your order, return to Order Summary.

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From: Doll, Jeanette (DTMB)
Sent: Thursday, February 04, 2016 9:08 AM
To: Christensen, Chris (DTMB);McKay, Ryan (DHHS);Rakowski, Rock (DTMB)
Subject: RE: Help with Excel

Looks like we need to talk as now you are the EM for DTMB and the SEOC contact?

-----Original Message-----
From: Christensen, Chris (DTMB)
Sent: Thursday, February 4, 2016 8:59 AM
To: Geiger, Ben (GOV) <geigerb@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>
Cc: Doll, Jeanette (DTMB) <dollj@michigan.gov>
Subject: Re: Help with Excel

Ben,

I will have Jennifer Gibson and Jonah Allen from DTMB there today around 11:00 to help with Excel.
Let me know if you need anything else.

Thanks Chris

> On Feb 4, 2016, at 8:35 AM, Geiger, Ben (GOV) <geigerb@michigan.gov> wrote:
>
> I'll be there at 10
>
> Sent from my iPhone
>
>> On Feb 4, 2016, at 8:31 AM, Christensen, Chris (DTMB) <christensenc4@michigan.gov> wrote:
>>
>> Ben,
>>
>> Is there a time today that you will be at the SEOC when I can have someone from our team come and help?
>>
>>
>> Thanks Chris
>>
>>
>>> On Feb 4, 2016, at 8:19 AM, Geiger, Ben (GOV) <geigerb@michigan.gov> wrote:
>>>
>>> Thanks Chris.
>>>
>>> We need to pull data from multiple excel files into one spreadsheet. The problem is that our excel sheet doesn't pull from the most recent column, just the column we tell it to. This means we need to reprogram the excel sheet every day.
>>>
>>> Sent from my iPhone

>>>
>>>> On Feb 4, 2016, at 8:01 AM, Christensen, Chris (DTMB) <christensenc4@michigan.gov> wrote:
>>>>
>>>> Ben,
>>>>
>>>> Good morning my name is Chris Christensen and unfortunately I don't think we have been introduced. I saw you last night at the SEOC I noticed you were very busy so I didn't want to interrupt.
>>>> I am the emergency manager and contact for the SEOC for DTMB. Brom had asked that I reach out this morning and find out more about the issues you're having with Excel.
>>>>
>>>> What I need to understand is where are you pulling the information from and in what format? I also need to understand what type of final product you're looking for, whether a additional excel spreadsheet or a dashboard or something else.
>>>>
>>>> Thanks Chris
>>>>
>>>> The best number to reach me at is 517–243–1647.
>>>>
>>>> I look forward to hearing from you.
>>>>

From: Doll, Jeanette (DTMB)
Sent: Tuesday, February 09, 2016 3:27 PM
To: Christensen, Chris (DTMB)
Cc: McKee, Ryan (DTMB)
Subject: RE: Records Manager Install - REQ000000789143

All requests for assistance in response to the Flint Water Emergency should be routed through the SEOC. This request should have went through the AGs SEOC rep and not DTMB to provide clearance.

Jeanette

From: Christensen, Chris (DTMB)
Sent: Tuesday, February 9, 2016 3:15 PM
To: Doll, Jeanette (DTMB)
Subject: RE: Records Manager Install - REQ000000789143

Then if this is legal I would assume it would not need to take the SEOC route. What are your thoughts?

Chris Christensen
Director of Infrastructure Protection
Office: (517) 241-2188
Cell: (517) 243-1647
Christensenc4@michigan.gov
DTMB
HELP. CONNECT. SOLVE.

From: Doll, Jeanette (DTMB)
Sent: Tuesday, February 9, 2016 3:12 PM
To: Christensen, Chris (DTMB) <christensenc4@michigan.gov>
Subject: RE: Records Manager Install - REQ000000789143

I called Jennifer and have not heard back from her regarding the resource request. After speaking with John McQuaid, he said this request would need to come from the AGs office and not DTMB. The information provided to the DEQ SEOC rep was not clear and did not clarify what "software" was required, which is why I reached out to Jennifer.

Jeanette

From: Christensen, Chris (DTMB)
Sent: Tuesday, February 9, 2016 2:59 PM
To: Doll, Jeanette (DTMB) <dollj@michigan.gov>
Subject: FW: Records Manager Install - REQ000000789143

Have you seen this? - Some of this may be related to legal and FOIA and may not need to go through the SEOC. Once you read this let me know.

Chris Christensen
Director of Infrastructure Protection
Office: (517) 241-2188
Cell: (517) 243-1647
Christensenc4@michigan.gov
DTMB
HELP. CONNECT. SOLVE.

From: Merricle, Jennifer (DTMB)
Sent: Tuesday, February 9, 2016 12:12 PM
To: Christensen, Chris (DTMB) <christensenc4@michigan.gov>; McQuaid, John (DTMB) <mcquaidj@michigan.gov>
Subject: FW: Records Manager Install - REQ000000789143

Chris,
I believe the request for provisioning HP Trim for Barb may have already went through the SEOC. Now they are asking me to help get the software installed. That goes through OA.

Jennifer Wildrom Merricle
Department of Technology Management and Budget
Agency Services supporting DEQ, DNR and MDARD
Customer Service Team Manager
517.373.6834

DTMB
HELP. CONNECT. SOLVE.

Check out the DTMB Service Catalog!
http://inside.michigan.gov/dtmbsc/Pages/default.aspx

From: Evans, Sean (DTMB)
Sent: Tuesday, February 9, 2016 12:02 PM
To: Merricle, Jennifer (DTMB) <MerricleJ@Michigan.gov>
Cc: Schaibly, Barbara (DEQ) <SCHAIBLYB@michigan.gov>; Marshall, Michael (DEQ) <MarshallM7@michigan.gov>; Jannereth, Kate (DEQ) <JannerethK@michigan.gov>
Subject: RE: Records Manager Install

Hello,

I don't believe we don't have any other outstanding tickets to rush.

Barbara's security is set up so once the software is in place she can start using it after double checking the dataset. If there are any questions on doing this, please give me a call..

I also just double checked with Andrew Banas and he has the software installed (he was a priority processing from last week and I wanted to make sure that was done). Michael or Kate might want to double check with him on using the system and setting up favorites for whatever they are doing (i.e. orientation).

Thank you for doing this!

Sincerely,

Sean Evans
Records Management Services
Department of Technology, Management and Budget
Evanss1@michigan.gov
517-335-9131

DTMB
HELP. CONNECT. SOLVE.

RMS provides expertise and assistance to state and local government agencies with managing records and information in the most effective, cost efficient, and legally compliant manner.

From: Merricle, Jennifer (DTMB)
Sent: Tuesday, February 09, 2016 11:38 AM
To: Evans, Sean (DTMB) <EvansS1@michigan.gov>
Cc: Schaibly, Barbara (DEQ) <SCHAIBLYB@michigan.gov>; Marshall, Michael (DEQ) <MarshallM7@michigan.gov>; Jannereth, Kate (DEQ) <JannerethK@michigan.gov>
Subject: RE: Records Manager Install

Are there any others that can be included to try and minimize the amount of escalated tickets?

Jennifer Wildrom Merricle
Department of Technology Management and Budget
Agency Services supporting DEQ, DNR and MDARD
Customer Service Team Manager
517.373.6834

DTMB
HELP. CONNECT. SOLVE.

Check out the DTMB Service Catalog!
http://inside.michigan.gov/dtmbsc/Pages/default.aspx

From: Evans, Sean (DTMB)
Sent: Tuesday, February 9, 2016 10:29 AM
To: Merricle, Jennifer (DTMB) <MerricleJ@Michigan.gov>
Cc: Schaibly, Barbara (DEQ) <SCHAIBLYB@michigan.gov>; Marshall, Michael (DEQ) <MarshallM7@michigan.gov>; Jannereth, Kate (DEQ) <JannerethK@michigan.gov>
Subject: Records Manager Install

Hello,

I have activated a new seat in Records Manager for Barbara Schaibly, however an install needs to take place on her machine to use the software. I have issued a Remedy ticket for this, however I have no ability to up the priority of the install and it was indicated that this was a rush. Can you assist me with this?

Ticket Details:

Request Status:	Initiated
ID:	REQ000000789143
Title:	Software Install and Removal
Request Coordinator:	
Submit Date:	2/9/2016 10:23:40 AM
Required Completion:	
Expected Completion:	2/10/2016 10:22:40 AM
Requested By:	Sean Evans
Requested For:	Barbara Schaibly
Company:	Dept of Environmental Quality
Phone:	517 284.5417
Email:	
Request Type:* :	Install / Upgrade Software
Is this request for more than one computer?:* :	No
Computer Name:* :	S6761654QNX1
Is this request for more than 1 software?:* :	No
Software or Application Name(s) and Version:* :	App_RecordsManager
Do others use this software in your area?:* :	Yes
Preferred method of contact:* :	Sean Evans 517-335-9131

Please let me know if you can't do this. I'll try to use some of my contacts at the Help Desk for assistance.

My number is 517-335-9131 if you have any questions.

Sincerely,

Sean Evans
Records Management Services
Department of Technology, Management and Budget
Evanss1@michigan.gov
517-335-9131

RMS provides expertise and assistance to state and local government agencies with managing records and information in the most effective, cost efficient, and legally compliant manner.

Enterprise Change Advisory Board Meeting
Sponsor - Dick Novello
12/2/15

	A	B	C	D	E	F	G	H	I	J	K	L
1		**ESOGB Members**		**AG/Lottery/ MSHDA/MGCB**		**CSES**		**CSSTP**		**DCH**		**DHS**
2	X	David Wilson (Telecom) **Scott Hall 12/2/15**	X	Dodge (Thomas) Howell	X	Jeff Ballard	X	Laurie Prange		Jeff Haskell	X	Matthew Miller
3	X	Dick Novello (DCO) **Dave Bengel 12/2/25**	X	Steve Wensko		Dave Al-Ashari			X	Roseann Marlatt	X	Judy Odett (**ECAB member) (12/2/15 Paula Palmatier)**
4		Glenn Gorton (MDE)		Tracy Mansberger (backup if Dodge is not on the call)					X	Fred King **(ECAB member)**	X	Jim Windsand
5	X	Fred King (DCH)										
6		Dan Conlin (FS)										
7	X	Toby Pittman/**Charity Pearsall** (delegated until further notice) (MDOT)										
8	X	Tom Nevai (MCS)										
9	X	John McQuaid/**Joe Hyrman** (delegated until further notice) (OA)										
10		Mike Ouendag (DTMB-SBO)										
11	X	Rick Hoffman (TS)										
12	X	Judy Odett (DHS) **Paula Palmatier 12/2/15**										
13		**DIFS**		**MCS**		**DCO**		**DCO**		**DOC**		**DOS**
14	X	Diane Alexander	X	Tom Nevai **(ECAB member)**	X	Bob Weldon		Amber O'Berry	X	Roxane Lyon	X	Jody Andrades
15		Michele London	X	Anthony Rodgers	X	Dave Bengel		Barb Davarn				
16						Diane Weldon		Jamie Bennett				
17					X	Gwen Bowersox	X	Jodi Surline				
18					X	Jack Grundtner		Nic Chapa				
19					X	Jim Bappert		Ryan Hambleton				
20						Matt Caterino	X	Mony Khalif				
21						Vivian Sheffield	X	Jim Guysky				
22					X	Mark Wagner						
23					X	JP Jackson						
24		**DOT**		**DNR/DEQ/MDARD**		**DLARA**		**DLARA-UIA/DCR**		**DTMB/MCSC**		**E-Michigan**
25	X	Monica Coulter		Jennifer Merricle	X	Philip Arnold		Michelle Pryor	X	Steve Ezzo	X	John Thompson
26	X	Charity Pearsall		Mike Cooley								
27			X	Todd Stevens								
28		**MEDC**		**MDE**		**OA/CSC**		**MSP/DMVA**		**MPSCS**		**TS**

Enterprise Change Advisory Board Meeting
Sponsor - Dick Novello
12/2/15

	A	B	C	D	E	F	G	H	I	J	K	L
29	X	Philip Arnold		Glenn Gorton **(ECAB member)**	X	Joe Hyrman **(listed in ECAB members for John McQuaid)**		Gordon Mayes	X	Randy Williams	X	Andrea Babbit
30				David Baker (backup when Glenn Gorton is not on)		Nick Shriber						Charmaine Lepinski
31				Steve St. Laurent (backup when Glenn Gorton is not on)	X	Kathy Reid					X	Dan Peplinski
32											X	Tony Nault
33											X	Matt O'Herron
34											X	Paul Cain
35												Patrick Caveney
36												Tom Wilson
37												Curtis Alpers
38												Chris Marroquin
39		**ECM**		**Treasury**		**Telecom**		**MiECC**			X	Terri Smith
40		Rich Demello	X	Denise Wills		David Wilson **(ECAB member)**	X	Teresa Grey				Curtis Parker
41					X	Scott Hall						

	A	B	C	D	E	F	G	H	I	J	K
1	**RFC #**	**Short Description**	**ECAB Comments**	**LCAB Approvals**	**ECAB Approved**	**Postponed Date**	**LCAB Skip Requests**	**Change Builder**	**Resp Org**	**Start Date**	**Description**
2	**84404**	Multi/Telecom Delivery Serv: Fail External Internet Firewall Cluster back to the primary unit. *Restore to Service* (IR61360)	Skipped for review.	**LCAB Approvals: (5)** DCH - 12/02/2015, E-Mich - 12/02/2015, Telecom - 12/01/2015, MPSCS - 12/02/2015, ECM - 12/02/2015				Adam Pocalujka	Telecom	12/2/2015 12:00	NTSD Telecom will fail the External Internet Firewall Cluster back to the primary unit. The cluster is currently running on the secondary unit as a result of troubleshooting performed for SNMP issues last week. NTSD Telecom will fail over the cluster back to the primary unit.
3	**84396**	Multi/Telecom Delivery Serv: *Expedited* The data network at the State Emergency Operations center (SEOC) at the General Office Building (GOB) will be coming online and will need to be connected to the production network.		**LCAB Approvals: (5)** CSES - 12/02/2015, DHS - 12/01/2015, Treasury - 12/01/2015, Telecom - 12/01/2015, DIFS - 12/01/2015	Approved			Tom Hengesbach	Telecom	12/3/2015 17:00	Multi/DTMB NTSD Telecom Delivery Serv - *Expedited* The data network at the State Emergency Operations center (SEOC) at the GOB building will be coming online and will need to be connected to the production network. The SEOC will begin using the new network in a production environment on 12-11-15 so the SEOC network will need to be connected to the production network and tested for the week prior to verify it is working correctly. There will also be configuration changes made to the production equipment to accommodate the new network. *No outage is expected as the equipment is connected to the production network*
4	**84052**	Multi/TS Storage Systems: Moving Common Internet File System (CIFS) server (HCS084CIFSPF001) from the Michigan Information Processing Center (MIPC) DOM domain to the State of Michigan (SOM) domain		**LCAB Approvals: (3)** DTMB - 12/01/2015, Treasury - 11/30/2015, TS - 12/01/2015	Approved			Mike Spagnuolo	TS	12/3/2015 18:00	The MIPCDOM domain is going away. We are in the process of moving all the NAS CIFS servers to the SOM domain

	L	M	N	O
1	**Total Risk**	**Planned Downtime**	**HelpDesk Tickets**	**Change Tickets**
2	Medium Risk	0	5805891	
3	Medium Risk	0	5811796	
4	Medium Risk	120	5798358	

	A	B	C	D	E	F	G	H	I	J	K
5	**84107**	Multi/IS NTSD Division Support: Security Scans of Payment Card Industry (PCI) related network equipment		**LCAB Approvals: (36)** AG - 11/23/2015, Budget - 11/24/2015, CSES - 11/19/2015, CSC - 11/23/2015, DCO - 11/24/2015, MDARD - 11/24/2015, DCR - 11/23/2015, MCSC - 11/24/2015, DCH - 11/23/2015, DOC - 11/23/2015, MDE - 11/24/2015, LARA-LAN - 11/24/2015, CSSTP - 11/23/2015, LARA-UIA - 11/23/2015, DHS - 11/23/2015, DMVA - 11/24/2015, DTMB - 11/24/2015, DNR - 11/24/2015, DOS - 11/24/2015, DOT - 11/23/2015, E-Mich - 11/24/2015, Lottery - 11/23/2015, Treasury - 11/23/2015, MSHDA - 11/23/2015, MSP - 11/24/2015, OA - 11/23/2015, Telecom - 11/20/2015, TS - 11/24/2015, MPSCS - 11/25/2015, MEDC - 11/24/2015, MGCB - 11/20/2015, MCS - 11/20/2015, DEQ - 11/24/2015, DIFS - 11/24/2015, ECM - 12/01/2015, MiECC - 11/23/2015	Approved			Dave Carow	Telecom	12/4/2015 2:00	Scan network devices that are related to the Payment Card Industry (PCI). This includes : CONTENT-SWITCHES, FIREWALLS, ROUTERS, SWITCHES, TACACS-APPLIANCES and MANAGEMENT SERVERS

	L	M	N	O
	Medium Risk	0		540587
5				

	A	B	C	D	E	F	G	H	I	J	K
6	**84147**	DHS/AS DHS BO Admin: Business Objects servers moving to Next Generation Digital Infrastructure (NGDI) and moving to new (BI4.1) Service Pack (SP) 5 version		**LCAB Approvals: (35)** AG - 11/23/2015, Budget - 11/24/2015, CSC - 11/23/2015, DCO - 11/24/2015, MDARD - 11/24/2015, DCR - 11/23/2015, MCSC - 11/24/2015, DCH - 11/24/2015, DOC - 11/23/2015, MDE - 11/24/2015, LARA-LAN - 11/24/2015, CSSTP - 11/23/2015, LARA-UIA - 11/23/2015, DHS - 12/01/2015, DMVA - 11/24/2015, DTMB - 11/24/2015, DNR - 11/24/2015, DOS - 11/24/2015, DOT - 11/23/2015, E-Mich - 11/25/2015, Lottery - 11/23/2015, Treasury - 11/23/2015, MSHDA - 11/23/2015, MSP - 11/24/2015, OA - 11/23/2015, Telecom - 11/24/2015, TS - 11/24/2015, MPSCS - 11/25/2015, MEDC - 11/24/2015, MGCB - 12/01/2015, MCS - 11/24/2015, DEQ - 11/24/2015, DIFS - 11/24/2015, ECM - 12/01/2015, MiECC - 11/30/2015	Approved		**LCAB Skip Requests: (1)** CSES - 12/01/2015	Jim Windsand	DTMB-AS-DHS	12/4/2015 12:00	Business Objects servers moving to NGDI and moving to new BI4.1 SP5 version. Migration of reports, universes and dashboard will start. The crystal reports environment from legacy DHS and current SACWIS will merge to one system.

	L	M	N	O
6	Medium Risk	4320	5802302	

	A	B	C	D	E	F	G	H	I	J	K
7	**84156**	Multi/NTSD Telephony - Avaya: Turn off the 'Smart Building' feature within Avaya phone system.	Skipped for review.	**LCAB Approvals: (35)** AG - 11/23/2015, Budget - 11/24/2015, CSES - 11/23/2015, CSC - 11/23/2015, DCO - 11/24/2015, MDARD - 11/24/2015, DCR - 11/23/2015, MCSC - 11/24/2015, DCH - 11/23/2015, DOC - 11/23/2015, MDE - 11/24/2015, LARA-LAN - 11/24/2015, CSSTP - 11/23/2015, LARA-UIA - 11/23/2015, DHS - 11/24/2015, DMVA - 11/24/2015, DTMB - 11/24/2015, DNR - 11/24/2015, DOS - 11/24/2015, DOT - 11/23/2015, E-Mich - 11/24/2015, Lottery - 11/23/2015, MSHDA - 11/23/2015, MSP - 11/24/2015, OA - 11/23/2015, Telecom - 11/20/2015, TS - 11/24/2015, MPSCS - 11/24/2015, MEDC - 11/24/2015, MGCB - 12/01/2015, MCS - 11/23/2015, DEQ - 11/24/2015, DIFS - 11/24/2015, ECM - 12/01/2015, MiECC - 11/30/2015			**LCAB Skip Requests: (1)** Treasury - 11/24/2015	Steve Remchuk	Telecom	12/4/2015 16:30	State of MI is implementing E911 to provide exact location info to 911 call centers. The 'Smart Building' feature on Avaya phone systems do not update exact location for phone moves that utilize this feature code. This feature is being discontinued so that SoM remains in compliance with E911 guidelines.
8	**84220**	Multi/AS Enterprise Contact Team: Production deployment Cutover of Office of Retirement Services (ORS) Genesys Environment on Windows 2008 servers.		**LCAB Approvals: (4)** DTMB - 11/24/2015, DOS - 12/01/2015, Treasury - 11/30/2015, MiECC - 11/23/2015	Approved			Adam Yusko	DTMB-AS-MiECC	12/4/2015 17:30	This RFC is to deploy in production the ORS Genesys environment built on new Windows 2008 servers. Below are the high level activities. 1. Connect current line side Telephony T1's to the new IVR servers. 2. Update VHT configuration 3. Cutover of Genesys CCPulse/VAR reporting applications to current reporting databases. 4. Update NICE configuration to connect to new T-Server IP address. This will require NICE service retstart. 4. MiECC to perform the complete system validation. 5. ORS to perform UAT on 11/14/2015. 6. If no issues reported the system will be live for the external customer.

	L	M	N	O
7	Medium Risk	0	5802254	
8	Medium Risk	0	5777706	

	A	B	C	D	E	F	G	H	I	J	K
9	**84190**	Multi/OA Admin Apps ITSM: Perform maintenance tasks against Remedy servers (HCS084ITSMPA001 / 2 / 3 / 4 / 5, HCS084ITSMPD001 / 2, HCS084ITSMPW001 / 2 / 3 / 4)		**LCAB Approvals: (32)** AG - 11/23/2015, Budget - 11/24/2015, CSES - 11/23/2015, CSC - 11/23/2015, DCO - 11/24/2015, MDARD - 11/24/2015, DCR - 11/30/2015, MCSC - 11/24/2015, DCH - 11/24/2015, DOC - 11/23/2015, MDE - 11/24/2015, LARA-LAN - 11/24/2015, CSSTP - 11/24/2015, LARA-UIA - 11/30/2015, DHS - 11/23/2015, DMVA - 11/24/2015, DTMB - 11/24/2015, DNR - 11/24/2015, DOS - 11/24/2015, DOT - 11/23/2015, E-Mich - 11/24/2015, Lottery - 11/23/2015, Treasury - 11/23/2015, MSHDA - 11/23/2015, MSP - 11/24/2015, OA - 11/23/2015, Telecom - 11/24/2015, TS - 11/24/2015, MGCB - 12/01/2015, MCS - 11/24/2015, DEQ - 11/24/2015, DIFS - 11/24/2015	Approved			Kathryn Reid	OA	12/6/2015 8:00	Perform application and database maintenance tasks against Remedy servers HCS084ITSMPA001, HCS084ITSMPA002,HCS084ITSMPA003, HCS084ITSMPA004, HCS084ITSMPA005, HCS084ITSMPD001, HCS084ITSMPD002, HCS084ITSMPW001, HCS084ITSMPW002, HCS084ITSMPW003, HCS084ITSMPW004 during the regular maintenance window: Tasks will include: - Database Maintenance - SRM Customizations. The SRM is our Service Request Management System. It is the Remedy Page that most people will see when they access Remedy. The customization is to our Service Request Definitions, these are updated as requested by our customer. - Normal Maintenance. Our normal maintenance consists of clearing the cache on the Remedy Servers and restarting them so that the cache doesnâ€™t fill up and causes issues with Remedy.
10	**84053**	Multi/ OA Design Section: Reconfiguring Guest File Cluster.		**LCAB Approvals: (14)** AG - 11/23/2015, CSES - 11/24/2015, MDARD - 11/24/2015, DCH - 11/24/2015, LARA-LAN - 11/24/2015, CSSTP - 11/24/2015, DHS - 11/24/2015, DTMB - 11/24/2015, DNR - 11/24/2015, DOS - 11/24/2015, Treasury - 11/30/2015, MSHDA - 11/23/2015, OA - 11/30/2015, DEQ - 11/24/2015	Approved			Jason Peymbroeck	OA	12/6/2015 8:00	Evicting Guest Cluster Node HCV084WNASPF506 from the (6) node cluster and adding it to make a (2) node cluster. This will improve disk performance and avoid the 255 LUN limitation.

	L	M	N	O
9	Medium Risk	240	5804054	
10	Medium Risk	120	5798019	

	A	B	C	D	E	F	G	H	I	J	K
11	**82952**	Multi/TS Server Team 2: Apply Microsoft patches to production and disaster recovery Orion servers		**LCAB Approvals: (31)** AG - 11/23/2015, Budget - 11/24/2015, CSES - 11/23/2015, MDARD - 11/24/2015, DCR - 11/23/2015, MCSC - 11/24/2015, DCH - 11/24/2015, DOC - 11/23/2015, MDE - 11/24/2015, LARA-LAN - 11/24/2015, CSSTP - 11/23/2015, LARA-UIA - 11/23/2015, DHS - 11/23/2015, DMVA - 11/24/2015, DTMB - 11/24/2015, DNR - 11/24/2015, DOS - 11/24/2015, DOT - 11/23/2015, E-Mich - 11/24/2015, Lottery - 11/23/2015, Treasury - 11/23/2015, MSHDA - 11/23/2015, MSP - 11/24/2015, Telecom - 11/24/2015, TS - 11/24/2015, MEDC - 11/24/2015, MGCB - 12/01/2015, DEQ - 11/24/2015, DIFS - 11/24/2015, ECM - 12/01/2015, MiECC - 11/30/2015	Approved			Nicholas Seibold	TS	12/6/2015 8:00	Telecom/ALL AS/ST2: Apply Microsoft patches to Prod/DR Orion servers
12	**82968**	Multi/TS Server Team 2: Apply Microsoft patches to production and disaster recovery servers		**LCAB Approvals: (4)** DCO - 11/24/2015, Telecom - 11/24/2015, TS - 12/01/2015, MCS - 11/23/2015	Approved			Nicholas Seibold	TS	12/6/2015 8:00	Telecom/Telecom/MCS/DCO/ST2: Apply Microsoft patches to Prod/DR servers
13	**83034**	Telecom&AS-MiECC/TS Server Team 2: Apply Microsoft patches to production and disaster recovery servers		**LCAB Approvals: (3)** Telecom - 11/24/2015, TS - 11/24/2015, MiECC - 11/30/2015	Approved			Nicholas Seibold	TS	12/6/2015 8:00	Apply Microsoft patches to Prod/DR servers
14	**83087**	DCO/DCO Unisys MCP Support: Operating system (MCP) upgrade (from 55.1 to 57.1) of the Unisys Libra Production Disaster Recovery Partition		**LCAB Approvals: (5)** DCO - 11/17/2015, DCH - 12/01/2015, LARA-LAN - 12/01/2015, DTMB - 12/01/2015, DOS - 12/01/2015	Approved			Richard Miller	DCO	12/6/2015 9:00	The Unisys MCP Support Group will be performing an MCP upgrade on the Unisys Libra DCO Production Mainframe Disaster Recovery Environment on Tuesday November 3rd, 2015 from 0900 to 1200 hours. This upgrade is to bring the Unisys DR environment into sync with the Production & Developement Unisys systems. This is only an internal upgrade of the DR environment and the Production system itself will NOT be affected. No user participation will be required, and there will be no networking connectivity during this test to ensure that we do not inadvertently affect production processes. Will be performing Qualys PCI scanning on servers.

	L	M	N	O
11	Medium Risk	60	5763572	
12	Medium Risk	60	5763572	
13	Medium Risk	60	5763572	
14	Medium Risk	0	5602741	

	A	B	C	D	E	F	G	H	I	J	K
15	**82373**	Multi/Telecom Delivery Serv: Telecom will upgrade Lake Superior Hosting Center (LSHC) F5 cluster to Operating System (11.5.3 HF2) *Date changed on 11/6 from 1/10*		**LCAB Approvals: (35)** AG - 11/09/2015, Budget - 11/25/2015, CSES - 11/10/2015, CSC - 11/09/2015, DCO - 11/10/2015, MDARD - 11/10/2015, DCR - 11/23/2015, MCSC - 11/25/2015, DCH - 11/09/2015, DOC - 11/09/2015, MDE - 11/17/2015, LARA-LAN - 11/10/2015, CSSTP - 11/10/2015, LARA-UIA - 11/23/2015, DHS - 12/01/2015, DMVA - 11/17/2015, DTMB - 11/25/2015, DNR - 11/10/2015, DOS - 11/17/2015, DOT - 11/09/2015, E-Mich - 11/10/2015, Lottery - 11/09/2015, Treasury - 11/09/2015, MSHDA - 11/09/2015, MSP - 11/17/2015, OA - 11/09/2015, Telecom - 11/12/2015, TS - 11/10/2015, MEDC - 11/10/2015, MGCB - 11/10/2015, MCS - 11/06/2015, DEQ - 11/10/2015, DIFS - 11/10/2015, ECM - 11/17/2015, MiECC - 11/09/2015	Approved			Venkat Putluri	Telecom	12/6/2015 10:00	Telecom will upgrade LSHC F5 cluster to OS 11.5.3 HF2 as suggested by F5 in view of the recent outage. SSLV3 will be disabled on the F5's after this upgrade. Recent external audits have revealed that many of the F5 devices and corresponding software currently deployed in the SoM network are not compliant with current regulatory standards. The lack of compliance exposes our network to unnecessary vulnerabilities. Additionally, SOM load-balancers are not passing audit scans with the current SW & HW. Finally, the outdated software and hardware prevents the network from utilizing many of the features and functions available in todayâ€™s technology which could result in longer and more frequent system outages. The implementation of state of the art upgrades will make for a more robust, secure and available network for the state of Michigan user community.
16	**84317**	Multi/NTSD Orion: *FOR NOTIFICATION ONLY* Comcast Enterprise Services Planned Maintenance Notification		**LCAB Approvals: (15)** CSES - 12/01/2015, MDARD - 12/01/2015, DCH - 11/30/2015, DOC - 11/30/2015, MDE - 12/01/2015, LARA-LAN - 12/01/2015, DHS - 11/30/2015, DMVA - 12/01/2015, DNR - 12/01/2015, DOS - 12/01/2015, DOT - 11/30/2015, Treasury - 11/30/2015, MSP - 12/01/2015, Telecom - 12/01/2015, DEQ - 12/01/2015	Approved			Glen Stonehouse	Telecom	12/7/2015 4:00	COMCAST will be performing preventative maintenance Monday December 7, 2015. Service Type Location EVC ID UNI ID Exchange Circuit EDIA 7150 HARRIS DR,,DIMONDALE,MI 48821 21.VLXP.000090. CBCL. 21.KFGS.000042..CBCL. 10101/GIGE /DELHMIEA01W/ LNNGMIEV00W

	L	M	N	O
15	Medium Risk	0	5744809	
16	Medium Risk	0	5809607	

	A	B	C	D	E	F	G	H	I	J	K
17	**84234**	CSES&DOC/Telecom Delivery Serv: AT&T/NTS Wide Area Network (WAN)services will move Frame Relay ALGER COUNTY(DOC/LGN 101 COURT ST. MUNISING) from Frame Relay Digital Signal 1 (DS1) to AT&T Virtual Private Network (AVPN)DS1. Date/Time coordinated with site.		**LCAB Approvals: (3)** CSES - 11/24/2015, DOC - 11/30/2015, Telecom - 11/24/2015	Approved			Jim Bowen	Telecom	12/7/2015 8:00	NTSD WAN Services will install a new DS1 AVPN circuit parallel to existing circuit and will coordinate cutover with site.
18	**83745**	Multi/AS LARA Admin HearingsTech Support: Configure Database Mail on the RighFax database servers (hcs391erfxpd901 and hcs391erfxpd902) *Date/Time Changed on 12/1/15 from 11/23/15*		**LCAB Approvals: (8)** MDARD - 12/01/2015, MCSC - 12/02/2015, LARA-LAN - 12/01/2015, DHS - 12/01/2015, DTMB - 12/02/2015, DNR - 12/01/2015, DEQ - 12/01/2015, ECM - 12/01/2015	Approved			John Warren	DTMB-AS-LARA-Lan	12/8/2015 8:00	Need to configure Database Mail on the RighFax database servers hcs391erfxpd901 and hcs391erfxpd902. This is so we can set up email alerts when a problem occurs on the database such as a backup failure; task will require admin access to the non system drives for configuration.
19	**83295**	Lottery&MGCB/Telecom Delivery Serv: Install new firewall for Michigan Gaming Control Board (MGCB) at site listed (101 E Hillsdale St) *Date/Time Change on 11/18 from 11/22*		**LCAB Approvals: (3)** Lottery - 11/30/2015, Telecom - 12/01/2015, MGCB - 12/01/2015	Approved			Chandra Nenavath	Telecom	12/8/2015 17:00	Install new firewall for Michigan Gaming Control Board (MGCB) at site listed (101 E Hillsdale St, Lansing, MI 48933). Changes include physically installing the firewall, establishing communications with the management station and confirming connectivity with Internal Networks, which includes Routing Changes on DSRLottery Switch.

	L	M	N	O
17	Medium Risk	20	5802130	
18	Medium Risk	0	5798831	
19	Medium Risk	5	5708400	

	A	B	C	D	E	F	G	H	I	J	K
20	**83672**	DTMB/AS DMB CS Support: Service Management and Monitoring System (SMMS) server admin rights access to upload the monthly release code to the Production server. *Start date changed on 11/24 from 11/19*		**LCAB Approvals: (34)** AG - 11/18/2015, Budget - 11/24/2015, CSES - 11/18/2015, CSC - 11/23/2015, DCO - 11/24/2015, MDARD - 11/24/2015, DCR - 11/23/2015, MCSC - 11/24/2015, DCH - 11/24/2015, DOC - 11/23/2015, MDE - 11/24/2015, LARA-LAN - 11/24/2015, CSSTP - 11/23/2015, LARA-UIA - 11/23/2015, DHS - 11/23/2015, DMVA - 11/24/2015, DTMB - 11/18/2015, DNR - 11/24/2015, DOS - 11/24/2015, DOT - 11/23/2015, E-Mich - 11/18/2015, Lottery - 11/18/2015, Treasury - 11/23/2015, MSHDA - 11/18/2015, MSP - 11/24/2015, OA - 11/23/2015, Telecom - 11/24/2015, TS - 11/24/2015, MPSCS - 11/25/2015, MGCB - 11/20/2015, DEQ - 11/24/2015, DIFS - 11/24/2015, ECM - 12/01/2015, MiECC - 11/30/2015	Approved			Jacqueline Finley	DTMB-AS-DTMB	12/8/2015 17:00	Service Management and Monitoring System (SMMS) server access to upload the monthly release code to SMMS production server(s) for the monthly release. Service Management and Monitoring System (SMMS) will be modified to include the following changes as part of the regular monthly release for 11/19/2015. Changes include, 1) Custom LCAB Report - Add ability to filter/search on Unapproved RFCs by LCAB, 2) RFC Submitted By modifications, 3) Auto-populate date/time in Drafted By, 4) Approved RFC Audit Report issues 5) Add "Save and Return" button to Signature section right above the LCAB signature section, and 6) Problem page and Closed tab not displaying Closed days correctly 7) the updates made for the MDB database was used for the Manage/Unmanage Servers function in SMMS.
21	**84373**	DOS&MSP/NTSD Orion: *FOR NOTIFICATION ONLY* Comlink Service Affecting Maintenance Notification 12/09/2015		**LCAB Approvals: (3)** DOS - 12/01/2015, MSP - 12/01/2015, Telecom - 12/01/2015	Approved			Glen Stonehouse	Telecom	12/9/2015 0:00	Comlink will be rolling fiber jumpers in Kalamazoo, MI and Three Rivers, MI. 10 minute outage sometime in the maintenance window, they are working on multiple fiber jumpers at multiple sites. Circuit Affected: IC/ETTC/ 001626/ 000/CLK/000, IC/ETTC/ 001801/ 000/CLK/000, IC/ETTC/ 001830/000/ CLK/000, IC/ETTC/ 001854/000/ CLK/000, IC/ETTC/ 001668/000/ CLK/000

	L	M	N	O
20	Medium Risk	60	5786657	
21	Medium Risk	10	5811159	

	A	B	C	D	E	F	G	H	I	J	K
22	**84241**	Multi/OA Design Section: Extend schema in Michigan State Police Active Directory (MSPAD) for Local Administrator Password Solution (LAPS)		**LCAB Approvals: (2)** MSP - 12/01/2015, OA - 11/30/2015	Approved			Geoffrey Rook	OA	12/9/2015 17:00	LAPS (Local Administrator Password Solution) has been successfully implemented in SOM and now we plan to implement it in MSP as well. LAPS improves security by randomly assigning unique, complex passwords to every computer and changes them every 30 days. The password and expiration date of the password are stored in Active Directory and can be easily retrieved by staff who have been selected to have the proper permissions. LAPS also provides a simple GUI to make it easier to retrieve the current local Administrator password for any specific computer. This first phase includes extending the schema to include the 2 new fields in MSPAD (ms-Mcs- AdmPwd and ms-Mcs-AdmPwd ExpirationTime) and to add the GPO templates (ADMX/ ADML) and set the configuration (e.g., 14 chars, complex, change every 30 days). The last phase will copy the AdmPwd.DLL file to the computers to make LAPS active. The last phase will be under a different Remedy\RFC after a short pilot.
23	**84284**	Multi/OA Design Section: Move Flexible Single Master Operation (FSMO) roles to Active Directory (hcs084addcpi004) domain controller.	Skipped for review.	**LCAB Approvals: (35)** AG - 11/30/2015, Budget - 12/01/2015, CSES - 11/30/2015, CSC - 11/30/2015, DCO - 12/01/2015, MDARD - 12/01/2015, DCR - 11/30/2015, MCSC - 12/01/2015, DCH - 12/01/2015, DOC - 11/30/2015, MDE - 12/01/2015, LARA-LAN - 12/01/2015, CSSTP - 12/01/2015, LARA-UIA - 11/30/2015, DHS - 11/30/2015, DMVA - 12/01/2015, DTMB - 12/01/2015, DNR - 12/01/2015, DOS - 12/01/2015, DOT - 11/30/2015, E-Mich - 12/01/2015, Lottery - 11/30/2015, Treasury - 11/30/2015, MSHDA - 11/30/2015, MSP - 12/01/2015, OA - 11/30/2015, TS - 12/01/2015, MPSCS - 11/25/2015, MEDC - 12/01/2015, MGCB - 12/01/2015, MCS - 11/30/2015, DEQ - 12/01/2015, DIFS - 12/01/2015, ECM - 12/01/2015, MiECC - 11/30/2015				Jeff Stein	OA	12/9/2015 17:00	Move FSMO (Flexible Single Master Operation) roles to hcs084addcpi004 domain controller for the som.ad.state.mi.us domain. This will be done using the Active Directory Users and Computers tool.

	L	M	N	O
22	Medium Risk	0	5805865	
23	Medium Risk	0	5767047	

	A	B	C	D	E	F	G	H	I	J	K
24	**84232**	Treasury&AG/OA Delivery Services: Deploy Bankruptcy Claims Pro (BCP) (4.1.1 to APP_Bankruptcy_ Prod _Treas 48 Workstation Count)	Skipped for review.	**LCAB Approvals: (2)** Treasury - 11/30/2015, OA - 11/30/2015			**LCAB Skip Requests: (1)** AG - 11/30/2015	Wayne Foster	OA	12/10/2015 7:00	Deploy Bankruptcy Claims Pro (BCP) 4.1.1 Application is labeled as APP_Bankruptcy_ Prod_Treas in Active Directory/ SCCM Federal IRS audit has mandated these changes
25	**84255**	Multi/AS-CSSTP: For Changepoint: Update the Structured Query Language (SQL) code to fix duplicate resources when copying a request.	Skipped for review.	**LCAB Approvals: (33)** AG - 11/30/2015, Budget - 12/01/2015, CSES - 11/30/2015, CSC - 11/30/2015, MDARD - 12/01/2015, DCR - 11/30/2015, MCSC - 12/01/2015, DCH - 12/01/2015, MDE - 12/01/2015, LARA-LAN - 12/01/2015, CSSTP - 11/24/2015, LARA-UIA - 11/30/2015, DHS - 12/01/2015, DMVA - 12/01/2015, DTMB - 12/01/2015, DNR - 12/01/2015, DOS - 12/01/2015, DOT - 11/30/2015, E-Mich - 11/25/2015, Lottery - 11/30/2015, Treasury - 11/30/2015, MSHDA - 11/30/2015, MSP - 12/01/2015, OA - 11/30/2015, TS - 12/01/2015, MPSCS - 11/25/2015, MEDC - 12/01/2015, MGCB - 12/01/2015, MCS - 11/30/2015, DEQ - 12/01/2015, DIFS - 12/01/2015, ECM - 12/01/2015, MiECC - 11/30/2015			**LCAB Skip Requests: (1)** DCO - 12/01/2015	Lupe Montalvo	DTMB-AS-CSSTP	12/10/2015 10:00	SUPT-2015-000290 â€“ Update the Changepoint processing as follows: Update SQL code to eliminate the duplication of resources when copying a work request.

	L	M	N	O
24	Medium Risk	0		541301
25	Medium Risk	0	5806573	

	A	B	C	D	E	F	G	H	I	J	K
26	**84310**	Multi/AS CSS Changepoint Administration: For Changepoint: Submit a structured query language (SQL) script for Project Edit and Project View Access.	Skipped for review.	**LCAB Approvals: (31)** AG - 11/30/2015, Budget - 12/01/2015, CSES - 12/01/2015, CSC - 11/30/2015, MDARD - 12/01/2015, MCSC - 12/01/2015, DCH - 12/01/2015, DOC - 11/30/2015, MDE - 12/01/2015, LARA-LAN - 12/01/2015, CSSTP - 12/01/2015, DHS - 11/30/2015, DMVA - 12/01/2015, DTMB - 12/01/2015, DNR - 12/01/2015, DOS - 12/01/2015, DOT - 11/30/2015, E-Mich - 12/01/2015, Lottery - 11/30/2015, Treasury - 11/30/2015, MSHDA - 11/30/2015, MSP - 12/01/2015, OA - 11/30/2015, TS - 12/01/2015, MEDC - 12/01/2015, MGCB - 12/01/2015, MCS - 12/01/2015, DEQ - 12/01/2015, DIFS - 12/01/2015, ECM - 12/01/2015, MiECC - 11/30/2015			**LCAB Skip Requests: (1)** DCO - 12/01/2015	Lupe Montalvo	DTMB-AS-CSSTP	12/10/2015 10:00	SUPT-2015-000334â€“ Update Changepoint with a SQL script to add access roles to Project Edit and Project View for Procurement users.
27	**84360**	Multi/AS CSS ECM Support Team: Shut down production Enterprise FileNet (P8.4.5) for Object Store migration to new FileNet (P8.5.2) system.	Skipped for review.	**LCAB Approvals: (6)** MCSC - 12/01/2015, DCH - 12/01/2015, LARA-LAN - 12/01/2015, DOS - 12/01/2015, MSP - 12/01/2015, ECM - 12/01/2015			**LCAB Skip Requests: (1)** DHS - 12/01/2015	Susan Dudonis	DTMB-AS-ECM	12/10/2015 18:00	Shut down of production Enterprise FileNet P8.4.5 for DCH Object Store migration to new FileNet P8.5.2 system. Final copy of the DCH Object Store to the new system. The object stores need to be offline for the copy.

	L	M	N	O
26	Medium Risk	0	5809571	
27	High Risk	360	5810557	

	A	B	C	D	E	F	G	H	I	J	K
28	**83998**	Multi/AS SBO MAIN FACS: Periscope (vendor) will perform monthly maintenance on Buy4Michigan.		**LCAB Approvals: (36)** AG - 11/18/2015, Budget - 11/17/2015, CSES - 11/18/2015, CSC - 11/23/2015, DCO - 11/17/2015, MDARD - 11/17/2015, DCR - 11/23/2015, MCSC - 11/17/2015, DCH - 11/17/2015, DOC - 11/16/2015, MDE - 11/17/2015, LARA-LAN - 11/17/2015, CSSTP - 11/16/2015, LARA-UIA - 11/23/2015, DHS - 11/23/2015, DMVA - 11/17/2015, DTMB - 11/17/2015, DNR - 11/17/2015, DOS - 11/17/2015, DOT - 11/23/2015, E-Mich - 11/17/2015, Lottery - 11/18/2015, Treasury - 11/23/2015, MSHDA - 11/18/2015, MSP - 11/17/2015, OA - 11/23/2015, Telecom - 11/24/2015, TS - 11/17/2015, MPSCS - 11/17/2015, MEDC - 11/17/2015, MGCB - 11/20/2015, MCS - 11/17/2015, DEQ - 11/17/2015, DIFS - 11/24/2015, ECM - 11/17/2015, MiECC - 11/30/2015	Approved			Chuck Chism	DTMB-AS-Budget	12/11/2015 17:00	Periscope will perform monthly maintenance on Buy4Michigan. Starts: Friday at 5:00:00 PM Ends: Monday 1:00:00 AM
29	**84278**	Multi/AS MDOT DB Oracle Admin: Apply 4th Quarter Security Patches for Oracle to Department of Transportation (DOT) servers (MDOT1, MDOT2, MDOT3, and MDOT9)		**LCAB Approvals: (5)** DCH - 12/01/2015, DOS - 12/01/2015, DOT - 11/30/2015, MSP - 12/01/2015, TS - 12/01/2015	Approved			Julia Embury	DTMB-AS-DOT	12/12/2015 0:30	Applications impacted: Traffic Crash Mapping System, Bentley Projectwise 2004 Edition, MI Permitting And Routing System (Mipars), Financial Obligation System (MFOS), Project Accounting And Billing (PAB), Advanced Traffic Management System, TRNS*PORT - Construction Administration System, TRNS*PORT - Letting And Award System, Paternity & Casualty Recovery System (PCRS - DCH) EBUR team usually alters our weekend backup schedule - remedy ticket - Will be submitted 1 week before the patch. Wendi Scanlon contacts them - INC00000xxxxxx. Stop IIS and Sentry Service on CTRAK Production Box HCS591CTRKPA902 for Oracle patch update to Data Base and Restart the IIS and Sentry Service on CTRAK Production Box HCS591CTRKPA902 after Oracle patch update - REQ000000716714

	L	M	N	O
28	Medium Risk	3300	5795775	
29	Medium Risk	870	5807370	

	A	B	C	D	E	F	G	H	I	J	K
30	**84357**	DCH&DHS/AS DCH Medicaid Compliance: The Medicaid Compliance Program will go-live with the Medicaid Compliance Program (MCP) Production Environment Release 8		**LCAB Approvals: (2)** DCH - 12/01/2015, DHS - 12/01/2015	Approved			Stephen Karpeles	DTMB-AS-DCH	12/12/2015 7:00	DTMB/AS DHHS Medicaid Compliance: The Medicaid Compliance Program will go-live with the Medicaid Compliance Program (MCP) Production Environment Release 8 The R8 December release will involve the following systems: Bridges Champs Hub Maximus MAGI
31	**84299**	Multi/TS Server Team 6: Patch Department of Licensing and Regulatory Affairs (LARA) Production Exalogic Server Environment		**LCAB Approvals: (5)** MDARD - 12/01/2015, LARA-LAN - 12/01/2015, LARA-UIA - 11/30/2015, Treasury - 11/30/2015, TS - 12/01/2015	Approved			Darlene Norton	TS	12/12/2015 20:00	Install October PSU on the switches and storage nodes on LARA Exalogic server environment. HCS641LWLSPA301, HCS641LWLSPA302, HCS641LWLSPA303, HCS641LWLSPA304 reside on the compute nodes.
32	**84322**	DCH/TS Server Team 1: requesting to install windows updates on RightFax servers (HCS391ERFXPD902 and HCT391ERFXPA902)	Skipped for review.	**LCAB Approvals: (8)** Budget - 12/01/2015, MDARD - 12/01/2015, DCH - 12/01/2015, DTMB - 12/01/2015, DNR - 12/01/2015, TS - 12/01/2015, DEQ - 12/01/2015, ECM - 12/01/2015				Joseph Bloomfield	TS	12/13/2015 7:30	Windows updates need to be installed as part of regular maintenance. Patches will be brought down via BladeLogic and the servers will be rebooted for the patches to be applied. A second round of updates will be run to confirm all updates are installed.
33	**84300**	Multi/TS Server Team 6: Patch Department of Licensing and Regulatory Affairs (LARA) Production Exalogic Server Environment		**LCAB Approvals: (7)** MDARD - 12/01/2015, LARA-LAN - 12/01/2015, LARA-UIA - 11/30/2015, DNR - 12/01/2015, Treasury - 11/30/2015, TS - 12/01/2015, DEQ - 12/01/2015	Approved			Darlene Norton	TS	12/13/2015 8:00	Install October PSU on the compute nodes on LARA Exalogic server environment. HCS641LWLSPA301, HCS641LWLSPA302, HCS641LWLSPA303, HCS641LWLSPA304 reside on the compute nodes.

	L	M	N	O
30	Medium Risk	630	5810274	
31	Medium Risk	240	5808345	
32	Medium Risk	0	5810441	
33	Medium Risk	0	5808346	

	A	B	C	D	E	F	G	H	I	J	K
34	**84325**	Multi/DCO Facility: Maintenance contractor, Michigan CAT, will be onsite at Secretary of State (SOS) to perform required replacement of generator batteries and belts.	Skipped for review.	**LCAB Approvals: (29)** AG - 11/30/2015, Budget - 12/01/2015, CSES - 12/01/2015, DCO - 12/01/2015, MDARD - 12/01/2015, MCSC - 12/01/2015, DCH - 12/01/2015, DOC - 11/30/2015, MDE - 12/01/2015, LARA-LAN - 12/01/2015, CSSTP - 12/01/2015, DHS - 11/30/2015, DMVA - 12/01/2015, DTMB - 12/01/2015, DNR - 12/01/2015, DOS - 12/01/2015, DOT - 11/30/2015, E-Mich - 12/01/2015, Lottery - 11/30/2015, Treasury - 11/30/2015, MSHDA - 11/30/2015, MSP - 12/01/2015, TS - 12/01/2015, MEDC - 12/01/2015, MGCB - 12/01/2015, MCS - 12/01/2015, DEQ - 12/01/2015, DIFS - 12/01/2015, ECM - 12/01/2015				Melissa Hoodhood	DCO	12/14/2015 14:00	Michigan CAT will be onsite to replace all generator batteries and belts for SOS generators #1, 2, and 3. If there is bad weather or an anticipated outage, the work will be rescheduled.
35	**84364**	Multi/TS Storage Systems: Moving Common Internet File System (CIFS) server (DCOTNASPD2) from the Michigan Information Processing Center (MIPC) domain to the State of Michigan (SOM) domain	Skipped for review.	**LCAB Approvals: (3)** DHS - 12/01/2015, TS - 12/01/2015, DEQ - 12/01/2015				Andrea Babbitt	TS	12/14/2015 18:00	The MIPCDOM domain is going away. We are in the process of moving all the NAS CIFS servers to the SOM domain. This RFC is to move the DCOTNASPD2 CIFS server to the SOM domain.

	L	M	N	O
34	Medium Risk	0		541894
35	High Risk	240	5810750	

	A	B	C	D	E	F	G	H	I	J	K
36	**84326**	Multi/DCO Facility: Maintenance contractor, Michigan CAT, will be onsite at Secretary of State (SOS) to perform required replacement of generator batteries and belts.	Skipped for review.	**LCAB Approvals: (29)** AG - 11/30/2015, Budget - 12/01/2015, CSES - 12/01/2015, DCO - 12/01/2015, MDARD - 12/01/2015, MCSC - 12/01/2015, DCH - 12/01/2015, DOC - 11/30/2015, MDE - 12/01/2015, LARA-LAN - 12/01/2015, CSSTP - 12/01/2015, DHS - 11/30/2015, DMVA - 12/01/2015, DTMB - 12/01/2015, DNR - 12/01/2015, DOS - 12/01/2015, DOT - 11/30/2015, E-Mich - 12/01/2015, Lottery - 11/30/2015, Treasury - 11/30/2015, MSHDA - 11/30/2015, MSP - 12/01/2015, TS - 12/01/2015, MEDC - 12/01/2015, MGCB - 12/01/2015, MCS - 12/01/2015, DEQ - 12/01/2015, DIFS - 12/01/2015, ECM - 12/01/2015				Melissa Hoodhood	DCO	12/15/2015 14:00	Michigan CAT will be onsite to replace all generator batteries and belts for SOS generators #4, 5, and 6. If there is bad weather or an anticipated outage, the work will be rescheduled.
37	**84327**	Multi/DCO Facility: Maintenance contractor, Michigan CAT, will be onsite at Baker Olin to perform required replacement of generator batteries and belts.	Skipped for review.	**LCAB Approvals: (29)** AG - 11/30/2015, Budget - 12/01/2015, CSES - 12/01/2015, DCO - 12/01/2015, MDARD - 12/01/2015, MCSC - 12/01/2015, DCH - 12/01/2015, DOC - 11/30/2015, MDE - 12/01/2015, LARA-LAN - 12/01/2015, CSSTP - 12/01/2015, DHS - 11/30/2015, DMVA - 12/01/2015, DTMB - 12/01/2015, DNR - 12/01/2015, DOS - 12/01/2015, DOT - 11/30/2015, E-Mich - 12/01/2015, Lottery - 11/30/2015, Treasury - 11/30/2015, MSHDA - 11/30/2015, MSP - 12/01/2015, TS - 12/01/2015, MEDC - 12/01/2015, MGCB - 12/01/2015, MCS - 12/01/2015, DEQ - 12/01/2015, DIFS - 12/01/2015, ECM - 12/01/2015				Melissa Hoodhood	DCO	12/16/2015 12:00	Michigan CAT will be onsite to replace all generator batteries and belts for Baker Olin Generator. If there is bad weather or an anticipated outage, the work will be rescheduled.

	L	M	N	O
36	Medium Risk	0		541894
37	Medium Risk	0		541894

	A	B	C	D	E	F	G	H	I	J	K
38	**84329**	Multi/DCO Facility: Maintenance contractor, Michigan CAT, will be onsite at Data Center Operations to perform required replacement of generator batteries and belts.	Skipped for review.	**LCAB Approvals: (29)** AG - 11/30/2015, Budget - 12/01/2015, CSES - 12/01/2015, DCO - 12/01/2015, MDARD - 12/01/2015, MCSC - 12/01/2015, DCH - 12/01/2015, DOC - 11/30/2015, MDE - 12/01/2015, LARA-LAN - 12/01/2015, CSSTP - 12/01/2015, DHS - 11/30/2015, DMVA - 12/01/2015, DTMB - 12/01/2015, DNR - 12/01/2015, DOS - 12/01/2015, DOT - 11/30/2015, E-Mich - 12/01/2015, Lottery - 11/30/2015, Treasury - 11/30/2015, MSHDA - 11/30/2015, MSP - 12/01/2015, TS - 12/01/2015, MEDC - 12/01/2015, MGCB - 12/01/2015, MCS - 12/01/2015, DEQ - 12/01/2015, DIFS - 12/01/2015, ECM - 12/01/2015				Melissa Hoodhood	DCO	12/16/2015 14:00	Michigan CAT will be onsite to replace all generator batteries and belts for OPS generator. If there is bad weather or an anticipated outage, the work will be rescheduled.
39	**84331**	Multi/DCO Facility: Maintenance contractor, Michigan CAT, will be onsite at General office Building (GOB) to perform required replacement of generator batteries and belts and perform repair work.	Skipped for review.	**LCAB Approvals: (29)** AG - 11/30/2015, Budget - 12/01/2015, CSES - 12/01/2015, DCO - 12/01/2015, MDARD - 12/01/2015, MCSC - 12/01/2015, DCH - 12/01/2015, DOC - 11/30/2015, MDE - 12/01/2015, LARA-LAN - 12/01/2015, CSSTP - 12/01/2015, DHS - 11/30/2015, DMVA - 12/01/2015, DTMB - 12/01/2015, DNR - 12/01/2015, DOS - 12/01/2015, DOT - 11/30/2015, E-Mich - 12/01/2015, Lottery - 11/30/2015, Treasury - 11/30/2015, MSHDA - 11/30/2015, MSP - 12/01/2015, TS - 12/01/2015, MEDC - 12/01/2015, MGCB - 12/01/2015, MCS - 12/01/2015, DEQ - 12/01/2015, DIFS - 12/01/2015, ECM - 12/01/2015				Melissa Hoodhood	DCO	12/16/2015 14:00	Michigan CAT will be onsite to replace all generator batteries and belts for GOB generator and complete a necessary repair. If there is bad weather or an anticipated outage, the work will be rescheduled.

	L	M	N	O
38	Medium Risk	0		541894
39	Medium Risk	0		542701

	A	B	C	D	E	F	G	H	I	J	K
40	**83464**	Multi/NTSD Telephony - Cisco: Genesee County at (P.O. Box 1628 125 E. Union St. Flint, MI 48501) State Office Building will transition from Call Manager version 7 to Call Manager 10. *Date changed on 11/23 from 12/17*		**LCAB Approvals: (6)** DCR - 11/30/2015, LARA-LAN - 11/24/2015, DHS - 11/24/2015, DOT - 11/30/2015, Treasury - 11/30/2015, Telecom - 11/23/2015	Approved			Stacy Kucharek	Telecom	12/18/2015 18:00	The current Call Manager system (version 7) will be no longer supported by the vendor (Cisco). The current phone data will be replicated in the new Call Manager system (version 10).
41	**84324**	Multi/TS Server Team 5: Install Microsoft security updates on Vantage servers.	Skipped for review.	**LCAB Approvals: (29)** AG - 11/30/2015, Budget - 12/01/2015, CSES - 12/01/2015, DCO - 12/01/2015, MDARD - 12/01/2015, MCSC - 12/01/2015, DCH - 12/01/2015, DOC - 11/30/2015, MDE - 12/01/2015, LARA-LAN - 12/01/2015, CSSTP - 12/01/2015, DHS - 12/01/2015, DMVA - 12/01/2015, DTMB - 12/01/2015, DNR - 12/01/2015, DOS - 12/01/2015, DOT - 11/30/2015, E-Mich - 12/01/2015, Lottery - 11/30/2015, Treasury - 11/30/2015, MSHDA - 11/30/2015, MSP - 12/01/2015, TS - 12/01/2015, MEDC - 12/01/2015, MGCB - 12/01/2015, MCS - 12/01/2015, DEQ - 12/01/2015, DIFS - 12/01/2015, ECM - 12/01/2015				Patrick Stuhler	TS	12/20/2015 6:00	Install Microsoft security updates on the Vantage servers listed. Service and Hardware outage times are accumulated totals for all servers. HCS084VNTGPA004, HCS084VNTGPW901, HCS084VNTGPW905, HCS084VNTGPW907, HCS084VNTGPW908, HCS084VNTGPW909, HCT084VNTGDW902, HCT084VNTGDA005, HCT084VNTGDW903, HCT084VNTGDW904, HCT084VNTGDW905, HCS084VNTGPD003, HCS084VNTGPD004, HCS084VNTGPW904, HCS084VNTGPA020, HCS084CPWRPD003, HCS084CPWRPD002, HCS084CPWRPA001, HCS084CPWRPW911, HCS084DYNAPA901, HCS084CPWRPW910, HCS084CPWRPA912, HCT084CPWRPA918, HCT084CPWRPA917, HCS084CPWRPA916, HCS084CPWRPA915, HCS084CPWRPD914, HCS084CPWRPA913, HCT084CPWRPA922, HCS084CPWRPA921, HCS084CPWRPD920, HCS084CPWRPA919
42	**83517**	Multi/TS Server Team 7: Filenet production maintenance Operating System (OS) patch. *Start date changed on 11/10 from 11/29*	Skipped for review.	**LCAB Approvals: (10)** MCSC - 11/17/2015, DCH - 11/17/2015, LARA-LAN - 11/17/2015, DHS - 11/24/2015, DTMB - 11/17/2015, DOS - 11/17/2015, Treasury - 11/16/2015, MSP - 11/17/2015, TS - 11/17/2015, ECM - 11/17/2015				Stuart King	TS	12/20/2015 7:30	Reboot, OS Patch, and reboot Filenet production system (Expected duration of work: 4 hours)
43	**84355**	DCH/TS Server Team 1: requesting to install windows updates on RightFax servers (HCS391ERFXPA901 and HCS391ERFXPD901)	Skipped for review.	**LCAB Approvals: (8)** Budget - 12/01/2015, MDARD - 12/01/2015, DCH - 12/01/2015, DTMB - 12/01/2015, DNR - 12/01/2015, TS - 12/01/2015, DEQ - 12/01/2015, ECM - 12/01/2015				Joseph Bloomfield	TS	12/20/2015 7:30	Windows updates need to be installed as part of regular maintenance. Patches will be brought down via BladeLogic and the servers will be rebooted for the patches to be applied. A second round of updates will be run to confirm all updates are installed.

	L	M	N	O
40	Medium Risk	240	5724983	
41	Medium Risk	30	5809822	
42	Medium Risk	90		
43	Medium Risk	0	5810458	

	A	B	C	D	E	F	G	H	I	J	K
44	**84363**	Multi/TS Server Team 7: Migrate servers (hcs472sydbpd001, hcs472sydbpd301 and hcs472sydbpd302) to new Storage Area Network (SAN) this will occur in the background with no downtime.	Skipped for review.	**LCAB Approvals: (6)** CSES - 12/01/2015, DCH - 12/01/2015, DOC - 12/01/2015, DHS - 12/01/2015, MSP - 12/01/2015, TS - 12/01/2015				Jeff O'Boyle	TS	12/20/2015 7:38	Migrate server hcs472sydbpd001, hcs472sydbpd301 and hcs472sydbpd302 to new SAN this will occur in the background with no downtime.
45	**82762**	Multi/Telecom Delivery Serv: Install new F5 Blades in existing viprion chassis at Lake Superior Hosting Center (LSHC) *Date/time changed on 11/10 from 1/24/16*		**LCAB Approvals: (36)** AG - 11/18/2015, Budget - 12/02/2015, CSES - 11/12/2015, CSC - 11/16/2015, DCO - 11/17/2015, MDARD - 12/01/2015, DCR - 11/16/2015, MCSC - 12/02/2015, DCH - 11/17/2015, DOC - 11/16/2015, MDE - 11/17/2015, LARA-LAN - 11/10/2015, CSSTP - 11/10/2015, LARA-UIA - 11/16/2015, DHS - 12/01/2015, DMVA - 11/10/2015, DTMB - 12/02/2015, DNR - 12/01/2015, DOS - 11/24/2015, DOT - 11/16/2015, E-Mich - 11/10/2015, Lottery - 11/18/2015, Treasury - 11/16/2015, MSHDA - 11/18/2015, MSP - 11/10/2015, OA - 11/16/2015, Telecom - 11/24/2015, TS - 11/17/2015, MPSCS - 11/17/2015, MEDC - 11/10/2015, MGCB - 11/10/2015, MCS - 11/12/2015, DEQ - 12/01/2015, DIFS - 11/10/2015, ECM - 11/17/2015, MiECC - 11/16/2015	Approved			Venkat Putluri	Telecom	12/20/2015 10:00	NTSD Telecom will install new F5 Blades in existing viprion chassis at LSHC. Recent external audits have revealed that many of the F5 devices and corresponding software currently deployed in the SoM network are not compliant with current regulatory standards. The lack of compliance exposes our network to unnecessary vulnerabilities. Additionally, SOM load-balancers are not passing audit scans with the current SW & HW. Finally, the outdated software and hardware prevents the network from utilizing many of the features and functions available in todayâ€™s technology which could result in longer and more frequent system outages. The implementation of state of the art upgrades will make for a more robust, secure and available network for the state of Michigan user community.

	L	M	N	O
44	High Risk	0	5810733	
45	Medium Risk	0	5731007	

	A	B	C	D	E	F	G	H	I	J	K
46	**84214**	DTMB/AS DMB CS Support: Service Management and Monitoring System (SMMS) server admin rights access to upload the monthly release code to the Production server.		**LCAB Approvals: (33)** AG - 11/23/2015, Budget - 11/24/2015, CSES - 11/23/2015, CSC - 11/30/2015, DCO - 12/01/2015, MDARD - 11/24/2015, DCR - 11/30/2015, MCSC - 11/24/2015, DCH - 11/24/2015, DOC - 11/23/2015, MDE - 11/24/2015, LARA-LAN - 11/24/2015, CSSTP - 11/24/2015, LARA-UIA - 11/30/2015, DHS - 11/23/2015, DMVA - 11/24/2015, DTMB - 11/24/2015, DNR - 11/24/2015, DOS - 11/24/2015, DOT - 11/23/2015, E-Mich - 11/24/2015, Lottery - 11/23/2015, Treasury - 11/23/2015, MSHDA - 11/23/2015, MSP - 11/24/2015, OA - 11/30/2015, Telecom - 11/24/2015, TS - 12/01/2015, MPSCS - 11/25/2015, MEDC - 11/24/2015, MGCB - 12/01/2015, MCS - 11/24/2015, DEQ - 11/24/2015	Approved			Jacqueline Finley	DTMB-AS-DTMB	1/7/2016 17:00	Service Management and Monitoring System (SMMS) server access to upload the monthly release code to SMMS production server(s) for the monthly release. Service Management and Monitoring System (SMMS) will be modified to include the following changes as part of the regular monthly release for 01/07/2016. Changes include 15-114 Change Planned Outage and Planned Hardware outage to hours and minutes 15-1110 Related incident not populating from the problem record to the Excel spreadsheet. 15-1018 Running Total Summary report not displaying correct data. 15-1012 Risk assessment randomly being removed when a user tries to close their RFC Break/Fix Emergency RFC when checked is not displaying the additional boxes.
47	**84283**	Multi/TS Server Team 7: Make updates to servers (hcs084inanpa001, hct084inanra001) in accordance with H25 Internal Revenue Service (IRS) audit requirements. Migrate servers to new Storage Area Network (SAN).	Skipped for review.	**LCAB Approvals: (4)** DCH - 12/01/2015, CSSTP - 12/01/2015, Treasury - 11/30/2015, TS - 12/01/2015			**LCAB Skip Requests: (2)** DHS - 12/01/2015, Lottery - 11/30/2015	Jeff O'Boyle	TS	1/10/2016 8:00	Make updates to server hcs084inanpa001 and hct084inanra001 in accordance with H25 IRS audit requirements. Also migrate servers to new SAN.

	L	M	N	O
46	Medium Risk	60	5805697	
47	Medium Risk	0	5809146	

	A	B	C	D	E	F	G	H	I	J	K
48	**82374**	Multi/Telecom Delivery Serv: Telecom will upgrade De-Militarized Zone (DMZ) F5 cluster to Operating System (11.5.3 HF2) *Date changed on 11/10 from 12/20*	Skipped for review.	**LCAB Approvals: (30)** AG - 11/18/2015, CSES - 11/12/2015, CSC - 11/16/2015, DCO - 11/17/2015, MDARD - 12/01/2015, DCR - 11/16/2015, DCH - 11/24/2015, DOC - 11/16/2015, LARA-LAN - 11/10/2015, CSSTP - 11/10/2015, LARA-UIA - 11/16/2015, DMVA - 11/24/2015, DNR - 12/01/2015, DOS - 12/01/2015, DOT - 11/16/2015, E-Mich - 11/10/2015, Lottery - 11/18/2015, Treasury - 11/16/2015, MSHDA - 11/18/2015, MSP - 11/24/2015, OA - 11/16/2015, Telecom - 11/24/2015, TS - 11/17/2015, MEDC - 11/10/2015, MGCB - 11/10/2015, MCS - 11/12/2015, DEQ - 12/01/2015, DIFS - 11/10/2015, ECM - 11/17/2015, MiECC - 11/16/2015			**LCAB Skip Requests: (3)** MDE - 12/01/2015, DHS - 11/24/2015, DTMB - 11/25/2015	Meher Kurivella	Telecom	1/10/2016 10:00	Telecom will upgrade DMZ F5 cluster to OS 11.5.3 HF2 as suggested by F5 in view of the recent outage. SSLV3 will be disabled on the F5's after this upgrade. Recent external audits have revealed that many of the F5 devices and corresponding software currently deployed in the SoM network are not compliant with current regulatory standards. The lack of compliance exposes our network to unnecessary vulnerabilities. Additionally, SOM load-balancers are not passing audit scans with the current SW & HW. Finally, the outdated software and hardware prevents the network from utilizing many of the features and functions available in todayâ€™s technology which could result in longer and more frequent system outages. The implementation of state of the art upgrades will make for a more robust, secure and available network for the state of Michigan user community.
49	**82025**	Multi/Telecom Delivery Serv: Network and Telecommunications Services Division (NTSD) Telecom will install new F5 Blades in existing viprion chassis in De-militarized Zone (DMZ). *Date change on 11/10 from 2/7/16*	Skipped for review.	**LCAB Approvals: (32)** AG - 11/18/2015, CSES - 11/12/2015, CSC - 11/16/2015, DCO - 11/17/2015, MDARD - 12/01/2015, DCR - 11/16/2015, DCH - 11/17/2015, DOC - 11/16/2015, MDE - 11/24/2015, LARA-LAN - 11/10/2015, CSSTP - 11/10/2015, LARA-UIA - 11/16/2015, DMVA - 11/24/2015, DNR - 12/01/2015, DOS - 12/01/2015, DOT - 11/16/2015, E-Mich - 11/10/2015, Lottery - 11/18/2015, Treasury - 11/16/2015, MSHDA - 11/18/2015, MSP - 11/24/2015, OA - 11/16/2015, Telecom - 11/24/2015, TS - 11/17/2015, MPSCS - 11/17/2015, MEDC - 11/10/2015, MGCB - 11/10/2015, MCS - 11/12/2015, DEQ - 12/01/2015, DIFS - 11/10/2015, ECM - 11/17/2015, MiECC - 11/16/2015			**LCAB Skip Requests: (2)** DHS - 11/24/2015, DTMB - 11/25/2015	Meher Kurivella	Telecom	1/24/2016 10:00	NTSD Telecom will install new F5 Blades in existing viprion chasis in DMZ. Recent external audits have revealed that many of the F5 devices and corresponding software currently deployed in the SoM network are not compliant with current regulatory standards. The lack of compliance exposes our network to unnecessary vulnerabilities. Additionally, SOM load-balancers are not passing audit scans with the current SW & HW. Finally, the outdated software and hardware prevents the network from utilizing many of the features and functions available in todayâ€™s technology which could result in longer and more frequent system outages. The implementation of state of the art upgrades will make for a more robust, secure and available network for the state of Michigan user community.
50		**Total skipped:**	**21**	**Total approved:**	**27**						

	L	M	N	O
48	Medium Risk	0	5744809	
49	Medium Risk	0	5731007	
50				

	A	B	C	D
1	**RFC #**	**Start Date**	**End Date**	**Short Description**
2	**84276**	12/2/2015 5:00	12/2/2015 7:00	DHS/Telecom Delivery Serv: DHHS St Clair office (220 Fort St, Port Huron) will be getting new switches for their site that will allow for the additional 54 drops they need to activate.
3	**84354**	12/2/2015 8:00	12/2/2015 17:00	DCO/TS Storage Systems: Power up of new ECS.
4	**84229**	12/2/2015 8:00	12/2/2015 17:00	TS/TS Storage Systems: Apply patch to Traverse Bay Hosting Center (TBHC) Isilon.
5	**84346**	12/2/2015 9:00	12/3/2015 16:00	DCH/AS-DCH: OBRA - PROD: Database setup and Data migration
6	**84099**	12/2/2015 9:00	12/2/2015 12:30	DTMB/AS-DTMB: MiResults 3.2 Planned Release for Production
7	**82896**	12/2/2015 9:00	12/2/2015 15:00	DCO/TS Server Team 5: Apply Quarterly Patches to CA Spectrum servers.
8	**84335**	12/2/2015 9:41	12/2/2015 17:00	DTMB-AS-LARA-Lan: Break-Fix - Build and deploy LTCPP TEST to PROD
9	**84221**	12/2/2015 10:00	12/2/2015 11:00	DOC/Telecom Delivery Serv: Install a 12 port SOM Network switch in Trailer 1 at MDOC JCS Cooper St. Facility.
10	**84095**	12/2/2015 10:00	12/2/2015 16:00	TS/TS Backup and Recovery: Upgrade Enterprise Backup and Recovery (EBUR) Media Server Infrastructure (from version 2.6.0.4 to 2.6.1.1).
11	**84233**	12/2/2015 10:30	12/2/2015 12:00	Treasury/Telecom Delivery Serv: AT&T/NTS WAN Services will be upgrading DALLAS TX TAX OFFICE 12200 FORD RD. SUITE 240 DALLAS from DS1 to 10Mbit AVPN. Date/Time coordinated with site. 9:30 AM CST, 10:30 AM EST
12	**84144**	12/2/2015 11:00	12/2/2015 13:00	DTMB/AS MCSC: - Planned Change - Application 4.5 framework Upgrade for production Internet Server
13	**84003**	12/2/2015 11:00	12/2/2015 17:00	DCH/AS DCH Sys Health Systems: Healthy Homes Lead Poisoning Surveillance System (HHLPSS) upgrade production to newest CDC version 5.1.0.0.
14	**84151**	12/2/2015 11:30	12/2/2015 13:00	DNR/Telecom Delivery Serv: AT&T/NTS WAN Services will be upgrading NORWAY FIELD OFFICE 520 W. US-2 HWY from DS1 to 10Mbit AVPN. Date/Time coordinated with site.
15	**84414**	12/2/2015 12:00	12/2/2015 15:00	LGNet VPN/Firewall and Vendornet/Distribution Router changes to configure access for Missaukee Co SD to MSP. (Created from Pre-approved ESOGB Template 11583)
16	**84353**	12/2/2015 12:00	12/2/2015 13:00	DCH/AS DCH Medicaid Application Services: Install Medicaid Fiscal Review (MFR) changes for week of 11/29/2015. Admin Rights REQUIRED.
17	**84209**	12/2/2015 12:17	12/2/2015 17:00	DOC&DHS/AS-DOC: Training Website's Content On Server HCS472INTRPW901 needs to be updated. (Created with Standard Change Model 41503)
18	**84405**	12/2/2015 13:00	12/2/2015 17:00	Vendornet VPN/Firewall changes to configure access for vendor IBM to DTMB. (Created from Pre-approved ESOGB Template 11587)
19	**84135**	12/2/2015 13:00	12/2/2015 16:00	MCSC/AS-MCSC: Migrate (MCSCHRMNSAT) Training application code changes to production server.

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20	**84350**	12/2/2015 13:30	12/2/2015 16:30	AS-DTMB/TS Server Team 5: Perform Disk Cleanup on ORS Test server HCT071ORSATA901
21	**84264**	12/2/2015 15:30	12/2/2015 17:00	DOT/AS-DOT:Financial Obligation System(MFOS)-Fiscal Management Information System(FMIS) bug fix-APP013291-FMIS 5 Extract update"NoGisReason"and'StrutureNumber'logic & APP13260-FMIS Extract is not generating the Recipient Define Field.DBR No is 14985
22	**84199**	12/2/2015 16:00	12/2/2015 18:00	DOT/AS DOT: AASHTOWare Construction Administration System maintenance (Install the DBE Commercially Useful Function report)
23	**84065**	12/2/2015 16:00	12/2/2015 18:00	DOT/AS-DOT: RLS012956 - PFC RAMP Q4 FY15 release fixes several issues in the PFC inactive projects report ,removes view of CTRAK data from PFC , removes Division Status Tracking - Management Report (Detail) from PFC
24	**84242**	12/2/2015 17:00	12/2/2015 19:00	MCSC/AS Enterprise Contact Team: MiECC update to MCSC Genesys IWS softphone and Advisor configuration
25	**84235**	12/2/2015 17:00	12/4/2015 17:00	MDOT/OA Delivery Services: Deploy Project Financial Closeout (PFC) System Q4 to all machines currently assigned the previous version of Project Financial Closeout System [289 workstations]
26	**84108**	12/2/2015 17:00	12/4/2015 17:00	Date Change: DCH/OA Delivery Services: Deploy Teammate 10 to 35 machines
27	**83966**	12/2/2015 17:00	12/2/2015 19:00	DCH/AS-DCH: Run script to produce the County Bill for this month.
28	**83132**	12/2/2015 17:00	12/2/2015 23:59	Multi/OA Design Section: Raise Domain Functional Level (of som.ad.state.mi.us domain) to Windows 2012 Revision 2. *Date changed on 11/12 from 12/01*
29	**84119**	12/2/2015 18:00	12/2/2015 22:00	DOS/AS CRM MDOS: Apply Operating System patches to the Michigan Department of State (MDOS) Renewal By Mail workstations.
30	**84117**	12/2/2015 18:00	12/2/2015 22:00	DOS/AS CRM MDOS: Apply Operating System patches to the Michigan Department of State (MDOS) Cashier Cage workstations
31	**84097**	12/2/2015 18:00	12/3/2015 8:00	Treasury/AS: Load IRS Business Master File (BMF)/Business Return Transaction File (BRTF) by State extract records to the Data Warehouse.
32	**83367**	12/2/2015 18:00	12/3/2015 6:00	DEQ/NTSD Telephony - Cisco: DEQ in Wexford county (120 West Chapin Street, Cadillac, MI 49601) will transition from Call Manager version 7 to Call Manager 10.
33	**83365**	12/2/2015 18:00	12/3/2015 6:00	DEQ/NTSD Telephony - Cisco: DEQ in Marquette county (1504 West Washington Street, Marquette, MI 49855) will transition from Call Manager version 7 to Call Manager 10.
34	**83791**	12/2/2015 21:00	12/3/2015 1:00	Multi/OA Design Section: Microsoft Security Patches for OA File, Print, and Infrastructure Servers -Complete List of Servers is attached to the Remedy Ticket and listed in the Device Section of the RFC
35	**84297**	12/3/2015 0:00	12/3/2015 6:00	LARA/NTSD: **FOR NOTIFICATION ONLY** Zayo Maintenance Notification

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36	**84313**	12/3/2015 3:00	12/3/2015 6:00	DOC/TS Server Team 3 Support: Install Quarterly Microsoft Patches to Department of Corrections DISASTER RECOVERY and TEST.
37	**84311**	12/3/2015 3:00	12/3/2015 6:00	DOC/TS Server Team 3: Install Quarterly Microsoft Patches to Department of Corrections DEVELOPMENT Environment Servers:
38	**83997**	12/3/2015 8:00	12/3/2015 14:02	Multi/DCO Facility: Michigan Caterpillar (Vendor) will be onsite to perform needed repair on the Data Generator at the Lake St. Clair Computer Room (LCCR) (Cadillac Place)
39	**84365**	12/3/2015 9:00	12/3/2015 14:30	DNR/AS DNR DEQ MDARD Web Support: Production redirect for the viewing guide files to the Internet Consolidated Hosting Environment.
40	**83905**	12/3/2015 9:00	12/3/2015 13:00	Multi/AS CSS Changepoint Administration: For Changepoint Create a batch job to identify task records with an empty Organizational Breakdown Structure (OBS).
41	**82659**	12/3/2015 10:00	12/3/2015 11:30	Multi/TS Storage Systems: Adding Frontend Adapter (FA) pair for several agencies on Oracle Database servers (HCS641ORCLPD001 and HCS641ORCLPD003)
42	**84330**	12/3/2015 11:00	12/3/2015 18:00	LARA-Lan/AS-LARA-Lan: ELF: Deploy JAR to AppWorx Production
43	**84016**	12/3/2015 11:30	12/3/2015 12:00	DMVA/AS DMVA/MSP Applications: Release the changes to State Tuition Assistance Program (STAP) web application Build v1.0-1 release to production.
44	**84236**	12/3/2015 13:00	12/3/2015 15:00	DOT/AS-DOT: PDRP -RLS013098 - Bug fix release includes - APP013088 - Calculation on 443 is correct electronically but not correct on printed form APP012969 - Damage Claims Cost Report Enhancement & Data Reports for Commission Audit
45	**84148**	12/3/2015 13:00	12/3/2015 15:00	CSES/AS-CSES: MiChildSupport (23.0.0) software release. *Start and end time changed on 11/24*
46	**84112**	12/3/2015 13:00	12/3/2015 15:00	DOT/AS-DOT: Dropping PIPE schema as we are decoupled from OneStop, Remove PIPE schema and user PIPE application has retired and we need to drop PIPE schema and associated objects in IHAP, CPS and MiTrip. DBR #s : 014842, 014964, 014950, 014951
47	**84204**	12/3/2015 15:00	12/3/2015 17:00	DOT/AS DOT: AASHTOWare Project Preconstruction maintenance (Remove the 'Prev Price Field' from the 'Price Project Item Overview Screen')
48	**84340**	12/3/2015 16:00	12/3/2015 18:00	DCH/AS-DCH: OBRA PROD Deployment
49	**83237**	12/3/2015 16:45	12/4/2015 20:30	DTMB/TS Server Team 5: Production cut-over for Versatile (HCS071verspa902) server-**Date Changed to better fit clients schedule**
50	**84396**	12/3/2015 17:00	12/3/2015 20:00	Multi/Telecom Delivery Serv: *Expedited* The data network at the State Emergency Operations center (SEOC) at the General Office Building (GOB) will be coming online and will need to be connected to the production network
51	**83134**	12/3/2015 17:00	12/3/2015 23:59	Multi/OA Design Section: Raise Forest Functional Level (of ad.state.mi.us forest) to Windows 2012 Revision 2. *Date changed on 11/12 from 12/2*

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52	**83027**	12/3/2015 17:30	12/4/2015 6:00	DHS/Telecom: NTSD Telephony - Cisco: DDS (Cadillac Place) in Wayne County at (3040 W. Grand Blvd, Detroit, 48202) will transition from Call Manager version 7 to Call Manager 10.
53	**83026**	12/3/2015 17:30	12/4/2015 6:00	DHS/Telecom: NTSD Telephony - Cisco: DDS in Kalamazoo County at (151 S. Rose Street, Kalamazoo, 49007) will transition from Call Manager version 7 to Call Manager 10.
54	**84013**	12/3/2015 17:30	12/3/2015 19:30	DOS/AS Enterprise Contact Team: Michigan Enterprise Contact Center (MiECC) Support Team to implement Siebel Open User Interface (UI) in production to support Internet Explorer 11 (IE11)
55	**83995**	12/3/2015 17:45	12/3/2015 23:45	Multi/AS Enterprise Contact Team: Install, configure and verify Neptune Intelligent Computer Equipment (NICE) Enterprise software with Service Pack 6 update pack to resolve integration issues
56	**84361**	12/3/2015 18:00	12/3/2015 20:00	DHS/DTMB-AS-DHS: OIGPR - QA application requires a scheduler job to be implemented to refresh data from SACWIS, then execute a procedure to update one of the QA tables.
57	**84358**	12/3/2015 18:00	12/3/2015 20:00	DHS/DTMB-AS-DHS: The database parameter recovery file destination needs to be modified from +DATA to +FLASH for databases ACGPR, EGNMSTG, EGNMPR.
58	**84052**	12/3/2015 18:00	12/3/2015 20:00	Multi/TS Storage Systems: Moving Common Internet File System (CIFS) server (HCS084CIFSPF001) from the Michigan Information Processing Center (MIPC) DOM domain to the State of Michigan (SOM) domain
59	**84305**	12/3/2015 20:00	12/4/2015 1:00	DHS/TS Server Team 1: Perform windows updates/patches on all Aware Test/Dev servers
60	**83953**	12/3/2015 20:00	12/4/2015 11:00	Multi/OA Design Section: Tracking for distribution of November Microsoft Security Updates (MS15-112 through MS15-123), revised security updates and other non-security updates to all managed SOM, MSP-AD and LG-AD workstations.
61	**84107**	12/4/2015 2:00	12/4/2015 6:00	Multi/IS NTSD Division Support: Security Scans of Payment Card Industry (PCI) related network equipment
62	**84416**	12/4/2015 7:00	12/4/2015 8:00	NTSD Network Services will configure switchports at TBHC access layer switches to be used for servers by EDW Project. (Created from Pre-approved ESOGB Template 8391)
63	**84417**	12/4/2015 8:00	12/4/2015 9:00	NTSD Network Services: Configure ports and new IP segments on LSHC routers and access layer switches for DTMB SCOM GW. (Created from Pre-approved ESOGB Template 8392)
64	**84315**	12/4/2015 8:00	12/4/2015 9:00	Multi/Telecom: AT&T managed LGNet router configuration change for Ottawa County to allow access from County Clerk users to MSP MICJIN Portal.(Created from Pre-approved ESOGB Template 9813)

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65	**84133**	12/4/2015 9:00	12/4/2015 13:00	DCO/DCO Facility: During an annual infrared scan of equipment, AC #8 indicated a warm motor starter wire. Anderson HVAC service tech will be out to replace the part to ensure proper operation of the AC unit.
66	**84147**	12/4/2015 12:00	12/7/2015 12:00	DHS/AS DHS BO Admin: Business Objects servers moving to Next Generation Digital Infrastructure (NGDI) and moving to new (BI4.1) Service Pack (SP) 5 version
67	**84130**	12/4/2015 12:00	12/4/2015 13:00	Multi/Telecom Delivery Serv: T&T managed LGNet router configuration change for Oakland County to allow access from MSP MDC's to [County CAD servers.(Created from Pre-approved ESOGB Template 9813)
68	**84200**	12/4/2015 16:00	12/5/2015 12:00	AS-DTMB/AS-DTMB: Update oracle client
69	**84159**	12/4/2015 17:00	12/5/2015 12:00	DHS/DTMB-AS-DHS: Redeploy of Policy Maintenance and Policy Manuals in SharePoint Production.
70	**84220**	12/4/2015 17:30	12/6/2015 2:35	Multi/AS Enterprise Contact Team: Production deployment Cutover of Office of Retirement Services (ORS) Genesys Environment on Windows 2008 servers.
71	**84170**	12/4/2015 18:00	12/6/2015 18:00	DHS/AS DHS CO Application Dev: Install Aware Application release (version 5.18 thru version 5.18.4) to the Aware Production enviornment.
72	**82296**	12/4/2015 18:00	12/5/2015 18:00	DCH/AS-DCH: MDHHS Data Hub Early Hearing Detection & Intervention (EHDI) HL 7
73	**84306**	12/4/2015 19:00	12/4/2015 21:00	DEQ/OA Design & Delivery. Re-organize data on \\WAR761M1OAPF001\DEQ\Warren Field Office\SHARED due to re-organization within DEQ.
74	**83792**	12/4/2015 20:00	12/4/2015 22:00	Multi/OA Design Section: Microsoft Security Patches for OA File, Print, and Infrastructure Servers -Complete List of Servers is attached to the Remedy Ticket and listed in the Device Section of the RFC
75	**83883**	12/5/2015 8:00	12/5/2015 10:00	MEDC/AS-LARA-Lan: MiTalent production release
76	**82819**	12/5/2015 8:00	12/7/2015 17:00	TS/TS Virtual CoE Support: Upgrade NGDI vCenter appliances from version 5.5 to 6.0u1
77	**83971**	12/5/2015 19:00	12/5/2015 21:00	Multi/AS CGI Servers: Upgrade Center for Shared Solutions (CSS) internal production Geographic Information System (ArcGIS) server (from ArcGIS 10.2.2 to ArcGIS 10.3).
78	**84349**	12/5/2015 20:00	12/5/2015 23:59	Treasury/AS-Treasury: SAP Filenet connector switching to HTTPS
79	**84165**	12/5/2015 20:00	12/5/2015 23:00	Treasury/TS Server Team 6: Reconfigure SAN on Production MiITAS servers in preparation for migration to new SAN Array.
80	**84001**	12/6/2015 6:00	12/6/2015 18:00	Multi/DCO Facility: RFC Cadillac Place power outage affecting Lake St. Clair Computer Room, Telecom Switch Room, and Department of Human Services (DHS) Disability Determination Services (DDS) Room
81	**84194**	12/6/2015 8:00	12/6/2015 10:00	LARA-Lan/TS Server Team 2: Move FMPS computers to correct AD OU
82	**84190**	12/6/2015 8:00	12/6/2015 12:00	Multi/OA Admin Apps ITSM: Perform maintenance tasks against Remedy servers (HCS084ITSMPA001 / 2 / 3 / 4 / 5, HCS084ITSMPD001 / 2, HCS084ITSMPW001 / 2 / 3 / 4)

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83	**84053**	12/6/2015 8:00	12/6/2015 15:00	Multi/ OA Design Section: Reconfiguring Guest File Cluster.
84	**83857**	12/6/2015 8:00	12/6/2015 13:00	Multi/AS CRM DMVA/MSP: Test Michigan State Police (MSP) Law Enforcement Information Network (LEIN) system disaster recovery.
85	**83034**	12/6/2015 8:00	12/6/2015 17:00	Telecom&AS-MiECC/TS Server Team 2: Apply Microsoft patches to production and disaster recovery servers
86	**82968**	12/6/2015 8:00	12/6/2015 17:00	Multi/TS Server Team 2: Apply Microsoft patches to production and disaster recovery servers
87	**82952**	12/6/2015 8:00	12/6/2015 17:00	Multi/TS Server Team 2: Apply Microsoft patches to production and disaster recovery Orion servers
88	**82938**	12/6/2015 8:00	12/6/2015 17:00	TS/TS Server Team 2: Apply Microsoft patches to production and disaster recovery servers
89	**82915**	12/6/2015 8:00	12/6/2015 17:00	Telecom/TS Server Team 2: Apply Microsoft patches to production and disaster recovery servers
90	**82888**	12/6/2015 8:00	12/6/2015 17:00	MCS/TS Server Team 2: Apply Microsoft patches to production and disaster recovery servers
91	**82883**	12/6/2015 8:00	12/6/2016 17:00	LARA-UIA/TS Server Team 2: Apply Microsoft patches to production and disaster recovery servers
92	**82873**	12/6/2015 8:00	12/6/2015 17:00	LARA-Lan/TS Server Team 2: Apply Microsoft patches to production and disaster recovery servers
93	**84054**	12/6/2015 8:00	12/7/2015 17:00	TS/TS Citrix CoE: Install Monthly Windows patches to Enterprise Virtualization Services (EVS) supported windows servers
94	**83087**	12/6/2015 9:00	12/6/2015 15:00	DCO/DCO Unisys MCP Support: Operating system (MCP) upgrade (from 55.1 to 57.1) of the Unisys Libra Production Disaster Recovery Partition
95	**83651**	12/6/2015 9:30	12/6/2015 10:30	Multi/DCO Facility: Reroute network connections for a LARA-LAN device at Traverse Bay Hosting Center (TBHC).
96	**82373**	12/6/2015 10:00	12/6/2015 16:00	Multi/Telecom Delivery Serv: Telecom will upgrade Lake Superior Hosting Center (LSHC) F5 cluster to Operating System (11.5.3 HF2) *Date changed on 11/6 from 1/10*
97	**84271**	12/6/2015 14:00	12/6/2015 16:00	DHS/DTMB-AS-DHS: Contract Tracking/Payment (CTP) Release 3.0.0. WR# EPIC1575.
98	**83989**	12/6/2015 17:00	12/6/2015 19:00	Treasury/AS-Treasury: System Analysis and Program Development (SAP) Restart Michigan Treasury Online (MTO)
99	**84317**	12/7/2015 4:00	12/7/2015 6:00	Multi/NTSD Orion: *FOR NOTIFICATION ONLY* Comcast Enterprise Services Planned Maintenance Notification
100	**84234**	12/7/2015 8:00	12/7/2015 9:30	CSES&DOC/Telecom Delivery Serv: AT&T/NTS Wide Area Network (WAN)services will move Frame Relay ALGER COUNTY(DOC/LGN 101 COURT ST. MUNISING) from Frame Relay Digital Signal 1 (DS1) to AT&T Virtual Private Network (AVPN)DS1. Date/Time coordinated with site.

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101	**84192**	12/7/2015 8:00	12/7/2015 16:00	Treasury&AS-Treasury/OA Delivery Services: Remove CTC Bridge from all Treasury and AS-Treasury computers. Approximately 1,850 machines.
102	**83872**	12/7/2015 8:00	12/7/2015 17:00	MSP&DOC/AS Corr Dev: Promote from QA/TEST to production changes to Law Enforcement Information Network (LEIN) service for OMNI-LEIN-Multi-Bridge performance issues.
103	**84091**	12/7/2015 10:00	12/7/2015 17:00	Treasury/AS-Treasury: Move new version of TL41 ELITE for Bureau of Local Government.
104	**83972**	12/7/2015 10:00	12/7/2015 17:00	DOT/AS-DOT: Traffic Crash Reporting System (TCRS) - Database Change Only: Creation of new BFILE directory for 2016 processing year and data purge.
105	**83738**	12/7/2015 18:00	12/7/2015 19:00	DOC&LARA-Lan/AS Corr Dev: Implement MILogin for Multifactor Authentication (MFA) integration with Agents-II website on Production Web Offender Management Network Information System (OMNI) servers. *Date changed on 11/23 from 11/30*
106	**84292**	12/8/2015 7:00	12/8/2015 9:00	CSES/AS-CSES: Update MiCSES MD JBOSS domain with patch BZ-1281964
107	**84132**	12/8/2015 7:00	12/8/2015 8:00	Telecom&MSP/DCO: Change network connections for an Michigan State Police (MSP) testing server at Lake Superior Hosting Center (LSHC).
108	**83745**	12/8/2015 8:00	12/8/2015 17:00	Multi/AS LARA Admin HearingsTech Support: Configure Database Mail on the RighFax database servers (hcs391erfxpd901 and hcs391erfxpd902) *Date/Time Changed on 12/1/15 from 11/23/15*
109	**84277**	12/8/2015 10:00	12/9/2015 17:00	MSP/OA Packaging Team: Deploy Genesee County AVL 1.0.0 to Genesee and Shiawasee MDC's (Mobile Data Computers), 67 workstations more or less
110	**84274**	12/8/2015 10:00	12/8/2015 16:00	TS/TS Backup and Recovery: Upgrade Enterprise Backup and Recovery (EBUR) Media Server Infrastructure (from version 2.6.0.4 to 2.6.1.1).
111	**83672**	12/8/2015 17:00	12/8/2015 18:30	DTMB/AS DMB CS Support: Service Management and Monitoring System (SMMS) server admin rights access to upload the monthly release code to the Production server. *Start date changed on 11/24 from 11/19*
112	**83295**	12/8/2015 17:00	12/8/2015 18:30	Lottery&MGCB/Telecom Delivery Serv: Install new firewall for Michigan Gaming Control Board (MGCB) at site listed (101 E Hillsdale St) *Date/Time Change on 11/18 from 11/22*
113	**82929**	12/8/2015 18:00	12/9/2015 6:00	DNR/NTSD Telephony - Cisco: DNR Belle Isle Park in Wayne county (2 Inselruhe Avenue Detroit MI, 48207) will transition from Call Manager version 7 to Call Manager 10.
114	**82921**	12/8/2015 18:00	12/9/2015 6:00	DNR/NTSD Telephony - Cisco: DNR in Bay City Customer Service Center in Bay county (3580 State Park Drive Bay City, MI 48706) will transition from Call Manager version 7 to Call Manager 10.

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115	**82897**	12/8/2015 18:00	12/9/2015 6:00	DNR/NTSD Telephony - Cisco: DNR in Detroit Customer Service Center in Wayne county (1801 Atwater Street Detroit, MI 48207) will transition from Call Manager version 7 to Call Manager 10
116	**84237**	12/8/2015 18:19	12/8/2015 23:00	DCH/TS Server Team 1: DCH: Server Team is requesting to install windows updates against Test - Dev servers listed in CMDB. The SCCM client which is currently disabled will be removed on servers which it is installed to meet compliance rules
117	**84373**	12/9/2015 0:00	12/9/2015 6:00	DOS&MSP/NTSD Orion: *FOR NOTIFICATION ONLY* Comlink Service Affecting Maintenance Notification 12/09/2015
118	**83956**	12/9/2015 6:30	12/9/2015 20:00	AS-DTMB/AS CRM DMB/Civil Service: Provide Admin Rights to Midstate Vendor, James Kooistra, to do maintenance of the application on the camera servers every other week, when he is onsite
119	**84196**	12/9/2015 9:00	12/16/2015 17:00	DCO/AS DMB CS Support: Service Management and Monitoring System (SMMS) server admin rights to upload the monthly release code to the testing server for testing purposes.
120	**84268**	12/9/2015 12:00	12/9/2015 13:00	DHS/DTMB-AS-DHS: Change passwords for Bridges UAT FTP account. ER 449785.
121	**83915**	12/9/2015 12:00	12/9/2015 13:00	DOT/Telecom Delivery Serv: Telecom will upgrade data Local Area Network (LAN) switches at DOT Engadine Maintenance Garage (N7045 M-117, Engadine, MI) 49827 to new Managed LAN equipment
122	**84241**	12/9/2015 17:00	12/9/2015 18:00	Multi/OA Design Section: Extend schema in Michigan State Police Active Directory (MSPAD) for Local Administrator Password Solution (LAPS)
123	**83081**	12/9/2015 17:00	12/11/2015 17:00	DCH/OA Delivery Services: Deploy Office 2013 to all DCH workstations specified in the associated Remedy task. [approx. 160 workstations].
124	**83774**	12/9/2015 17:30	12/10/2015 6:00	Treasury&DHS/NTSD Telephony - Cisco: DHHS and Treasury in Delta County State Office Building (at 305 Ludington Street Escanaba, MI 49829) will transition from Call Manager version 7 to Call Manager 10 *Date changed on 11/20 from 11/18*
125	**84225**	12/9/2015 18:00	12/10/2015 23:30	DCO/DCO Facility: Maintenance contractor Michigan CAT will perform Annual Telecom Generator Maintenance at the Mason telcom room. (Created from Standard Change Model 59743)
126	**84040**	12/9/2015 18:30	12/10/2015 7:00	DHS/NTSD Telephony - Cisco: DHHS in Dickinson County at (1401 Carpenter Ave Ste A Iron Mountain, MI 49801) will transition from Call Manager version 7 to Call Manager 10.
127	**83523**	12/9/2015 18:30	12/10/2015 7:00	DHS/NTSD Telephony - Cisco: DHHS in Menominee County at (2612 10th St. Menominee, MI 49858) will transition from Call Manager version 7 to Call Manager 10.

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128	**84223**	12/10/2015 7:00	12/10/2015 18:00	DHS/AS DHS CO Application Dev: Install Aware Application release V5.18 thru V5.18.4 to the Aware Reporting enviornment.
129	**84420**	12/10/2015 12:00	12/10/2015 13:00	AT&T managed LGNet router configuration change for Lapeer County to move access for FOC/PA & Court users from CBDS router at 255 Clay st. to AVPN router at 2332 W. Genesse, Lapeer Mi.(Created from Pre-approved ESOGB Template 9813)
130	**84228**	12/10/2015 18:00	12/10/2015 23:30	Multi/DCO Facility: Maintenance contractor Michigan CAT onsite at Traverse Bay Hosting Center to perform annual preventative generator maintenance (Created from Standard Change Model 58864)
131	**84263**	12/11/2015 8:00	12/14/2015 17:00	Treas/AS Treas: Make changes for end of year 2015 tax processing
132	**83726**	12/11/2015 10:00	12/11/2015 15:00	DOC/Telecom Delivery Serv: Upgrade data local area network (LAN) network euipment at DOC Pontiac (Probation & DOC @ Courthouse) - 1200 N Telegraph Rd, Pontiac to new Managed LAN equipment and also cut over the WAN connection to DOC Oakland AVPN Circuit
133	**83998**	12/11/2015 17:00	12/14/2015 1:00	Multi/AS SBO MAIN FACS: Periscope (vendor) will perform monthly maintenance on Buy4Michigan.
134	**84366**	12/11/2015 18:00	12/11/2015 23:59	DHS/AS DHS BSIA Technical: Deploy release 15.12.01b of the Bridges Scanning and Index application to the PRD server environment.
135	**84278**	12/12/2015 0:30	12/12/2015 15:00	Multi/AS MDOT DB Oracle Admin: Apply 4th Quarter Security Patches for Oracle to Department of Transportation (DOT) servers (MDOT1, MDOT2, MDOT3, and MDOT9)
136	**84018**	12/12/2015 6:00	12/12/2015 13:00	AS-DTMB/AS-DTMB: structured query language (SQL) server database patching
137	**83828**	12/12/2015 6:00	12/12/2015 18:00	DTMB/TS Server Team 7: Commit installed packages and patches on Michigan Administrative Information Network (MAIN) Unix servers (HRMNSRV, MIDBSRV)
138	**83817**	12/12/2015 6:00	12/12/2015 18:00	AS-Budget/TS Server Team 7: Michigan Administrative Information Network (MAIN) Unix bi-annual patching
139	**84357**	12/12/2015 7:00	12/12/2015 17:30	DCH&DHS/AS DCH Medicaid Compliance: The Medicaid Compliance Program will go-live with the Medicaid Compliance Program (MCP) Production Environment Release 8
140	**83827**	12/12/2015 18:00	12/12/2015 18:00	AS-Budget/TS Server Team 7: Recompile Michigan Administrative Information Network (MAIN) cluster American Standards Code for Information Interchange (ASCII) files and recompile cluster packages
141	**84299**	12/12/2015 20:00	12/12/2015 23:59	Multi/TS Server Team 6: Patch Department of Licensing and Regulatory Affairs (LARA) Production Exalogic Server Environment
142	**83183**	12/13/2015 0:00	12/13/2015 6:00	DOC/IS NTSD Orion: *FOR NOTIFICATION ONLY* Great Lakes Comnet (GLC) MediSphere Service Affecting Maintenance

	A	B	C	D
143	**84279**	12/13/2015 6:00	12/13/2015 15:00	MSP/TS Server Team 6: Patch servers up to date. hct551appsqa003 and hct551appsqa004
144	**83235**	12/13/2015 6:00	12/13/2015 12:00	MSP/TS Server Team 3: Nov 22 Patches *Date changed on 11/19 from 11/22*
145	**84269**	12/13/2015 7:30	12/13/2015 12:30	DHS/DTMB-AS-DHS: Change passwords for Bridges, MiBridges, SACWIS, and MCP database accounts, and Bridges SAVE and FileNet accounts, and SACWIS FileNet account for the lower environments. ER 449787
146	**84300**	12/13/2015 8:00	12/13/2015 17:00	Multi/TS Server Team 6: Patch Department of Licensing and Regulatory Affairs (LARA) Production Exalogic Server Environment
147	**84252**	12/13/2015 9:30	12/13/2015 19:30	Treasury/AS-Treasury: System Analysis and Program Development (SAP) Take Production systems EP1, BP1, XP1, SP2, PP1, and PP3 offline
148	**83990**	12/13/2015 17:00	12/13/2015 19:00	Treasury/AS-Treasury: System Analysis and Program Development (SAP) Restart Michigan Treasury Online (MTO)
149	**84272**	12/14/2015 8:00	12/14/2015 17:00	Treas/AS Treas: Make changes to TM01/211 GARNISHMENT & LEVY for year end processing. Change to year end 2015 file format
150	**83653**	12/14/2015 15:03	12/21/2015 15:03	TS/TS Virtual CoE: Apply quarterly ESXi patches on ESXi hosts.
151	**84339**	12/15/2015 8:00	12/15/2015 17:00	Treasury/AS Treasury: IIT 2015 Year End DCR Implementation Request
152	**84280**	12/15/2015 8:00	12/16/2015 17:00	Treasury/AS-Treasury: IIT Efile Jelf Database Purge and Database Changeover
153	**83457**	12/15/2015 18:00	12/16/2015 6:00	DOC/NTSD Telephony - Cisco: Ionia Correctional Facility in Ionia county (1576 W. Bluewater Highway, Ionia, MI 48846) will transition from Call Manager version 7 to Call Manager 10.
154	**84392**	12/15/2015 18:40	1/1/2016 18:50	ECM/AS-ECM: Preparation activities for upcoming FileNet 4.5 to 5.2 upgrade. Server Team performing task.
155	**84094**	12/16/2015 6:30	12/16/2015 7:00	Treasury/AS Treasury: Reboot server (HCS271AUDTPA901)
156	**83351**	12/16/2015 12:00	12/16/2015 16:00	TS/TS Server Team 3: Perform monthly maintenance patching on BladeLogic production servers.
157	**83588**	12/16/2015 17:30	12/17/2015 6:00	Treasury&DHS/NTSD Telephony - Cisco: DHHS and Treasury in Grand Traverse County State Office Building (at 701 S. Elmwood Ste. 19 Traverse City, MI 49684) will transition from Call Manager version 7 to Call Manager 10. *Date changed on 11/22 from 11/23*
158	**83518**	12/16/2015 17:30	12/17/2015 6:00	DHS/NTSD Telephony - Cisco: DHHS in Kalkaska County at (503 North Birch Street Kalkaska, MI 49646) will transition from Call Manager version 7 to Call Manager 10.
159	**84137**	12/17/2015 18:00	12/18/2015 6:00	DHS/NTSD Telephony - Cisco: DHHS in Wayne County at (4505 Oakman Blvd Detroit, MI 48204) will transition from Call Manager version 7 to Call Manager 10.

	A	B	C	D
160	**83463**	12/17/2015 18:00	12/18/2015 6:00	DHS/NTSD Telephony - Cisco: DHHS in Lenawee County at (1040 S. Winter St. Suite 3013 Adrian, MI 49221) will transition from Call Manager version 7 to Call Manager 10.
161	**83460**	12/17/2015 18:00	12/18/2015 6:00	DHS/NTSD Telephony - Cisco: DHHS in Monroe County at (903 S. Telegraph, Ste. A, Monroe, MI 48161) will transition from Call Manager version 7 to Call Manager 10.
162	**83464**	12/18/2015 18:00	12/19/2015 6:00	Multi/NTSD Telephony - Cisco: Genesee County at (P.O. Box 1628 125 E. Union St. Flint, MI 48501) State Office Building will transition from Call Manager version 7 to Call Manager 10. *Date changed on 11/23 from 12/17*
163	**83231**	12/20/2015 7:00	12/20/2015 13:00	CSES/TS Server Team 1: Installation of Microsoft Security patches and updates to Michigan Child Support Enforcement Services (MiCSES) production and development Windows servers. *Date changed on 11/24 from 11/15*
164	**84387**	12/20/2015 7:30	12/20/2015 12:30	DHS/AS-DHS: Change passwords for upper environments for Bridges, MiBridges, SACWIS, and MCP database accounts, and Bridges SAVE and FileNet accounts, and SACWIS FileNet accounts
165	**84319**	12/20/2015 7:30	12/20/2015 12:30	DCH/TS Server Team 1: Server Team1 is requesting to install Windows updates against DCH production servers.The SCCM client which is currently disabled will be removed on servers which it is installed to meet compliance rules.
166	**84175**	12/20/2015 7:30	12/20/2015 12:00	CSES&DHS: Changes to Virtual Machines (VMs) for Internal Revenue Services (IRS) audit compliance (DHS-MICSES DEV environment).
167	**82841**	12/20/2015 7:30	12/20/2015 12:30	Multi/TS Server Team 7 Support: Patch Operating Systems (OS) on Enterprise Address Cleansing, MiSACWIS, ASCAP, SWSS, Child Day Care (CDC), BuildForge, Contract Tracking/Payments (CTP), and Adoption Subsidy servers *Date changed on 11/18 from 11/22*
168	**82840**	12/20/2015 7:30	12/20/2015 12:30	Multi/TS Server Team 7 Support: Patch Operating Systems (OS) on Automated Reporting System for the Office of Inspector General (ARSIG) and Local Accounting System Replacement (LASR), Rational RTC servers *Date changed on 11/10 from 11/15*
169	**83747**	12/20/2015 8:00	12/20/2015 17:00	DHS/TS Server Team 1: Perform Windows updates/patches on all Aware Production servers
170	**82335**	12/20/2015 8:00	12/20/2015 17:00	LARA-UIA/ST2: Apply Microsoft patches to Test/Dev servers
171	**83296**	12/20/2015 9:30	12/20/2015 17:30	Treasury/AS-Treasury: System Analysis and Program Development (SAP) Take Production systems EP1, BP1, XP1, SP2, PP1, and PP3 offline
172	**82762**	12/20/2015 10:00	12/20/2015 18:00	Multi/Telecom Delivery Serv: Install new F5 Blades in existing viprion chassis at Lake Superior Hosting Center (LSHC) *Date/time changed on 11/10 from 1/24/16*

	A	B	C	D
173	**84246**	12/21/2015 8:00	12/21/2015 17:00	DCO/DCO Facilities and Unified Power: Equipment manufacturer Unified Power technicians will be onsite at Cadillac Place (LCCR) to perform UPS Maintenance (Created with a Standard Change Model 58855)
174	**84198**	12/21/2015 9:00	12/23/2015 17:00	DCO/AS DMB CS Support: Service Management and Monitoring System (SMMS) server admin rights to upload the monthly release code to the Quality Assurance (QA) server for testing purposes
175	**83994**	12/23/2015 1:00	12/23/2015 5:00	DCH/AS DCH Database Support: Perform standard monthly load of First Data Bank files to Mediware Information System Production server (HCS391PHARPA91)
176	**84314**	12/26/2015 8:00	12/28/2015 17:00	TS/TS Virtual CoE: Upgrade Legacy vCenters from version 5.5 to version 6.0u1. This upgrade is required in order to correct several security vulnerabilities
177	**84312**	12/29/2015 20:00	12/29/2015 22:00	AG/TS Server Team 5: Monthly maintenance and patching.

From: Isaacs, Jan (DTMB)
Sent: Wednesday, January 13, 2016 3:30 PM
To: Hartsuff, Lisa (DTMB);Hudson, Becki (DTMB);Isaacs, Jan (DTMB);Kosloski, Joni (DTMB);Matelski, Pamela (DTMB);Moore, Sheril (DTMB);Munro, Curt (DTMB);Venton, Jackie (DTMB);Shriber, Nicholas (DTMB);Koepke, Jon (DTMB);Ward, Michael J. (DTMB);Rose, Brian (DTMB);Wissman, Christopher (DTMB)
Subject: Flint Emergency Management Center - priority calls

Hi –

An Emergency Management center was established in Flint to handle the water contamination crisis there. It is located in the Flint State Office Building on the 5th floor although odds are that the people working there do not have that as their office of record on their Remedy profile.

We need to treat calls from the staff working there as probable priority calls.

We can discuss at Thursday's Scrum meeting. (Brian and Mike, we'll let you know what we talk about.)

Jan

DTMB
HELP. CONNECT. SOLVE.

From: State of Michigan <MISOM@govsubscriptions.michigan.gov>
Sent: Thursday, January 14, 2016 5:27 PM
To: Kosloski, Joni (DTMB)
Subject: Volunteer Opportunity in Flint

The State Emergency Operations Center (SEOC) is coordinating a response to the ongoing health and safety issues in the city of Flint's drinking water. Teams from the Michigan State Police, Genesee County Sheriff's Department, Michigan Department of Health and Human Services, and volunteer organizations have been delivering bottled water, water filters, replacement cartridges and water testing kits at homes in the city of Flint since Tuesday.

To help with this critical work, the SEOC is looking for volunteers to expand this effort and continue this distribution during the upcoming holiday weekend. Teams are being assembled for shifts on Saturday, January 16; Sunday, January 17; and Monday, January 18, 2016. If you are interested in volunteering your time for this critical work, please complete the information in one of the attached surveys (depending on which day you are volunteering).

To volunteer on Saturday, January 16, https://www.surveymonkey.com/r/28NVJBL

To volunteer on Sunday, January 17, https://www.surveymonkey.com/r/26NMJKK

To volunteer on Monday, January 18, https://www.surveymonkey.com/r/26P7P5G

Volunteers will begin their assignment at the Local Emergency Operations Center located in the Genesee County Administration Building located at 1101 Beach St, Flint at 9 a.m. and end by 4 p.m. Parking is available at the corner of Beach Street and 8th Street. Lunch will be provided. This is strictly a volunteer effort, as all three days will be unpaid. Volunteers are responsible for their own transportation; mileage reimbursement for personal vehicles is not authorized. Volunteers should dress for working outdoors and wear foot attire appropriate for walking.

This opportunity is for state employees and their immediate family members 16 years of age or older only, others looking to assist should volunteer through the American Red Cross in Flint. The volunteer coordination center for the Red Cross is located at 1401 S. Grand Traverse, Flint, MI. They are open from 9 a.m. to 7 p.m.

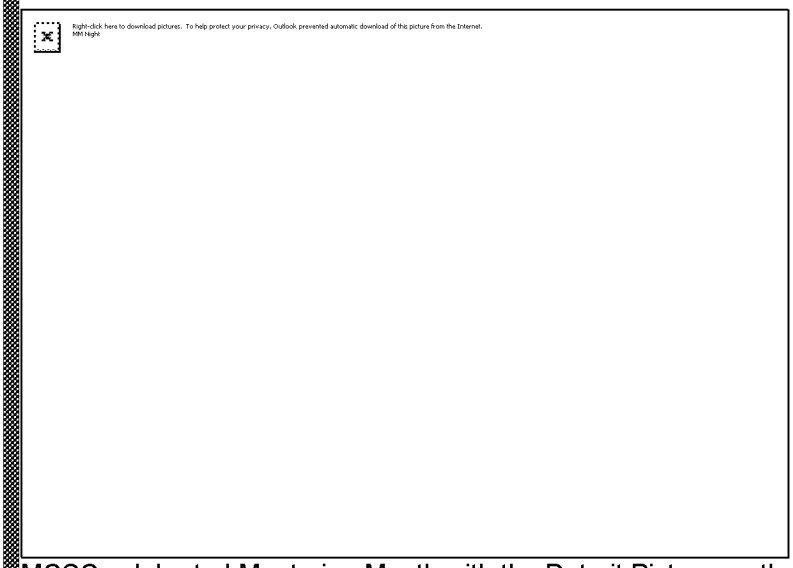
For more information on the state's response efforts, visit www.michigan.gov/flintwater.

This e-mail was sent to kosloskij2@michigan.gov using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

From: MI Community Service Commission <MCSC@govsubscriptions.michigan.gov>
Sent: Friday, January 22, 2016 11:02 AM
To: Kosloski, Joni (DTMB)
Subject: 5 grants worth up to $250,000

Michigan Community Service Commission News

MCSC celebrates Mentoring Month with the Detroit Pistons



MCSC celebrated Mentoring Month with the Detroit Pistons as the two organizations teamed up to host Mentor Michigan Night at the Palace of Auburn Hills. More than 100 people involved with mentoring programs attended the event.

Mentor Michigan redevelops Quality Based Mentoring Standards

In September 2015, MENTOR: the National Mentoring Partnership released the 4th edition of the Elements of Effective Practice for Mentoring. In response, Mentor Michigan has redeveloped Quality Based Mentoring Standards in order to reflect the most up-to-date research in the mentoring field. This new and improved system will enable us to increase our level of engagement with mentoring programs, ensuring that all youth in Michigan receive the level of support they need. Quality Rated Programs will receive special offers and opportunities for national exposure.

January 2016

News

MCSC Celebrates Mentoring Month with the Detroit Pistons

Mentor Michigan redevelops Quality Based Mentoring Standards

Governor's Service Awards nominations now open

National Service Agency Deploys AmeriCorps Team to Assist with Flint Water Emergency

Funding alerts

Scotts Miracle-Gro GRO1000 Grassroots Grants

Teacher Vision Grants

Kars 4 Kids Grants

Walmart Foundation State Giving Program

National Arts and Humanities Youth Program Awards

Volunteer Opportunities

Junior Achievement of Mid-

Michigan

Willow Farm Therapeutic Riding

Feeding America West Michigan

Governor's Service Awards nominations now open

MCSC is now accepting nominations for the 2016 Governor's Service Awards. The form can now be filled out online. Nominate a volunteer, organization or national service program today!

Michigan's AmeriCorps

National service agency deploys AmeriCorps team to assist with Flint water emergency

The Corporation for National and Community Service (CNCS) announced it is deploying an AmeriCorps team to Flint, to support state and local efforts to protect the public health of residents facing challenges from increased lead levels in the Flint water supply.

"National service is all about getting things done to solve local problems, and we are committed to supporting Flint at this time of need," said Wendy Spencer, CEO of CNCS.

Funding Alerts

Scotts Miracle-Gro GRO1000 Grassroots Grants

The Scotts Miracle-Gro Company's GRO1000 Grassroots Grants help foster the development of gardens and green spaces in the United States. Grants of up to $1,500 are awarded to local communities throughout the country to help bring edible gardens, flower gardens and public green spaces to more neighborhoods.

Teacher Vision Grants

American Electric Power will combine your teaching talents and creativity with our resources and desire to help you make a difference in your students' lives. Available for teachers of pre-k through grade 12 with projects that have an academic focus and a goal to improve student achievement. Grants range from $100 to $500.

Kars4Kids Grants

Kars4Kids is constantly on the lookout for like-minded charities which share our values and are working hard to make a difference

in the areas of education and youth development. Grants typically range from $500-$2,000, depending on mission alignment and availability of funds.

Walmart Foundation State Giving Program
Applications will be accepted for programs within the scope of one of the following focused giving areas: career opportunity, hunger and healthy eating or disaster preparedness. Grants range from $25,000 to $250,000.

National Arts and Humanities Youth Program Awards
The National Arts and Humanities Youth Program Awards, sponsored by the President's Committee on the Arts and the Humanities, recognizes excellence in after-school and out-of-school arts and humanities programs for underserved children and youth. Twelve winners will receive a $10,000 award and an invitation to accept their award at a White House ceremony.

Volunteer opportunities

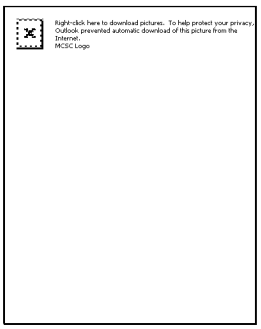
Junior Achievement of Mid-Michigan
Junior Achievement offers programs to teach young people career and life skills. JA programs are five to seven sessions usually taught over the course of several weeks to students in K-12th grade.

Willow Farm Therapeutic Riding
Willow Farm Therapeutic Riding serves as a center for continual development, implementation and evaluation of a therapeutic riding program for children and young adults between the ages of 4 and 26, all of whom have a physician-diagnosed disability. Volunteer opportunities include sidewalkers and horse leaders.

Feeding America West Michigan
Feeding America West Michigan Food Bank provides food to 492,100 people in need each year. In one hour, volunteers can help distribute 150 meals.

About the MCSC

The Michigan Community Service Commission utilizes service as a strategy to address the state's most pressing issues and empowers volunteers to strengthen communities. In 2015-2016, the MCSC is granting more than $7 million in federal funds to local communities for volunteer programs and activities. The MCSC is funding 29 AmeriCorps programs and four My Brothers Keeper grantees. The Governor's Service Awards and Mentor Michigan are also premier programs of the MCSC. www.michigan.gov/volunteer



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This email was sent to kosloskij2@michigan.gov using GovDelivery, on behalf of: Michigan Dept of Health & Human Services · 235 S. Grand Ave W. Lansing, MI 48909 · 1-855-275-6424

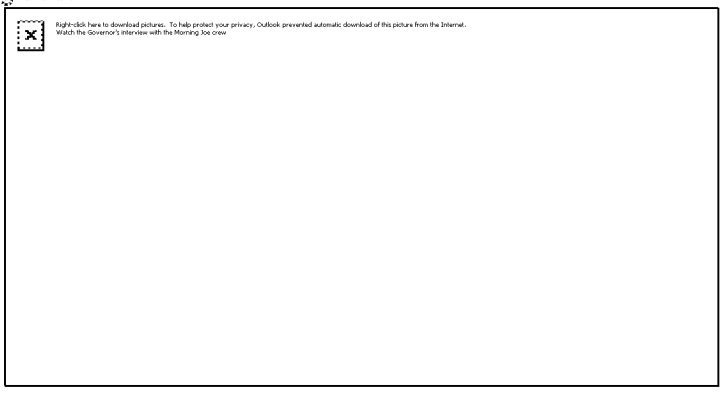
From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Friday, January 22, 2016 12:44 PM
To: Kosloski, Joni (DTMB)
Subject: "He's his own best spokesman"

How we are fixing the Flint water crsis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

Governor Snyder on Morning Joe

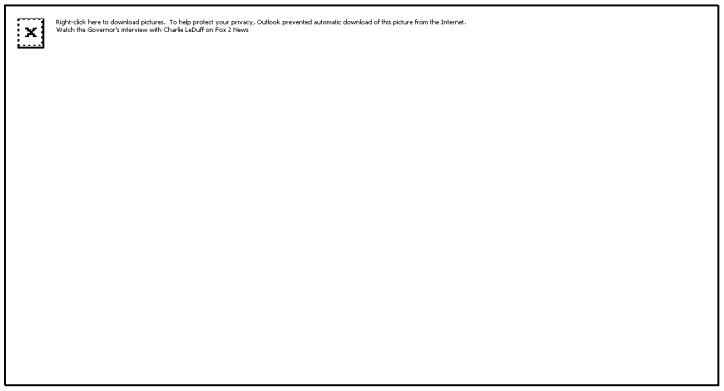
"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.



Governor Snyder with Charlie LeDuff on Fox 2 Detroit

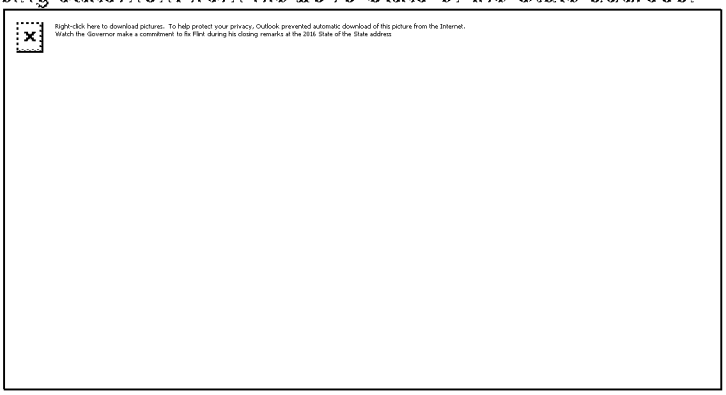
"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm came from people who worked for me, and I feel responsible for that. But I am committed

to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.

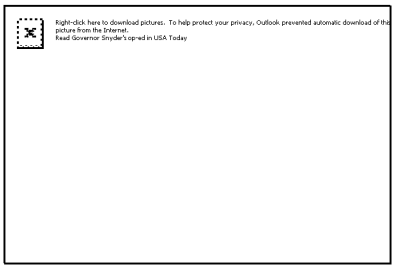


Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.



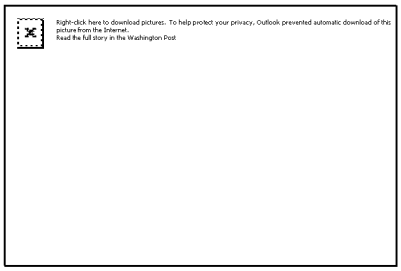
Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." Click here to read the Governor's full op-ed.

Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"

Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. Click here to read the full story in the Washington Post.



Visit HelpForFlint.com to learn how you can help Flint residents.

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This email was sent to kosloskij2@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: American Red Coss <RedCross@americanredcross.org>
Sent: Friday, January 22, 2016 12:53 PM
To: Kosloski, Joni (DTMB)
Subject: Water Crisis Response Update

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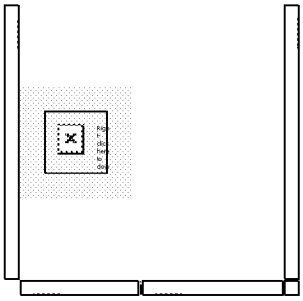
Michigan Region

Water Crisis Response Update

Dear Joni,



Residents of Flint and Genesee County continue to be affected by the current water crisis in Michigan. The American Red Cross has been there every step of the way supporting the federal, state, and local government's efforts to help families affected by this emergency. Together with our government and nonprofit partners, the plan is for all agencies to deploy response teams to reach the 45,000 homes in the City of Flint.

Since this crisis began, the Red Cross has connected with over 10,700 homes to distribute supplies and educational materials as part of this collective effort to reach all households in Flint. So far, we have distributed the following government-issued items:

- More than 20,000 cases of water,
- More than 13,500 water filters and replacement filters, and
- More than 10,500 water testing kits.

If you are in need of immediate assistance, get help now.

When you give to disaster relief, it empowers the readiness of the Red Cross by giving us the ability to get involved in any emergency. At the same time as this disaster, we are helping dozens of families throughout Michigan in the aftermath of home fires each day. And across the country – from Texas to Missouri to Mississippi – Red Cross staff and volunteers continue to support relief efforts following severe winter floods and storms.

A gift of any size will help people affected this year by disasters big and small, so please consider making a donation today! Your gift allows us to ensure that communities are prepared for whatever may lie ahead.

Thank you for your ongoing support!

Kimberly Burton
Chief Executive Officer
Michigan Region

American Red Cross

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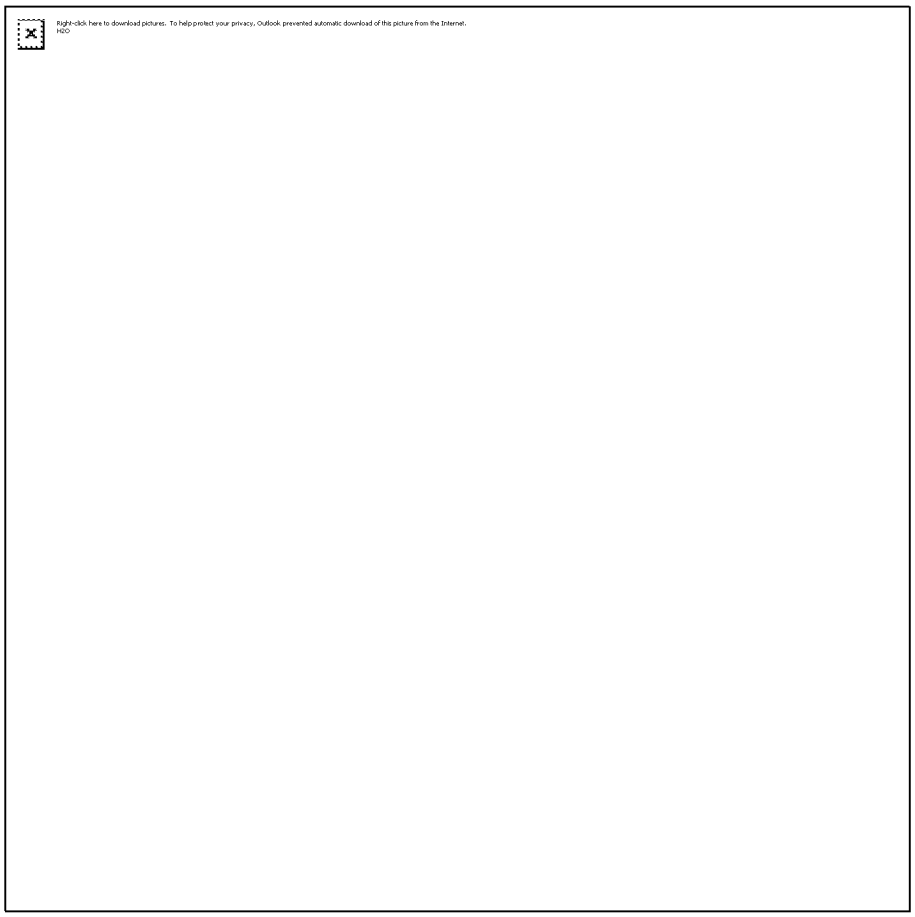
Help people affected by disasters big and small.

An average of 91 cents of every dollar the American Red Cross spends is invested in Humanitarian services and programs

From: Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>
Sent: Tuesday, January 26, 2016 8:39 AM
To: Kosloski, Joni (DTMB)
Subject: Contributing time, muscle and money

During this month's Martin Luther King Jr. holiday weekend, some state employees turned their "day off" into a "day on" in Flint. There, they delivered bottled water, water filters, replacement cartridges and water testing kits to families. The volunteers joined other Michiganders, turning Dr. King's birthday observance into a day of service.



Mike Zimmer, director of the Office of Good Government and the Department of Licensing and Regulatory Affairs, has shared a link – www.helpforflint.com – that offers other opportunities to contribute time, muscle and money to bring clean drinking water to the community.Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.

Autumn Hubbard, Ambrea Mack and Sarah Esquivel, who are in the photo at the left, nearly emptied the shelves at their local grocery store. Thanks for your efforts.

everyone.

Now work.

Last week, I signed a new policy that formalizes the annual employee review process and sets expectations for employees and managers. Administrative Policy 200.37 establishes consistent standards for implementing performance plans and reviews. Some of the standards are practices we have followed for years. Others are new. Some of particular note include:

- The mandatory use of HRMN
- A standard Feb. 1-Jan. 31 rating period for all employees
- An Individual Development Plan that specifies training or development programs for each employee
- Competencies and objectives that align to DTMB goals or scorecard metrics
- Consequences for managers and supervisors who do not complete the review process as required

A fundamental role of each DTMB manager or supervisor is to provide employees with direction and feedback on their performance. Employees also are expected to take an active role in pursuing professional development opportunities and achieving their competencies and objectives. I encourage you to review the new policy and talk with your manager or supervisor if you have questions. Of course, I welcome your questions and input as well. Please send your comments and ideas to me at behend@michigan.gov.

I know these have been busy weeks for many of you as you take on additional responsibilities and work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

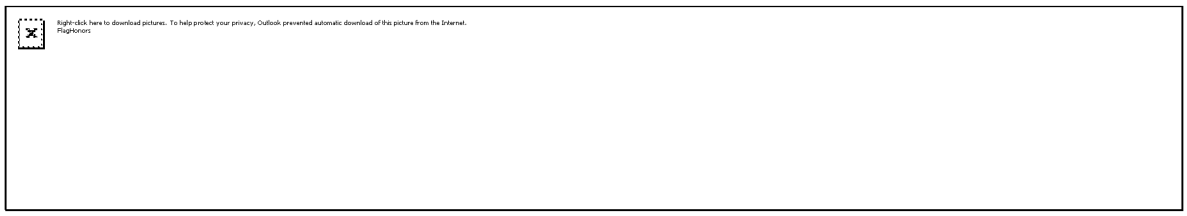
Have a great week,

David

The Department of Technology, Management and Budget
You are receiving this email because you are an employee of the Department of Technology, Management and Budget. If you have questions about your subscription, please contact DTMB-Communications@michigan.gov.

This email was sent to kosloskij2@michigan.gov using GovDelivery, on behalf of DTMB · Lewis Cass Building 320 South Walnut Street Lansing, MI 48933 517-373-1004

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Friday, January 29, 2016 9:52 AM
To: Kosloski, Joni (DTMB)
Subject: Thank you for your service



THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

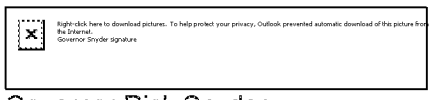
I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit www.HelpForFlint.com to learn how you can do so. For additional information and to sign up for daily updates, please visit www.mi.gov/FlintWater. I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

Thanks,



Governor Rick Snyder

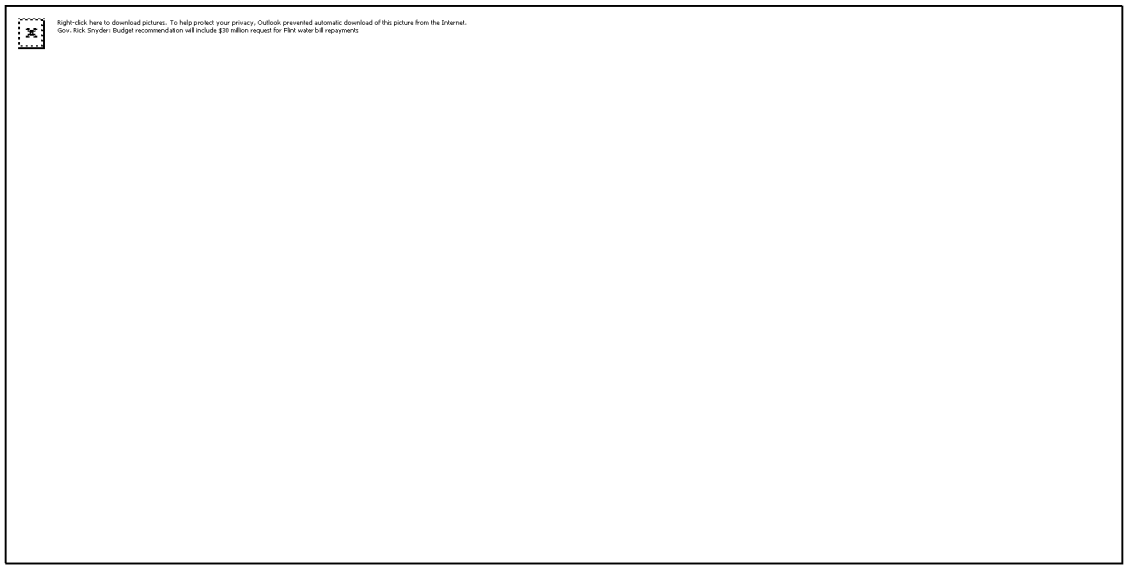
Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.
Photos of state employees volunteering

STAY CONNECTED:

This email was sent to kosloskij2@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Wednesday, February 03, 2016 6:02 PM
To: Kosloski, Joni (DTMB)
Subject: "Flint residents should not have to pay for water they cannot drink"

Budget recommendation will include $30 million request for Flint water bill repayments



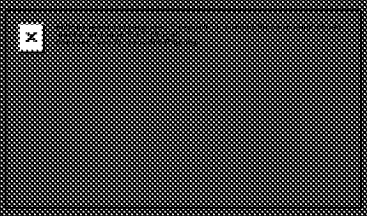
When Governor Rick Snyder presents his budget recommendation next Wednesday, Feb. 10, he will include a $30 million request for the residents of Flint to keep their water service on and eliminate the need to pay for water they cannot completely trust to drink.

Under the governor's ask, the funding would enable the city of Flint to apply credits for customers on future bills. Estimates show water is roughly 47 percent of billing and sewer costs are around 53 percent. The credit would be applied to consumption usage (roughly 65 percent) of a resident's water portion of the bill, such as for bathing, drinking, cooking, and washing your hands. Residents still would be responsible for paying the sewer portion

of their water bills.

Professor Marc Edwards of Virginia Tech said, "This essentially refunds all the money associated with consumption or consumer use. I think it's an amazing gesture of common sense and good will and it corrects an injustice. I don't think there's a precedent for this. I feel so encouraged by the direction this is going."

Click here to learn more about the budget request.



We spoke with Staff Sgt. Thomas Vega about the critical resources they're providing to Flint families every day. He also encouraged residents to pick up and return their water testing kits to Flint fire stations. Test results will be posted online at www.mi.gov/flintwater. **Click here to watch the video.**

www.mi.gov/FlintWater | www.HelpForFlint.com

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This email was sent to kosloskij2@michigan.gov on behalf of: The Executive Office of the Governor · 111 South Capitol Avenue · Lansing, MI 48909 · 517-335-7858

From: Minick, Diana (DTMB)
Sent: Friday, February 05, 2016 8:32 AM
To: Kosloski, Joni (DTMB)
Subject: RE: Skype/Lync login issues has returned!

Do these people know what they are doing? This sounds like the same mess as the Flint Water Crisis……geez oh petes!

Diana Minick
DTMB/MDOT Agency Services
Construction Delivery
minickd@michigan.gov
517-636-4328

DTMB
HELP. CONNECT. SOLVE.

From: White, Cynthia (DTMB)
Sent: Friday, February 05, 2016 8:26 AM
To: Herrin, James (DTMB) <HerrinJ1@michigan.gov>; Huisken, Dann (DTMB) <HuiskenD@michigan.gov>; Jat, Irfan (DTMB) <JatI@michigan.gov>; Richards, Andrew (DTMB) <RichardsA4@michigan.gov>; Customer Service-Agency Services-MDOT and PMO <CustomerService-AS-MDOT-PMO@michigan.gov>; Customer Service-Agency Services-MDOT and PMO Contractual Staff <CustomerService-AS-MDOT-PMOContractualStaff@michigan.gov>
Subject: Skype/Lync login issues has returned!
Importance: High

Office Automation informed us late yesterday that the issue with Skype prompting for login credentials has returned. We would ask that you direct your staff to sit tight while a permanent fix is being deployed, and not submit tickets to the CSC for this issue.

Here is what OA had to say about the Skype issue.

There was another patch in this month's Microsoft patches that created that same Skype/credential issue. It looks like we had a few thousand people install it prior to tonight's forced push, so we will be looking for a global solution for them. We did remove this skype patch from tonight's run so others won't get it.

Everyone have a great weekend!

Greg Mears
Client Specialist
Serving DTMB and Civil Service
Mason Building- 517-284-4524
Cell 517-388-5445

Need me in a Hurry? Email me at: DTMB-MCSC-EO-Client-Specialists@michigan.gov

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Thursday, February 11, 2016 5:49 PM
To: Kosloski, Joni (DTMB)
Subject: What this year's budget means for Michigan...

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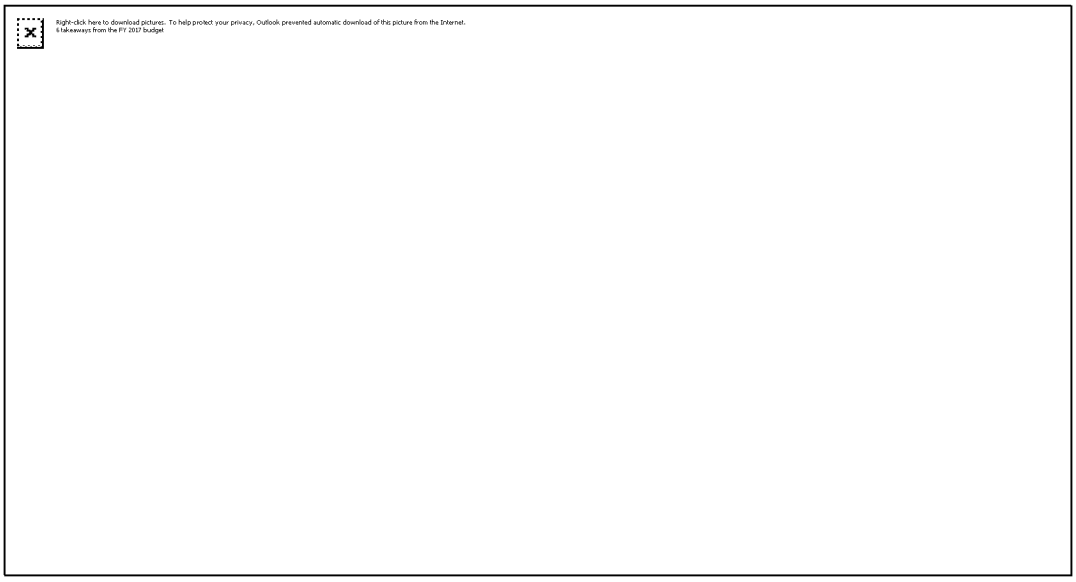
VIDEO: What Governor Snyder's FY17 budget means for Michigan



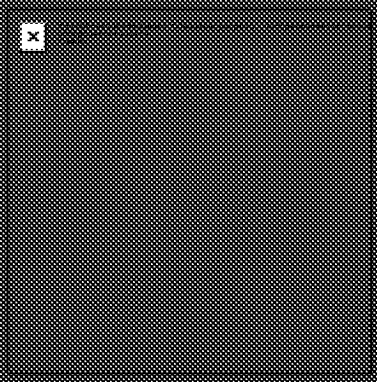
Gov. Rick Snyder's FY 2017 budget calls for critical investments for the Flint water crisis, statewide infrastructure and the Detroit Public Schools. The governor's recommendation also addresses the skyrocketing costs of specialty medications that Michigan residents depend on for better health outcomes.

This budget also stays committed to the Governor's core statewide priorities of education, talent and economic development, health and human services, and public safety.

The proposed FY 2017 budget makes key investments to strengthen the state for all of

Michigan's families. Click here to learn more about the top 6 takeaways from the Governor's FY 2017 state budget.

Click a tweet to tweet it out:



The #MIBudget @OneToughNerd proposed yesterday makes key investments to strengthen Michigan for all families --> www.mi.gov/MIBudget

--> @OneToughNerd's #MIBudget includes $72 million a year for Detroit Public Schools. It is time to act now -- > www.mi.gov/MIBudget

--> @onetoughnerd's significant investment in #Flint families is the right thing to do. #FlintFWD #MIBudget www.mi.gov/MIBudget

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From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Tuesday, February 16, 2016 5:26 PM
To: Kosloski, Joni (DTMB)
Subject: VIDEO: Volunteering in Flint

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VIDEO: How volunteers are helping Flint

Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.
Click here to watch the video

Volunteers at the Food Bank of Eastern Michigan are working hard to collect donations in order to help the families of Flint. Last Thursday, Governor Snyder visited with the many dedicated volunteers and helped sort cans of food.

Good nutrition is critically important for Flint's children. Foods that are high in calcium, vitamin C, and iron can help limit the effects of lead exposure. To donate or volunteer at the Food Bank of Eastern Michigan, visit www.fbem.org.

Click here to watch the video and learn more about how the Food Bank of Eastern Michigan is helping Flint's families.

Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.
click here to watch the video

LISTEN IN: Governor Snyder's tele-town hall with Flint residents

Governor Snyder hosted his third town hall with Flint residents on Thursday, Feb. 11, answering their questions directly. *Click here to listen to the call.*

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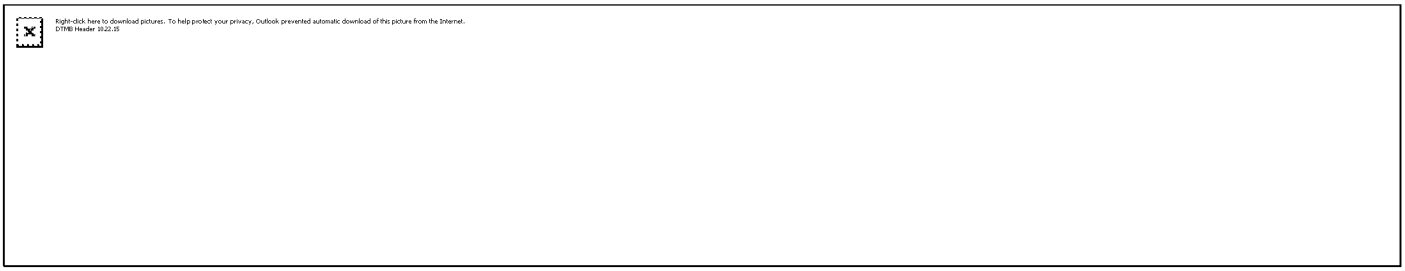
From: DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>
Sent: Wednesday, February 17, 2016 10:10 AM
To: Kosloski, Joni (DTMB)
Subject: The Gov. Snyder's Budget Proposal



Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the $54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
- **Putting People First.** The governor recommends continued expansion of the Healthy Kids Dental Program and funding efforts to ensure residents have access to affordable health care. His proposal boosts funds to help cover new higher cost specialty medications to treat conditions such as hepatitis C and cystic fibrosis, among others.
- **Investing in Infrastructure.** The proposal allocates $1.2 billion to maintain and repair Michigan roads, bridges and other critical infrastructure.

The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of $1.3 billion for department operations and a one-time allocation of $32.4 million.

A few highlights include:

- $502 million for information technology support for all state agencies and $132.8 million for 14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by $7 million, from $65 million to $72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.
- An additional $5 million to support cybersecurity improvements to safeguard citizens' personal information and protect critical infrastructure and government services.
- IT support of $6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full executive budget recommendations, which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at behend@michigan.gov.

Thank you again for all the good work you do. I hope you have a great week ahead.

David

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From: Zehner, Mark (DTMB)
Sent: Thursday, February 18, 2016 1:39 PM
To: DTMB-CSC-51Process
Cc: Kosloski, Joni (DTMB)
Subject: DEQ request for new service for Sarah Sackrider. Please expedite
Attachments: DEQ-Sarah_Sackrider-new-service.pdf

Please process the attached DEQ request for new service for Sarah Sackrider. Please expedite this request since it is related to the Flint water crisis.

Thank you.

Mark Zehner
Michigan Cyber Security
Michigan Department of Technology, Management, and Budget
(517) 241-4264
FAX (517) 241-2777
zehnerm@michigan.gov

REMOTE ACCESS SERVICE REQUEST

Michigan Department of Technology, Management and Budget

SECTION I – REQUESTOR INFORMATION

1. Last Name	First Name	Init	2. Email Address
Sackrider	Sarah		sackriders@michigan.gov

3. SOM Agency / Office / Division / Section / Unit: DEQ/Administration Division

4. Business Street Address	5. Business City	State	Zip
525 W. Allegan St.	Lansing	MI	48933

6. Business Phone No.	Extension	8. Birth Date *(month & day only-mmdd)*
(517) 284-5001		02/17

9. Access is for a: ☒ State Employee ☐ Contractor / Vendor

10. HRMN ID *(Required for State Employees)* OR Vendor Company Name: 1067334

SECTION II – SERVICE REQUESTED *(Check all that are needed)*

1a. ☐ Dial-In *(Includes Secure ID)* *(If checked, select options below)*	b. ☒ VPN Client *(Includes Secure ID)* *(If checked, select options below)*	c. ☐ Two Factor Authentication *(If checked, select options below)*	d. ☐ Gateway to Gateway VPN *(If checked, select options below)*
☐ Employee ☐ Vendor	☒ Employee ☐ Vendor	☐ Employee ☐ Vendor	☐ Employee ☐ Vendor
☐ Fob ☐ Soft ID ☐ Fob ☐ Soft ID	☐ Fob ☒ Soft ID ☐ Fob ☐ Soft ID	☐ Fob ☐ Soft ID ☐ Fob ☐ Soft ID	RGWSUVPN RGWVVPN

Dial-In or VPN Group Name (REQUIRED for Vendors/Contractors): *Existing* ☐ *New* ☐ *Name*

Requested Vendor Account Expiration Date: Months: **or One Year** ☐ **or Enter Specific Expiration Date:**

2a. Access requested:

Comments or Additional Information about this request:

2b. Delivery of FOB (hard) Token to AR Only:

☐ I authorize ID MAIL delivery of this token to MY address as follows:

(Tokens are only to be delivered to the attention of the SecurID Authorized Requestor.
I understand the paperwork for the tokens will be delivered via e-mail to the AR.
By selecting ID delivery of tokens, the Agency assumes all risk of tokens lost *in transit.)*

ID MAIL DELIVERY TO:

3. Change Access Type – Existing assigned token only:			4. Reissue – No Division Approval required for reissue
☐ Add	☐ Dial-in/ROAM	☐ VPN	☐ Reissue
☐ Remove	☐ Dial-in/ROAM	☐ VPN	

Cancelling a Token also cancels the customer's account. **All VPN access will cease.**	5. **Cancel TOKEN,** **Cancel REASON:** *Do NOT use the cancel option for billing issues.*	☐ Expired ☐ Other: ☐ Lost ☐ Defective/Damaged ☐ No Longer Needed:	6. Token Serial #:

SECTION III – AUTHORIZED REQUESTOR APPROVALS

1. Authorized Requestor Name	2. Telephone Number
Mark Zehner	(517) 241-4264
3. Authorized Requestor Signature: Mark Zehner	Date: 2/16/2016
4. Division Approver Name: Candra Wilcox	5. Telephone Number: (517) 284-5004
6. Division Approver Signature	Date

SECTION IV – BILLING INFORMATION

1a. AGY	1b. INDEX	1c. PCA	1d. COBJ	1e. AOBJ	1f. GRANT	1g. PH	1h. PROJ	1i. PH	1j. AG 1	1k. AG 2	1l AG
761	26000	11602		6103							

When the above information has been completed, e-mail this form to DTMB-CSC-51Process@michigan.gov .

DISTRIBUTION: E-MAIL TO DTMB-CSC-51PROCESS@MICHIGAN.GOV

From: Zehner, Mark (DTMB)
Sent: Thursday, February 18, 2016 2:07 PM
To: Kosloski, Joni (DTMB)
Subject: RE: Darlene Harris

Joni,

What was submitted? Was billing information included?

Mark Zehner
Michigan Cyber Security
Michigan Department of Technology, Management, and Budget
(517) 241-4264
FAX (517) 241-2777
zehnerm@michigan.gov

From: Kosloski, Joni (DTMB)
Sent: Thursday, February 18, 2016 1:48 PM
To: Zehner, Mark (DTMB) <ZehnerM@michigan.gov>
Cc: DTMB-CSC-51Process <DTMB-CSC-51Process@michigan.gov>
Subject: RE: DEQ request for new service for Sarah Sackrider. Please expedite

Mark, on 2/8, Pam asked me to issue a token to Darlene Harris (wrong name in subject line, see attached), but it isn't being paid for. Should you submit a form for her as well?

Thanks,
Joni

From: Zehner, Mark (DTMB)
Sent: Thursday, February 18, 2016 1:39 PM
To: DTMB-CSC-51Process <DTMB-CSC-51Process@michigan.gov>
Cc: Kosloski, Joni (DTMB) <kosloskij2@michigan.gov>
Subject: DEQ request for new service for Sarah Sackrider. Please expedite

Please process the attached DEQ request for new service for Sarah Sackrider. Please expedite this request since it is related to the Flint water crisis.

Thank you.

Mark Zehner
Michigan Cyber Security
Michigan Department of Technology, Management, and Budget
(517) 241-4264
FAX (517) 241-2777
zehnerm@michigan.gov

From: DTMB-CSC-51Process
Sent: Thursday, February 18, 2016 2:58 PM
To: Zehner, Mark (DTMB)
Cc: Kosloski, Joni (DTMB);Wohlfert, Jason (DTMB)
Subject: REQ000000799266 – Sarah Sackrider
Attachments: DEQ-Sarah_Sackrider-new-service.pdf

Hello,

The following DTMB-0051 forms have been received and are attached to Remedy case number(s) as follows:

REQ000000799266 - Sarah Sackrider

Your request has been escalated and will be processed as soon as possible.

We also suggest that you hold on to this e-mail and at any time, please feel free to inquire about the status of your request. Just respond to this e-mail, which includes the Remedy case number, and we will respond promptly.

You will be notified via a separate e-mail when each of your requests has been fully processed.

Many thanks,

Taylor Ward
DTMB SecurID Processing

From: Zehner, Mark (DTMB)
Sent: Thursday, February 18, 2016 1:39 PM
To: DTMB-CSC-51Process <DTMB-CSC-51Process@michigan.gov>
Cc: Kosloski, Joni (DTMB) <koslosklj2@michigan.gov>
Subject: DEQ request for new service for Sarah Sackrider. Please expedite

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Thank you.

Mark Zehner
Michigan Cyber Security
Michigan Department of Technology, Management, and Budget
(517) 241-4264
FAX (517) 241-2777
zehnerm@michigan.gov

From: Zehner, Mark (DTMB)
Sent: Thursday, February 18, 2016 3:38 PM
To: Kosloski, Joni (DTMB)
Subject: RE: Darlene Harris

Joni,

Thanks. Darlene Harris is DEQ. I sent her a message to find out which division it is so I can get a follow up 51.

Trevor Hawks is in the State Police and someone who is a remote access AR for them should look into it.

Mark Zehner
Michigan Cyber Security
Michigan Department of Technology, Management, and Budget
(517) 241-4264
FAX (517) 241-2777
zehnerm@michigan.gov

From: Kosloski, Joni (DTMB)
Sent: Thursday, February 18, 2016 3:29 PM
To: Zehner, Mark (DTMB) <ZehnerM@michigan.gov>
Subject: RE: Darlene Harris

I issued the token based on the attached e-mail only.

From: Zehner, Mark (DTMB)
Sent: Thursday, February 18, 2016 2:07 PM
To: Kosloski, Joni (DTMB) <kosloskij2@michigan.gov>
Subject: RE: Darlene Harris

Joni,

What was submitted? Was billing information included?

Mark Zehner
Michigan Cyber Security
Michigan Department of Technology, Management, and Budget
(517) 241-4264
FAX (517) 241-2777
zehnerm@michigan.gov

From: Kosloski, Joni (DTMB)
Sent: Thursday, February 18, 2016 1:48 PM
To: Zehner, Mark (DTMB) <ZehnerM@michigan.gov>
Cc: DTMB-CSC-51Process <DTMB-CSC-51Process@michigan.gov>
Subject: RE: DEQ request for new service for Sarah Sackrider. Please expedite

Mark, on 2/8, Pam asked me to issue a token to Darlene Harris (wrong name in subject line, see attached), but it isn't being paid for. Should you submit a form for her as well?

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Joni

From: Zehner, Mark (DTMB)
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To: DTMB-CSC-51Process <DTMB-CSC-51Process@michigan.gov>
Cc: Kosloski, Joni (DTMB) <kosloskij2@michigan.gov>
Subject: DEQ request for new service for Sarah Sackrider. Please expedite

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Thank you.

Mark Zehner
Michigan Cyber Security
Michigan Department of Technology, Management, and Budget
(517) 241-4264
FAX (517) 241-2777
zehnerm@michigan.gov

From: Isaacs, Jan (DTMB)
Sent: Friday, February 19, 2016 8:49 AM
To: Burnett, James (DTMB);Hartsuff, Lisa (DTMB);Hudson, Becki (DTMB);Isaacs, Jan (DTMB);Koepke, Jon (DTMB);Kosloski, Joni (DTMB);Moore, Sheril (DTMB);Munro, Curt (DTMB);Venton, Jackie (DTMB)
Subject: FW: Flint SEOC - Escalation Requests

Importance: High

Hi –

Do we have any details out there on the mechanics of accomplishing what Brad is requesting? It doesn't really say what Remedy assignment groups are to be used or anything else. Do the agents know what to do?

Thanks!

Jan

From: Sterkenburg, Brad (DTMB)
Sent: Friday, February 19, 2016 8:18 AM
To: OA-Communications-Managers <OA-Communications-Managers@michigan.gov>; DTMB-OAS-DeliveryServicesAllTeams <DTMB-OAS-DeliveryServicesAllTeams@michigan.gov>; DTMB-SMC <DTMB-SMC@michigan.gov>
Subject: Flint SEOC - Escalation Requests

There has been a bit of confusion regarding the process for escalating requests for Flint water. ALL requests for escalation of changes, service or support, which a user indicates is related to the current Flint water efforts, are to be routed through the SEOC for approval by one of the following individuals who are familiar with the internal escalation processes and procedures which must be used.

Chris Christensen
Jeanette Doll
Ryan McKee

If you have any questions or concerns regarding this matter, please direct them to your management.

Thanks,

Brad Sterkenburg
IT Programmer/Analyst
I & O Design and Delivery
Design Team
Operations Center
7285 Parsons Drive
Dimondale, MI 48821
517-636-6953 (office)
517-243-3620 (mobile)
sterkenburgb@michigan.gov

From: Moore, Sheril (DTMB)
Sent: Friday, February 19, 2016 8:54 AM
To: Isaacs, Jan (DTMB);Burnett, James (DTMB);Hartsuff, Lisa (DTMB);Hudson, Becki (DTMB);Koepke, Jon (DTMB);Kosloski, Joni (DTMB);Munro, Curt (DTMB);Venton, Jackie (DTMB)
Subject: RE: Flint SEOC - Escalation Requests

I don't believe we do. 2nd shift had a call last night and I believe this is where the email from Brad got started.

Sheril Moore, Agency Support Services Manager
MiCJIN and MiCSES Help Desk
Client Service Center, Center for Shared Solutions
Cell – (517) 285-5249

From: Isaacs, Jan (DTMB)
Sent: Friday, February 19, 2016 8:49 AM
To: Burnett, James (DTMB) <BurnettJ2@michigan.gov>; Hartsuff, Lisa (DTMB) <HartsuffL@michigan.gov>; Hudson, Becki (DTMB) <HudsonR@michigan.gov>; Isaacs, Jan (DTMB) <isaacsj@michigan.gov>; Koepke, Jon (DTMB) <KoepkeJ@michigan.gov>; Kosloski, Joni (DTMB) <koslosklj2@michigan.gov>; Moore, Sheril (DTMB) <MooreS7@michigan.gov>; Munro, Curt (DTMB) <MunroC@michigan.gov>; Venton, Jackie (DTMB) <VentonJ@michigan.gov>
Subject: FW: Flint SEOC - Escalation Requests
Importance: High

Hi –

Do we have any details out there on the mechanics of accomplishing what Brad is requesting? It doesn't really say what Remedy assignment groups are to be used or anything else. Do the agents know what to do?

Thanks!

Jan

From: Sterkenburg, Brad (DTMB)
Sent: Friday, February 19, 2016 8:18 AM
To: OA-Communications-Managers <OA-Communications-Managers@michigan.gov>; DTMB-OAS-DeliveryServicesAllTeams <DTMB-OAS-DeliveryServicesAllTeams@michigan.gov>; DTMB-SMC <DTMB-SMC@michigan.gov>
Subject: Flint SEOC - Escalation Requests

There has been a bit of confusion regarding the process for escalating requests for Flint water. ALL requests for escalation of changes, service or support, which a user indicates is related to the current Flint water efforts, are to be routed through the SEOC for approval by one of the following individuals who are familiar with the internal escalation processes and procedures which must be used.

Chris Christensen

Jeanette Doll
Ryan McKee

If you have any questions or concerns regarding this matter, please direct them to your management.

Thanks,

Brad Sterkenburg
IT Programmer/Analyst
I & O Design and Delivery
Design Team
Operations Center
7285 Parsons Drive
Dimondale, MI 48821
517-636-6953 (office)
517-243-3620 (mobile)
sterkenburgb@michigan.gov

From: Hudson, Becki (DTMB)
Sent: Friday, February 19, 2016 4:26 PM
To: DTMB-CSS-CSC-Managers
Subject: FW: Flint SEOC - Escalation Requests - UPDATE

Here is clarifying verbiage on handling escalations related to Flint Water Crisis.

Rebecca Hudson, Mgr
Process/Problem Mgmt
DTMB - Client Service Center
Cell: 517.242.2324
HudsonR@michigan.gov

From: Sterkenburg, Brad (DTMB)
Sent: Friday, February 19, 2016 4:14 PM
To: OA-Communications-Managers <OA-Communications-Managers@michigan.gov>; DTMB-OAS-DeliveryServicesAllTeams <DTMB-OAS-DeliveryServicesAllTeams@michigan.gov>; DTMB-SMC <DTMB-SMC@michigan.gov>
Subject: RE: Flint SEOC - Escalation Requests - UPDATE

DCO/SMC, Client Service Center, and Design and Delivery personnel have worked to establish a procedure which can be referenced by each area as requests related to the Flint Water Crisis are being made and processed. While this directive was written with front line support staff in mind, it is readily applicable to both Design and Delivery and DCO/SMC. The directive is as follows:

"All calls received by CSC agents are to be handled according to normal operational processes and procedures. In the event that a caller is requesting escalation due to the Flint Water Crisis, agents are instructed to inform the caller that they need to contact their SEOC Liaison who will handle the escalation request, and close the ticket indicating that they did so."

If support staff have any questions or concerns, please **contact your management** who are asked seek answers to their questions from Becki Hudson.

Thanks,

Brad Sterkenburg
IT Programmer/Analyst
I & O Design and Delivery
517-636-6953 (office)
517-243-3620 (mobile)
sterkenburgb@michigan.gov

From: Sterkenburg, Brad (DTMB)
Sent: Friday, February 19, 2016 8:18 AM
To: OA-Communications-Managers <OA-Communications-Managers@michigan.gov>; DTMB-OAS-DeliveryServicesAllTeams <DTMB-OAS-DeliveryServicesAllTeams@michigan.gov>; DTMB-SMC <DTMB-SMC@michigan.gov>
Subject: Flint SEOC - Escalation Requests

There has been a bit of confusion regarding the process for escalating requests for Flint water. ALL requests for escalation of changes, service or support, which a user indicates is related to the current Flint water efforts, are to be routed through the SEOC for approval by one of the following individuals who are familiar with the internal escalation processes and procedures which must be used.

Chris Christensen
Jeanette Doll
Ryan McKee

If you have any questions or concerns regarding this matter, please direct them to your management.

Thanks,

Brad Sterkenburg
IT Programmer/Analyst
I & O Design and Delivery
Design Team
Operations Center
7285 Parsons Drive
Dimondale, MI 48821
517-636-6953 (office)
517-243-3620 (mobile)
sterkenburgb@michigan.gov

From: Isaacs, Jan (DTMB)
Sent: Tuesday, February 16, 2016 10:30 AM
To: Isaacs, Jan (DTMB);Kosloski, Joni (DTMB)
Subject: Conversation with Isaacs, Jan (DTMB)

Isaacs, Jan (DTMB) 9:31 AM:

Hi Joni, Are you reading the CRS email from Carol?

Kosloski, Joni (DTMB) 9:31 AM:

on a conference call

Isaacs, Jan (DTMB) 9:31 AM:

OH. this can definitely wait.

Kosloski, Joni (DTMB) 9:54 AM:

Jan?

Isaacs, Jan (DTMB) 9:54 AM:

hi

Kosloski, Joni (DTMB) 9:54 AM:

Tara is sending me to urgent care with Alexis, so I can't make it to scrum.

she is getting out of work and meeting me there

Isaacs, Jan (DTMB) 9:54 AM:

no problem!

Kosloski, Joni (DTMB) 9:55 AM:

I'll email you a bit later but it might be after the end of the day.

Isaacs, Jan (DTMB) 9:55 AM:

take care of them

Kosloski, Joni (DTMB) 9:55 AM:

yup, thanks, see you

Isaacs, Jan (DTMB) 9:55 AM:

ok

Isaacs, Jan (DTMB) 9:11 AM:

Hi - Is MacKenzee still here?

Kosloski, Joni (DTMB) 9:12 AM:

her position is good until friday 2/26 but she may or may not be able to return to work

Isaacs, Jan (DTMB) 9:14 AM:

OK. How about Emily Thelen?

Kosloski, Joni (DTMB) 9:14 AM:

Emily - nope

Isaacs, Jan (DTMB) 9:14 AM:

Thanks. She's still on my phone spreadsheet.

updating now

Isaacs, Jan (DTMB) 10:16 AM:

Hi!

Kosloski, Joni (DTMB) 10:16 AM:

hello!

Isaacs, Jan (DTMB) 10:16 AM:

Has your team processed any requests for the Flint Water Crisis response?

Kosloski, Joni (DTMB) 10:17 AM:

2 tokens issued, per an e-mail from pam

not sure they're being paid for

no form

Isaacs, Jan (DTMB) 10:17 AM:

OK

Thanks!

Kosloski, Joni (DTMB) 10:18 AM:

sure

From: Isaacs, Jan (DTMB)
Sent: Wednesday, February 17, 2016 2:22 PM
To: Isaacs, Jan (DTMB);Kosloski, Joni (DTMB)
Subject: Conversation with Isaacs, Jan (DTMB)

Isaacs, Jan (DTMB) [2:31 PM]:

Hi Joni, Are you reading the CRS email from Carol?

Kosloski, Joni (DTMB) [2:31 PM]:

on a conference call

Isaacs, Jan (DTMB) [2:31 PM]:

OH. this can definitely wait.

Kosloski, Joni (DTMB) [2:54 PM]:

Jan?

Isaacs, Jan (DTMB) [2:54 PM]:

hi

Kosloski, Joni (DTMB) [2:54 PM]:

Tara is sending me to urgent care with Alexis, so I can't make it to scrum.

she is getting out of work and meeting me there

Isaacs, Jan (DTMB) [2:54 PM]:

no problem!

Kosloski, Joni (DTMB) [2:55 PM]:

I'll email you a bit later but it might be after the end of the day.

Isaacs, Jan (DTMB) [2:55 PM]:

take care of them

Kosloski, Joni (DTMB) [2:55 PM]:

yup, thanks, see you

Isaacs, Jan (DTMB) [2:55 PM]:

ok

Isaacs, Jan (DTMB) [2:11 PM]:

Hi - Is MacKenzee still here?

Kosloski, Joni (DTMB) [2:12 PM]:

her position is good until friday 2/26 but she may or may not be able to return to work

Isaacs, Jan (DTMB) [2:14 PM]:

OK. How about Emily Theten?

Kosloski, Joni (DTMB) [2:14 PM]:

Emily - nope

Isaacs, Jan (DTMB) [2:14 PM]:

Thanks. She's still on my phone spreadsheet.

updating now

Isaacs, Jan (DTMB) [3:16 PM]:

Hi!

Kosloski, Joni (DTMB) [3:16 PM]:

hello!

Isaacs, Jan (DTMB) [3:16 PM]:

Has your team processed any requests for the Flint Water Crisis response?

Kosloski, Joni (DTMB) [3:17 PM]:

2 tokens issued, per an e-mail from pam

not sure they're being paid for

no form

Isaacs, Jan (DTMB) [3:17 PM]:

OK

Thanks!

Kosloski, Joni (DTMB) [3:18 PM]:

sure

Isaacs, Jan (DTMB) [2:09 PM]:

Hi Joni.

Kosloski, Joni (DTMB) [2:09 PM]:

hi

Isaacs, Jan (DTMB) [2:09 PM]:

Oops. Never mind. I apologize. I figured it out.

Kosloski, Joni (DTMB) [2:10 PM]:

ok

From: Isaacs, Jan (DTMB)
Sent: Thursday, February 18, 2016 8:24 AM
To: Isaacs, Jan (DTMB);Kosloski, Joni (DTMB)
Subject: Conversation with Isaacs, Jan (DTMB)

Isaacs, Jan (DTMB) 9:31 AM:

Hi Joni, Are you reading the CRS email from Carol?

Kosloski, Joni (DTMB) 9:31 AM:

on a conference call

Isaacs, Jan (DTMB) 9:31 AM:

OH. this can definitely wait.

Kosloski, Joni (DTMB) 9:54 AM:

Jan?

Isaacs, Jan (DTMB) 9:54 AM:

hi

Kosloski, Joni (DTMB) 9:54 AM:

Tara is sending me to urgent care with Alexis, so I can't make it to scrum.

she is getting out of work and meeting me there

Isaacs, Jan (DTMB) 9:54 AM:

no problem!

Kosloski, Joni (DTMB) 9:55 AM:

I'll email you a bit later but it might be after the end of the day.

Isaacs, Jan (DTMB) 9:55 AM:

take care of them

Kosloski, Joni (DTMB) 9:55 AM:

yup, thanks, see you

Isaacs, Jan (DTMB) 9:55 AM:

ok

Isaacs, Jan (DTMB) 9:11 AM:

Hi - Is MacKenzee still here?

Kosloski, Joni (DTMB) 9:12 AM:

her position is good until friday 2/26 but she may or may not be able to return to work

Isaacs, Jan (DTMB) 9:14 AM:

OK. How about Emily Thelen?

Kosloski, Joni (DTMB) 9:14 AM:

Emily - nope

Isaacs, Jan (DTMB) 9:14 AM:

Thanks. She's still on my phone spreadsheet.

updating now

Isaacs, Jan (DTMB) 10:16 AM:

Hi!

Kosloski, Joni (DTMB) 10:16 AM:

hello!

Isaacs, Jan (DTMB) 10:16 AM:

Has your team processed any requests for the Flint Water Crisis response?

Kosloski, Joni (DTMB) 10:17 AM:

2 tokens issued, per an e-mail from pam

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no form

Isaacs, Jan (DTMB) 10:17 AM:

OK

Thanks!

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sure

Isaacs, Jan (DTMB) 9:09 AM:

Hi Joni.

Kosloski, Joni (DTMB) 9:09 AM:

hi

Isaacs, Jan (DTMB) 9:09 AM:

Oops. Never mind. I apologize. I figured it out.

Kosloski, Joni (DTMB) 9:10 AM:

ok

Isaacs, Jan (DTMB) 8:10 AM:

Hi!

Kosloski, Joni (DTMB) 8:10 AM:

morning!

Isaacs, Jan (DTMB) 8:11 AM:

are you available to chat about a ticket?

Kosloski, Joni (DTMB) 8:11 AM:

sure, shall I come see you?

Isaacs, Jan (DTMB) 8:11 AM:

or we can phone - whichever works.

Kosloski, Joni (DTMB) 8:11 AM:

I'll stop by, be right there!

Isaacs, Jan (DTMB) 8:11 AM:

thanks!

From: Isaacs, Jan (DTMB)
Sent: Thursday, February 18, 2016 8:48 AM
To: Isaacs, Jan (DTMB);Kosloski, Joni (DTMB)
Subject: Conversation with Isaacs, Jan (DTMB)

Isaacs, Jan (DTMB) 9:31 AM:

Hi Joni, Are you reading the CRS email from Carol?

Kosloski, Joni (DTMB) 9:31 AM:

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Isaacs, Jan (DTMB) 9:31 AM:

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Kosloski, Joni (DTMB) 9:54 AM:

Jan?

Isaacs, Jan (DTMB) 9:54 AM:

hi

Kosloski, Joni (DTMB) 9:54 AM:

Tara is sending me to urgent care with Alexis, so I can't make it to scrum.

she is getting out of work and meeting me there

Isaacs, Jan (DTMB) 9:54 AM:

no problem!

Kosloski, Joni (DTMB) 9:55 AM:

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take care of them

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Isaacs, Jan (DTMB) 9:14 AM:

OK. How about Emily Thelen?

Kosloski, Joni (DTMB) 9:14 AM:

Emily - nope

Isaacs, Jan (DTMB) 9:14 AM:

Thanks. She's still on my phone spreadsheet.

updating now

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Kosloski, Joni (DTMB) 10:16 AM:

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sure

Isaacs, Jan (DTMB) 9:09 AM:

Hi Joni.

Kosloski, Joni (DTMB) 9:09 AM:

hi

Isaacs, Jan (DTMB) 9:09 AM:

Oops. Never mind. I apologize. I figured it out.

Kosloski, Joni (DTMB) 9:10 AM:

ok

Isaacs, Jan (DTMB) 8:10 AM:

Hi!

Kosloski, Joni (DTMB) 8:10 AM:

morning!

Isaacs, Jan (DTMB) 8:11 AM:

are you available to chat about a ticket?

Kosloski, Joni (DTMB) 8:11 AM:

sure, shall I come see you?

Isaacs, Jan (DTMB) 8:11 AM:

or we can phone - whichever works.

Kosloski, Joni (DTMB) 8:11 AM:

I'll stop by, be right there!

Isaacs, Jan (DTMB) 8:11 AM:

thanks!

Kosloski, Joni (DTMB) 8:36 AM:

Jan, did you see the Director's mandatory meeting e-mail that I sent you?

From: Isaacs, Jan (DTMB)
Sent: Thursday, February 18, 2016 10:12 AM
To: Isaacs, Jan (DTMB);Kosloski, Joni (DTMB)
Subject: Conversation with Isaacs, Jan (DTMB)

Isaacs, Jan (DTMB) 9:31 AM:

Hi Joni, Are you reading the CRS email from Carol?

Kosloski, Joni (DTMB) 9:31 AM:

on a conference call

Isaacs, Jan (DTMB) 9:31 AM:

OH. this can definitely wait.

Kosloski, Joni (DTMB) 9:54 AM:

Jan?

Isaacs, Jan (DTMB) 9:54 AM:

hi

Kosloski, Joni (DTMB) 9:54 AM:

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Kosloski, Joni (DTMB) 9:55 AM:

I'll email you a bit later but it might be after the end of the day.

Isaacs, Jan (DTMB) 9:55 AM:

take care of them

Kosloski, Joni (DTMB) 9:55 AM:

yup, thanks, see you

Isaacs, Jan (DTMB) 9:55 AM:

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Isaacs, Jan (DTMB) 9:11 AM:

Hi - Is MacKenzee still here?

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her position is good until friday 2/26 but she may or may not be able to return to work

Isaacs, Jan (DTMB) 9:14 AM:

OK. How about Emily Thelen?

Kosloski, Joni (DTMB) 9:14 AM:

Emily - nope

Isaacs, Jan (DTMB) 9:14 AM:

Thanks. She's still on my phone spreadsheet.

updating now

Isaacs, Jan (DTMB) 10:16 AM:

Hi!

Kosloski, Joni (DTMB) 10:16 AM:

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Isaacs, Jan (DTMB) 10:16 AM:

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Isaacs, Jan (DTMB) 10:17 AM:

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Thanks!

Kosloski, Joni (DTMB) 10:18 AM:

sure

Isaacs, Jan (DTMB) 9:09 AM:

Hi Joni.

Kosloski, Joni (DTMB) 9:09 AM:

hi

Isaacs, Jan (DTMB) 9:09 AM:

Oops. Never mind. I apologize. I figured it out.

Kosloski, Joni (DTMB) 9:10 AM:

ok

Isaacs, Jan (DTMB) 8:10 AM:

Hi!

Kosloski, Joni (DTMB) 8:10 AM:

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are you available to chat about a ticket?

Kosloski, Joni (DTMB) 8:11 AM:

sure, shall I come see you?

Isaacs, Jan (DTMB) 8:11 AM:

or we can phone - whichever works.

Kosloski, Joni (DTMB) 8:11 AM:

I'll stop by, be right there!

Isaacs, Jan (DTMB) 8:11 AM:

thanks!

Kosloski, Joni (DTMB) 8:36 AM:

Jan, did you see the Director's mandatory meeting e-mail that I sent you?

Isaacs, Jan (DTMB) 9:37 AM:

Is it about the meeting today?

Kosloski, Joni (DTMB) 9:38 AM:

yes, it conflicts with training but says mandatory and I've no clue why I'm invited?

or which one to go to

Isaacs, Jan (DTMB) 9:45 AM:

Anyone who I mentioned as having worked with Flint requests is required to attend.

Isaacs, Jan (DTMB) 9:52 AM:

That gets you out of today's training session.

Kosloski, Joni (DTMB) 10:00 AM:

ok, thanks. I think.

(lol)

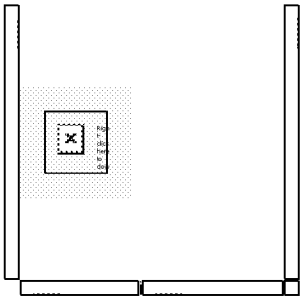
From: American Red Cross <RedCross@americanredcross.org>
Sent: Tuesday, January 12, 2016 9:16 AM
To: Kosloski, Joni (DTMB)
Subject: Water Crisis Response Community Update

Having trouble viewing this message? Click Here

Michigan Region

Water Crisis Response

Dear Joni,



Last Tuesday, a state of emergency was declared over the water crisis in the city of Flint. The American Red Cross is on the ground helping--working with local partners, including state and local government officials, community nonprofits, churches and fire stations, to assist with water distribution efforts.

The Red Cross is handing out bottled water, water filters, lead-testing kits and educational materials. To date, approximately 11,500 water filters and 1,500 replacement water filtration cartridges have been distributed by various partner agencies.

If you are in need of immediate assistance, get help now.

When you give to disaster relief, it empowers the Red Cross's readiness by giving us the ability to get involved in any emergency. At the same time as this disaster, we are helping dozens of families throughout Michigan in the aftermath of home fires each day. Across the country Red Cross volunteers continue to support relief efforts following severe winter floods and storms.

A gift of any size can help people affected this year by disasters big and small, so please consider making a donation today! Your gift will help us to ensure that communities are prepared for what lies ahead.

Thank you for your ongoing support!

Kimberly Burton
Chief Executive Officer
Michigan Region
American Red Cross

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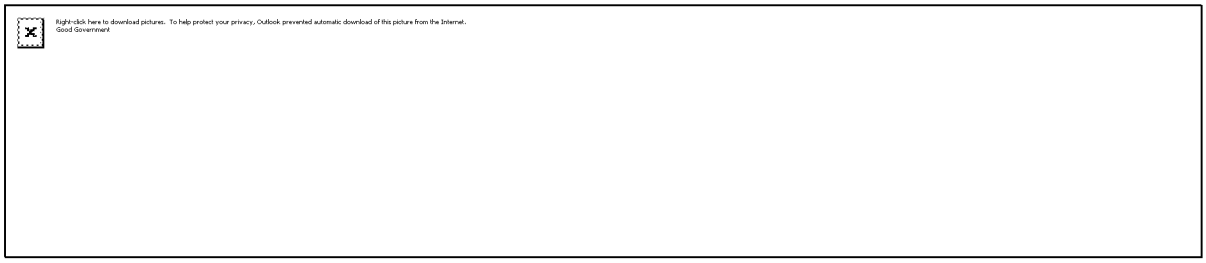
© 2015 American Red Cross | 2025 E Street NW Washington DC 20006
Donate by phone: 1-800-RED CROSS (1-800-733-2767) | Donate by Mail

An average of 91

Help people affected by disasters big and small.

cents of every dollar the American Red Cross spends is invested in Humanitarian services and programs.

From: State of Michigan <MISOM@govsubscriptions.michigan.gov>
Sent: Friday, January 22, 2016 4:36 PM
To: Kosloski, Joni (DTMB)
Subject: Flint Volunteer Efforts



Dear State Employees,

Gov. Rick Snyder and I want to thank everyone who donated their time during the holiday weekend to deliver bottled water, water filters, replacement cartridges and water testing kits to families in the city of Flint. We are working hard to ensure all residents are provided with the safe water resources they need, and each donation and hour of your time volunteered goes a long way.

For employees who would like to help the residents of Flint, there are several opportunities to do so. Please visit www.helpforflint.com to learn how you can help.

For additional information and updates, visit www.michigan.gov/flintwater.

Again, thank you for all your support.

Sincerely, Mike Zimmer
Office of Good Government Director
Dept. of Licensing and Regulatory Affairs Director

This e-mail was sent to kosloskij2@michigan.gov using GovDelivery on behalf of: the State of Michigan, 111 S. Capitol Ave., Lansing, MI. *You are receiving this message because you are a State of Michigan employee.*

Appointment

From: DTMB-Directors-Office [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=225d16201c124785a4cef9d5972f196f-DTMB-Direct]

Sent: 2/17/2016 9:36:13 PM

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(DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group

(FYDIBOHF23SPDLT)/cn=Recipients/cn=feab0d581ca34a898344049054b9560e-armstrongm]; Doyle, James (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c1c2e5f680d243ba9b65d9fcf251abd9-Doyle James]; Hampton, Kristen (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=2611668a398f43bea901e5f7b13451ef-Hampton Kristen]; Miller, Mark (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=44d80f6aa3ba4bb584c9899adcf1996c-Miller Mark_bc93d4b686]; Cooley, Tom (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=568d897ed416406bad72d09bcf8207cf-Cooley Tom]; Waltersdorf, Rex (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=af8fea5ab59a4b6ab3ba901eabcb89b5-WaltersdorfR]; Monroe, Jerry (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=3db8b2ca7012429f9f03d58be9073164-monroej1]; Bergan, Kristin (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=0ec52ac47c2a47169a729e9be206f1f5-bergank]; Banks, William (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=a6511125e43344aaae3f076d8b9cae07-Banks William]; Dyson, Mike (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=78e76257f19642bd8596e9af81ecf858-Dyson Mike]; Stiles, Dan (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=6693220f56f440348f0b0bcddad35f0e-Stiles Dan]; Chipman, Dan (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=68ebe16591374ad490aed0aa128ab0a5-Chipman Dan]; Hodgman, Steve (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=0370631c6f2f45c6968b11f47211f003-Hodgman Steve]; Martin, Todd (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=35ca38122acd43fbbc126d2cd56536ad-Martin Todd]; Weston, Jessica (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8f7fd0eecbe2429a8eb4c83db921ddca-Weston Jessica N]; Fitton, Scott (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=58464ec76d7c44119143e743cef7f16d-Fitton Scott N]; Sample, Brice (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=4c950bab73d241c7a39ce3dc6c82bad3-Sample Brice]; Vanden Bosch, Kerrie (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d6b14815d91946f68be97213b7c38bb4-vandenboschk]; Wellman, Jeff (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=ce05a5a934f24be49ba4318bfe947ce3-Wellman Jef]; Brownlee, Jeff (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=bae5bd3c6f244006a9a672e3df1f299c-Brownlee Jeff]; Maynard, Sharon (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=e8d9eea0f0574c20b7001cc7f70a5771-Maynard Sharon]; Calahan, Heather (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=1d6ae6db4a2a4196883cac8a6f04e332-Calahan Heather]; Cook, Rebecca (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=2c072214bc9f472783db4bb8c06df01c-Cook Rebecca]; Hayes, Genevieve (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=1b6226e75e1946bb84d2283541f1a92f-Hayes Genevieve]; Riehle, Jenni (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=fb490962d5e040fb91918cc232ac8138-Riehle Jennifer]; Falik, Tom A. (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=a2f584856dc2416b8cf9d1b5a5821653-Falik Tom A.]; Pemble, William

(DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8416194cabb649d8a5702d27a11ad167-Pemble William]; Sambiagio, Melissa (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b0a2c02065b2461db8281f4b92ebe5f4-Sambiagio Melissa]; Cieciwa, Sue (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=a83198481e3b4efa8e86dc1c84c395fe-cieciwas]; Hunter, Lymon (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=fb718c5a213e46ccb75b3eae6fbdd807-Hunter Lymon]; Dufour, Yvon (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5076e88c667f43089ea0580dd3422741-Dufour Yvon]; Camp, William (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=38528ec1508f44a59e4c6faa49f40d04-Camp Willia]; Hatch, David (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d2bc4bca678549f7b2721e2cba207c77-Hatch David]; Troub, Shelby (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=e1e19bd1b0294a8bbec20fb61f13970c-Troub Shelby L]; Epps, Stephanie (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=dca72ac71c2b4f71856a54494b90ac17-Epps Stephanie]; Herman, Christyn (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=a212c4977ceb498e88a527d95f311622-Herman Christyn]; Bliss, Mike (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=db00c6ad36224126b59e61735d80da72-blissm]; Guardiola, Jamie (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=ab79f8a7c90b4dd1a7cde1fa6b9f29bb-Guardiola Jamie_25b3aea4db]; 'jfoley@us.ibm.com' [jfoley@us.ibm.com]

CC: DTMB-Resource-Room [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=7b851a3186154238b894b0eb4108c4dd-DTMB-Resour]; Stanaway, Deb (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=a3f39d1b288743b89f9dc3a7a44540f9-Stanaway Deb]; Huhn, Jacqueline (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8d25f52913a248038107ea8c039fa62d-Huhn Jacqueline]; McQuaid, John (DTMB) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=807f1b9a19dd44239f2424d5df52e45f-mcquaidj]

Subject: Mandatory Meeting - DTMB Custodians of Correspondence Related to Flint

Location: Ottawa Builidng - Upper Level – Conference Room 4 OR Call-in: 866-390-1828 access code [redacted]

Start: 2/18/2016 7:00:00 PM

End: 2/18/2016 8:00:00 PM

Show Time As: Tentative

Required Attendees: Behen, David (DTMB); Donnan, Chanda (DTMB); Buhs, Caleb (DTMB); Davenport, Rodney (DTMB); Gelisse, Ashley (DTMB); Gilliland, Michael (DTMB); Spaniolo, Natalie (DTMB); Wilke, Lacey (DTMB); Stansfield, Marsha (DTMB); Ballard, Denice (DTMB); Hampton, Trisha (DTMB); DeCamp, Greg (DTMB); Gibson, Jennifer (DTMB); Hengesbach, Dane (DTMB); Ingersoll, Jean (DTMB); Jeffery, Phillip (DTMB); Philip, Brandon (DTMB); Kopacsi, Christian (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB); Pratt, Jeff (DTMB); Knapp, Kathy (DTMB); Bidelman, Craig (DTMB); Bussema, Terry (DTMB); Rokely, Rick (DTMB); Tefft, Niki (DTMB); Schlegel, Nicolle (DTMB); Parker, Alexandrea (DTMB); Keilen, Elizabeth (DTMB); McPherson, Victoria (DTMB); Christensen, Chris (DTMB); Lawson, Michelle (DTMB); Nevai, Tom (DTMB); Evans, Carter (DTMB); Fick, James (DTMB); McKee, Robert (DTMB); Perry, Blane (DTMB); Riddering, Eric (DTMB); Rodgers, Anthony (DTMB); Trial, Larry (DTMB); Thompson, Kyleigh (DTMB); Glomski, Tom (DTMB); Seger, Seth (DTMB); Lee, Timothy (DTMB); Sikkema, Tyler (DTMB); Manning, Kelly (DTMB); McFarlane, James (DTMB); Galeazzi, Tiziana (DTMB); Das, Rajiv (DTMB); Pung, Linda (DTMB); Hogan, James (DTMB);

Westfall, Laurie (DTMB); Palmer, Jason (DTMB); Stibitz, Brom (DTMB); Trakul, Pamela (DTMB); Swanson, Eric (DTMB); Blastic, Laura (DTMB); Furseth, Kristen (DTMB); Brancheau, Laura (DTMB); Sebok, Yvonne (DTMB); Stankiewicz, Richard (DTMB); Vera, Jason (DTMB); Jehnsen, Jeremy W (DTMB); Jodway, Kenneth (DTMB); Newman, Jeremy (DTMB); Vijayaveeraraghavan, Anupkumar (DTMB); Harmon, Paul (DTMB); Root, Everett (DTMB); Pauley, Suzanne (DTMB); Thompson, John (DTMB); Nolan, Anne (DTMB); Peterson, Rick (DTMB); Stiffler, Michelle (DTMB); Patke, Sunit (DTMB); Estill, John (DTMB); Seckelman, Joe (DTMB); Martin, Ellen (DTMB); Aprill, Brian (DTMB); Ross, Josh (DTMB); Locke, Joel (DTMB); Cross, Steven (DTMB); Clark, John (DTMB); Olkowski, Tony (DTMB); Noldy, Scott (DTMB); Baer, John (DTMB); Dickinson, Holly (DTMB); Post, Corey (DTMB); Cantin, David (DTMB); Brun, Jeremy (DTMB); Hartsuff, Lisa (DTMB); Kosloski, Joni (DTMB); Jordan, Gerald (DTMB); Sweeney, Matthew (DTMB); Turnquist, Michael (DTMB); Morgan, Dan (DTMB); Droste, Kerri (DTMB); Paasch, Keith (DTMB); Scates, Larry (DTMB); Noonan, Michael (DTMB); Walts, Brian (DTMB); Martin, Ric (DTMB); Burns, Robert (DTMB); Doxie, William (DTMB); Clark, Jim (DTMB); Bailey, Maureen (DTMB); Bos, Troy (DTMB); Phillippo, Jamie (DTMB); Spitzley, Troy (DTMB); Darby, Marchan (DTMB); Hawes, Keith (DTMB); Wright, Seth (DTMB); Rambo, Carolyn (DTMB); Millimaki, Shelly (DTMB); Nelson, Christopher (DTMB); Murphy, Chris (DTMB); Clark, Stephanie (DTMB); Cischke, Roy (DTMB); Hofmeister, David (DTMB); Reynolds, Vince (DTMB); VanCoevering, Joyce (DTMB); Ragla, Beth (DTMB); Shaw, Gary (DTMB); Wonn, Michael (DTMB); Thompson, Kristi (DTMB); Goodine, Tom (DTMB); Armstrong, Mike (DTMB); Doyle, James (DTMB); Hampton, Kristen (DTMB); Miller, Mark (DTMB); Cooley, Tom (DTMB); Waltersdorf, Rex (DTMB); Monroe, Jerry (DTMB); Bergan, Kristin (DTMB); Banks, William (DTMB); Dyson, Mike (DTMB); Stiles, Dan (DTMB); Chipman, Dan (DTMB); Hodgman, Steve (DTMB); Martin, Todd (DTMB); Weston, Jessica (DTMB); Fitton, Scott (DTMB); Sample, Brice (DTMB); Vanden Bosch, Kerrie (DTMB); Wellman, Jeff (DTMB); Brownlee, Jeff (DTMB); Maynard, Sharon (DTMB); Calahan, Heather (DTMB); Cook, Rebecca (DTMB); Hayes, Genevieve (DTMB); Riehle, Jenni (DTMB); Falik, Tom A. (DTMB); Pemble, William (DTMB); Sambiagio, Melissa (DTMB); Cieciwa, Sue (DTMB); Hunter, Lymon (DTMB); Dufour, Yvon (DTMB); Camp, William (DTMB); Hatch, David (DTMB); Troub, Shelby (DTMB); Epps, Stephanie (DTMB); Herman, Christyn (DTMB); Bliss, Mike (DTMB); Guardiola, Jamie (DTMB); jfoley@us.ibm.com

Please note this meeting can be attended in person or via conference call-in. Location and Dial in information are provided below.

*please see agenda below
Requested By:
DTMB Executive Staff

Location:
Ottawa Building
Upper Level - Conference Room 4
611 W. Ottawa Street
Lansing, MI 48933

Call-in: 866-390-1828
Access code: [redacted]

Security:
Please have your State Employee ID showing at all times.

Parking:
Metered parking is available along Ottawa and Pine street.

Briefing:
In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to produce, by a certain date, any documents containing certain search terms. In this meeting we will review instructions for the process of identifying, compiling, scanning, and copying the necessary information.

Agenda
1) Kickoff - Brom Stibitz, Chief Deputy Director
2) Why you are here - Jean Ingersoll, Interim Chief of Staff
3) What you need to do (February 22, 2016 deadline) - Jean
4) What will be done for you - Jean
5) What's next - Jean
6) Public Information Reminder - Caleb Buhs, Public Information Officer
7) Questions and Answers - Group

SOM Meeting Contact:
Janelle Longanbach
LonganbachJ@michigan.gov <mailto:LonganbachJ@michigan.gov>
Office: 517-373-4210

Participants:
David Behen
Chanda Donnan
Caleb Buhs
Rodney Davenport
Ashley Gelisse
Michael Gilliland
Natalie Spaniolo
Lacy Wilke
Marsha Stansfield
Denice Ballard
Trisha Hampton
Greg DeCamp
Jennifer Gibson
Dane Hengesbach
Jean Ingersoll
Phillip Jeffery
Brandon Philip
Christian Kopacsi
Jeanette Doll
Ryan McKee
Jeff Pratt
Kathy Knapp
Craig Bidelman
Terry Bussema
Rick Rokely
Niki Tefft
Nicolle Schlegel
Alexandrea Parker
Elizabeth Keilen
Vicki McPherson
Chris Christensen
Michelle Lawson
Tom Nevai
Carter Evans
James Fick
Robert McKee
Blane Perry
Eric Riddering
Anthony Rodgers
Larry Trial
Kyleigh Thompson
Tom Glomski
Seth Seger
Tim Lee
Tyler Sikkema
Kelly Manning
James McFarlane
Tiziana Galeazzi
Rajiv Das
Linda Pung
James Hogan
Laurie Westfall
Jason Palmer
Brom Stibitz
Pam Trakul
Eric Swanson
Laura Blastic
Kristen Furseth
Laura Brancheau
Yvonne Sebok
Richard Stankiewicz
Jason Vera
Jeremy Jehnsen
Ken Jodway
Jeremy Newman
Anup Vijay

Paul Harmon
Everett Root
Suzanne Pauley
John Thompson
Anne Nolan
Rick Peterson
Michelle Stiffler
Sunit Patke
James Foley
John Estill
Joe Seckelman
Ellen Martin
Brian Aprill
Josh Ross
Joel Locke
Steven Cross
John Clark
Tony Olkowski
Scott Noldy
John Baer
Holly Dickinson
Corey Post
David Cantin
Jeremy Brun
Lisa Hartsuff
Joni Kosloski
Gerald Jordon
Matthew Sweeney
Michael Turnquist
Dan Morgan
Kerri Droste
Keith Paasch
Larry Scates
Mike Noonan
Brian Walts
Ric Martin
Robert Burns
William Doxie
Jim Clark
Maureen Bailey
Troy Bos
Jamie Phillippo
Troy Spitzley
Marchan Darby
Keith Hawes
Seth Wright
Carrie Rambo
Shelly Millimaki
Chris Nelson
Chris Murphy
Stephanie Clark
Roy Cischke
David Hofmeister
Vince Reynolds
Joyce Van Coevering
Beth Ragla
Gary Shaw
Mike Wonn
Kristi Thompson
Thomas Goodine
Mike Armstrong
Jim Doyle
Kristen Hampton
Mark Miller
Tom Cooley
Rex Waltersdorf
Jerry Monroe
Kristin Bergan
William Banks
Mike Dyson
Dan Stiles
Dan Chipman
Steve Hodgman

Todd Martin
Jessie Weston
Scott Fitton
Brice Sample
Kerrie Vanden Bosch
Jeff Wellman
Jeff Brownlee
Sharon Maynard
Heather Calahan
Rebecca Cook
Genevieve Hayes
Jennifer Riehle
Tom Falik
Bill Pemble
Melissa Sambiagio
Sue Cieciwa
Lymon Hunter
Yvon Dufour
Will Camp
David Hatch
Shelby Troub
Stephanie Epps

STATE OF MICHIGAN

RICK SNYDER
GOVERNOR

DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET
LANSING

DAVID B. BEHEN
DIRECTOR

February 17, 2016

TO: All DTMB Custodians of Correspondence Related to Flint

FROM: Jean Ingersoll, Interim Chief of Staff to David B. Behen, Director and CIO

SUBJECT: Flint Document Production – Search Terms and Guidance

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. **As a custodian, you are required to produce any documents containing the search terms listed below, no later than Monday, February 22, 2016.** This memorandum contains detailed instructions for the process of identifying, compiling, scanning, and copying the necessary information.

Microsoft 365 – Outlook (*includes emails, calendar items) and OneDrive*

DTMB staff will centrally coordinate the Microsoft 365 search for all of DTMB's custodians. Therefore, DTMB's custodians *do not need to independently search any of their Microsoft 365 applications* for the search terms listed below.

Network Drives

Similar to the approach outlined above, DTMB staff will centrally coordinate the network drive search effort for all DTMB custodians. Custodians do *not* need to independently conduct a network drive search for the search terms below.

Non-Network Drives – *includes hard drives, desktop, and thumb/flash drives*

For all non-network drive types, ***each custodian will need to search every search term listed below in every non-network format, and move all relevant/related documents in to a network drive for collection. In order to move items to the network, you must be connected to the network.***

Start by conducting the search of all non-network drives, filling out the attached search term checklist as you go. If you need guidance as to how to perform this search, a step-by-step guide is included below in Appendix 1.

All relevant/responsive items that are produced as a result of your search need to be moved to a network drive. You can move your relevant/related documents to a network drive in whatever format the document is currently in. After the February 22, 2016, deadline, DTMB staff will access the network drives to collect the files.

Paper Files

Review all applicable paper files. Scan any relevant/related documents, and save them to a network drive, as described above. If this is not possible, you may provide hard copies of documents to Jean Ingersoll in the Director's Office. These documents must be received in the Director's Office by February 22, 2016, and will not be returned to you.

Home Computer

Any relevant e-mails or other documents on a personal computer also are subject to this request. Please check your personal computer for any e-mails or other documents relating to this search. If you discover any relevant/related documents, please include the phrase "personal computer" in the file name, and save them to the aforementioned network drive.

Conclusion

Thank you for your cooperation in complying with this request. Should you have any questions, please contact Jean Ingersoll at 1-8844.

Attachments

- FOIA Checklist
- Attachment 1 – Search Guidance

Search Term Checklist

In recent months, the State of Michigan has received a number of requests to produce documents related to the water emergency in Flint. You have been identified as a potential custodian of relevant/responsive correspondence and/or documents related to these requests. As a custodian, you are required to search and copy all items that you identify to a DTMB network drive, as described above.

Please complete your search no later than close of business on Monday, February 22, 2016. Relevant/related items from the past 10 years should be included.

You should search for *each term exactly as it is shown below, and include quotation marks around each separate word.* For example, "Legionnaire", "Legionella", or "Flint" would all go into search fields. After you complete a search term, check the box beside the term.

Search Terms:

- ☐ "Legionnaire"
- ☐ "Legionella"
- ☐ "boil water order" & "Flint"
- ☐ "coli" & "Flint"
- ☐ "bacteria" & "Flint"
- ☐ "microb" & "Flint"
- ☐ "TTHM" & "Flint"
- ☐ "Lead" & "Flint"
- ☐ "emergency" & "Flint"
- ☐ "Karegnondi"
- ☐ "Genesee County Health Department"
- ☐ "Flint" & "utilities"
- ☐ "Lead and Copper Rule"
- ☐ "Detroit Water and Sewerage Department" & "Flint"
- ☐ "DWSD" & "Flint"
- ☐ "Flint River"
- ☐ "Pb" & "water"
- ☐ "KWA"

Search conducted on the email account of: _____

By (your name): _____

Date completed: _____

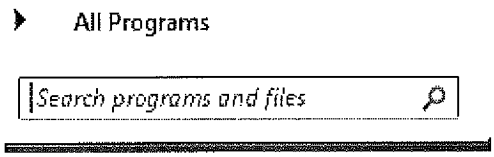
Please return this completed Checklist to DTMB Director's Office staff by February 22, 2016, at DTMB@michigan.gov, or
Directors Office, Cass Building, Second Floor

APPENDIX 1 – Search Guidance

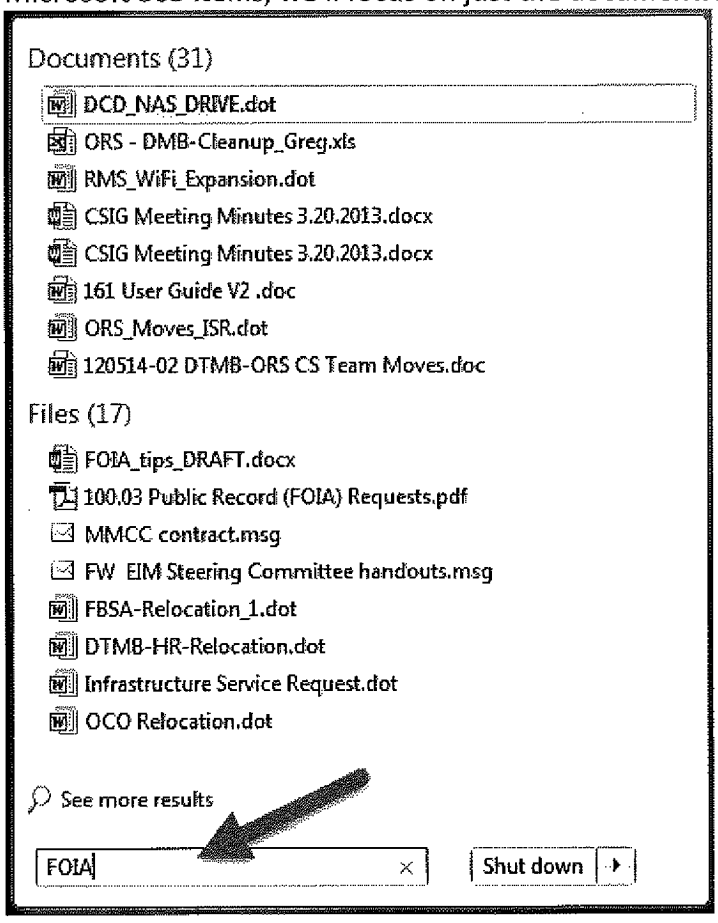
Regardless of what version of Windows you're using, each of them has a search feature built in called "Windows Explorer," you see it every time you open up a folder on a network drive, or on your own computer.

Using the search function in windows 7

Since the majority of DTMB is on Windows 7, the examples below are on that operating system. If you click on windows Start button, you'll see the search box right next to it

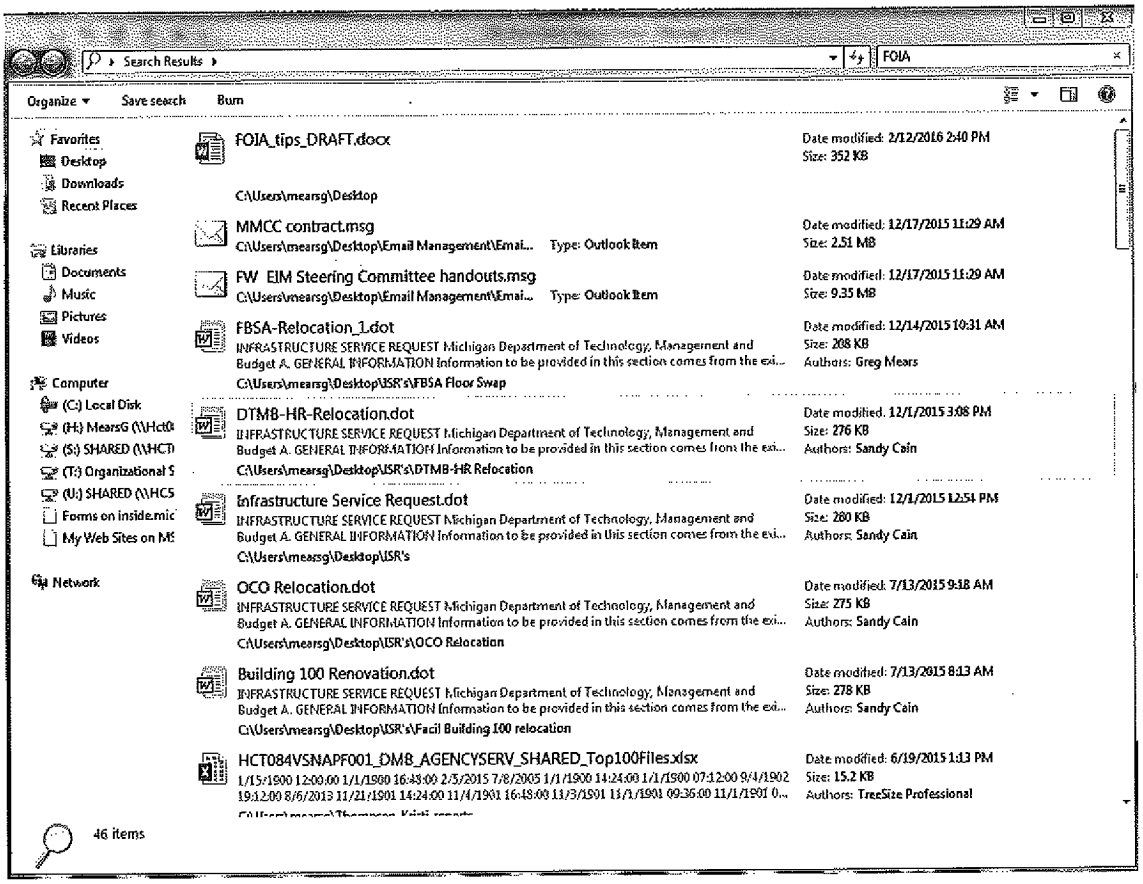


This example searches for the word FOIA. As you can see, the search yielded numerous documents including emails. Since DTMB is centrally collecting relevant emails and other Microsoft 365 items, we'll focus on just the documents.



You need to open each document to make sure that it's relevant. In this instance, the search brought up a DTMB Move form, but only because it has the word FOIA in the form.
You'll notice that the words "See more results" appears at the bottom of the list. This means that the search turned up a lot more documents than what can easily be displayed. You must

click on the link to open Windows Explorer and reveal a comprehensive list, along with their locations.



As you can see from this example the search found 46 items. We can now select them all using the "Ctrl-A method", and copy them to a network drive.

From: Kosloski, Joni (DTMB)
Sent: Thursday, February 18, 2016 1:48 PM
To: Zehner, Mark (DTMB)
Cc: DTMB-CSC-51Process
Subject: RE: DEQ request for new service for Sarah Sackrider. Please expedite
Attachments: REQ000000783995 - NEW Soft Token Files and Instructions for Denise Galipeau-Singson

Mark, on 2/8, Pam asked me to issue a token to Darlene Harris (wrong name in subject line, see attached), but it isn't being paid for. Should you submit a form for her as well?

Thanks,
Joni

From: Zehner, Mark (DTMB)
Sent: Thursday, February 18, 2016 1:39 PM
To: DTMB-CSC-51Process <DTMB-CSC-51Process@michigan.gov>
Cc: Kosloski, Joni (DTMB) <kosloskij2@michigan.gov>
Subject: DEQ request for new service for Sarah Sackrider. Please expedite

Please process the attached DEQ request for new service for Sarah Sackrider. Please expedite this request since it is related to the Flint water crisis.

Thank you.

Mark Zehner
Michigan Cyber Security
Michigan Department of Technology, Management, and Budget
(517) 241-4264
FAX (517) 241-2777
zehnerm@michigan.gov

From: Kosloski, Joni (DTMB)
Sent: Thursday, February 18, 2016 3:29 PM
To: Zehner, Mark (DTMB)
Subject: RE: Darlene Harris
Attachments: Fwd: SEOC VPN Requests - high priority request

I issued the token based on the attached e-mail only.

From: Zehner, Mark (DTMB)
Sent: Thursday, February 18, 2016 2:07 PM
To: Kosloski, Joni (DTMB) <kosloskij2@michigan.gov>
Subject: RE: Darlene Harris

Joni,

What was submitted? Was billing information included?

Mark Zehner
Michigan Cyber Security
Michigan Department of Technology, Management, and Budget
(517) 241-4264
FAX (517) 241-2777
zehnerm@michigan.gov

From: Kosloski, Joni (DTMB)
Sent: Thursday, February 18, 2016 1:48 PM
To: Zehner, Mark (DTMB) <ZehnerM@michigan.gov>
Cc: DTMB-CSC-51Process <DTMB-CSC-51Process@michigan.gov>
Subject: RE: DEQ request for new service for Sarah Sackrider. Please expedite

Mark, on 2/8, Pam asked me to issue a token to Darlene Harris (wrong name in subject line, see attached), but it isn't being paid for. Should you submit a form for her as well?

Thanks,
Joni

From: Zehner, Mark (DTMB)
Sent: Thursday, February 18, 2016 1:39 PM
To: DTMB-CSC-51Process <DTMB-CSC-51Process@michigan.gov>
Cc: Kosloski, Joni (DTMB) <kosloskij2@michigan.gov>
Subject: DEQ request for new service for Sarah Sackrider. Please expedite

Please process the attached DEQ request for new service for Sarah Sackrider. Please expedite this request since it is related to the Flint water crisis.

Thank you.

Mark Zehner
Michigan Cyber Security

Michigan Department of Technology, Management, and Budget
(517) 241-4264
FAX (517) 241-2777
zehnerm@michigan.gov

From: Kosloski, Joni (DTMB)
Sent: Thursday, February 18, 2016 3:58 PM
To: Zehner, Mark (DTMB)
Subject: RE: Darlene Harris

Yes, we switched Trevor to a hard token and MSP submitted a form. Thank you!!

From: Zehner, Mark (DTMB)
Sent: Thursday, February 18, 2016 3:38 PM
To: Kosloski, Joni (DTMB) <kosloskij2@michigan.gov>
Subject: RE: Darlene Harris

Joni,

Thanks. Darlene Harris is DEQ. I sent her a message to find out which division it is so I can get a follow up 51.

Trevor Hawks is in the State Police and someone who is a remote access AR for them should look into it.

Mark Zehner
Michigan Cyber Security
Michigan Department of Technology, Management, and Budget
(517) 241-4264
FAX (517) 241-2777
zehnerm@michigan.gov

From: Kosloski, Joni (DTMB)
Sent: Thursday, February 18, 2016 3:29 PM
To: Zehner, Mark (DTMB) <ZehnerM@michigan.gov>
Subject: RE: Darlene Harris

I issued the token based on the attached e-mail only.

From: Zehner, Mark (DTMB)
Sent: Thursday, February 18, 2016 2:07 PM
To: Kosloski, Joni (DTMB) <kosloskij2@michigan.gov>
Subject: RE: Darlene Harris

Joni,

What was submitted? Was billing information included?

Mark Zehner
Michigan Cyber Security
Michigan Department of Technology, Management, and Budget
(517) 241-4264
FAX (517) 241-2777
zehnerm@michigan.gov

From: Kosloski, Joni (DTMB)
Sent: Thursday, February 18, 2016 1:48 PM
To: Zehner, Mark (DTMB) <ZehnerM@michigan.gov>
Cc: DTMB-CSC-51Process <DTMB-CSC-51Process@michigan.gov>
Subject: RE: DEQ request for new service for Sarah Sackrider. Please expedite

Mark, on 2/8, Pam asked me to issue a token to Darlene Harris (wrong name in subject line, see attached), but it isn't being paid for. Should you submit a form for her as well?

Thanks,
Joni

From: Zehner, Mark (DTMB)
Sent: Thursday, February 18, 2016 1:39 PM
To: DTMB-CSC-51Process <DTMB-CSC-51Process@michigan.gov>
Cc: Kosloski, Joni (DTMB) <kosloskij2@michigan.gov>
Subject: DEQ request for new service for Sarah Sackrider. Please expedite

Please process the attached DEQ request for new service for Sarah Sackrider. Please expedite this request since it is related to the Flint water crisis.

Thank you.

Mark Zehner
Michigan Cyber Security
Michigan Department of Technology, Management, and Budget
(517) 241-4264
FAX (517) 241-2777
zehnerm@michigan.gov

From: Droste, Kerri (DTMB)
Sent: Friday, February 19, 2016 2:27 PM
To: Hall, Robert (DTMB);Parker, Daniel (DTMB);Miller, Jan (DTMB);Stamm, Dennis (DTMB);Lach, Adam (DTMB)
Subject: FW: UPDATED Information on Custodian Search Memo and Guidelines and Meeting Minutes

Importance: High

FYI

Kerri Droste
Facilities and Business Services Administration
Department of Technology, Management & Budget
Drostek@michigan.gov
517-284-7953

HELP. CONNECT. SOLVE.

From: Ingersoll, Jean (DTMB)
Sent: Friday, February 19, 2016 2:21 PM
To: DTMB <dtmb@michigan.gov>; Behen, David (DTMB) <Behend@michigan.gov>; Donnan, Chanda (DTMB) <DonnanC@michigan.gov>; Buhs, Caleb (DTMB) <BuhsC@michigan.gov>; Davenport, Rodney (DTMB) <DavenportR1@michigan.gov>; Gelisse, Ashley (DTMB) <GelisseA@michigan.gov>; Gilliland, Michael (DTMB) <gillilandm@michigan.gov>; Spaniolo, Natalie (DTMB) <spaniolon@michigan.gov>; Wilke, Lacey (DTMB) <WilkeL@michigan.gov>; Stansfield, Marsha (DTMB) <StansfieldM@michigan.gov>; Ballard, Denice (DTMB) <ballardd@michigan.gov>; Hampton, Trisha (DTMB) <HamptonT@michigan.gov>; DeCamp, Greg (DTMB) <DeCampG1@michigan.gov>; Gibson, Jennifer (DTMB) <GibsonJ@michigan.gov>; Hengesbach, Dane (DTMB) <hengesbachd@michigan.gov>; Jeffery, Phillip (DTMB) <Jefferyp@michigan.gov>; Philip, Brandon (DTMB) <philipb@michigan.gov>; Kopacsi, Christian (DTMB) <KopacsiC@michigan.gov>; Doll, Jeanette (DTMB) <dollj@michigan.gov>; McKee, Ryan (DTMB) <mckeer1@michigan.gov>; Pratt, Jeff (DTMB) <prattj@michigan.gov>; Knapp, Kathy (DTMB) <knappk1@michigan.gov>; Bidelman, Craig (DTMB) <BidelmanC@michigan.gov>; Bussema, Terry (DTMB) <Bussemat@michigan.gov>; Rokely, Rick (DTMB) <RokelyR1@michigan.gov>; Tefft, Niki (DTMB) <tefftn@michigan.gov>; Schlegel, Nicolle (DTMB) <SchlegelN@michigan.gov>; Parker, Alexandrea (DTMB) <ParkerA8@michigan.gov>; Keilen, Elizabeth (DTMB) <KeilenE1@michigan.gov>; McPherson, Victoria (DTMB) <McPhersonV@michigan.gov>; Christensen, Chris (DTMB) <christensenc4@michigan.gov>; Lawson, Michelle (DTMB) <LawsonM1@michigan.gov>; Nevai, Tom (DTMB) <NevaiT@michigan.gov>; Evans, Carter (DTMB) <EvansC8@michigan.gov>; Fick, James (DTMB) <FickJ@michigan.gov>; McKee, Robert (DTMB) <McKeeR2@michigan.gov>; Perry, Blane (DTMB) <PerryB4@michigan.gov>; Riddering, Eric (DTMB) <RidderingE@michigan.gov>; Rodgers, Anthony (DTMB) <RodgersA1@michigan.gov>; Trial, Larry (DTMB) <TrialL@michigan.gov>; Thompson, Kyleigh (DTMB) <ThompsonK18@michigan.gov>; Glomski, Tom (DTMB) <glomskit@michigan.gov>; Seger, Seth (DTMB) <SegerS@michigan.gov>; Lee, Timothy (DTMB) <LeeT9@michigan.gov>; Sikkema, Tyler (DTMB) <SikkemaT@michigan.gov>; Manning, Kelly (DTMB) <ManningK4@michigan.gov>; McFarlane, James (DTMB) <mcfarlanej@michigan.gov>; Galeazzi, Tiziana (DTMB) <galeazzit@michigan.gov>; Das, Rajiv (DTMB) <DasR@michigan.gov>; Pung, Linda (DTMB) <PUNGL2@michigan.gov>; Hogan, James (DTMB) <hoganj@michigan.gov>; Westfall, Laurie (DTMB) <WestfallL@michigan.gov>; Palmer, Jason (DTMB) <PalmerJ2@michigan.gov>; Stibitz, Brom (DTMB) <StibitzB@michigan.gov>; Trakul, Pamela (DTMB) <TrakulP@michigan.gov>; Swanson, Eric (DTMB) <swansone@michigan.gov>; Blastic, Laura (DTMB) <blasticl@michigan.gov>; Furseth, Kristen (DTMB) <Fursethk@michigan.gov>; Brancheau, Laura (DTMB) <BrancheauL@michigan.gov>; Sebok, Yvonne (DTMB)

<SebokY@michigan.gov>; Stankiewicz, Richard (DTMB) <StankiewiczR@michigan.gov>; Vera, Jason (DTMB) <VeraJ@michigan.gov>; Jehnsen, Jeremy W (DTMB) <JehnsenJ@michigan.gov>; Jodway, Kenneth (DTMB) <JodwayK@michigan.gov>; Newman, Jeremy (DTMB) <NewmanJ2@michigan.gov>; Vijayaveeraraghavan, Anupkumar (DTMB) <VijayaveeraraghavanA@michigan.gov>; Harmon, Paul (DTMB) <harmonp@michigan.gov>; Root, Everett (DTMB) <RootE@michigan.gov>; Pauley, Suzanne (DTMB) <PauleyS@michigan.gov>; Thompson, John (DTMB) <thompsonj@michigan.gov>; Nolan, Anne (DTMB) <nolana@michigan.gov>; Peterson, Rick (DTMB) <petersonr@michigan.gov>; Stiffler, Michelle (DTMB) <StifflerM@michigan.gov>; Patke, Sunit (DTMB) <patkes1@michigan.gov>; Estill, John (DTMB) <EstillJ@michigan.gov>; Seckelman, Joe (DTMB) <SeckelmanJ@michigan.gov>; Martin, Ellen (DTMB) <MartinE@michigan.gov>; Aprill, Brian (DTMB) <aprillb@michigan.gov>; Ross, Josh (DTMB) <rossj@michigan.gov>; Locke, Joel (DTMB) <lockej@michigan.gov>; Cross, Steven (DTMB) <crosss3@michigan.gov>; Clark, John (DTMB) <clarkjs@michigan.gov>; Olkowski, Tony (DTMB) <OlkowskiT@michigan.gov>; Noldy, Scott (DTMB) <NoldyS@michigan.gov>; Baer, John (DTMB) <BAERJ@michigan.gov>; Dickinson, Holly (DTMB) <DickinsonH1@michigan.gov>; Post, Corey (DTMB) <postc1@michigan.gov>; Cantin, David (DTMB) <CantinD@michigan.gov>; Brun, Jeremy (DTMB) <BrunJ@michigan.gov>; Hartsuff, Lisa (DTMB) <HartsuffL@michigan.gov>; Kosloski, Joni (DTMB) <kosloskij2@michigan.gov>; Jordan, Gerald (DTMB) <jordang@michigan.gov>; Sweeney, Matthew (DTMB) <SweeneyM1@michigan.gov>; Turnquist, Michael (DTMB) <TurnquistM@michigan.gov>; Morgan, Dan (DTMB) <morgand@michigan.gov>; Droste, Kerri (DTMB) <drostek@michigan.gov>; Paasch, Keith (DTMB) <paaschK@michigan.gov>; Scates, Larry (DTMB) <scatesl@michigan.gov>; Noonan, Michael (DTMB) <noonanm@michigan.gov>; Walts, Brian (DTMB) <WaltsB@michigan.gov>; Martin, Ric (DTMB) <MartinR3@michigan.gov>; Burns, Robert (DTMB) <BurnsR@michigan.gov>; Doxie, William (DTMB) <DoxieW@michigan.gov>; Clark, Jim (DTMB) <clarkj1@michigan.gov>; Bailey, Maureen (DTMB) <baileym1@michigan.gov>; Bos, Troy (DTMB) <bost@michigan.gov>; Phillippo, Jamie (DTMB) <PhillippoJ@michigan.gov>; Spitzley, Troy (DTMB) <SpitzleyT@michigan.gov>; Darby, Marchan (DTMB) <DarbyM@michigan.gov>; Hawes, Keith (DTMB) <HawesK@michigan.gov>; Wright, Seth (DTMB) <WrightS17@michigan.gov>; Rambo, Carolyn (DTMB) <RamboC1@michigan.gov>; Millimaki, Shelly (DTMB) <MillimakiS@michigan.gov>; Nelson, Christopher (DTMB) <NelsonC12@michigan.gov>; Murphy, Chris (DTMB) <murphyc2@michigan.gov>; Clark, Stephanie (DTMB) <clarks18@michigan.gov>; Cischke, Roy (DTMB) <cischker@michigan.gov>; Hofmeister, David (DTMB) <HofmeisterD@michigan.gov>; Reynolds, Vince (DTMB) <reynoldsv@michigan.gov>; VanCoevering, Joyce (DTMB) <Vancoeveringj1@michigan.gov>; Ragla, Beth (DTMB) <raglab1@michigan.gov>; Shaw, Gary (DTMB) <shawg@michigan.gov>; Wonn, Michael (DTMB) <wonnm@michigan.gov>; Thompson, Kristi (DTMB) <thompsonk1@michigan.gov>; Goodine, Tom (DTMB) <goodinet@michigan.gov>; Armstrong, Mike (DTMB) <armstrongm@michigan.gov>; Doyle, James (DTMB) <DoyleJ1@michigan.gov>; Hampton, Kristen (DTMB) <HamptonK@michigan.gov>; Miller, Mark (DTMB) <millerm13@michigan.gov>; Cooley, Tom (DTMB) <cooleyt@michigan.gov>; Waltersdorf, Rex (DTMB) <WaltersdorfR@michigan.gov>; Monroe, Jerry (DTMB) <monroej1@michigan.gov>; Bergan, Kristin (DTMB) <bergank@michigan.gov>; Banks, William (DTMB) <banksw@michigan.gov>; Dyson, Mike (DTMB) <dysonm@michigan.gov>; Stiles, Dan (DTMB) <stilesd1@michigan.gov>; Chipman, Dan (DTMB) <chipmand@michigan.gov>; Hodgman, Steve (DTMB) <hodgmans@michigan.gov>; Martin, Todd (DTMB) <martint1@michigan.gov>; Weston, Jessica (DTMB) <WestonJ2@michigan.gov>; Fitton, Scott (DTMB) <FittonS2@michigan.gov>; Sample, Brice (DTMB) <sampleb@michigan.gov>; Vanden Bosch, Kerrie (DTMB) <vandenboschk@michigan.gov>; Wellman, Jeff (DTMB) <WellmanJ1@michigan.gov>; Brownlee, Jeff (DTMB) <BrownleeJ@michigan.gov>; Maynard, Sharon (DTMB) <maynards1@michigan.gov>; Calahan, Heather (DTMB) <CALAHANH@michigan.gov>; Cook, Rebecca (DTMB) <CookR6@michigan.gov>; Hayes, Genevieve (DTMB) <HayesG2@michigan.gov>; Riehle, Jenni (DTMB) <RiehleJ2@michigan.gov>; Falik, Tom A. (DTMB) <FalikT@michigan.gov>; Pemble, William (DTMB) <PembleW@michigan.gov>; Sambiagio, Melissa (DTMB) <SambiagioM@michigan.gov>; Cieciwa, Sue (DTMB) <cieciwas@michigan.gov>; Hunter, Lymon (DTMB) <hunterl@michigan.gov>; Dufour, Yvon (DTMB) <DufourY@michigan.gov>; Camp, William (DTMB) <CampW@michigan.gov>; Hatch, David (DTMB) <HatchD@michigan.gov>; Troub, Shelby (DTMB) <TroubS1@michigan.gov>; Epps, Stephanie (DTMB) <eppss@michigan.gov>; Herman, Christyn (DTMB) <HermanC3@michigan.gov>; Bliss, Mike (DTMB) <blissm@michigan.gov>; Guardiola, Jamie (DTMB) <GuardiolaJ1@michigan.gov>; 'jfoley@us.ibm.com' <jfoley@us.ibm.com>; Stanaway, Deb (DTMB) <StanawayD@michigan.gov>; McQuaid, John (DTMB) <mcquaidj@michigan.gov>; Reasner, Richard (DTMB)

<ReasnerR@michigan.gov>; Rakowski, Rock (DTMB) <RakowskiJ@michigan.gov>; Gonzalez, Tonyia (DTMB) <GonzalezT1@michigan.gov>; Nixon, Ruth (DTMB) <NixonR@michigan.gov>; Conlin, Dan (DTMB) <conlind@michigan.gov>; Rigg, Steve (DTMB) <RiggS@michigan.gov>; Sunit Patke <supatke@us.ibm.com>; Bates, David (DTMB) <BatesD3@michigan.gov>; Guthrie, Eric (DTMB) <GuthrieE@michigan.gov>; Hummel, Mindy (DTMB) <HummelM@michigan.gov>; Baker, Kay (DTMB) <bakerk@michigan.gov>
Subject: UPDATED Information on Custodian Search Memo and Guidelines and Meeting Minutes
Importance: High

Good Afternoon All:
After attempting to perform a search, I have some important information for you.

The first search will take quite a while, possibly up to 20 minutes. After some time your computer will recognize the slowness and automatically start to index the search. Once the computer starts to index, the searches will become much faster.

Lastly, on the search instructions for Microsoft 7 and 8, the terms Flint AND water were omitted; however, the checklist that you must return is correct. Please make certain that you are searching the terms Flint AND water. Thank you. Jean

Jean M. Ingersoll, JD
Michigan Department of Technology, Management & Budget
Lewis Cass Building
320 South Walnut St.
PO Box 30026
Lansing, MI 48909
517-241-8844 (O)
517-282-2474 (C)
DTMB
HELP. CONNECT. SOLVE.

From: DTMB
Sent: Friday, February 19, 2016 11:17 AM
To: Behen, David (DTMB); Donnan, Chanda (DTMB); Buhs, Caleb (DTMB); Davenport, Rodney (DTMB); Gelisse, Ashley (DTMB); Gilliland, Michael (DTMB); Spaniolo, Natalie (DTMB); Wilke, Lacey (DTMB); Stansfield, Marsha (DTMB); Ballard, Denice (DTMB); Hampton, Trisha (DTMB); DeCamp, Greg (DTMB); Gibson, Jennifer (DTMB); Hengesbach, Dane (DTMB); Ingersoll, Jean (DTMB); Jeffery, Phillip (DTMB); Philip, Brandon (DTMB); Kopacsi, Christian (DTMB); Doll, Jeanette (DTMB); McKee, Ryan (DTMB); Pratt, Jeff (DTMB); Knapp, Kathy (DTMB); Bidelman, Craig (DTMB); Bussema, Terry (DTMB); Rokely, Rick (DTMB); Tefft, Niki (DTMB); Schlegel, Nicolle (DTMB); Parker, Alexandrea (DTMB); Keilen, Elizabeth (DTMB); McPherson, Victoria (DTMB); Christensen, Chris (DTMB); Lawson, Michelle (DTMB); Nevai, Tom (DTMB); Evans, Carter (DTMB); Fick, James (DTMB); McKee, Robert (DTMB); Perry, Blane (DTMB); Riddering, Eric (DTMB); Rodgers, Anthony (DTMB); Trial, Larry (DTMB); Thompson, Kyleigh (DTMB); Glomski, Tom (DTMB); Seger, Seth (DTMB); Lee, Timothy (DTMB); Sikkema, Tyler (DTMB); Manning, Kelly (DTMB); McFarlane, James (DTMB); Galeazzi, Tiziana (DTMB); Das, Rajiv (DTMB); Pung, Linda (DTMB); Hogan, James (DTMB); Westfall, Laurie (DTMB); Palmer, Jason (DTMB); Stibitz, Brom (DTMB); Trakul, Pamela (DTMB); Swanson, Eric (DTMB); Blastic, Laura (DTMB); Furseth, Kristen (DTMB); Brancheau, Laura (DTMB); Sebok, Yvonne (DTMB); Stankiewicz, Richard (DTMB); Vera, Jason (DTMB); Jehnsen, Jeremy W (DTMB); Jodway, Kenneth (DTMB); Newman, Jeremy (DTMB); Vijayaveeraraghavan, Anupkumar (DTMB); Harmon, Paul (DTMB); Root, Everett (DTMB); Pauley, Suzanne (DTMB); Thompson, John (DTMB); Nolan, Anne (DTMB); Peterson, Rick (DTMB); Stiffler, Michelle (DTMB); Patke, Sunit (DTMB); Estill, John (DTMB); Seckelman, Joe (DTMB); Martin, Ellen (DTMB); Aprill, Brian (DTMB); Ross, Josh (DTMB); Locke, Joel (DTMB); Cross, Steven (DTMB); Clark, John (DTMB); Olkowski, Tony (DTMB); Noldy, Scott (DTMB); Baer, John (DTMB); Dickinson, Holly (DTMB); Post, Corey (DTMB); Cantin, David (DTMB); Brun, Jeremy (DTMB); Hartsuff, Lisa (DTMB); Kosloski, Joni (DTMB); Jordan, Gerald (DTMB); Sweeney, Matthew (DTMB); Turnquist, Michael (DTMB); Morgan, Dan (DTMB); Droste, Kerri (DTMB); Paasch, Keith (DTMB); Scates, Larry (DTMB); Noonan, Michael (DTMB); Walts, Brian (DTMB); Martin, Ric (DTMB); Burns, Robert (DTMB); Doxie, William (DTMB); Clark, Jim (DTMB); Bailey, Maureen (DTMB); Bos, Troy (DTMB); Phillippo, Jamie (DTMB); Spitzley, Troy (DTMB); Darby, Marchan (DTMB); Hawes, Keith (DTMB); Wright, Seth (DTMB); Rambo, Carolyn (DTMB); Millimaki, Shelly (DTMB); Nelson, Christopher (DTMB); Murphy, Chris (DTMB); Clark, Stephanie (DTMB); Cischke, Roy (DTMB);

Hofmeister, David (DTMB); Reynolds, Vince (DTMB); VanCoevering, Joyce (DTMB); Ragla, Beth (DTMB); Shaw, Gary (DTMB); Wonn, Michael (DTMB); Thompson, Kristi (DTMB); Goodine, Tom (DTMB); Armstrong, Mike (DTMB); Doyle, James (DTMB); Hampton, Kristen (DTMB); Miller, Mark (DTMB); Cooley, Tom (DTMB); Waltersdorf, Rex (DTMB); Monroe, Jerry (DTMB); Bergan, Kristin (DTMB); Banks, William (DTMB); Dyson, Mike (DTMB); Stiles, Dan (DTMB); Chipman, Dan (DTMB); Hodgman, Steve (DTMB); Martin, Todd (DTMB); Weston, Jessica (DTMB); Fitton, Scott (DTMB); Sample, Brice (DTMB); Vanden Bosch, Kerrie (DTMB); Wellman, Jeff (DTMB); Brownlee, Jeff (DTMB); Maynard, Sharon (DTMB); Calahan, Heather (DTMB); Cook, Rebecca (DTMB); Hayes, Genevieve (DTMB); Riehle, Jenni (DTMB); Falik, Tom A. (DTMB); Pemble, William (DTMB); Sambiagio, Melissa (DTMB); Cieciwa, Sue (DTMB); Hunter, Lymon (DTMB); Dufour, Yvon (DTMB); Camp, William (DTMB); Hatch, David (DTMB); Troub, Shelby (DTMB); Epps, Stephanie (DTMB); Herman, Christyn (DTMB); Bliss, Mike (DTMB); Guardiola, Jamie (DTMB); 'jfoley@us.ibm.com'; Stanaway, Deb (DTMB); McQuaid, John (DTMB); Reasner, Richard (DTMB); Rakowski, Rock (DTMB); Gonzalez, Tonyia (DTMB); Nixon, Ruth (DTMB); Conlin, Dan (DTMB); Rigg, Steve (DTMB); Sunit Patke; Bates, David (DTMB); Guthrie, Eric (DTMB); Hummel, Mindy (DTMB); Baker, Kay (DTMB)
Subject: Custodian Search Memo and Guidelines and Meeting Minutes
Importance: High

Please find attached the updated version of the Custodian Search Terms Memo. Please also find the minutes from the custodian meeting on February 18, 2016. All questions from the meeting are answered in the minutes. If you have any questions regarding these documents please email DTMB@michigan.gov.

Please complete the Search Term Checklist by close of business on February 22, 2016 and sent to DTMB@michigan.gov.

From: Lach, Adam (DTMB)
Sent: Wednesday, July 29, 2015 9:16 AM
To: Scates, Larry (DTMB);Hall, Robert (DTMB) (hallr5@michigan.gov)
Subject: FW: 4th floor water leak
Attachments: Flint - Water Leak.pdf

Importance: High

FYI – regarding Flint. I spoke with Paul of B&B and he is in the process of working with Long Mechanical to rectify the issue.

Adam P. Lach, RA, LEED AP
State of Michigan
DTMB FBSA Design and Construction Division
Project Field Representative
517.898.2524

Click here to provide Service Feedback

From: Lach, Adam (DTMB)
Sent: Wednesday, July 29, 2015 9:11 AM
To: Paul Krysinski (pkrysinski@bandbconstructionservices.com)
Cc: Dave Carsley; Miller, Jan (DTMB) (millerj1@michigan.gov); Noonan, Michael (DTMB); Walts, Brian (DTMB); bandbconstructionservices@gmail.com; tcattivera@bandbconstructionservices.com
Subject: 4th floor water leak
Importance: High

Paul-

Per our discussion, you are aware of the domestic hot water line that was leaking on the 4th floor in which you had your plumber repair. It appears that the leak may have been occurring for some time as there appears to be damage below this area on the lower floors. If you refer to the attached photos, the water flooded some of the areas outside of the plumbing chases and has all caused some level of damage to the adjacent gypsum board, pipe insulation, fire-proofing, ceiling tiles, carpet, etc. on all floors. The initial point of concern, other than the damaged materials, is that there also appears to be mold growth taking place. If the materials are not dried out quickly by use of fans or other methods it could continue to worsen and required full replacement of the damaged materials.

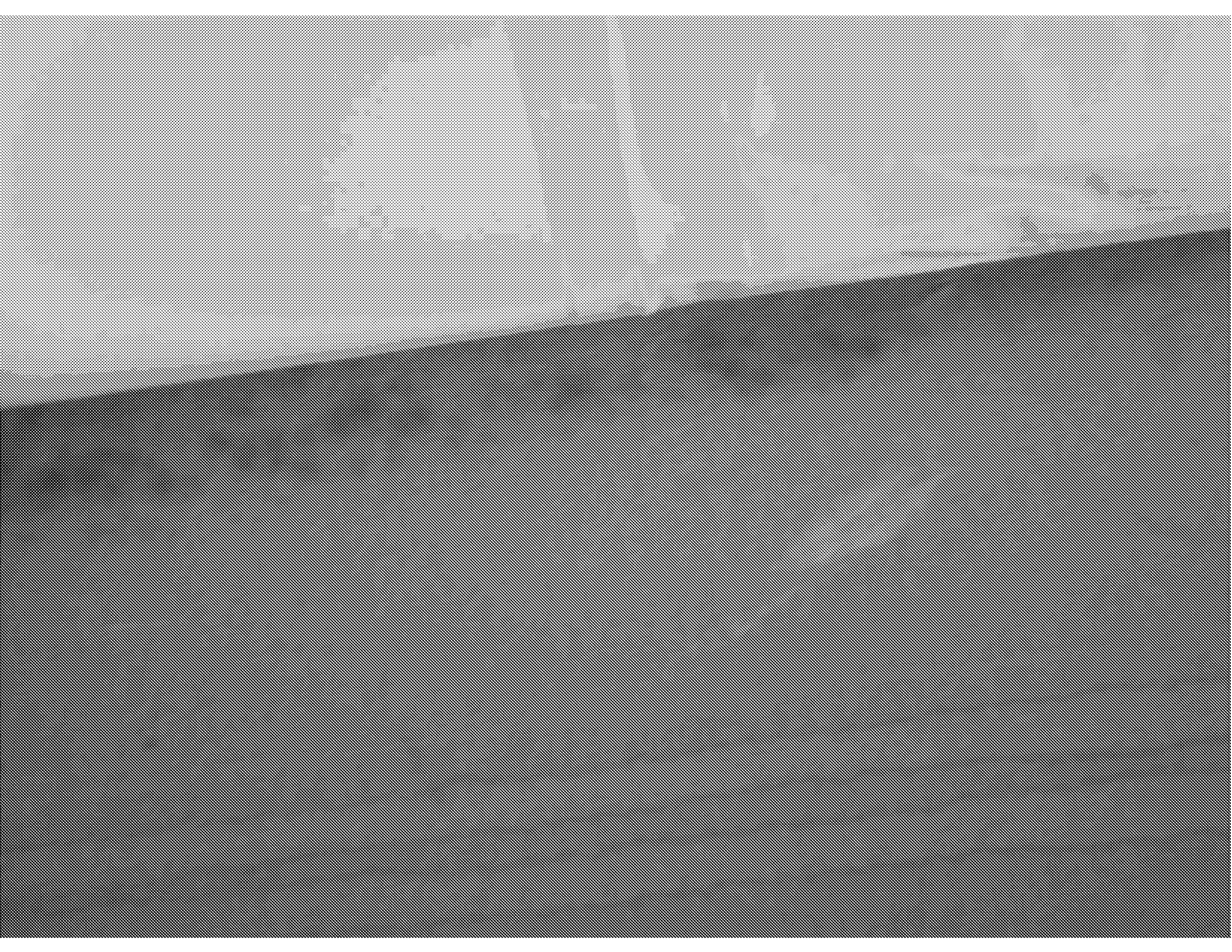
Please review the attached photos and the overall onsite conditions of the areas on each floor and provide us with B&B's intended direction to resolve and remediate the issue. We would appreciate and require an immediate response to insure the safety of the occupants.

Thanks

Adam P. Lach, RA, LEED AP
State of Michigan
DTMB FBSA Design and Construction Division
Project Field Representative
517.898.2524

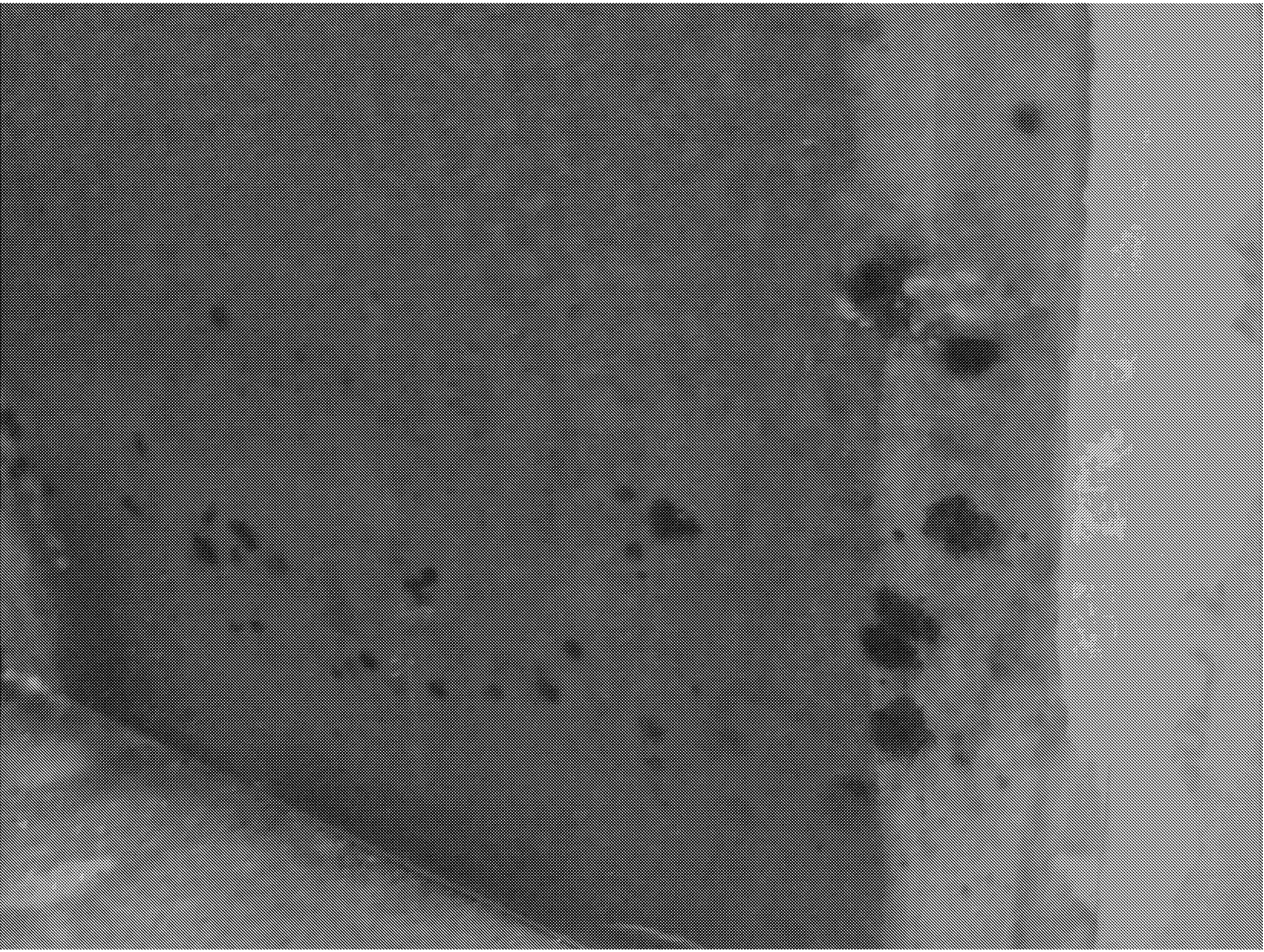
Click here to provide Service Feedback

CONSERVATION
DEPARTMENT



DOMESTIC HOT WATER

DOMESTIC COLD WATER



From: Noonan, Michael (DTMB)
Sent: Wednesday, July 29, 2015 10:02 AM
To: Lach, Adam (DTMB);Miller, Jan (DTMB);Rodney Smith (RSmith@wtaarch.com);Kim R. Stevens-Len
Cc: Walts, Brian (DTMB);Wright, Edward (DTMB);Scates, Larry (DTMB)
Subject: FW: Water Leak Damage
Attachments: DSC02426.JPG; DSC02428.JPG; DSC02404.JPG; DSC02336.JPG; DSC02363.JPG; DSC02348.JPG; DSC02352.JPG; DSC02410.JPG

I waited last night for a response and since I got none and B & B was offsite, I called a restoration company out to bring dryers and air movers.

Let me know where to send the bill.

I believe Drywall will need to be replace in these areas.

From: Scates, Larry (DTMB)
Sent: Wednesday, July 29, 2015 9:07 AM
To: Paasch, Keith (DTMB)
Cc: Noonan, Michael (DTMB)
Subject: FW: Water Leak Damage

Good Morning Keith –

Pictures attached is from a valve at the Flint State office building. Contractors responsibility to correct and cleanup up effected areas. I met with Adam Lach this morning and stressed the completion date of the 6th floor is a firm date. Thanks Mike for the information.

From: Noonan, Michael (DTMB)
Sent: Tuesday, July 28, 2015 4:49 PM
To: Scates, Larry (DTMB)
Subject: FW: Water Leak Damage

FYI Good times in flint

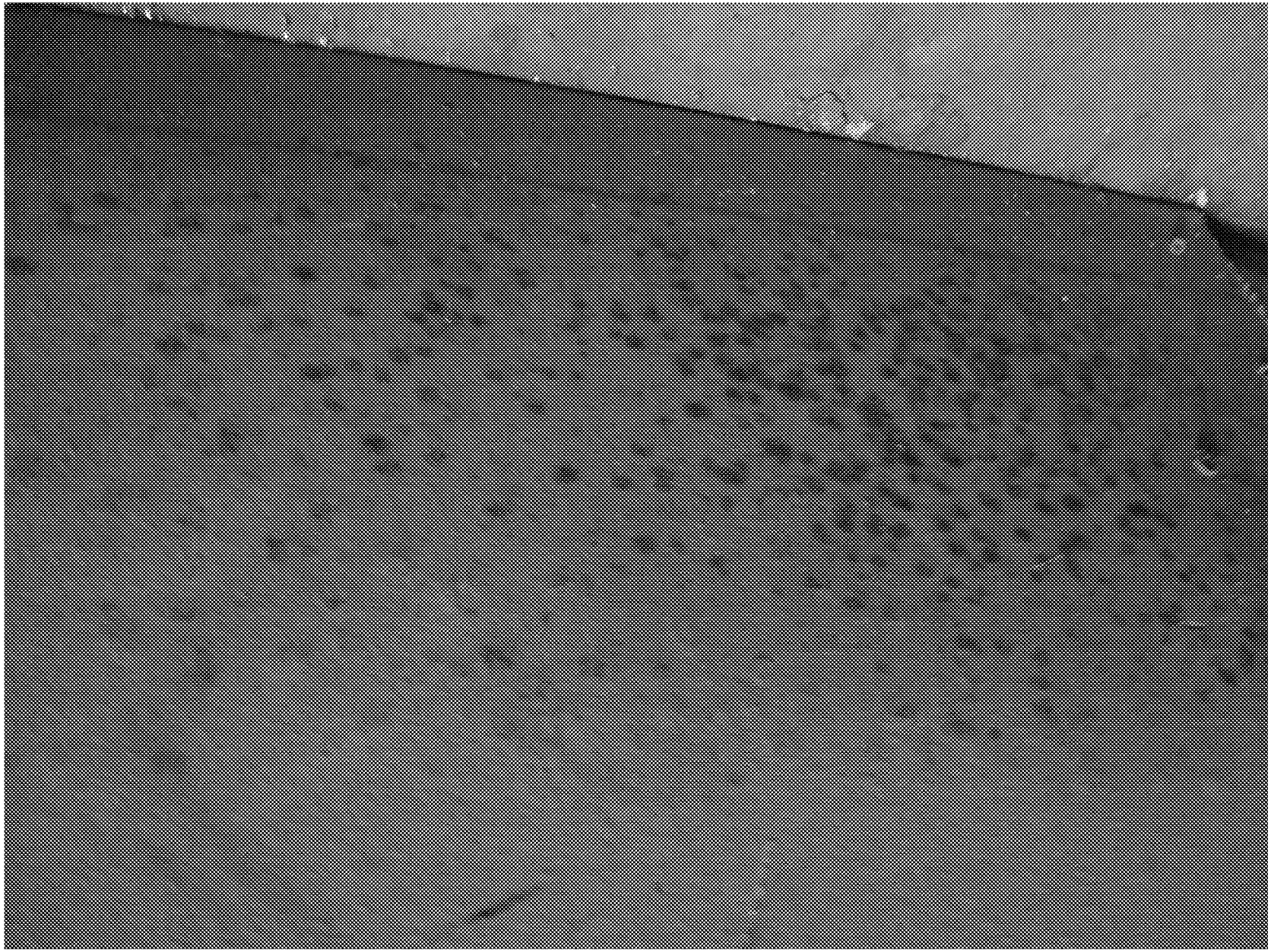
From: Wright, Edward (DTMB)
Sent: Tuesday, July 28, 2015 4:35 PM
To: Noonan, Michael (DTMB); Walts, Brian (DTMB); Miller, Jan (DTMB); Parker, Daniel (DTMB); Rodney Smith (RSmith@wtaarch.com); Kim R. Stevens-Len (KStevens-Len@wtaarch.com)
Subject: Water Leak Damage

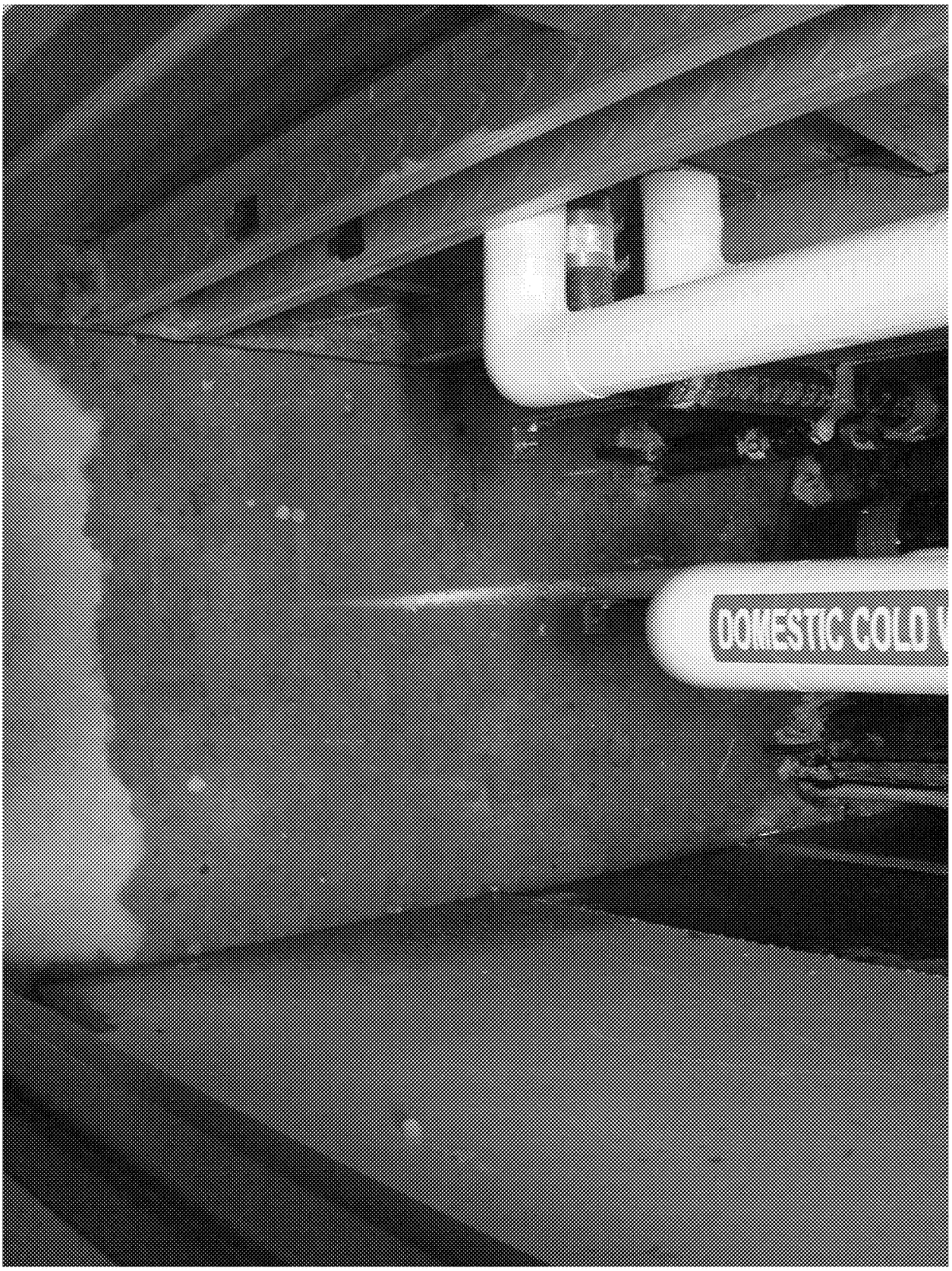
Team,

Today operations noticed that the carpet on the first floor between the public rest rooms was wet upon further investigation we opened up the closet and seen it was completely soaked and dripping water from the ceiling so operations went floor by floor until we located the cause of the water leak. The domestic hot water line was leaking on the fourth floor near the ball valve. Operations turned off the ball valve which seemed to stop the leak and called B&B

immediately to show them the leak and where it appears to be coming from. Paul with B&B called Chad from Long Mechanical and they are routed at plumber to the building. I took multiple photos of each floor but only attached the highlights to show you the damages and flooding. Operations has found mold on each floor on the walls due to the water damage, the wall, studs, floor track, and pipe insulation is soaked from fourth floor all the way down, fire proofing on the ceiling is soaked from third floor down, the carpet is soaked on the first floor which will need to be dried out, re-glued, and should probably be replaced so we don't have any mold growth. If you have any questions or would like me photos let me know and I would be happy to get them over to you.

Thank You,
Eddie Wright
East Zone – Flint
Maintenance Mechanic
810-614-0043




DOMESTIC COLD

DOMESTIC HOT WATER
Domestic cold water

From: Hall, Robert (DTMB)
Sent: Wednesday, July 29, 2015 10:23 AM
To: Lach, Adam (DTMB)
Subject: RE: 4th floor water leak

Thanks for the note.

From: Lach, Adam (DTMB)
Sent: Wednesday, July 29, 2015 9:16 AM
To: Scates, Larry (DTMB); Hall, Robert (DTMB)
Subject: FW: 4th floor water leak
Importance: High

FYI – regarding Flint. I spoke with Paul of B&B and he is in the process of working with Long Mechanical to rectify the issue.

Adam P. Lach, RA, LEED AP
State of Michigan
DTMB FBSA Design and Construction Division
Project Field Representative
517.898.2524

Click here to provide Service Feedback

From: Lach, Adam (DTMB)
Sent: Wednesday, July 29, 2015 9:11 AM
To: Paul Krysinski (pkrysinski@bandbconstructionservices.com)
Cc: Dave Carsley; Miller, Jan (DTMB) (millerj1@michigan.gov); Noonan, Michael (DTMB); Walts, Brian (DTMB); bandbconstructionservices@gmail.com; tcattivera@bandbconstructionservices.com
Subject: 4th floor water leak
Importance: High

Paul-

Per our discussion, you are aware of the domestic hot water line that was leaking on the 4th floor in which you had your plumber repair. It appears that the leak may have been occurring for some time as there appears to be damage below this area on the lower floors. If you refer to the attached photos, the water flooded some of the areas outside of the plumbing chases and has all caused some level of damage to the adjacent gypsum board, pipe insulation, fire-proofing, ceiling tiles, carpet, etc. on all floors. The initial point of concern, other than the damaged materials, is that there also appears to be mold growth taking place. If the materials are not dried out quickly by use of fans or other methods it could continue to worsen and required full replacement of the damaged materials.

Please review the attached photos and the overall onsite conditions of the areas on each floor and provide us with B&B's intended direction to resolve and remediate the issue. We would appreciate and require an immediate response to insure the safety of the occupants.

Thanks

Adam P. Lach, RA, LEED AP
State of Michigan
DTMB FBSA Design and Construction Division
Project Field Representative
517.898.2524

Click here to provide Service Feedback

From: Noonan, Michael (DTMB)
Sent: Wednesday, July 29, 2015 10:24 AM
To: Lach, Adam (DTMB)
Cc: Paul Krysinski (pkrysinski@bandbconstructionservices.com);Dave Carsley;Miller, Jan (DTMB);Walts, Brian (DTMB);bandbconstructionservices@gmail.com;tcattivera@bandbconstructionservices.com
Subject: Re: 4th floor water leak

Jan or Adam,

Please call me ASAP about the restoration of the water damage

Sent from my iPhone

> On Jul 29, 2015, at 9:11 AM, Lach, Adam (DTMB) <LachA@michigan.gov> wrote:
>
> Paul-
>
> Per our discussion, you are aware of the domestic hot water line that was leaking on the 4th floor in which you had your plumber repair. It appears that the leak may have been occurring for some time as there appears to be damage below this area on the lower floors. If you refer to the attached photos, the water flooded some of the areas outside of the plumbing chases and has all caused some level of damage to the adjacent gypsum board, pipe insulation, fire-proofing, ceiling tiles, carpet, etc. on all floors. The initial point of concern, other than the damaged materials, is that there also appears to be mold growth taking place. If the materials are not dried out quickly by use of fans or other methods it could continue to worsen and required full replacement of the damaged materials.
>
> Please review the attached photos and the overall onsite conditions of the areas on each floor and provide us with B&B's intended direction to resolve and remediate the issue. We would appreciate and require an immediate response to insure the safety of the occupants.
>
> Thanks
>
> Adam P. Lach, RA, LEED AP
> State of Michigan
> DTMB FBSA Design and Construction Division Project Field
> Representative
> 517.898.2524
>
> Click here to provide Service
> Feedback<http://inside.michigan.gov/sites/dtmb/DesignandConstruction/L
> ists/DCD%20Survey/overview.aspx>
>
> <Flint - Water Leak.pdf>

From: Noonan, Michael (DTMB)
Sent: Wednesday, July 29, 2015 11:17 AM
To: Lach, Adam (DTMB)
Cc: Walts, Brian (DTMB)
Subject: Flint

I really don't think they understand about the water issue or getting the floors done. Absolutely no work is being done on the lobby and very little on sixth floor.

From: Lach, Adam (DTMB)
Sent: Wednesday, July 29, 2015 11:35 AM
To: Noonan, Michael (DTMB);Miller, Jan (DTMB);Rodney Smith (RSmith@wtaarch.com);Kim R. Stevens-Len
Cc: Walts, Brian (DTMB);Wright, Edward (DTMB);Scates, Larry (DTMB)
Subject: RE: Water Leak Damage

Mike-

I just got off the phone with Marty of ATC. I requested a site walk with him tomorrow morning around 11:00 or 11:30 to review the affected areas due to the water leak to verify the extent of any required environmental remediation that will be required. He will confirm with me on the time later today.

We have also requested a plan for repair from B&B and we can get into further detail at tomorrow's progress meeting.

Adam P. Lach, RA, LEED AP
State of Michigan
DTMB FBSA Design and Construction Division
Project Field Representative
517.898.2524

Click here to provide Service Feedback

From: Noonan, Michael (DTMB)
Sent: Wednesday, July 29, 2015 10:02 AM
To: Lach, Adam (DTMB); Miller, Jan (DTMB); Rodney Smith (RSmith@wtaarch.com); Kim R. Stevens-Len
Cc: Walts, Brian (DTMB); Wright, Edward (DTMB); Scates, Larry (DTMB)
Subject: FW: Water Leak Damage

I waited last night for a response and since I got none and B & B was offsite, I called a restoration company out to bring dryers and air movers.

Let me know where to send the bill.

I believe Drywall will need to be replace in these areas.

From: Scates, Larry (DTMB)
Sent: Wednesday, July 29, 2015 9:07 AM
To: Paasch, Keith (DTMB)
Cc: Noonan, Michael (DTMB)
Subject: FW: Water Leak Damage

Good Morning Keith –

Pictures attached is from a valve at the Flint State office building. Contractors responsibility to correct and cleanup up effected areas. I met with Adam Lach this morning and stressed the completion date of the 6th floor is a firm date. Thanks Mike for the information.

From: Noonan, Michael (DTMB)
Sent: Tuesday, July 28, 2015 4:49 PM
To: Scates, Larry (DTMB)
Subject: FW: Water Leak Damage

FYI Good times in flint

From: Wright, Edward (DTMB)
Sent: Tuesday, July 28, 2015 4:35 PM
To: Noonan, Michael (DTMB); Walts, Brian (DTMB); Miller, Jan (DTMB); Parker, Daniel (DTMB); Rodney Smith (RSmith@wtaarch.com); Kim R. Stevens-Len (KStevens-Len@wtaarch.com)
Subject: Water Leak Damage

Team,

Today operations noticed that the carpet on the first floor between the public rest rooms was wet upon further investigation we opened up the closet and seen it was completely soaked and dripping water from the ceiling so operations went floor by floor until we located the cause of the water leak. The domestic hot water line was leaking on the fourth floor near the ball valve. Operations turned off the ball valve which seemed to stop the leak and called B&B immediately to show them the leak and where it appears to be coming from. Paul with B&B called Chad from Long Mechanical and they are routed at plumber to the building. I took multiple photos of each floor but only attached the highlights to show you the damages and flooding. Operations has found mold on each floor on the walls due to the water damage, the wall, studs, floor track, and pipe insulation is soaked from fourth floor all the way down, fire proofing on the ceiling is soaked from third floor down, the carpet is soaked on the first floor which will need to be dried out, re-glued, and should probably be replaced so we don't have any mold growth. If you have any questions or would like me photos let me know and I would be happy to get them over to you.

Thank You,
Eddie Wright
East Zone – Flint
Maintenance Mechanic
810-614-0043

From: Scates, Larry (DTMB)
Sent: Thursday, July 30, 2015 1:49 PM
To: Lach, Adam (DTMB)
Subject: Re: Flint Question

Thanks Adam,

Sent from my iPad

On Jul 30, 2015, at 1:47 PM, Lach, Adam (DTMB) <LachA@michigan.gov> wrote:

> Larry-
>
> I won't make it back today, still here in Flint, but here is a brief update:
>
> - There did not appear to be any visible damage that a tenant would see as most of the issues are within the plumbing chase (other than the carpet outside of the chase which looks generally clean of visible damage)
> - Jarvis has been drying up the wet materials - of which most is now dry and they are expecting to pull their equipment tomorrow
> - I had ATC out here this morning and they completed air sampling of the 4 affected floors - they will let us know the results when they are back from the lab
> - B&B's sub, Long Mechanical has put in a claim to their insurance company for any necessary repairs and will let us know what their plans are in the coming days
>
> Once we get the determination from the insurance company we will review and verify that it covers all damaged attributed to the leak.
>
> If you have any additional questions, please fell free to call me on my cell number below.
>
> Adam Lach, RA
> 517.898.2524
>
> -------- Original Message --------
> From: "Scates, Larry (DTMB)" <scatesl@michigan.gov>
> Date: Thu, July 30, 2015 1:20 PM -0400
> To: "Lach, Adam (DTMB)" <LachA@michigan.gov>
> Subject: Flint Question
>
> Good Afternoon Adam,
>
> If you are back in the office this afternoon, If you can stop down? Just wanted an update on the water issue at Flint. Thanks!

SUPERINTENDENT'S DAILY REPORT

JOB NAME & NO. Flint State Office Building 2013.001 **REPORT NO.**

PLACE: 125 E Union, Flint MI **DATE:** 7-28-15

SUPERINTENDENT: Dave Carsley/Paul Krysinski **MISC:**

	FORE	MEN	TOTAL
SUPERINTENDENT		2	2
SIGNAGE			
LIGHT CONTROLS			
LABORERS			
DEMOLITION			
LIGHTING			
MECHANICAL			
PLASTER	1	1	2
ASPHALT PAVING			
FLOORING			
CONCRETE			
MASONRY			
CERAMIC TILE			
9METAL PANELS			
TOTALS	1	3	4

	FORE	MEN	TOTAL
STRUCTURAL			
CARPENTRY	1	8	9
SPEAKER WIRE-			
GLAZING			
DRYWALL			
CLEANING			
CONTROLS			
PAINTING			
PLUMBING	1		1
HVAC/INSULATION			
FIRE PROTECTION			
ELECTRICAL	1	4	5
COUNTERTOPS			
DOORS			
TOTALS	3	12	15

MATERIAL DELIVERED:	WEATHER	TEMPERATU	PRECIPITATI	WIND	SKY
	8:00	Inside	Inside	Inside	Inside
	12:00	Inside	Inside	Inside	Inside

DRAWINGS	
DRAWINGS	
MATERIAL	
VISITORS:	

EQUIPMENT ON JOB SITE:

JFS-5th Tape/finish below window sill 6th for. Frame/dw/tape/finish partitions 6th flr Install ceiling at 6th flr.

TED'S- Walkway handrails. Above ceiling electrical 6th flr. NEXTEC-Troubleshoot 5th flr.

RUSSELL- Walkway plaster.

LONG- Repaie DHWS leak at 4th flr mechanical chase. Water seepage travelled to 1st flr mechanical chase.

KEN'S- Clean 6th flr. Move material from 6th flr to 7th flr.

SUPERINTENDENT'S DAILY REPORT

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SUPERINTENDENT: Dave Carsley/Paul Krysinski **MISC:**

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CONCRETE			
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CERAMIC TILE			
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STRUCTURAL			
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GLAZING			
DRYWALL			
CLEANING			
CONTROLS			
PAINTING			
PLUMBING	1		1
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Acuity

Corrections:
4 – Teds
2 – Long
1 – Nextek
1 – Acuity (Nextek Sub)
1 – Goyette
0 – Kens

Notes:
Paul – 6-2:40
Dave – 8:15-1:20
*4 – Jarvis – 8pm-9:30pm
Too old to verify work activite

From: davecarsley@bandbconstructionservices.com
Sent: Tuesday, August 25, 2015 9:40 AM
To: Wright, Edward (DTMB);Noonan, Michael (DTMB);Walts, Brian (DTMB)
Cc: Miller, Jan (DTMB);Parker, Daniel (DTMB);Lach, Adam (DTMB)
Subject: JC water shut down- Flint SOB 2013.001

Eddie,

The existing faucet in the 6th floor JC (near gang baths) is leaking. Admittedly, it wasn't prior to me taking it off (for FRP install) and reinstalling it. It has stained the new piece of FRP below it.

I know where the shut off is, and can operate it without assistance. As you know though, it shuts off ALL JCs on the west side of the building.

Please give me the "go" when a somewhat convenient time for your cleaning staff arises today.

I'm thinking 10-15 minutes max.

-Thanks
Dave Carsley
Project Superintendent
B&B Construction Services
Cell: 586-601-5354

Sent from my HTC One

From: Wright, Edward (DTMB)
Sent: Tuesday, August 25, 2015 9:55 AM
To: davecarsley@bandbconstructionservices.com
Cc: Noonan, Michael (DTMB);Walts, Brian (DTMB);Miller, Jan (DTMB);Parker, Daniel (DTMB);Lach, Adam (DTMB)
Subject: Re: JC water shut down- Flint SOB 2013.001

You are good to go with the repairs when ready. Jut let me know when it's back on.

Eddie Wright
Building operations
East Zone - Flint
810-614-0043

On Aug 25, 2015, at 9:40 AM, "davecarsley@bandbconstructionservices.com" <davecarsley@bandbconstructionservices.com> wrote:

> Eddie,
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> Dave Carsley
> Project Superintendent
> B&B Construction Services
> Cell: 586-601-5354
>
> Sent from my HTC One

From: Dave Carsley <davecarsley@bandbconstructionservices.com>
Sent: Tuesday, August 25, 2015 10:03 AM
To: Wright, Edward (DTMB)
Cc: Noonan, Michael (DTMB);Walts, Brian (DTMB);Miller, Jan (DTMB);Parker, Daniel (DTMB);Lach, Adam (DTMB)
Subject: RE: JC water shut down- Flint SOB 2013.001

Eddie,

OK. I'm going to gather the wrenches and such, and will shut it down @ 10:15 and let you know promptly when its back on.

-Thank you
Dave Carsley
Site Manager
B&B Construction Services, LLC
20816 Eleven Mile Rd
Suite 202
St. Clair Shores, MI 48081
O- 586-552-5472
F- 586-445-3701
C- 586-601-5354

This email is confidential and for the intended recipient only. If you have received this email in error, please delete it immediately. The content contained in this email should **not** be construed as relieving any contractor from completing **all** portions of their work, using the **exact** products and installation procedures as defined in the project's drawings and specifications, unless a prior change order has been issued, approved, signed, returned and forwarded to all applicable parties.

From: Wright, Edward (DTMB) [mailto:WrightE@michigan.gov]
Sent: Tuesday, August 25, 2015 9:55 AM
To: davecarsley@bandbconstructionservices.com
Cc: Noonan, Michael (DTMB) ; Walts, Brian (DTMB) ; Miller, Jan (DTMB) ; Parker, Daniel (DTMB) ; Lach, Adam (DTMB)
Subject: Re: JC water shut down- Flint SOB 2013.001

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Building operations
East Zone - Flint
810-614-0043

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> Dave Carsley
> Project Superintendent
> B&B Construction Services
> Cell: 586-601-5354
>
> Sent from my HTC One

From: Noonan, Michael (DTMB)
Sent: Wednesday, November 04, 2015 8:41 PM
To: Dave Carsley
Cc: Walts, Brian (DTMB);Wright, Edward (DTMB);Parker, Daniel (DTMB);Miller, Jan (DTMB);Lach, Adam (DTMB)
Subject: Re: Water Heater- Flint SOB 2013.001

Longs is ok, others I have questions

Sent from my iPhone

On Nov 4, 2015, at 4:19 PM, Dave Carsley <davecarsley@bandbconstructionservices.com> wrote:

> Mike,
> Long would like to come in early on Friday (same time as JFS) so that they may tie in the new water heater on the 8th floor (using the parameters/guidelines set forth by Brian in our walkthrough with Chad Neuer- there's a previous email on this).
> Do you have any issues with this?
> -Thank you
> Dave Carsley
> Site Manager
> B&B Construction Services, LLC
> 20816 Eleven Mile Rd
> Suite 202
> St. Clair Shores, MI 48081
> O- 586-552-5472
> F- 586-445-3701
> C- 586-601-5354
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FLINT STATE OFFICE BUILDING

FLINT, MI

ECMS CUSTOMER:
EXTERIOR METALS
CRAIG PAYNE
810-744-4126

****PLEASE SEE CUSTOMER NOTES ON SHEET 001****
THANK YOU.

SHOP DRAWING INDEX	
000	COVER SHEET
001	GENERAL NOTES
101	PLANS
201	ELEVATIONS
202	ELEVATIONS
203	ELEVATIONS / SECTIONS
301	PLAN DETAILS
401	SECTION DETAILS

EAST COAST
METAL SYSTEMS

PO Box 217
407 53RD STREET
BELLAIRE, OHIO 43906
(740) 676-2400
(740) 671- 8760 Fax
www.ecmsinc.net
ecms@ecmsinc.net

OWNER:
STATE OF MICHIGAN DTMB
PHONE: 517.284.7969

ARCHITECT:
WIGEN, TINCKNELL AND ASSOCIATES
PHONE: 989.752.8107

REVIEWER: PLEASE REVIEW AND ADVISE ON ALL CLOUDED NOTES & DIMENSIONS. THANK YOU.

GENERAL CONTRACTOR:
B&B CONSTRUCTION SERVICES
CONTACT: DAVE CARSLEY
PHONE: 586.601.5354

CONTACTOR TO FIELD VERIFY ALL DIMENSIONS AND CONDITIONS.

HORIZONTAL AND VERTICAL SPACING BETWEEN PANELS MUST BE EQUAL.

FILLER STRIPS SHALL NOT BE LOOSE. FASTEN EITHER MECHANICALLY (HIDDEN) OR WITH ADHESIVE.

THIS SET OF ECMS SHOP DRAWINGS BASED ON
1. ARCHITECTURAL DRAWINGS DATED: AUGUST 19, 2013. (SHEETS A2.10; A5.2; A7.1; A7.2; A7.3; A8.1 ONLY)

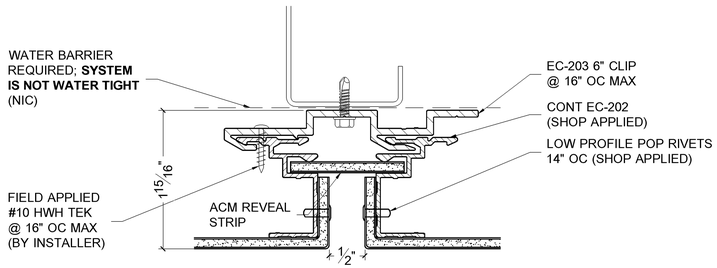
REVISION #2
11.06.15

FLINT STATE OFFICE BUILDING - REVISION #2

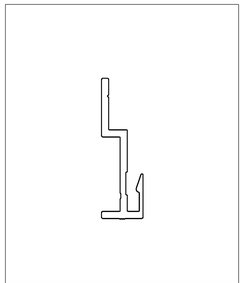
GENERAL NOTES

1. THE EC-200 SYSTEM IS **NOT A WATER TIGHT SYSTEM**. WATER BARRIER IS REQUIRED.
2. ALL PANELS HAVE A 1/2" JOINT UON.
3. PLEASE USE THESE DRAWINGS IN CONJUNCTION WITH ECMS INSTALLATION INSTRUCTIONS & FIELD MEASURING GUIDELINES TO ENSURE A SUCCESSFUL PROJECT.
4. DETAILS OF ADJACENT WORK ARE FOR REFERENCE ONLY.
5. ECMS RECOMMENDS ALL STUDS AND SUBGIRT FRAMING TO BE MINIMUM 18 GA. & ARE TO BE SPACED @ 16" O.C. MAX.
6. IT IS VITAL THAT THE SUBSTRUCTURE IS INSTALLED CORRECTLY. IF THE FRAMING (EVEN SOLID SUBSTRATE) HAS EXCESSIVE VARIATION FROM THE PLANE OF THE WALL, IT CAN CAUSE UNDUE STRESS ON THE COMPOSITE PANELS, JOINTS & CONNECTIONS.
7. THE MAX DEVIATION OF THE PLANE OF THE SUBSTRUCTURE SHOULD NOT EXCEED ±¼" IN ANY 20 FEET LENGTH, HORIZONTALLY OR VERTICALLY. SUBSTRUCTURE TRANSITION AREAS SUCH AS CORNERS AND SOFFITS SHALL BE WITHIN ±⅛" OF THE THEORETICAL GIRT PLANE.
8. PANELS WILL BE SHIPPED WITH A PROTECTIVE FILM COATING ON THE PANEL FACE. THIS FILM MUST BE REMOVED IN THE FIELD AS THE PANELS ARE BEING ERECTED AND BEFORE INSTALLING ANY SEALANT. IT IS BEST TO REMOVE FILM AS SOON AS PRACTICAL.
9. IT IS IMPERATIVE TO EXERCISE CARE IN ORDER TO MAINTAIN UNIFORM JOINTS ON EACH ELEVATION. USE SPACERS FOR UNIFORM JOINTS.
10. PANEL FABRICATION TOLERANCES: ±⅛"
11. PANEL ERECTION TOLERANCES: ±⅛" IN 10'-0"

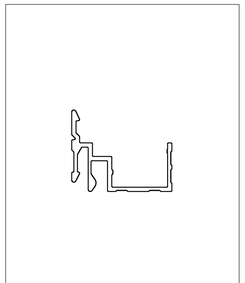
THE EC-200 PRESSURE EQUALIZED RAIN SCREEN SYSTEM



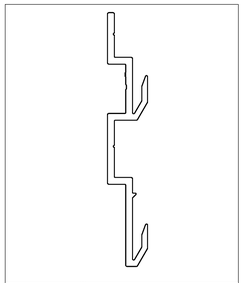
TYPICAL PANEL TO PANEL JOINT



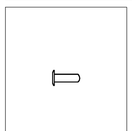
EC-201 STARTER STRIP EXTRUSION FIELD APPLIED



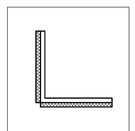
EC-202 PANEL PERIMETER EXTRUSION SHOP APPLIED



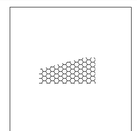
EC-203 6" PANEL CLIP EXTRUSION FIELD APPLIED



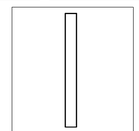
LOW PROFILE POP RIVET (SHOP APPLIED)



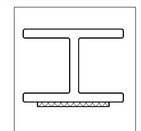
CORNER REINFORCEMENT (SHOP APPLIED)



WEEP BAFFLE (SHOP APPLIED)



ACM REVEAL STRIP (FIELD APPLIED)



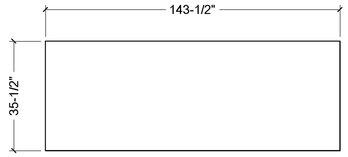
1" PANEL STIFFENER (SHOP APPLIED)

PROJECT SPECIFICATIONS

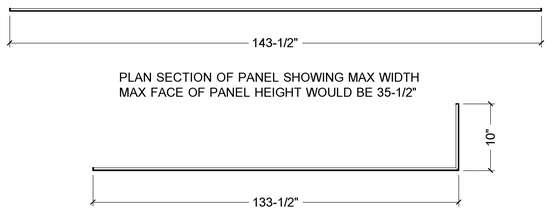
SPECIFICATION SECTION	
PANEL SYSTEM	EC-200 PRESSURE EQUALIZED RAINSCREEN SYSTEM
ACM MANUFACTURER	ALPOLIC
PANEL THICKNESS	4MM
PANEL CORE	FR
PANEL COLOR	ZINC
NOMINAL SYSTEM DEPTH	2"
PANEL JOINTERY	APPROVED SEALANT & BACKER ROD AS SUBMITTED BY INSTALLER

PANEL SYSTEM LIMITATIONS

SIZE: PLEASE BE ADVISED THAT MAXIMUM PANEL FACE DIMENSIONS ARE **35-1/2" x 143-1/2"**



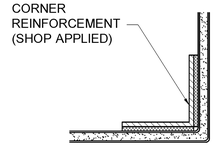
PANEL IN ELEVATION SHOWING MAX PANEL SIZE



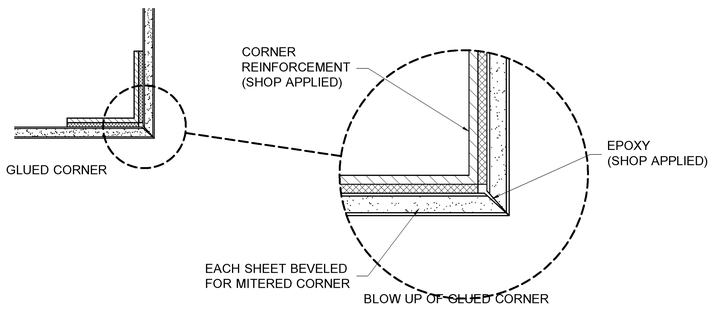
PLAN SECTION OF PANEL SHOWING MAX WIDTH
MAX FACE OF PANEL HEIGHT WOULD BE 35-1/2"

PLAN SECTION OF PANEL SHOWING MAX WIDTH WITH A CORNER BEND
MAX STRETCHOUT WIDTH IS 143-1/2"
MAX FACE OF PANEL HEIGHT WOULD BE 35-1/2"

BENDING OF PANELS: TO FABRICATE A BEND IN THE PANEL, THE MATERIAL IS TYPICALLY ROUTED AND FOLDED. FOR PANELS WITH BENDS ON DIFFERENT PLANES, THE FIRST BEND IS ROUTED AND FOLDED, BUT OTHER BENDS MUST BE GLUED. CURVED PANELS ALSO MUST HAVE THE PANEL RETURNS GLUED. ECMS WILL MAKE EVERY EFFORT TO PLACE GLUED BENDS ON THE VERTICAL PLANE. IF GLUED BENDS CAN BE AVOIDED BY ADDING JOINTS, ECMS WILL MAKE SUGGESTIONS ON SHOP DRAWINGS.



TYPICAL ROUTED & FOLDED CORNER



BLOW UP OF GLUED CORNER

DRAWING ABBREVIATIONS

ACM	=	ALUMINUM COMPOSITE MATERIAL
AFF	=	ABOVE FINISHED FLOOR
B.O.	=	BOTTOM OF
CFMF	=	COLD FORMED METAL FRAMING
CL	=	CENTER LINE
F.O.	=	FACE OF
ISC	=	INSIDE CORNER
JT	=	JOINT
NIC	=	NOT IN CONTRACT
OA	=	OVERALL SYSTEM DIMENSION
OC	=	ON CENTER
OPP	=	OPPOSITE
OSC	=	OUTSIDE CORNER
PD	=	PANEL DIMENSION
RCP	=	REFLECTED CEILING PLAN
RO	=	ROUGH OPENING
SIM	=	SIMILAR
T.O.	=	TOP OF
TYP	=	TYPICAL
UON	=	UNLESS OTHERWISE NOTED
VIF	=	VERIFY IN FIELD
↑ →	=	PANEL GRAIN DIRECTION

CUSTOMER NOTES:

- ALL PANEL DIMENSIONS MUST BE VERIFIED BY CUSTOMER PRIOR TO FABRICATION
- THESE DRAWINGS ARE ECMS' INTERPRETATION OF OUR CONTRACT. ALL MATERIALS WILL BE RELEASED FOR PURCHASE BASED ON THE APPROVAL OF THESE DRAWINGS.
- ANY ADDITIONAL MATERIAL REQUIRED WILL BE PRICED AND A CHANGE ORDER SUBMITTED FOR APPROVAL.
- ECMS WILL ORDER MATERIAL UPON RECEIPT OF BOTH APPROVED SHOP DRAWINGS AND APPROVED, SIGNED COLOR CHIP
- EXCLUSIONS: PLEASE BE ADVISED THAT ECMS DOES NOT SUPPLY THE FOLLOWING (BUT NOT LIMITED TO), UNLESS OTHERWISE NOTED: *NON-ACM* COPINGS, FLASHINGS, FIELD MEASURING, SHIMS, FASTENERS, SEALANTS, BACKING RODS, SUBSTRATES, FRAMING.
- PLEASE PROVIDE ECMS WITH THE SHOP DRAWINGS OF ALL TRADES REQUIRING COORDINATION WITH ECMS SCOPE OF WORK.

FLINT STATE OFFICE BUILDING

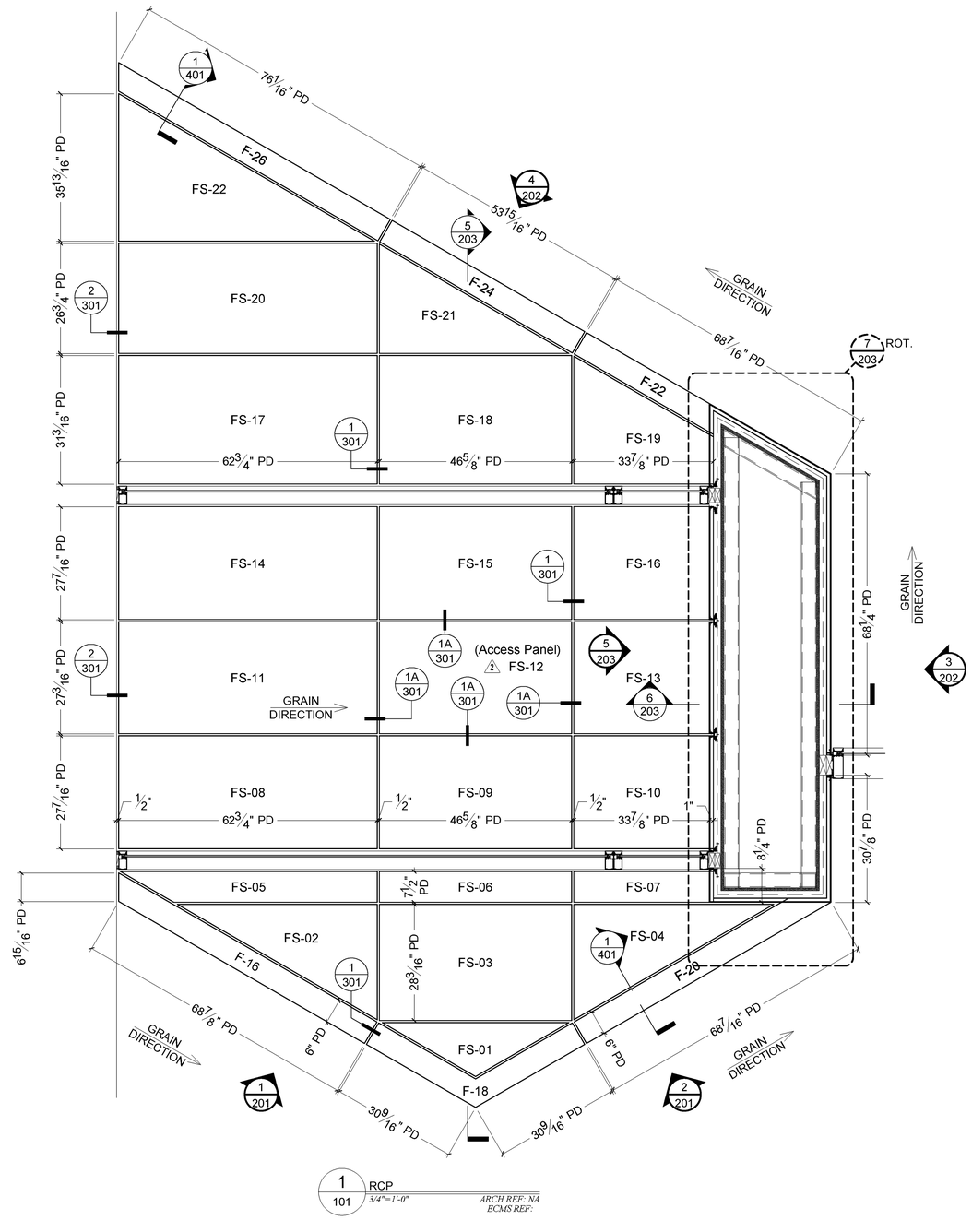
FLINT, MI
ECMS JOB#: F5-8459

SUBMITTALS

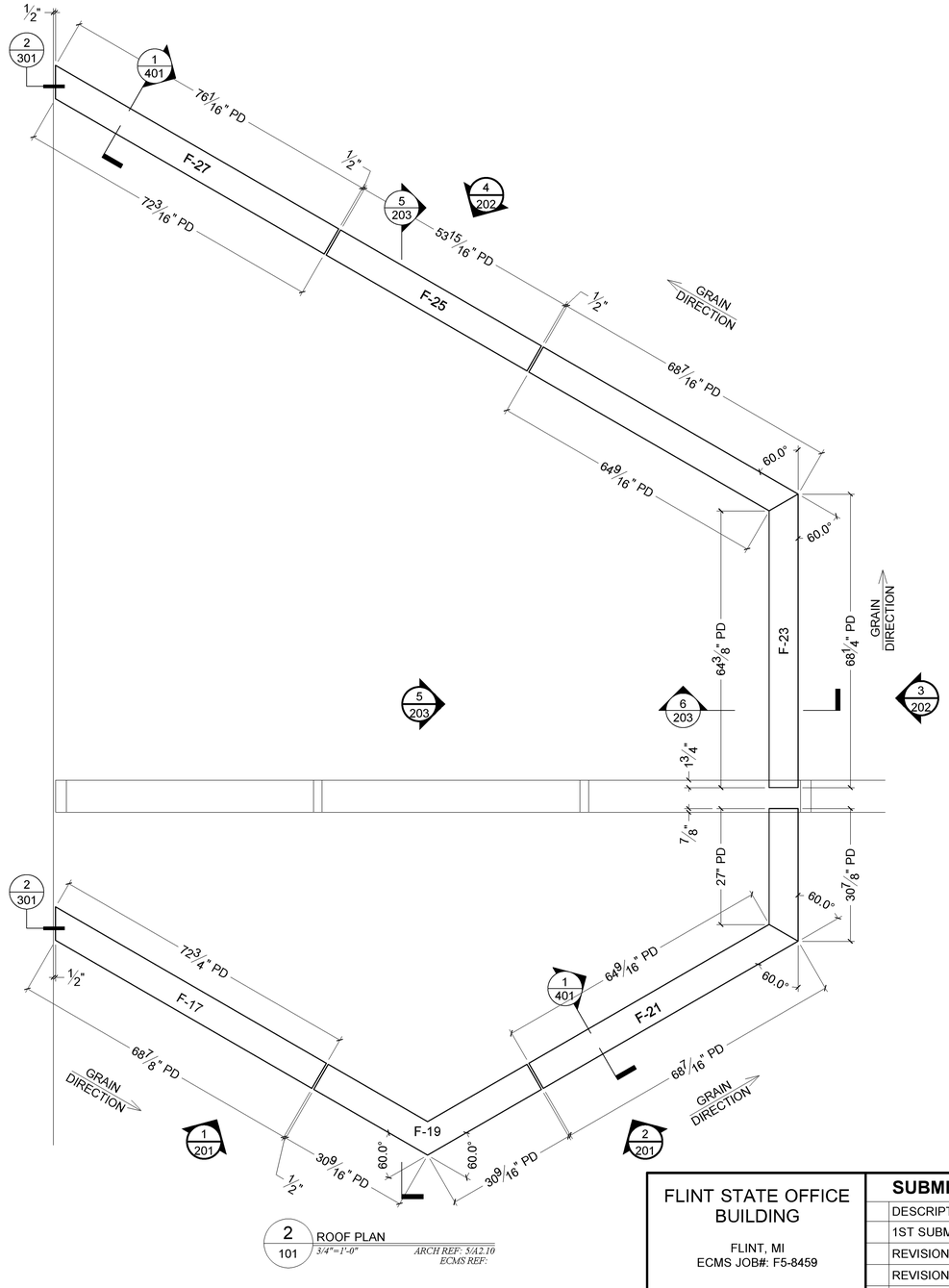
DESCRIPTION	DATE
1ST SUBMITTAL	08.07.15
REVISION #1	10.08.15
REVISION #2	11.06.15

CUSTOMER: EXTERIOR METALS
ECMS PM: JC
DRAWN BY: SN

001 GENERAL NOTES



1 101 RCP
3/4"=1'-0"
ARCH REF: NA
ECMS REF:



2 101 ROOF PLAN
3/4"=1'-0"
ARCH REF: 5/A2.10
ECMS REF:

FLINT STATE OFFICE BUILDING

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CUSTOMER: EXTERIOR METALS
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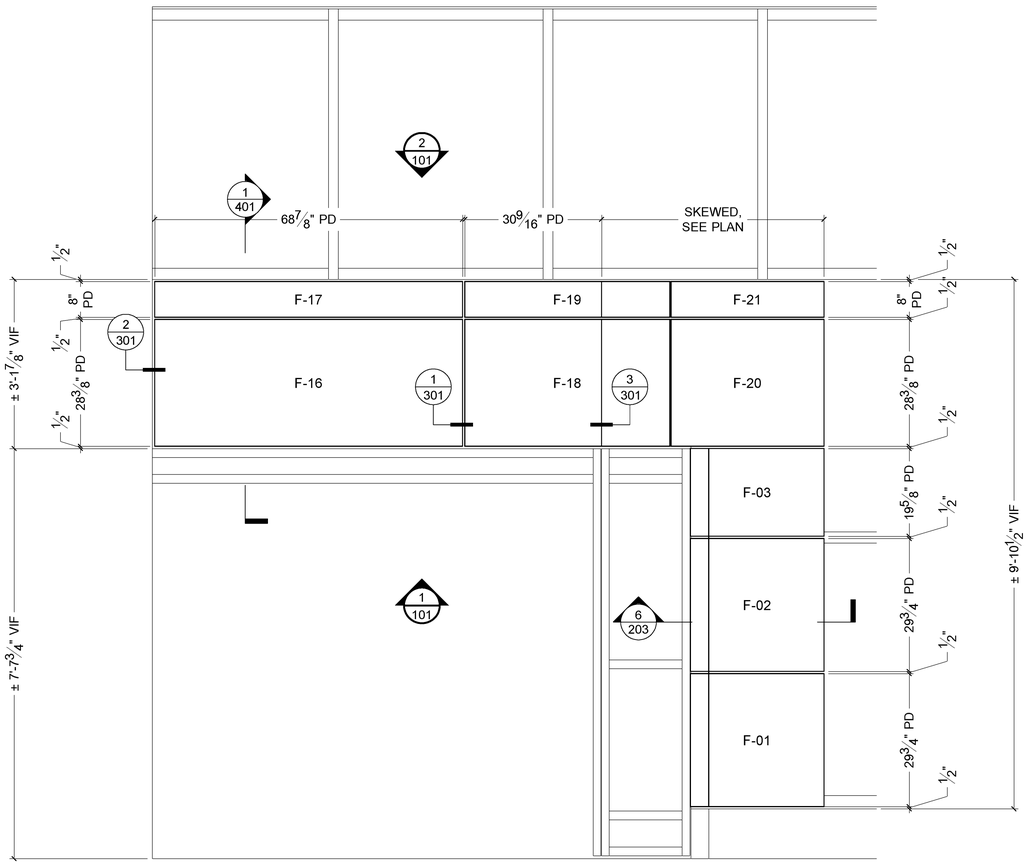
DRAWN BY: SN

101 PLANS



1 / 201 ELEVATION
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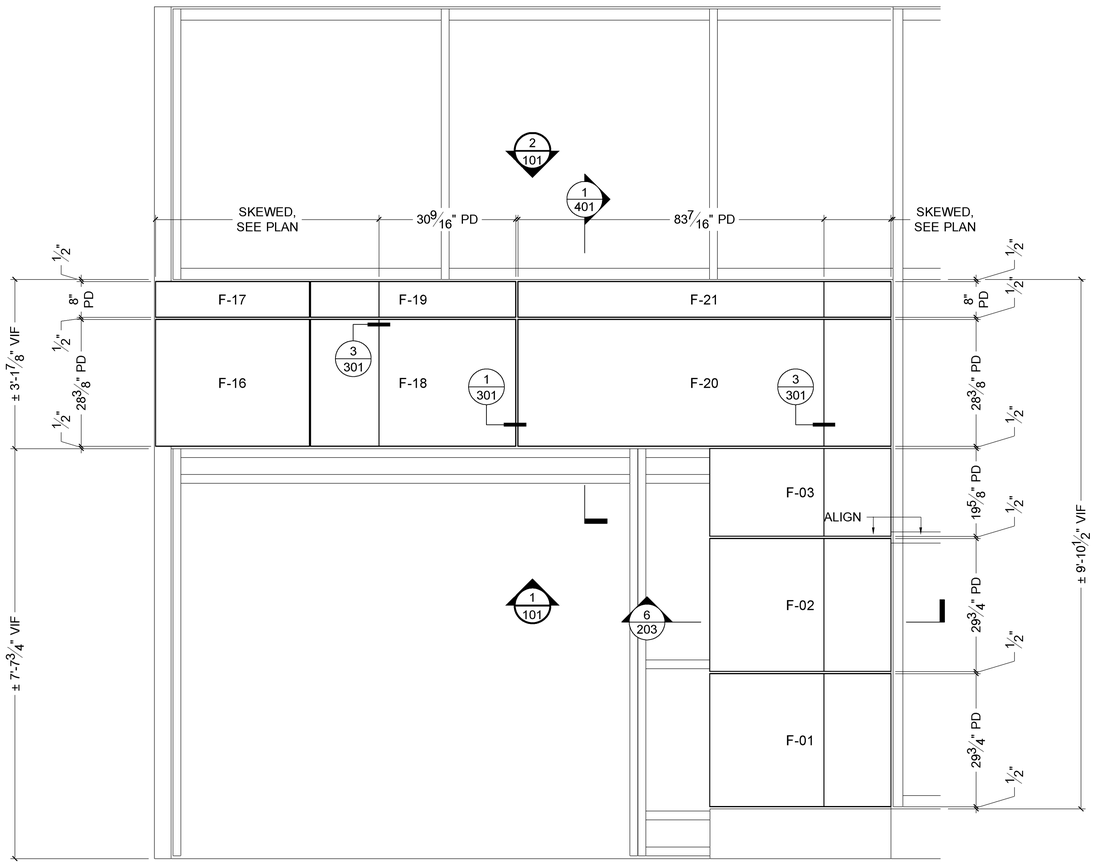
ARCH REF: NA
ECMS REF: 1/101



2 / 201 ELEVATION
3/4"=1'-0"
ARCH REF: NA
ECMS REF: 1/101

FLINT STATE OFFICE BUILDING

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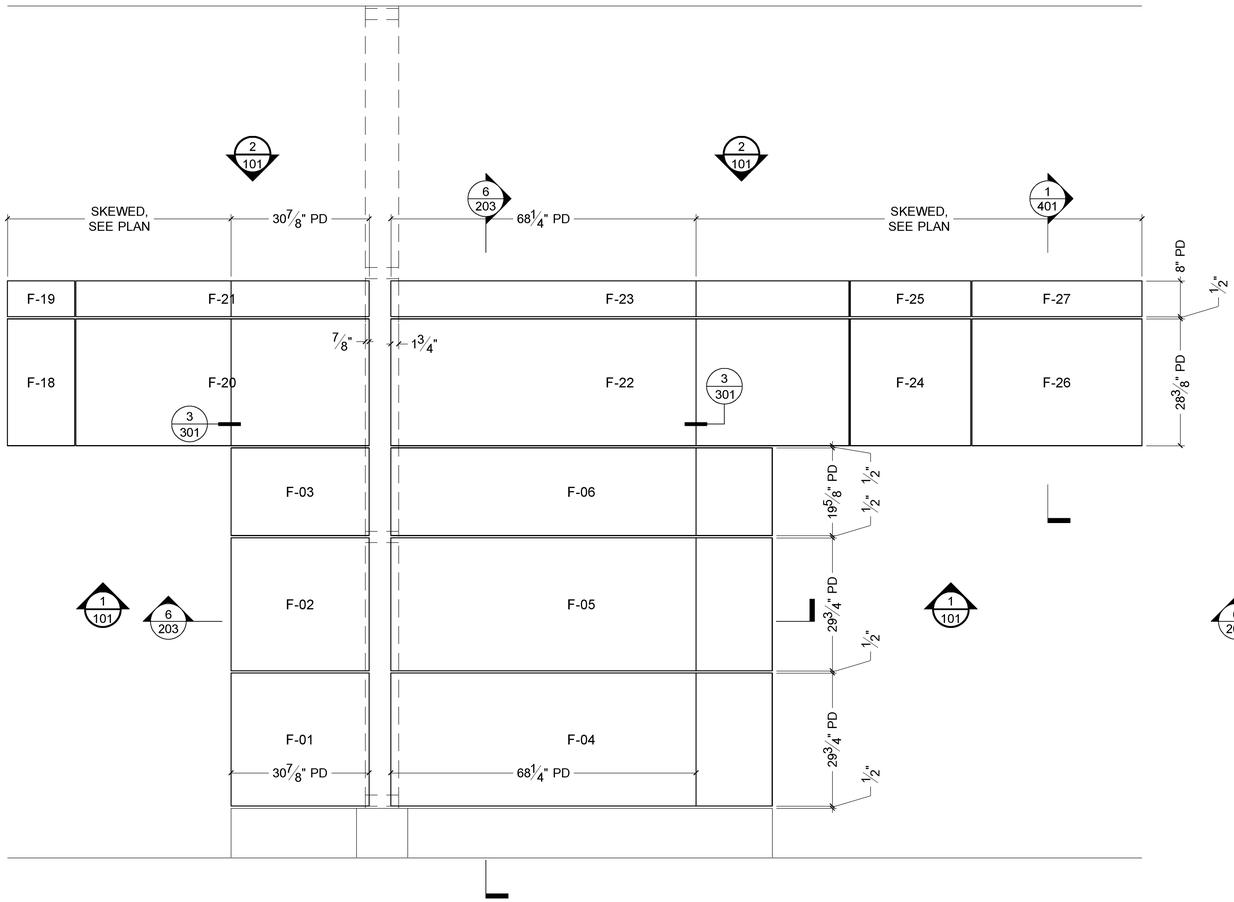
ECMS PM: JC
DRAWN BY: SN

201 ELEVATIONS



3 / 202 ELEVATION
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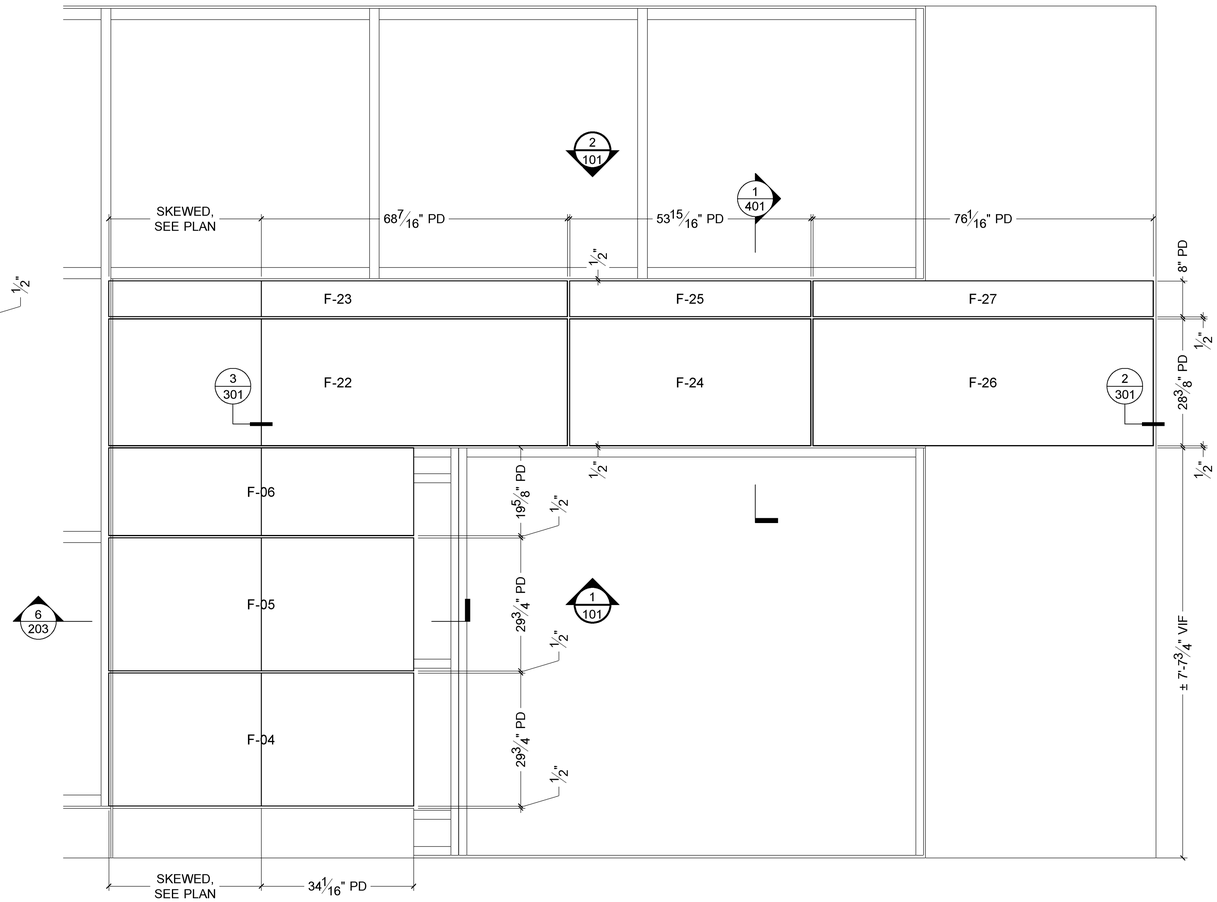
ARCH REF: 5/A5.2
ECMS REF: 1/101



4 / 202 ELEVATION
3/4"=1'-0"
ARCH REF: 5/A5.2
ECMS REF: 1/101

FLINT STATE OFFICE BUILDING

FLINT, MI
ECMS JOB#: F5-8459

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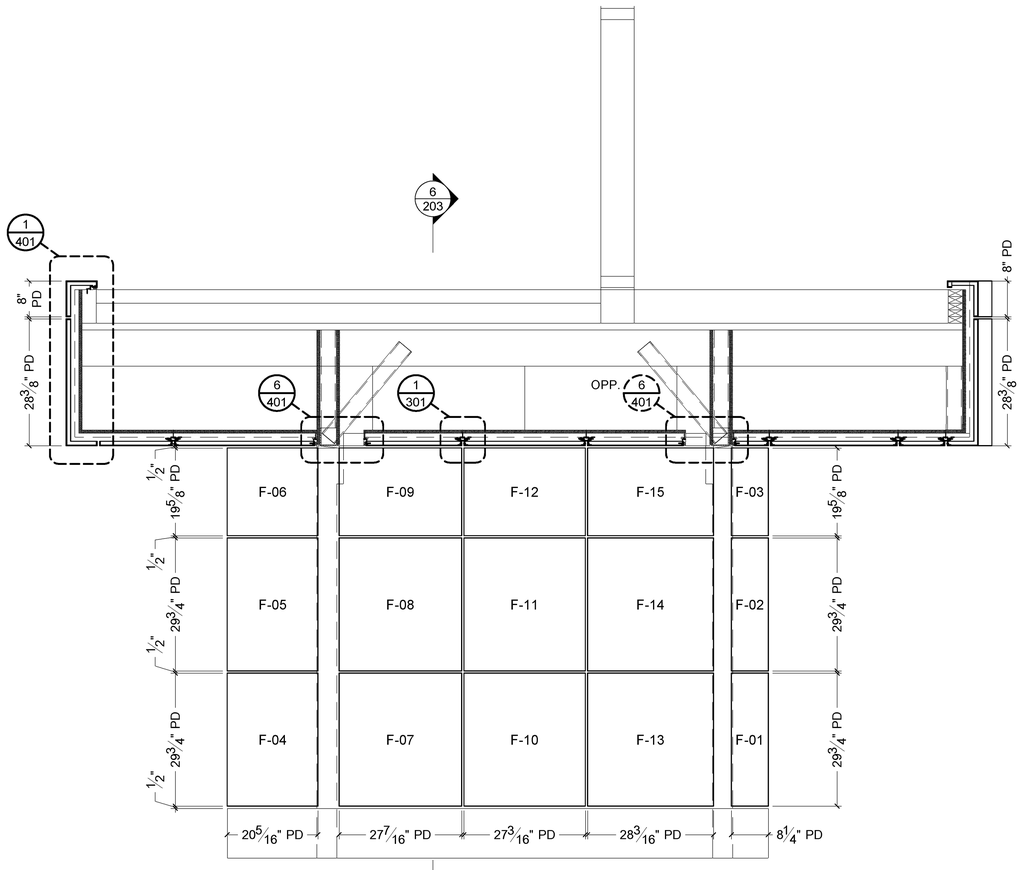
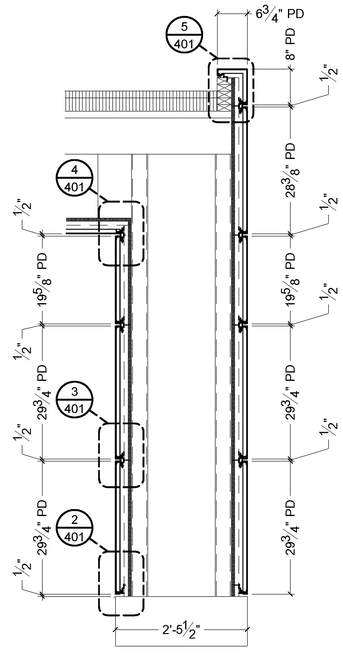
ECMS PM: JC
DRAWN BY: SN

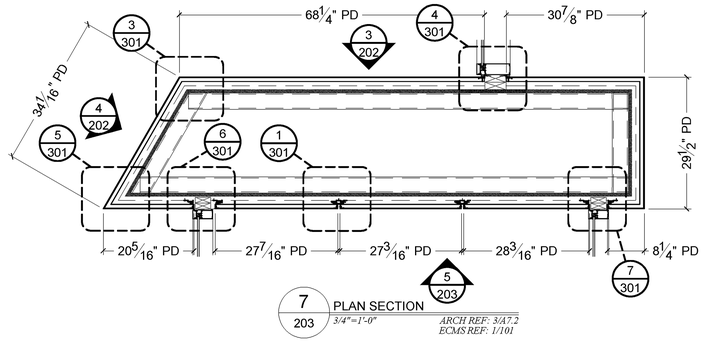
202 ELEVATIONS



5 / 203 SECTION / ELEVATION
3/4"=1'-0" ARCH REF: 3/A7.2 ECMS REF: 1/101



6 / 203 SECTION
3/4"=1'-0" ARCH REF: NA ECMS REF: 1/101



7 / 203 PLAN SECTION
3/4"=1'-0" ARCH REF: 3/A7.2 ECMS REF: 1/101

FLINT STATE OFFICE BUILDING

FLINT, MI
ECMS JOB#: F5-8459

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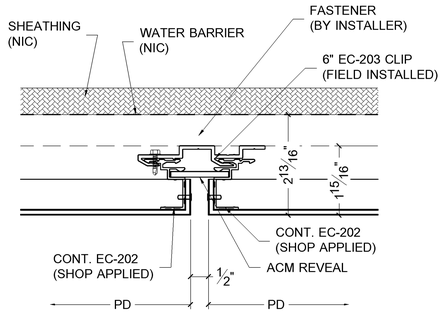
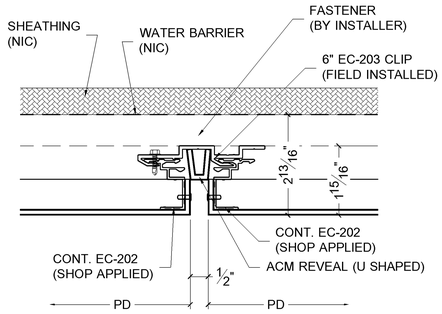
CUSTOMER: EXTERIOR METALS
ECMS PM: JC
DRAWN BY: SN

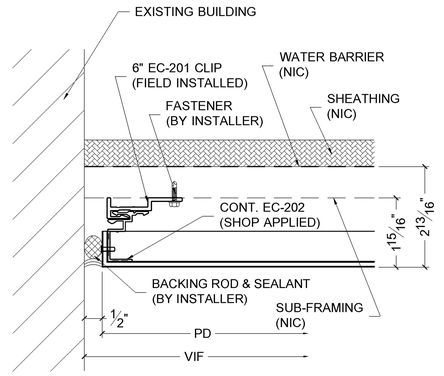
203 ELEVATIONS/ SECTIONS



1 PLAN DETAIL 301 — 6"=1'-0" — ARCH REF: ECMS REF:



1A PLAN DETAIL 301 — 6"=1'-0" — ARCH REF: ECMS REF: — 2



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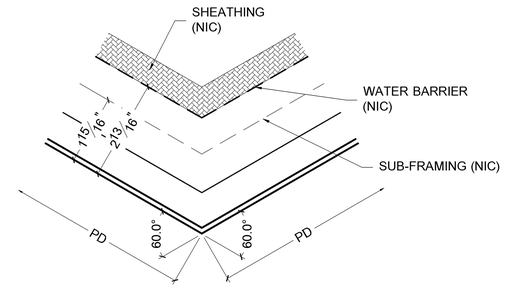

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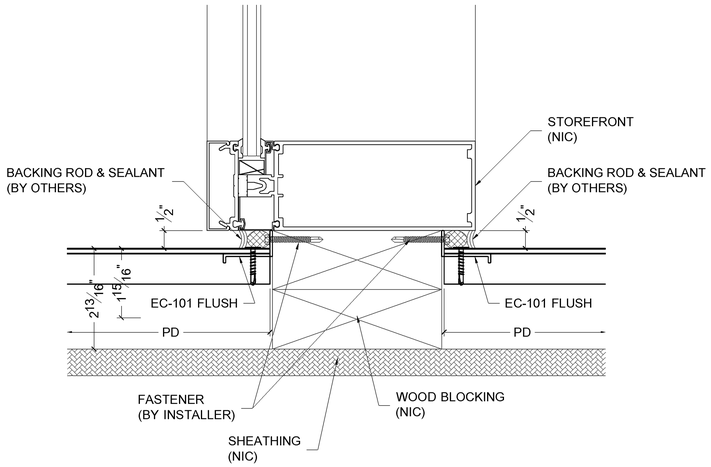
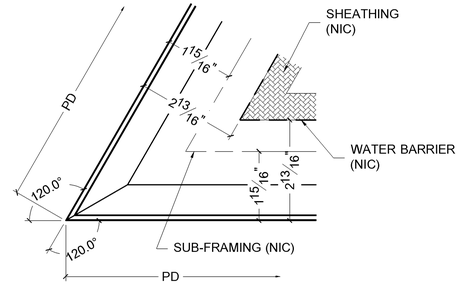
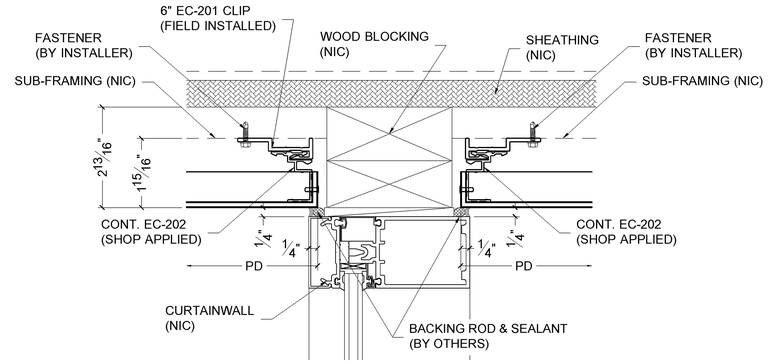
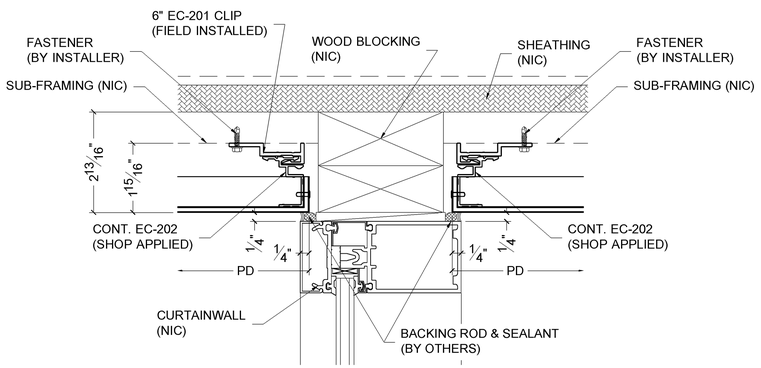




5 PLAN DETAIL 301 — 6"=1'-0" — ARCH REF: ECMS REF:



6 PLAN DETAIL 301 — 6"=1'-0" — ARCH REF: 7/A7.3 ECMS REF:



7 PLAN DETAIL 301 — 6"=1'-0" — ARCH REF: 7/A7.3 ECMS REF:

FLINT STATE OFFICE BUILDING

FLINT, MI
ECMS JOB#: F5-8459

SUBMITTALS

	DESCRIPTION	DATE
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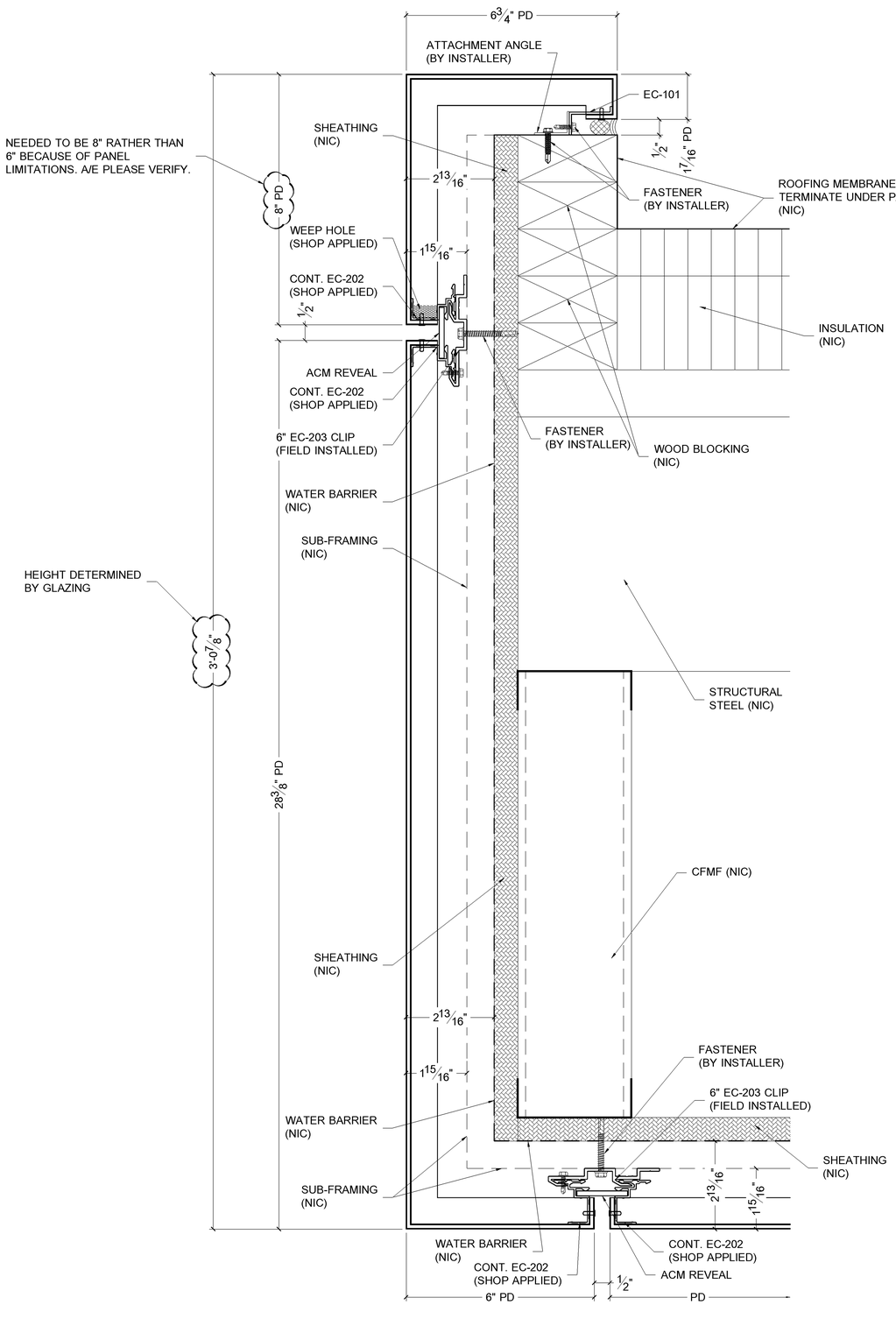
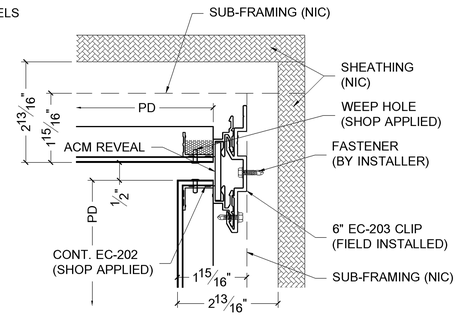
	REVISION #2	11.06.15

CUSTOMER: EXTERIOR METALS
ECMS PM: JC
DRAWN BY: SN

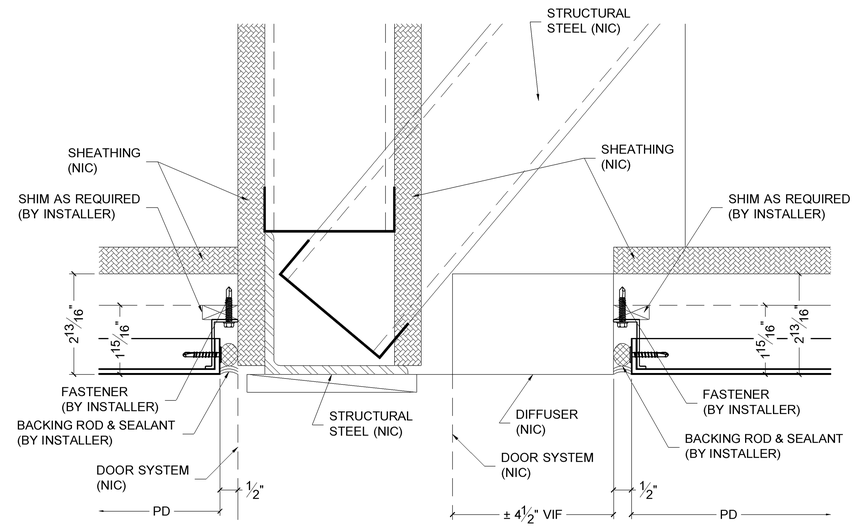
301 PLAN DETAILS



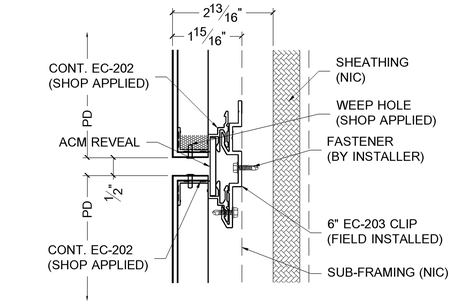
1 401 SECTION DETAIL 6"=1'-0" ARCH REF: 2/A7.2 ECMS REF:



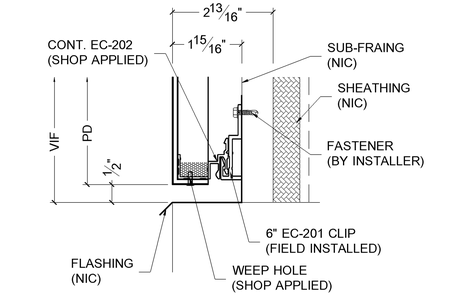
4 401 SECTION DETAIL 6"=1'-0" ARCH REF: ECMS REF:



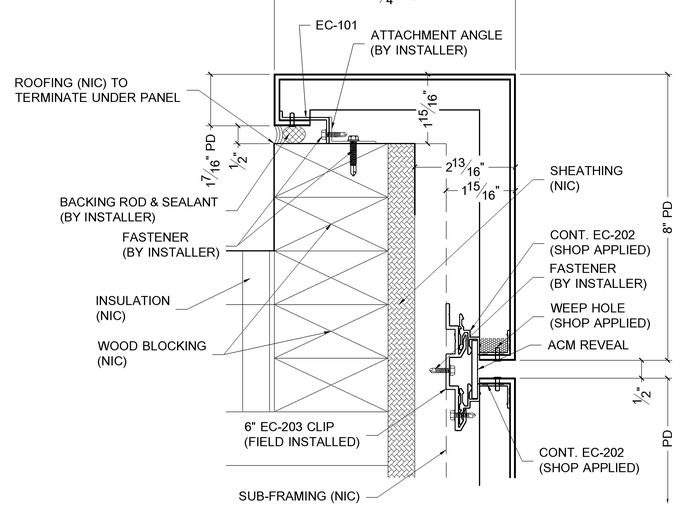
6 401 SECTION DETAIL 6"=1'-0" ARCH REF: 5/A7.2 ECMS REF:



3 401 SECTION DETAIL 6"=1'-0" ARCH REF: ECMS REF:



2 401 SECTION DETAIL 6"=1'-0" ARCH REF: ECMS REF:



5 401 SECTION DETAIL 6"=1'-0" ARCH REF: ECMS REF:

FLINT STATE OFFICE BUILDING

FLINT, MI
ECMS JOB#: F5-8459

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ECMS PM: JC
DRAWN BY: SN

401 SECTION DETAILS

DTMB-0456 (e-form)

PROJECT REPORT

DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
DESIGN AND CONSTRUCTION DIVISION
7150 Harris Drive, General Office Building 3B
Dimondale, MI 48221

This report is required to document job conditions and progress. (Authority: 1984 PA 431)

INSTRUCTIONS: This daily report should address: (1) Questions and Answers; (2) Delays; (3) Instructions to Contractor; (4) Accidents; (5) Visitors; (6) Special Incidents; (7) General Comments, and (8) Material Deliveries

REPORT NUMBER	REPORT DATE		PERIOD (FROM WHEN - TO WHEN)
12212015	12-21-2015		Per visit
INDEX NUMBER(S) / AGENCY NUMBER [redacted]	FILE NUMBER: 071/12354.JAN	CONTRACT NUMBER: Y14013	DEPARTMENT/UNIVERSITY/COLLEGE: DTMB

PROJECT NAME
Flint State Office Building Interior Renovation

CONTRACTOR
B & B Construction Services 20816 Eleven Mile Road Suite 202 St Clair Shores, Michigan 48081 586-552-5472

PROFESSIONAL
Wigen Tinknell Meyer & Assoc.

A. WEATHER:

Rain and 41

B. WORK FORCE

No Supt. and 5 subcontractors.

C. PROGRESS SCHEDULE ACTIVITIES CORRESPONDING TO WORK PERFORMED:

Comments are based from the last acceptable revised schedule dated June 15,2015
The
The
The carpenters worked the ceiling grid on seventh floor
The drywall taper worked on the first floor lobby and the seventh floor
The terrazzo
Ceramic tile was installed on the seventh floor small bathrooms

D. DELIVERIES TO SITE/WAREHOUSE:

The grates for the first floor lobby arrived on site

E. WORK DESCRIPTION:

The electricians
The carpenters worked on the seventh floor ceiling grid
The drywall taper worked on seventh floor
The terrazzo
The ceramic tile installers worked on the seventh floor

. VISITORS TO SITE:

G. MAJOR CONSTRUCTION EQUIPMENT USED:

None

H. INSPECTION/TESTING:

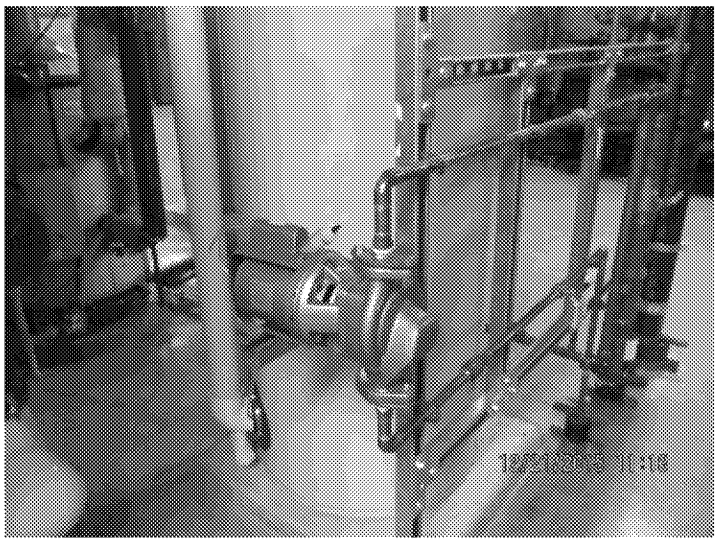
I. ISSUES RAISED:

1. New DC lighting still isn't working properly
2. The project is behind the contractor schedule
3. There continues to be a lack of tradesmen on site to complete the work on schedule
4. There is no superintendent from the general contractor on site today

Dan Parker 12-21-2015
Project Field Representative
Copy to: Contractor, Agency, Professional, Representatives Section Manager, Project Director, File

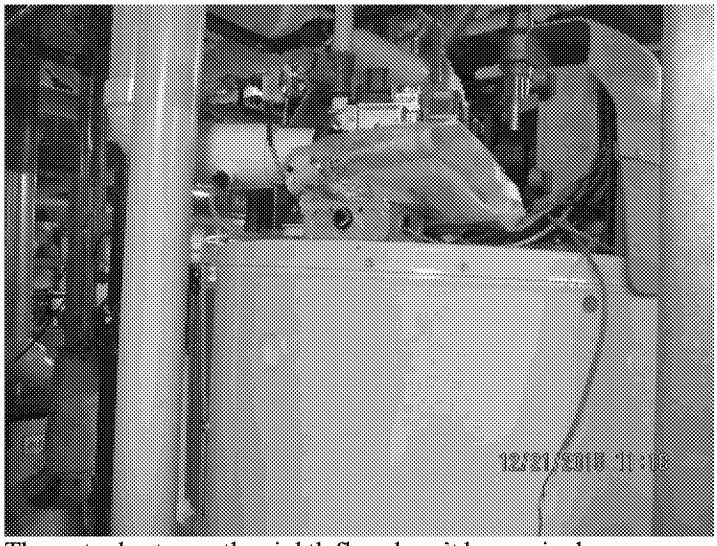
There is no work being done in the first floor lobby

There has been no activity on the skywalk for several days

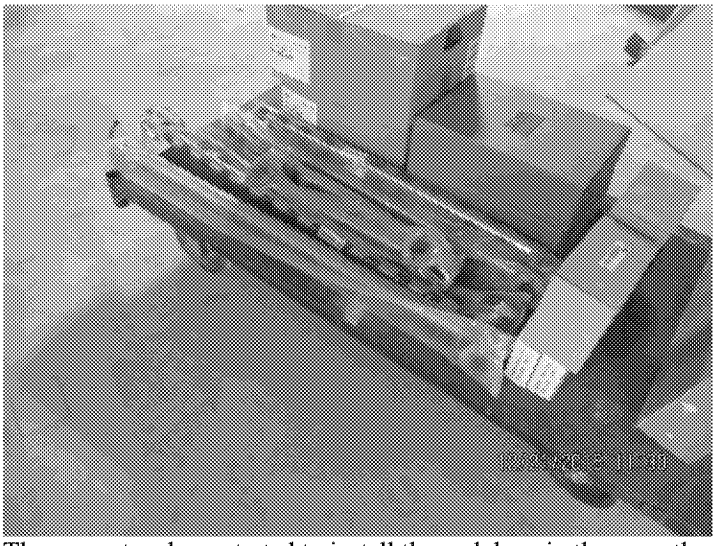


The pump to the hot water heater on the eighth floor hasn't been wired

The doorframe has been installed in the seventh floor room where the superintendents have their desk



The water heater on the eighth floor hasn't been wired



The carpenters have started to install the grab bars in the seventh floor small bathrooms

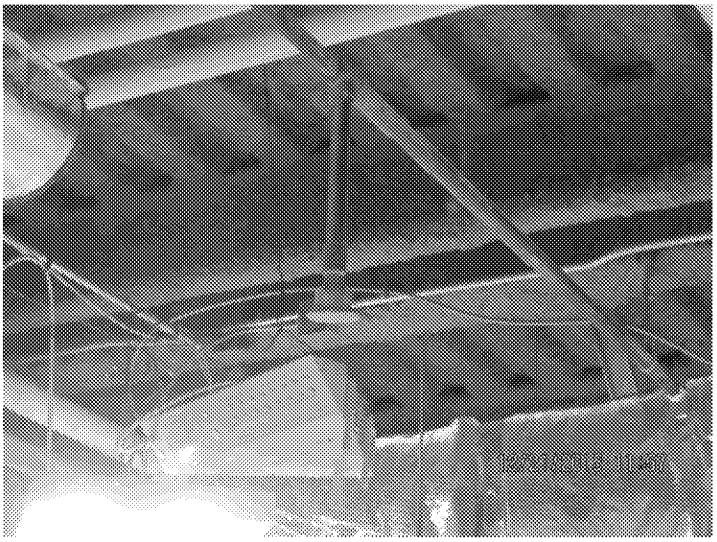
The ceiling grid on the seventh floor

The ceramic tile work in the small bathrooms on seventh floor have started

The ceiling grid on the seventh floor

The ceramic tile in the seventh floor bathrooms

The ceiling grid on the seventh floor



The sprinkler heads on the seventh floor need to be dropped to the new ceiling height

FLINT STATE OFFICE BUILDING

FLINT, MI

ECMS CUSTOMER:
EXTERIOR METALS
CRAIG PAYNE
810-744-4126

****PLEASE SEE CUSTOMER NOTES ON SHEET 001****
THANK YOU.

SHOP DRAWING INDEX	
000	COVER SHEET
001	GENERAL NOTES
101	PLANS
201	ELEVATIONS
301	PLAN DETAILS
401	SECTION DETAILS

EAST COAST
METAL SYSTEMS

PO Box 217
407 53RD STREET
BELLAIRE, OHIO 43906
(740) 676-2400
(740) 671- 8760 Fax
www.ecmsinc.net
ecms@ecmsinc.net

OWNER:
STATE OF MICHIGAN DTMB
PHONE: 517.284.7969

ARCHITECT:
WIGEN, TINCKNELL AND ASSOCIATES
PHONE: 989.752.8107

REVIEWER: PLEASE REVIEW AND ADVISE ON ALL CLOUDED NOTES & DIMENSIONS. THANK YOU.

GENERAL CONTRACTOR:
B&B CONSTRUCTION SERVICES
CONTACT: DAVE CARSLEY
PHONE: 586.601.5354

CONTRACTOR TO FIELD VERIFY ALL DIMENSIONS AND CONDITIONS.

HORIZONTAL AND VERTICAL SPACING BETWEEN PANELS MUST BE EQUAL.

FILLER STRIPS SHALL NOT BE LOOSE. FASTEN EITHER MECHANICALLY (HIDDEN) OR WITH ADHESIVE.

THIS SET OF ECMS SHOP DRAWINGS BASED ON
1. ARCHITECTURAL DRAWINGS DATED: AUGUST 19, 2013. (SHEETS A2.10; A5.2; A7.1; A7.2; A7.3; A8.1 ONLY)

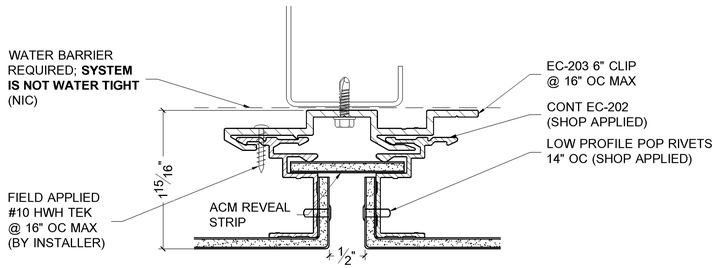
REVISION #3
12.17.15

FLINT STATE OFFICE BUILDING - REVISION #3

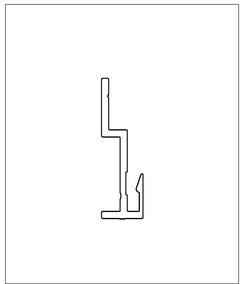
GENERAL NOTES

1. THE EC-200 SYSTEM IS **NOT A WATER TIGHT SYSTEM**. WATER BARRIER IS REQUIRED.
2. ALL PANELS HAVE A 1/2" JOINT UON.
3. PLEASE USE THESE DRAWINGS IN CONJUNCTION WITH ECMS INSTALLATION INSTRUCTIONS & FIELD MEASURING GUIDELINES TO ENSURE A SUCCESSFUL PROJECT.
4. DETAILS OF ADJACENT WORK ARE FOR REFERENCE ONLY.
5. ECMS RECOMMENDS ALL STUDS AND SUBGIRT FRAMING TO BE MINIMUM 18 GA. & ARE TO BE SPACED @ 16" O.C. MAX.
6. IT IS VITAL THAT THE SUBSTRUCTURE IS INSTALLED CORRECTLY. IF THE FRAMING (EVEN SOLID SUBSTRATE) HAS EXCESSIVE VARIATION FROM THE PLANE OF THE WALL, IT CAN CAUSE UNDUE STRESS ON THE COMPOSITE PANELS, JOINTS & CONNECTIONS.
7. THE MAX DEVIATION OF THE PLANE OF THE SUBSTRUCTURE SHOULD NOT EXCEED ±¼" IN ANY 20 FEET LENGTH, HORIZONTALLY OR VERTICALLY. SUBSTRUCTURE TRANSITION AREAS SUCH AS CORNERS AND SOFFITS SHALL BE WITHIN ±⅛" OF THE THEORETICAL GIRT PLANE.
8. PANELS WILL BE SHIPPED WITH A PROTECTIVE FILM COATING ON THE PANEL FACE. THIS FILM MUST BE REMOVED IN THE FIELD AS THE PANELS ARE BEING ERECTED AND BEFORE INSTALLING ANY SEALANT. IT IS BEST TO REMOVE FILM AS SOON AS PRACTICAL.
9. IT IS IMPERATIVE TO EXERCISE CARE IN ORDER TO MAINTAIN UNIFORM JOINTS ON EACH ELEVATION. USE SPACERS FOR UNIFORM JOINTS.
10. PANEL FABRICATION TOLERANCES: ±⅛"
11. PANEL ERECTION TOLERANCES: ±⅛" IN 10'-0"

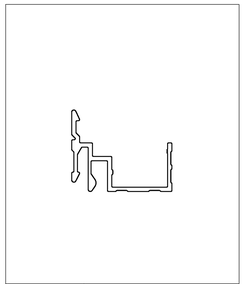
THE EC-200 PRESSURE EQUALIZED RAIN SCREEN SYSTEM



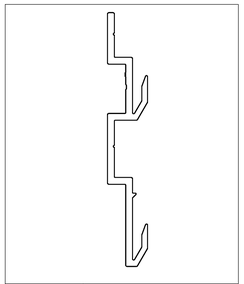
TYPICAL PANEL TO PANEL JOINT



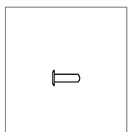
EC-201 STARTER STRIP EXTRUSION FIELD APPLIED



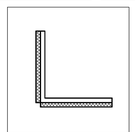
EC-202 PANEL PERIMETER EXTRUSION SHOP APPLIED



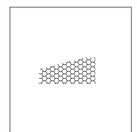
EC-203 6" PANEL CLIP EXTRUSION FIELD APPLIED



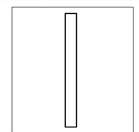
LOW PROFILE POP RIVET (SHOP APPLIED)



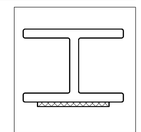
CORNER REINFORCEMENT (SHOP APPLIED)



WEEP BAFFLE (SHOP APPLIED)



ACM REVEAL STRIP (FIELD APPLIED)



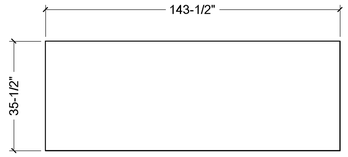
1" PANEL STIFFENER (SHOP APPLIED)

PROJECT SPECIFICATIONS

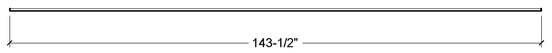
SPECIFICATION SECTION	
PANEL SYSTEM	EC-200 PRESSURE EQUALIZED RAINSCREEN SYSTEM
ACM MANUFACTURER	ALPOLIC
PANEL THICKNESS	4MM
PANEL CORE	FR
PANEL COLOR	ZINC - ZINC
NOMINAL SYSTEM DEPTH	2"
PANEL JOINTERY	APPROVED SEALANT & BACKER ROD AS SUBMITTED BY INSTALLER

PANEL SYSTEM LIMITATIONS

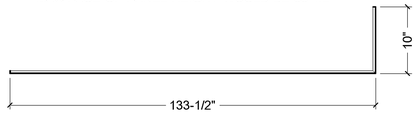
SIZE: PLEASE BE ADVISED THAT MAXIMUM PANEL FACE DIMENSIONS ARE **35-1/2" x 143-1/2"**



PANEL IN ELEVATION SHOWING MAX PANEL SIZE

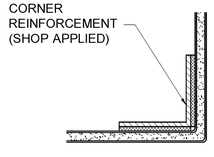


PLAN SECTION OF PANEL SHOWING MAX WIDTH
MAX FACE OF PANEL HEIGHT WOULD BE 35-1/2"

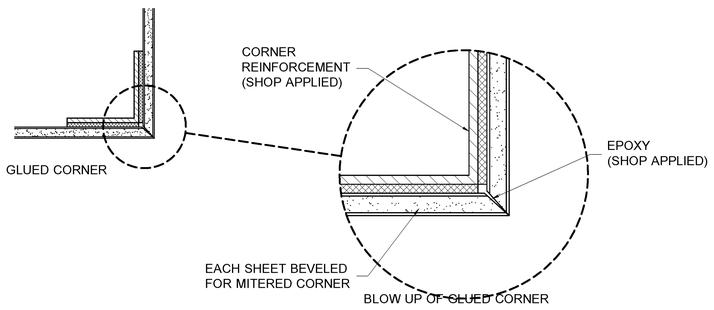


PLAN SECTION OF PANEL SHOWING MAX WIDTH WITH A CORNER BEND
MAX STRETCHOUT WIDTH IS 143-1/2"
MAX FACE OF PANEL HEIGHT WOULD BE 35-1/2"

BENDING OF PANELS: TO FABRICATE A BEND IN THE PANEL, THE MATERIAL IS TYPICALLY ROUTED AND FOLDED. FOR PANELS WITH BENDS ON DIFFERENT PLANES, THE FIRST BEND IS ROUTED AND FOLDED, BUT OTHER BENDS MUST BE GLUED. CURVED PANELS ALSO MUST HAVE THE PANEL RETURNS GLUED. ECMS WILL MAKE EVERY EFFORT TO PLACE GLUED BENDS ON THE VERTICAL PLANE. IF GLUED BENDS CAN BE AVOIDED BY ADDING JOINTS, ECMS WILL MAKE SUGGESTIONS ON SHOP DRAWINGS.



TYPICAL ROUTED & FOLDED CORNER



BLOW UP OF GLUED CORNER

DRAWING ABBREVIATIONS

ACM	=	ALUMINUM COMPOSITE MATERIAL
AFF	=	ABOVE FINISHED FLOOR
B.O.	=	BOTTOM OF
CFMF	=	COLD FORMED METAL FRAMING
CL	=	CENTER LINE
F.O.	=	FACE OF
ISC	=	INSIDE CORNER
JT	=	JOINT
NIC	=	NOT IN CONTRACT
OA	=	OVERALL SYSTEM DIMENSION
OC	=	ON CENTER
OPP	=	OPPOSITE
OSC	=	OUTSIDE CORNER
PD	=	PANEL DIMENSION
RCP	=	REFLECTED CEILING PLAN
RO	=	ROUGH OPENING
SIM	=	SIMILAR
T.O.	=	TOP OF
TYP	=	TYPICAL
UON	=	UNLESS OTHERWISE NOTED
VIF	=	VERIFY IN FIELD
↑ →	=	PANEL GRAIN DIRECTION

CUSTOMER NOTES:

- ALL PANEL DIMENSIONS MUST BE VERIFIED BY CUSTOMER PRIOR TO FABRICATION
- THESE DRAWINGS ARE ECMS' INTERPRETATION OF OUR CONTRACT. ALL MATERIALS WILL BE RELEASED FOR PURCHASE BASED ON THE APPROVAL OF THESE DRAWINGS.
- ANY ADDITIONAL MATERIAL REQUIRED WILL BE PRICED AND A CHANGE ORDER SUBMITTED FOR APPROVAL.
- ECMS WILL ORDER MATERIAL UPON RECEIPT OF BOTH APPROVED SHOP DRAWINGS AND APPROVED, SIGNED COLOR CHIP
- EXCLUSIONS: PLEASE BE ADVISED THAT ECMS DOES NOT SUPPLY THE FOLLOWING (BUT NOT LIMITED TO), UNLESS OTHERWISE NOTED: *NON-ACM* COPINGS, FLASHINGS, FIELD MEASURING, SHIMS, FASTENERS, SEALANTS, BACKING RODS, SUBSTRATES, FRAMING.
- PLEASE PROVIDE ECMS WITH THE SHOP DRAWINGS OF ALL TRADES REQUIRING COORDINATION WITH ECMS SCOPE OF WORK.

FLINT STATE OFFICE BUILDING

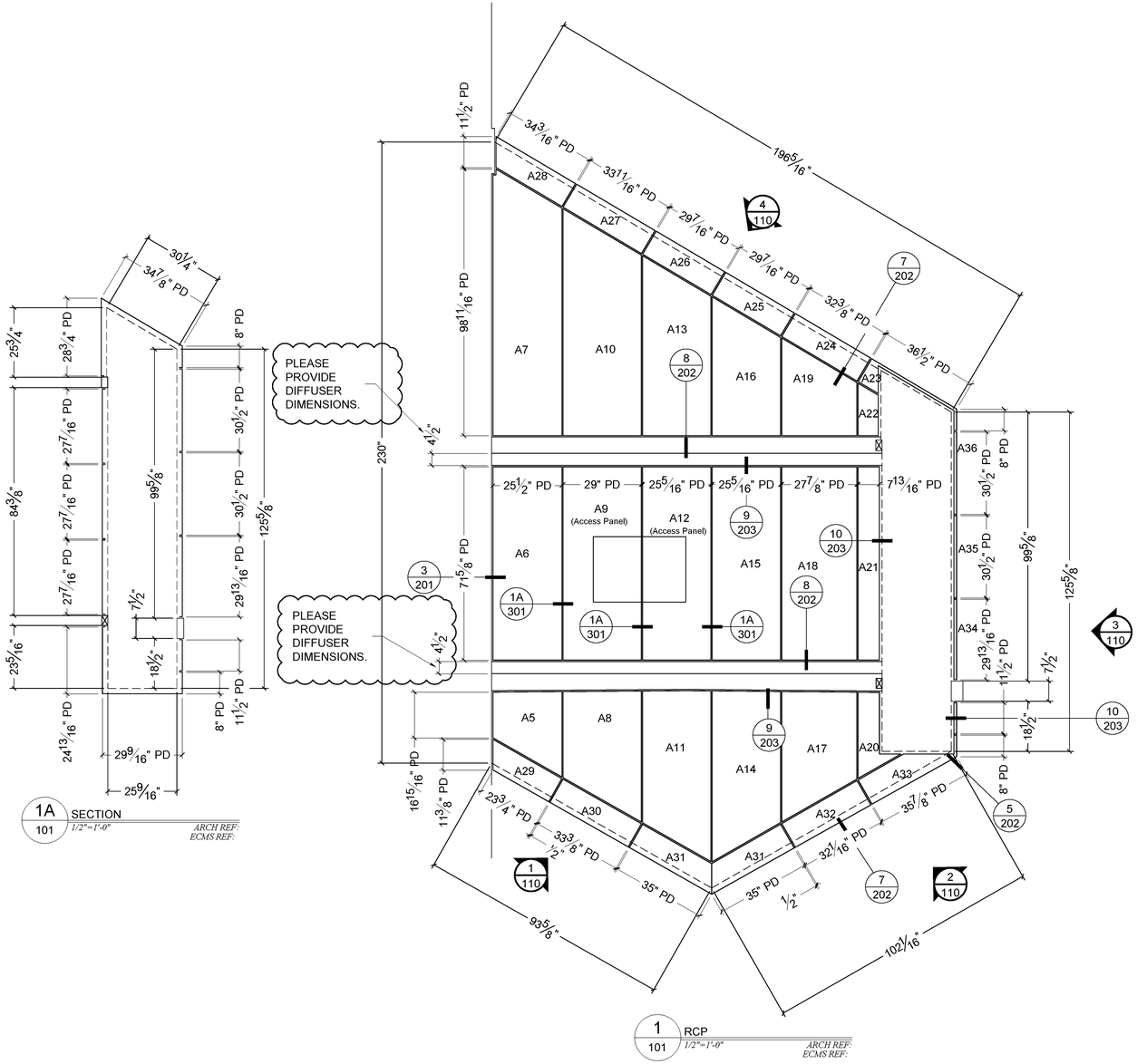
FLINT, MI
ECMS JOB#: F5-8459

SUBMITTALS

DESCRIPTION	DATE
1ST SUBMITTAL	08.07.15
REVISION #1	10.08.15
REVISION #2	11.06.15
REVISION #3	12.17.15

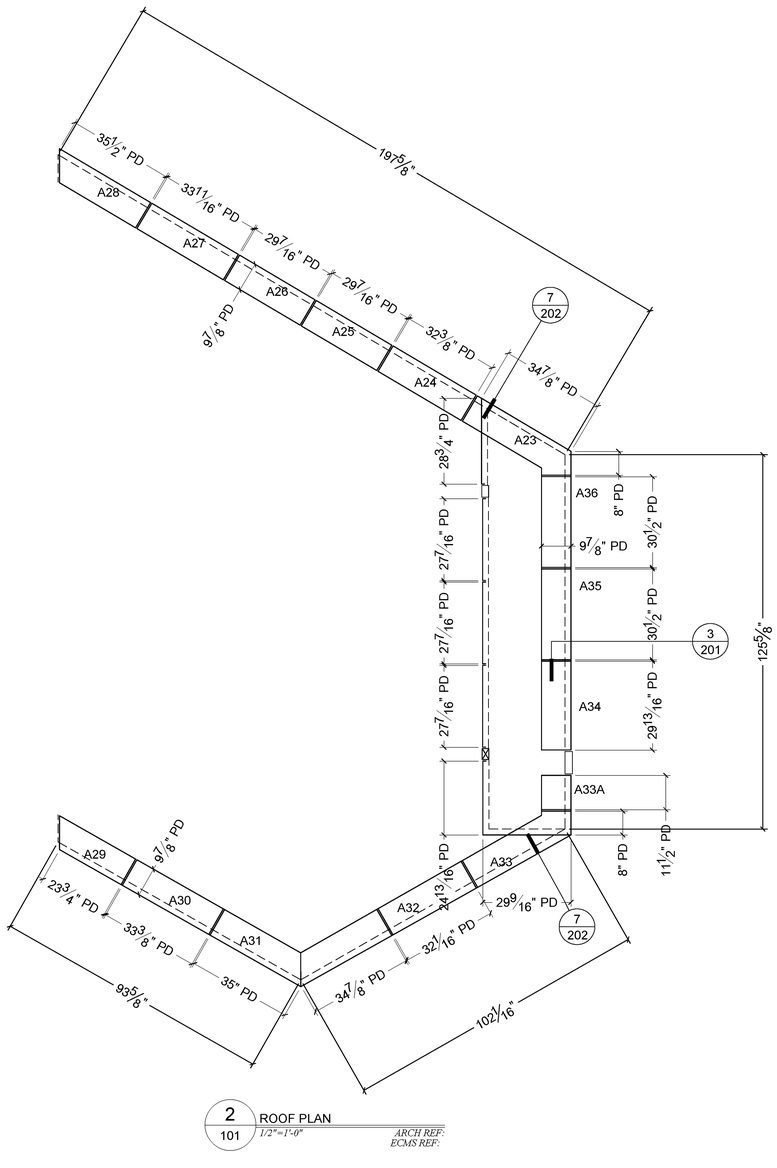
CUSTOMER: EXTERIOR METALS
ECMS PM: JC
DRAWN BY: SN

001 GENERAL NOTES



1A / 101 SECTION
1/2"=1'-0"
ARCH REF:
ECMS REF:

1 / 101 RCP
1/2"=1'-0"
ARCH REF:
ECMS REF:



2 / 101 ROOF PLAN
1/2"=1'-0"
ARCH REF:
ECMS REF:

FLINT STATE OFFICE BUILDING FLINT, MI ECMS JOB#: F5-8459	SUBMITTALS		
		DESCRIPTION	DATE
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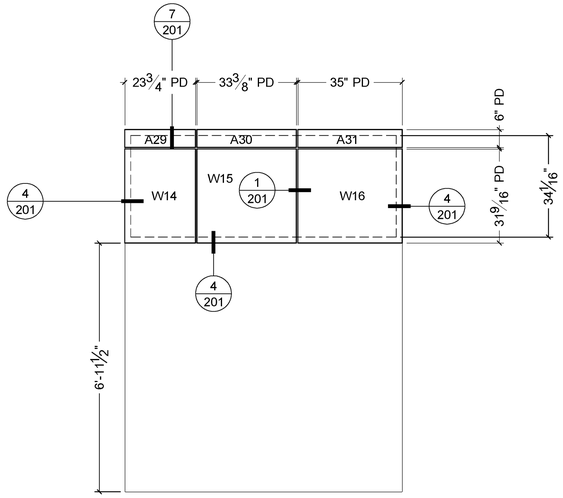
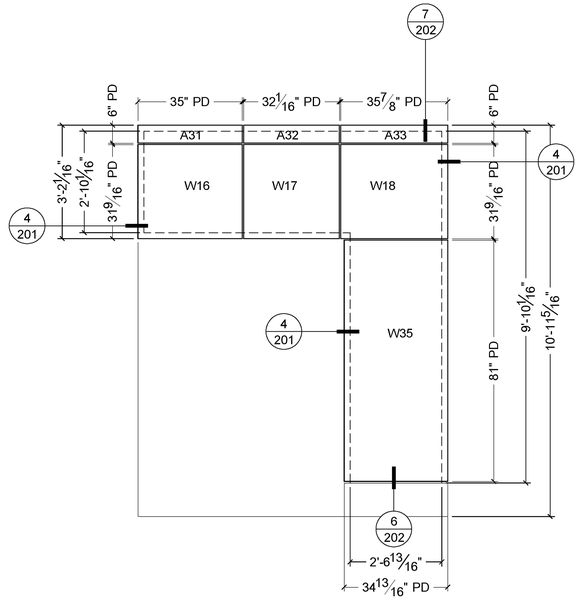
	3	**REVISION #3**	**12.17.15**
CUSTOMER: EXTERIOR METALS ECMS PM: JC DRAWN BY: SN	101 PLANS		



1 110 SOUTH ELEVATION
1/2"=1'-0" ARCH REF: ECMS REF:



2 110 SOUTH ELEVATION
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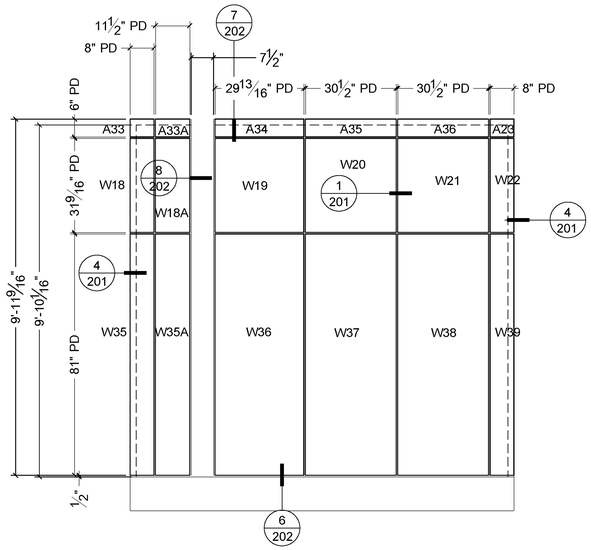
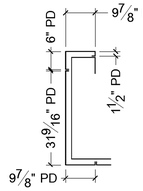
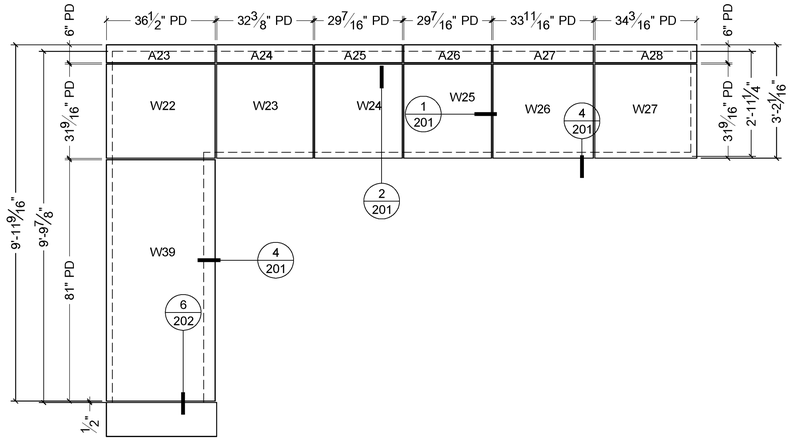


3 110 EAST ELEVATION
1/2"=1'-0" ARCH REF: ECMS REF:





4 110 NORTH ELEVATION
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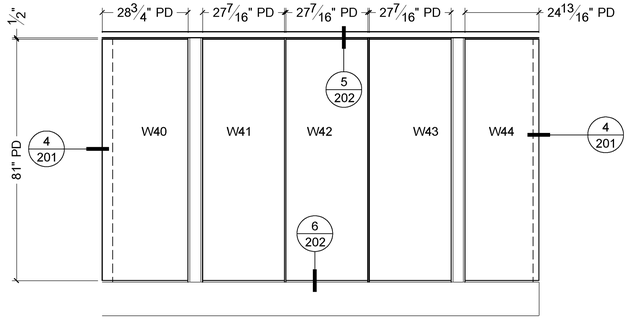

5 110 WEST ELEVATION
1/2"=1'-0" ARCH REF: ECMS REF:

FLINT STATE OFFICE BUILDING

FLINT, MI
ECMS JOB#: F5-8459

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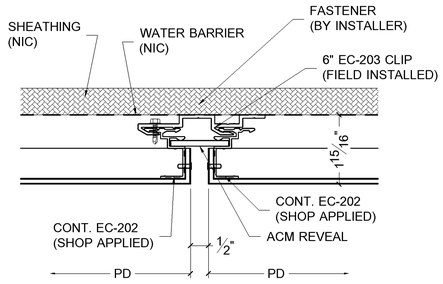
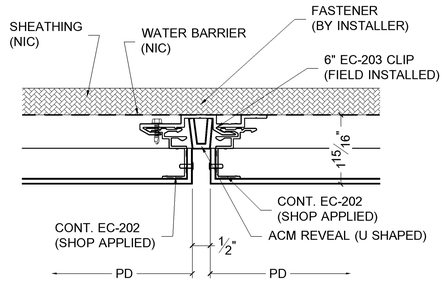
3	**REVISION #3**	**12.17.15**

CUSTOMER: EXTERIOR METALS
ECMS PM: JC
DRAWN BY: SN

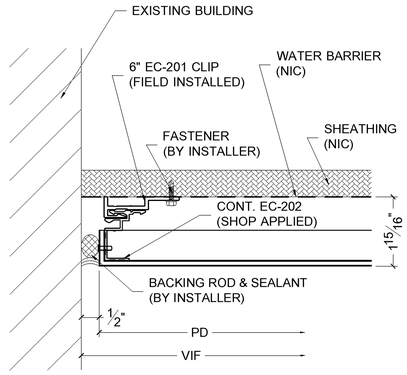
201 ELEVATIONS



1 301 PLAN DETAIL 6"=1'-0" ARCH REF: ECMS REF:



1A 301 PLAN DETAIL 6"=1'-0" ARCH REF: ECMS REF:



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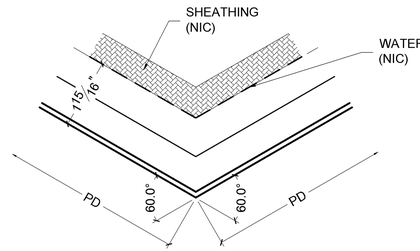
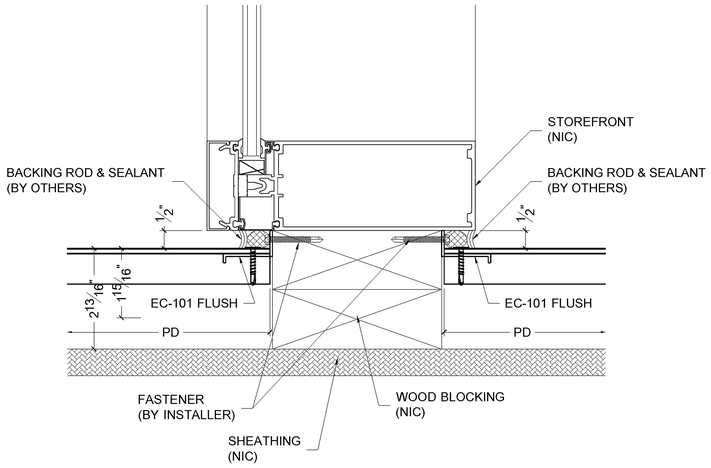
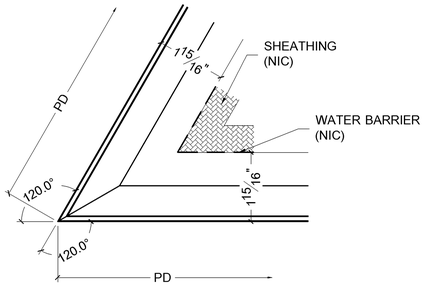


3 301 PLAN DETAIL 6"=1'-0" ARCH REF: ECMS REF:





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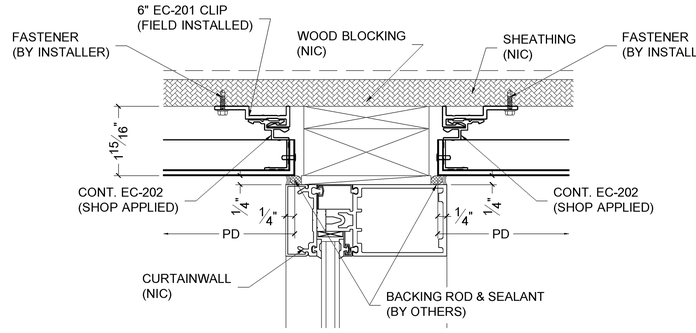
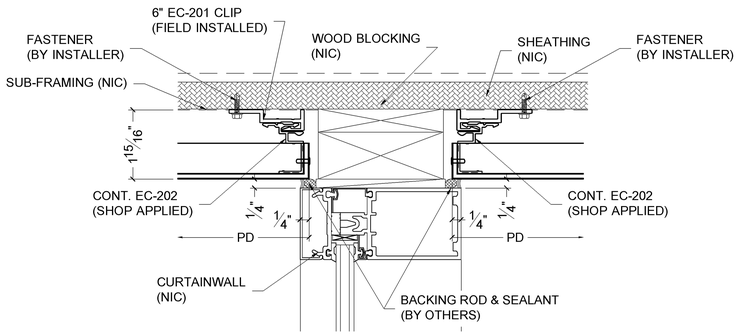


6 301 PLAN DETAIL 6"=1'-0" ARCH REF: 7/A7.3 ECMS REF:



7 301 PLAN DETAIL 6"=1'-0" ARCH REF: 7/A7.3 ECMS REF:

FLINT STATE OFFICE BUILDING

FLINT, MI
ECMS JOB#: F5-8459

SUBMITTALS

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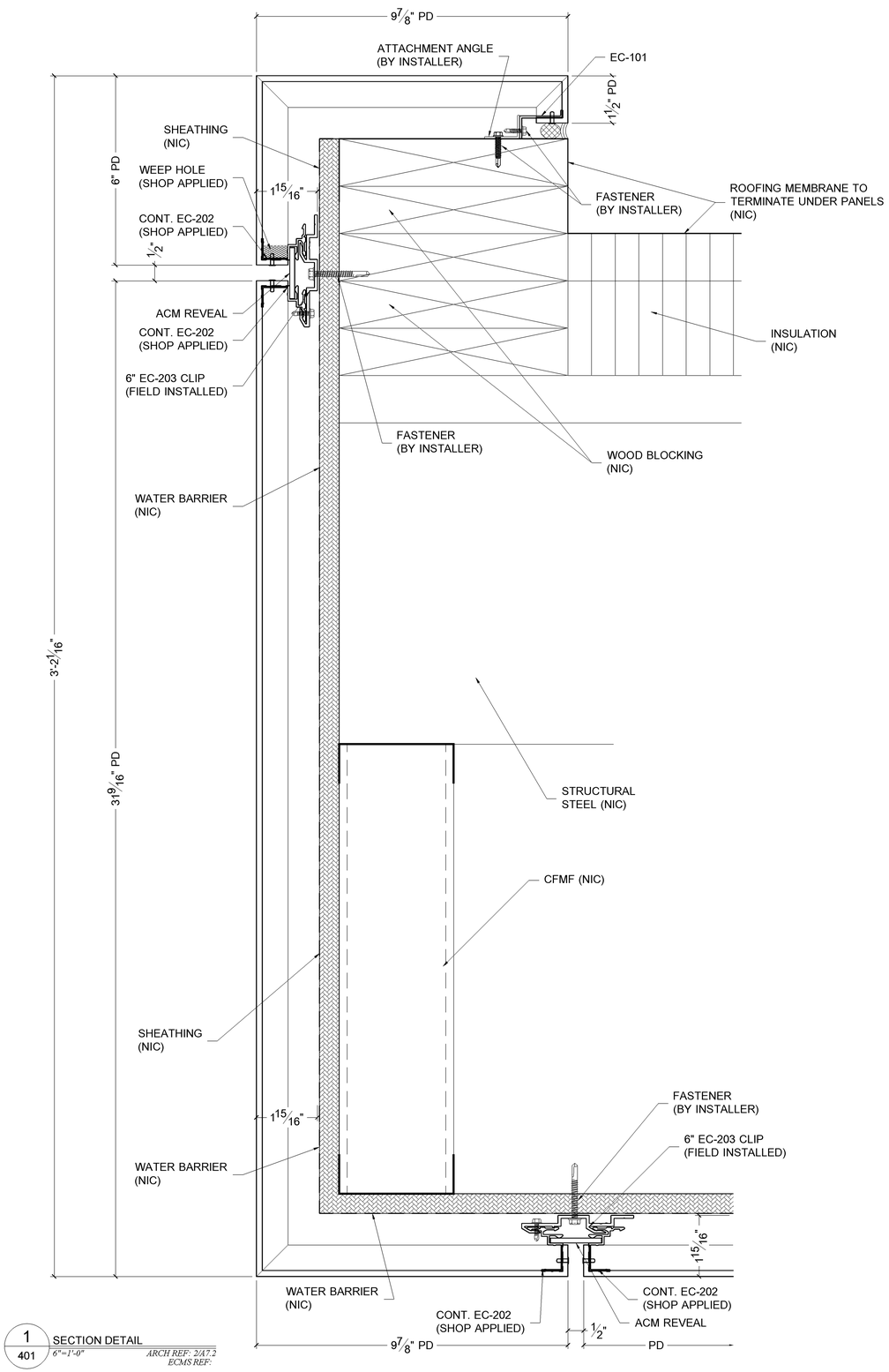
REVISION #2	11.06.15
REVISION #3	12.17.15

CUSTOMER: EXTERIOR METALS
ECMS PM: JC
DRAWN BY: SN

301 PLAN DETAILS



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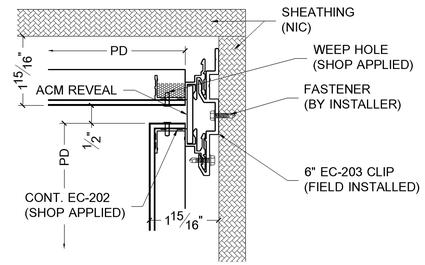
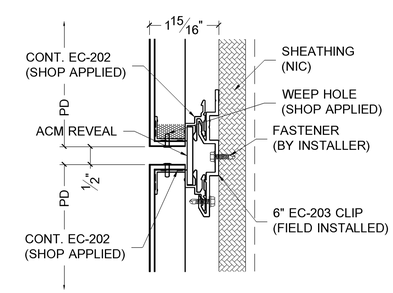
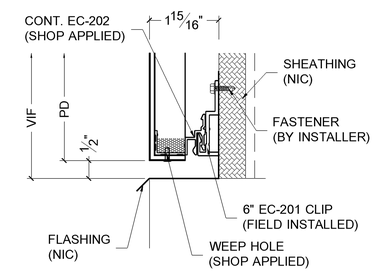
ECMS REF:



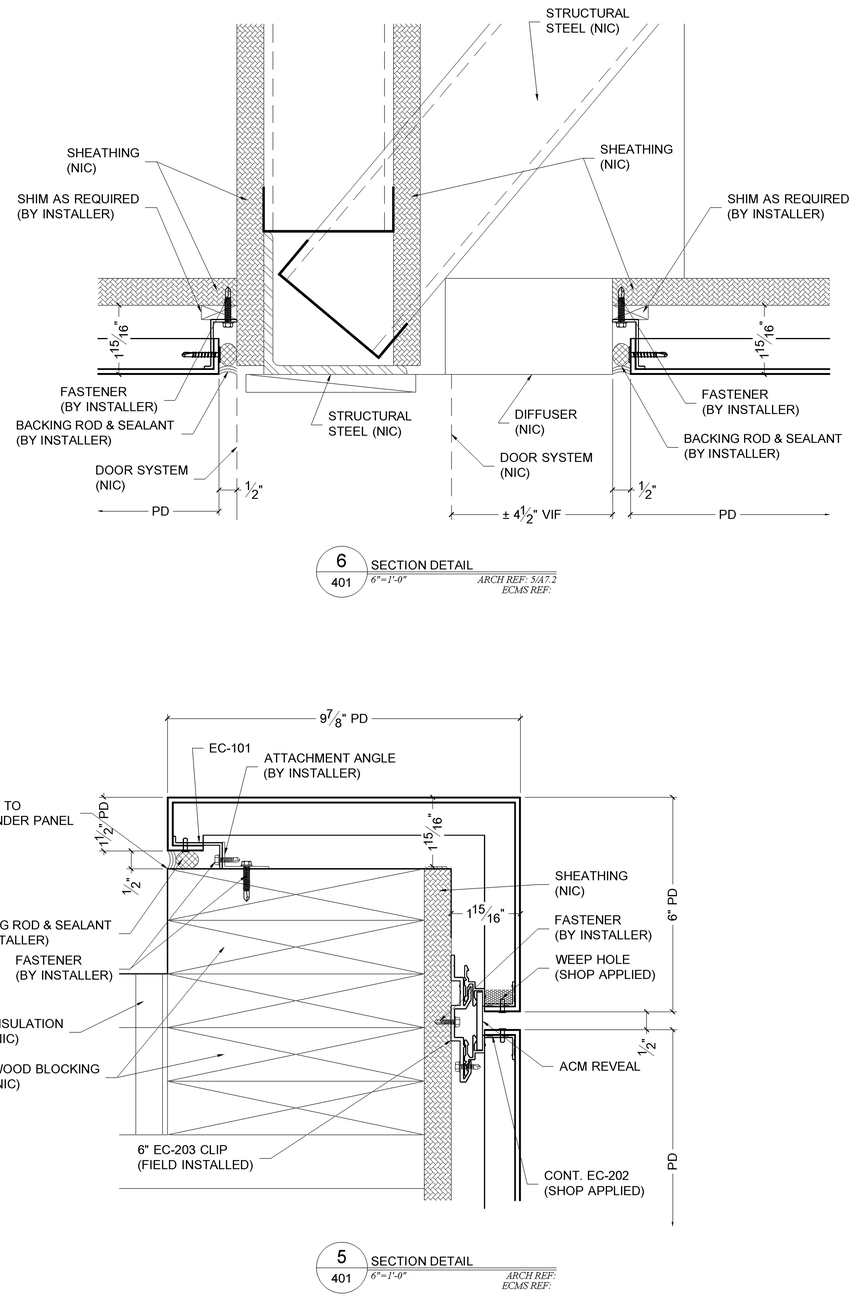
4 / 401 SECTION DETAIL
6"=1'-0"
ARCH REF:
ECMS REF:



3 / 401 SECTION DETAIL
6"=1'-0"
ARCH REF:
ECMS REF:



2 / 401 SECTION DETAIL
6"=1'-0"
ARCH REF:
ECMS REF:



6 / 401 SECTION DETAIL
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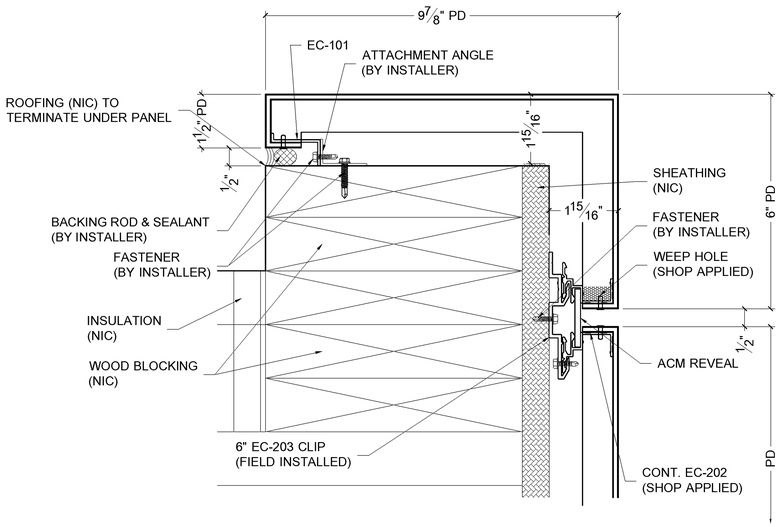
ARCH REF: 5/A7.2
ECMS REF:



5 / 401 SECTION DETAIL
6"=1'-0"
ARCH REF:
ECMS REF:

FLINT STATE OFFICE BUILDING

FLINT, MI
ECMS JOB#: F5-8459

SUBMITTALS

	DESCRIPTION	DATE
	1ST SUBMITTAL	08.07.15
	REVISION #1	10.08.15
	REVISION #2	11.06.15
	REVISION #3	12.17.15

CUSTOMER: EXTERIOR METALS
ECMS PM: JC
DRAWN BY: SN

401 SECTION DETAILS

From: Noonan, Michael (DTMB)
Sent: Wednesday, January 13, 2016 4:12 PM
To: Dave Carsley
Cc: Miller, Jan (DTMB);Parker, Daniel (DTMB);Lach, Adam (DTMB);Wright, Edward (DTMB);Walts, Brian (DTMB)
Subject: Re: 2 week look ahead- FSOB 2013.001

The meetings will no longer be in the DTMB conference room on the 5th floor.

We have set up another room that was the old civil rights conference room.

West side of the building off of the freight elevator. Sorry I don't know the room number.

I will not be at the meeting tomorrow I have to take my son in to see his doctor after this weekends events.

Since flint is now a state of emergency For the water issues I cannot stress enough of how important that the lobby get done asap.
We have a lot of visitors now from all over.

Sent from my iPhone

On Jan 13, 2016, at 2:59 PM, Dave Carsley <davecarsley@bandbconstructionservices.com> wrote:

> Team,
>
> As it's been less than a week, I wasn't sure if I should make another 2 week look ahead. So what I did was take the one I gave you last week, and update the percentages, as well as add a few items that extend it out to the next meeting (like ceilings in the N lobby etc.), but I left the prior week on there so that we can assess progress being made.
>
> So essentially, this is kind of a "3 week look ahead" starting the date of our last meeting.
>
> The small tasks to be performed on MLK day are not on there, as they are too numerous and likely to change (grow) as that day approaches.

-Thank you
Dave Carsley
Site Manager
<image001.jpg>
20816 Eleven Mile Rd
Suite 202
St. Clair Shores, MI 48081
O- 586-552-5472
F- 586-445-3701
C- 586-601-5354

This email is confidential and for the intended recipient only. If you have received this email in error, please delete it immediately. The content contained in this email should **not** be construed as relieving any contractor from completing **all** portions of their work, using the **exact** products and installation procedures as defined in the project's drawings and specifications, unless a prior change order has been issued, approved, signed, returned and forwarded to all applicable parties.

<2 week look ahead for 1-14-16.pdf>

From: Miller, Jan (DTMB)
Sent: Thursday, January 21, 2016 8:39 AM
To: Walts, Brian (DTMB)
Cc: Noonan, Michael (DTMB);Scates, Larry (DTMB);Lach, Adam (DTMB);Parker, Daniel (DTMB)
Subject: RE: Flint Project Schedule

Brian,
Adam & I received a draft schedule for the lobby yesterday morning. We reviewed it and sent our comments/questions back to B&B in the afternoon. We requested a response by the end of the week.
If acceptable, we will issue to all.
Stay tuned,

Jan Miller, RA, Project Director

DTMB FBSA Design & Construction Division General Office Bldg, 3B
7150 Harris Drive
Dimondale, MI 48821
Phone: 517-284-7969
Millerj1@michigan.gov

State Employees please click here to Provide Service Feedback

-----Original Message-----
From: Walts, Brian (DTMB)
Sent: Thursday, January 21, 2016 8:08 AM
To: Miller, Jan (DTMB) <millerj1@michigan.gov>
Cc: Noonan, Michael (DTMB) <noonanm@michigan.gov>; Scates, Larry (DTMB) <scatesl@michigan.gov>
Subject: Flint Project Schedule

Good Morning Jan,

We are getting many questions from some of the new tenant staff here dealing with the water crises and existing tenants about the completion of the lobby area and how it fits their operation and planning of business item in their departments. I don't believe they are trying to push but to understand what they can and should plan for. Do you have an realistic and reliable overall project schedule including the completion plan for the lobby? If you do, can we get a copy and if not could you reach out to the general owners and request one? Please let us know what we can expect.

Thanks,
Brian
Sent from my iPhone

From: Walts, Brian (DTMB)
Sent: Thursday, January 21, 2016 11:30 AM
To: Miller, Jan (DTMB)
Cc: Noonan, Michael (DTMB);Scates, Larry (DTMB);Lach, Adam (DTMB);Parker, Daniel (DTMB)
Subject: RE: Flint Project Schedule

Thanks Jan, anything that could help understand that areas completion or significant progress would be greatly appreciated!

-----Original Message-----
From: Miller, Jan (DTMB)
Sent: Thursday, January 21, 2016 8:39 AM
To: Walts, Brian (DTMB) <WaltsB@michigan.gov>
Cc: Noonan, Michael (DTMB) <noonanm@michigan.gov>; Scates, Larry (DTMB) <scatesl@michigan.gov>; Lach, Adam (DTMB) <LachA@michigan.gov>; Parker, Daniel (DTMB) <parkerd1@michigan.gov>
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7150 Harris Drive
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To: Miller, Jan (DTMB) <millerj1@michigan.gov>
Cc: Noonan, Michael (DTMB) <noonanm@michigan.gov>; Scates, Larry (DTMB) <scatesl@michigan.gov>
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Thanks,
Brian
Sent from my iPhone

DTMB-0456 (e-form)

PROJECT REPORT

DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
DESIGN AND CONSTRUCTION DIVISION
7150 Harris Drive, General Office Building 3B
Dimondale, MI 48221

This report is required to document job conditions and progress. (Authority: 1984 PA 431)

INSTRUCTIONS: This daily report should address: (1) Questions and Answers; (2) Delays; (3) Instructions to Contractor; (4) Accidents; (5) Visitors; (6) Special Incidents; (7) General Comments, and (8) Material Deliveries

REPORT NUMBER	REPORT DATE		PERIOD (FROM WHEN - TO WHEN)
1252016	1-25-2016		Per visit
INDEX NUMBER(S) / AGENCY NUMBER	FILE NUMBER	CONTRACT NUMBER	DEPARTMENT/UNIVERSITY/COLLEGE
[redacted]	071/12354.JAN	Y14013	DTMB

PROJECT NAME
Flint State Office Building Interior Renovation

CONTRACTOR
B & B Construction Services 20816 Eleven Mile Road Suite 202 St Clair Shores, Michigan 48081 586-552-5472

PROFESSIONAL
Wigen Tinknell Meyer & Assoc.

A. WEATHER:

Sunny and 35

B. WORK FORCE

Supt. and 5 subcontractors.

C. PROGRESS SCHEDULE ACTIVITIES CORRESPONDING TO WORK PERFORMED:

Comments are based from the last acceptable revised schedule dated June 15,2015
The mechanical contractor installed heating ducts on the first floor lobby
The electricians worked on the ceiling can lights on the seventh floor
The carpenters worked on the first floor ceiling grid
The drywall taper worked on seventh floor
The painters worked on seventh floor
The glaziers installed the glass in the counter windows on seventh floor

D. DELIVERIES TO SITE/WAREHOUSE:

The ceiling tiles and the grid for the first floor lobby ceiling

E. WORK DESCRIPTION:

The electricians worked on the seventh floor lighting
The plumbers installed ducts on the first floor
The carpenters worked on the ceiling grid in the first floor lobby
The drywall taper worked on seventh floor
The painters worked on the first floor
The glaziers installed the bullet proof glass on the seventh floor

. VISITORS TO SITE:

G. MAJOR CONSTRUCTION EQUIPMENT USED:

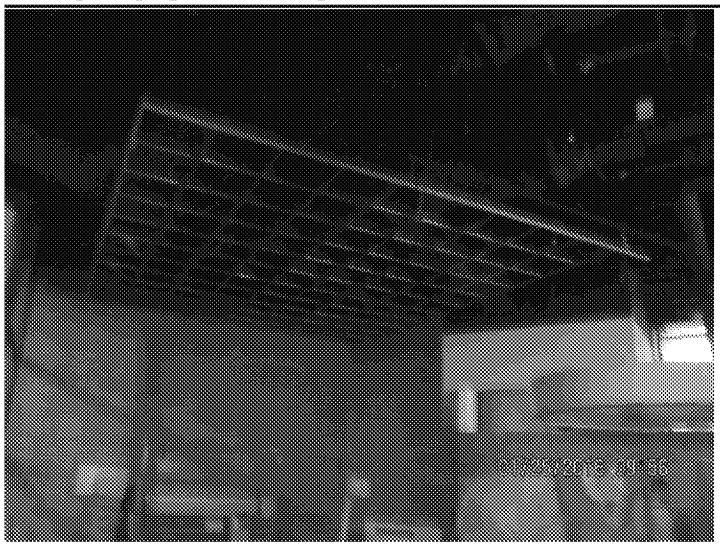
None

H. INSPECTION/TESTING:

I. ISSUES RAISED:

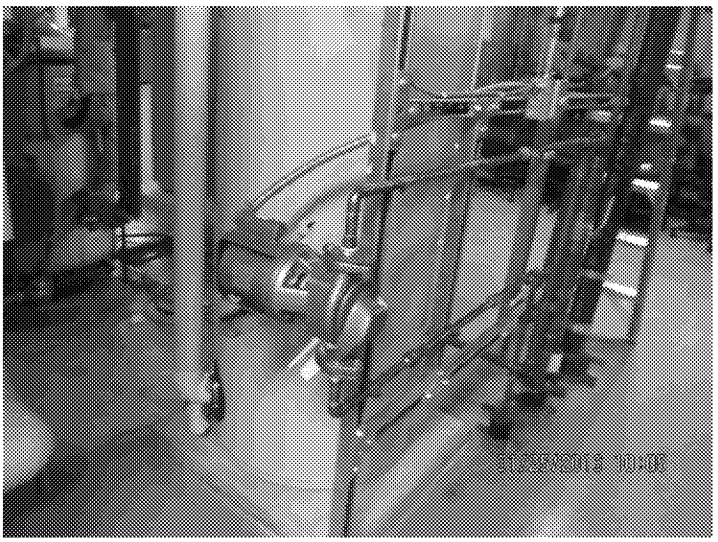
1. New DC lighting still isn't working properly
2. The project is behind the contractor schedule
3. There continues to be a lack of tradesmen on site to complete the work on schedule
4. The contractor hasn't been submitting daily reports as required by the contract
5. The fire protection spray hasn't been installed on the seventh floor ceilings

Dan Parker 1-25-2016
Project Field Representative
Copy to: Contractor, Agency, Professional, Representatives Section Manager, Project Director, File

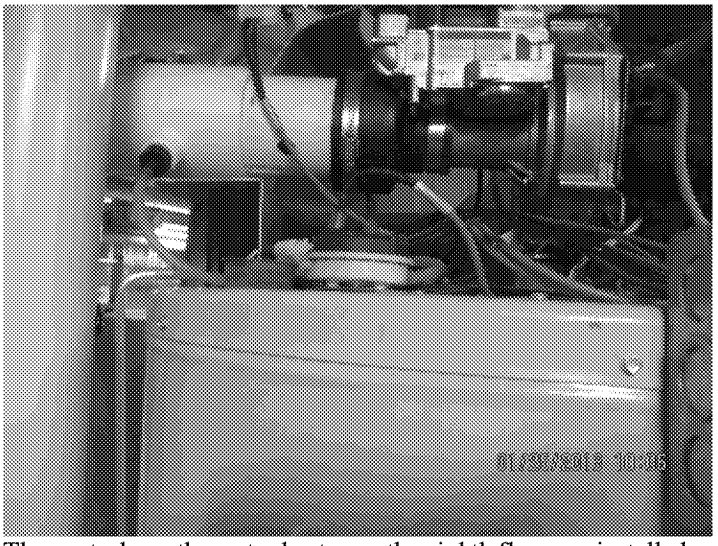

The ceiling grid is being installed in the first floor lobby

The air ducts from the fin tube heating in the first floor lobby

The ceiling grid is being installed in the first floor lobby

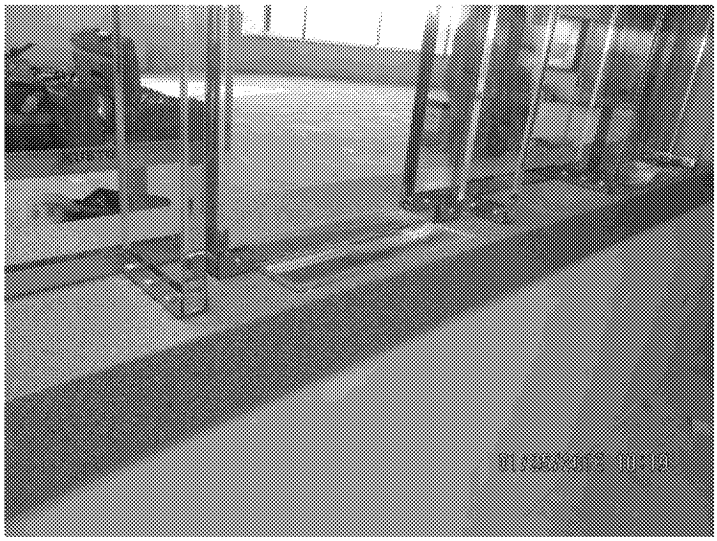

The wiring to the water heater on the eight floor is completed

The air ducts from the fin tube heating in the first floor lobby


The controls on the water heater on the eighth floor are installed
The water heater is running

The bullet proof glass on the seventh floor is being installed

The doors for the seventh floor are on site



The bullet proof glass on the seventh floor is being installed

The temperature control work continues on the seventh floor

Some duct insulation is being installed on the seventh floor
This is punch list work

The drywall finishing work on the seventh floor continues

From: Walts, Brian (DTMB)
Sent: Wednesday, January 27, 2016 4:02 PM
To: Lach, Adam (DTMB)
Cc: Noonan, Michael (DTMB);Kenneth C. LeMiesz;Rodney Smith;Parker, Daniel (DTMB);Miller, Jan (DTMB)
Subject: Re: Current Proposed Schedule from FSOB

Hi Adam,

The Flint Building is being used as a central point for organizers of the Flint water crises, so extra planning will have to take place to make sure we can allow their access every day and all hours through the night. I am confident it can be worked out but planning is different now that other functions are taking place at the facility. We certainly want Mike involved during this planning. Let's plan to cover all items tomorrow please. We can't have no surprises or delays come regular business hours.

Thanks,
Brian

Sent from my iPhone

On Jan 27, 2016, at 3:26 PM, Lach, Adam (DTMB) <LachA@michigan.gov> wrote:

> Good Afternoon Team-
>
> Please find the current schedule for the FSOB. I have asked for Tony of B&B to review the Main Lobby as it obviously needs to be turned over ASAP. B&B will present this at tomorrow's meeting.
>
> Also, we asked for B&B to provide a draft narrative for the floor finishing of the Main Lobby and wanted to share their initial thoughts:
>
> Items which would be of specific import to the SOM are in red.-
>
> 1. **Thursday-**
>   - (07:00 - 15:30)- Terra Bella will grind the floors in the "construction" portion of the North Lobby. This will involve noise, perhaps a "dusty smell". No health risks of any kind will be presented to occupants. We **must** be allowed to perform this task un-interrupted to retain the plan for the rest of the weekend.
>   - (17:00 - Midnight)- Inside temporary partition will be demolished and removed.
>
> 2. **Friday-**
>   - (07:00 – 15:30)- As the partition will be down, No substantial construction activity will take place in the lobby during this time frame. The SOM needs to keep **all** visitors, employees and tenants off of the portion of floor which was ground the night prior. Should this floor get walked on and become dirty, the process will need to be repeated.

- (17:00 - ?)- Terra Bella will grind the newly available portion of the lobby floor (i.e. where the guard's desk currently sits). The guards will need to vacate the area at 17:00 on Friday night, and they, along with any other SOM employees, contractors, and tenants, cannot return until the next business day after the weekend.
- After the grinding and cleaning is complete, Terra Bella will apply the first coat of sealant to the floor.

3. **Saturday-**
   - (07:00- TBD)- Terra Bella will apply subsequent coats and polish as necessary.

4. **Sunday-**
   - (???)- Reserved if necessary.

5. **Monday-**
   - SOM can return to the area

   Note: After this is complete, and we have removed the partition, there will still be work that needs to be performed in the North lobby (such as Kiosk/security desk). This work was not bid to be performed after hours.

Adam P. Lach, RA, LEED AP
State of Michigan
DTMB FBSA Design and Construction Division
Project Field Representative
517.898.2524

<image001.gif>

<SMBCprog15.5.pdf>

From: Lach, Adam (DTMB)
Sent: Wednesday, January 27, 2016 4:06 PM
To: Walts, Brian (DTMB)
Cc: Noonan, Michael (DTMB);Kenneth C. LeMiesz;Rodney Smith;Parker, Daniel (DTMB);Miller, Jan (DTMB)
Subject: RE: Current Proposed Schedule from FSOB

I agree. That is why we sent the schedule ahead of time, so that the team has a little bit of time to digest it to prepare for a constructive meeting tomorrow in regards to the schedule.

Adam P. Lach, RA, LEED AP
State of Michigan
DTMB FBSA Design and Construction Division
Project Field Representative
517.898.2524

DTMB
HELP. CONNECT. SOLVE.

From: Walts, Brian (DTMB)
Sent: Wednesday, January 27, 2016 4:02 PM
To: Lach, Adam (DTMB) <LachA@michigan.gov>
Cc: Noonan, Michael (DTMB) <noonanm@michigan.gov>; Kenneth C. LeMiesz <KLeMiesz@wtaarch.com>; Rodney Smith <RSmith@wtaarch.com>; Parker, Daniel (DTMB) <parkerd1@michigan.gov>; Miller, Jan (DTMB) <millerj1@michigan.gov>
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Adam P. Lach, RA, LEED AP
State of Michigan
DTMB FBSA Design and Construction Division
Project Field Representative
517.898.2524

<image001.gif>

<SMBCprog15.5.pdf>

FLINT STATE OFFICE BUILDING

FLINT, MI

ECMS CUSTOMER:
EXTERIOR METALS
CRAIG PAYNE
810-744-4126

****PLEASE SEE CUSTOMER NOTES ON SHEET 001****
THANK YOU.

SHOP DRAWING INDEX	
000	COVER SHEET
001	GENERAL NOTES
101	PLANS
201	ELEVATIONS
301	PLAN DETAILS
401	SECTION DETAILS

EAST COAST
METAL SYSTEMS

PO Box 217
407 53RD STREET
BELLAIRE, OHIO 43906
(740) 676-2400
(740) 671- 8760 Fax
www.ecmsinc.net
ecms@ecmsinc.net

OWNER:
STATE OF MICHIGAN DTMB
PHONE: 517.284.7969

ARCHITECT:
WIGEN, TINCKNELL AND ASSOCIATES
PHONE: 989.752.8107

REVIEWER: PLEASE REVIEW AND ADVISE ON ALL CLOUDED NOTES & DIMENSIONS. THANK YOU.

GENERAL CONTRACTOR:
B&B CONSTRUCTION SERVICES
CONTACT: DAVE CARSLEY
PHONE: 586.601.5354

CONTRACTOR TO FIELD VERIFY ALL DIMENSIONS AND CONDITIONS.

HORIZONTAL AND VERTICAL SPACING BETWEEN PANELS MUST BE EQUAL.

FILLER STRIPS SHALL NOT BE LOOSE. FASTEN EITHER MECHANICALLY (HIDDEN) OR WITH ADHESIVE.

THIS SET OF ECMS SHOP DRAWINGS BASED ON
1. ARCHITECTURAL DRAWINGS DATED: AUGUST 19, 2013. (SHEETS A2.10; A5.2; A7.1; A7.2; A7.3; A8.1 ONLY)

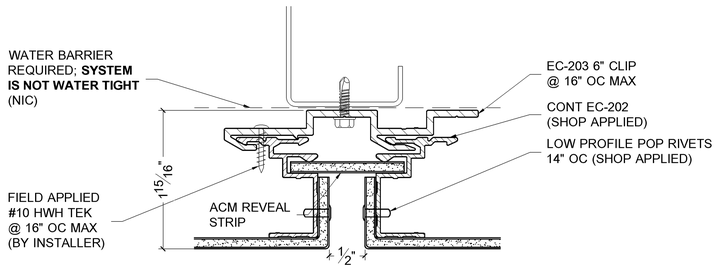
REVISION #4
02.02.16

FLINT STATE OFFICE BUILDING - REVISION #4

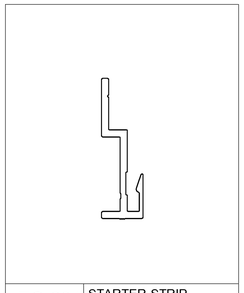
GENERAL NOTES

1. THE EC-200 SYSTEM IS **NOT A WATER TIGHT SYSTEM**. WATER BARRIER IS REQUIRED.
2. ALL PANELS HAVE A 1/2" JOINT UON.
3. PLEASE USE THESE DRAWINGS IN CONJUNCTION WITH ECMS INSTALLATION INSTRUCTIONS & FIELD MEASURING GUIDELINES TO ENSURE A SUCCESSFUL PROJECT.
4. DETAILS OF ADJACENT WORK ARE FOR REFERENCE ONLY.
5. ECMS RECOMMENDS ALL STUDS AND SUBGIRT FRAMING TO BE MINIMUM 18 GA. & ARE TO BE SPACED @ 16" O.C. MAX.
6. IT IS VITAL THAT THE SUBSTRUCTURE IS INSTALLED CORRECTLY. IF THE FRAMING (EVEN SOLID SUBSTRATE) HAS EXCESSIVE VARIATION FROM THE PLANE OF THE WALL, IT CAN CAUSE UNDUE STRESS ON THE COMPOSITE PANELS, JOINTS & CONNECTIONS.
7. THE MAX DEVIATION OF THE PLANE OF THE SUBSTRUCTURE SHOULD NOT EXCEED ±¼" IN ANY 20 FEET LENGTH, HORIZONTALLY OR VERTICALLY. SUBSTRUCTURE TRANSITION AREAS SUCH AS CORNERS AND SOFFITS SHALL BE WITHIN ±⅛" OF THE THEORETICAL GIRT PLANE.
8. PANELS WILL BE SHIPPED WITH A PROTECTIVE FILM COATING ON THE PANEL FACE. THIS FILM MUST BE REMOVED IN THE FIELD AS THE PANELS ARE BEING ERECTED AND BEFORE INSTALLING ANY SEALANT. IT IS BEST TO REMOVE FILM AS SOON AS PRACTICAL.
9. IT IS IMPERATIVE TO EXERCISE CARE IN ORDER TO MAINTAIN UNIFORM JOINTS ON EACH ELEVATION. USE SPACERS FOR UNIFORM JOINTS.
10. PANEL FABRICATION TOLERANCES: ±⅛"
11. PANEL ERECTION TOLERANCES: ±⅛" IN 10'-0"

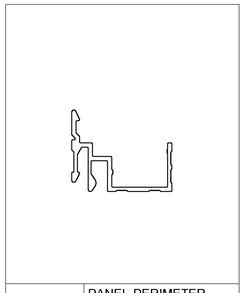
THE EC-200 PRESSURE EQUALIZED RAIN SCREEN SYSTEM



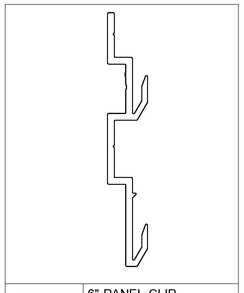
TYPICAL PANEL TO PANEL JOINT



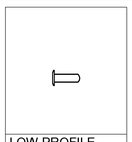
EC-201 STARTER STRIP EXTRUSION FIELD APPLIED



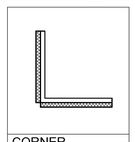
EC-202 PANEL PERIMETER EXTRUSION SHOP APPLIED



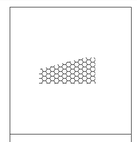
EC-203 6" PANEL CLIP EXTRUSION FIELD APPLIED



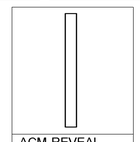
LOW PROFILE POP RIVET (SHOP APPLIED)



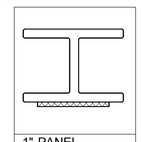
CORNER REINFORCEMENT (SHOP APPLIED)



WEEP BAFFLE (SHOP APPLIED)



ACM REVEAL STRIP (FIELD APPLIED)



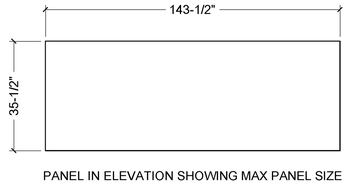
1" PANEL STIFFENER (SHOP APPLIED)

PROJECT SPECIFICATIONS

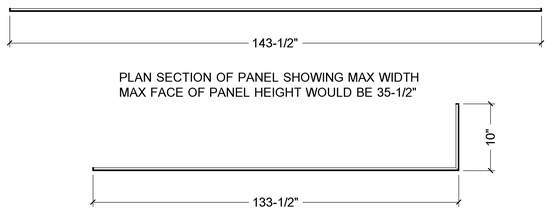
SPECIFICATION SECTION	
PANEL SYSTEM	EC-200 PRESSURE EQUALIZED RAINSCREEN SYSTEM
ACM MANUFACTURER	ALPOLIC
PANEL THICKNESS	4MM
PANEL CORE	FR
PANEL COLOR	ZINC - ZINC
NOMINAL SYSTEM DEPTH	2"
PANEL JOINTERY	APPROVED SEALANT & BACKER ROD AS SUBMITTED BY INSTALLER

PANEL SYSTEM LIMITATIONS

SIZE: PLEASE BE ADVISED THAT MAXIMUM PANEL FACE DIMENSIONS ARE **35-1/2" x 143-1/2"**



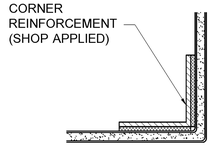
PANEL IN ELEVATION SHOWING MAX PANEL SIZE



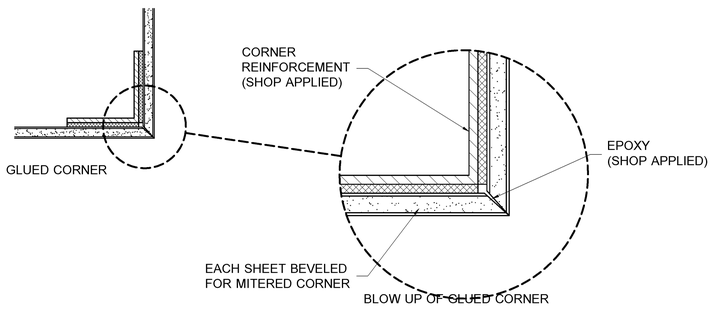
PLAN SECTION OF PANEL SHOWING MAX WIDTH
MAX FACE OF PANEL HEIGHT WOULD BE 35-1/2"

PLAN SECTION OF PANEL SHOWING MAX WIDTH WITH A CORNER BEND
MAX STRETCHOUT WIDTH IS 143-1/2"
MAX FACE OF PANEL HEIGHT WOULD BE 35-1/2"

BENDING OF PANELS: TO FABRICATE A BEND IN THE PANEL, THE MATERIAL IS TYPICALLY ROUTED AND FOLDED. FOR PANELS WITH BENDS ON DIFFERENT PLANES, THE FIRST BEND IS ROUTED AND FOLDED, BUT OTHER BENDS MUST BE GLUED. CURVED PANELS ALSO MUST HAVE THE PANEL RETURNS GLUED. ECMS WILL MAKE EVERY EFFORT TO PLACE GLUED BENDS ON THE VERTICAL PLANE. IF GLUED BENDS CAN BE AVOIDED BY ADDING JOINTS, ECMS WILL MAKE SUGGESTIONS ON SHOP DRAWINGS.



TYPICAL ROUTED & FOLDED CORNER



BLOW UP OF GLUED CORNER

DRAWING ABBREVIATIONS

ACM	=	ALUMINUM COMPOSITE MATERIAL
AFF	=	ABOVE FINISHED FLOOR
B.O.	=	BOTTOM OF
CFMF	=	COLD FORMED METAL FRAMING
CL	=	CENTER LINE
F.O.	=	FACE OF
ISC	=	INSIDE CORNER
JT	=	JOINT
NIC	=	NOT IN CONTRACT
OA	=	OVERALL SYSTEM DIMENSION
OC	=	ON CENTER
OPP	=	OPPOSITE
OSC	=	OUTSIDE CORNER
PD	=	PANEL DIMENSION
RCP	=	REFLECTED CEILING PLAN
RO	=	ROUGH OPENING
SIM	=	SIMILAR
T.O.	=	TOP OF
TYP	=	TYPICAL
UON	=	UNLESS OTHERWISE NOTED
VIF	=	VERIFY IN FIELD
↑ →	=	PANEL GRAIN DIRECTION

CUSTOMER NOTES:

- ALL PANEL DIMENSIONS MUST BE VERIFIED BY CUSTOMER PRIOR TO FABRICATION
- THESE DRAWINGS ARE ECMS' INTERPRETATION OF OUR CONTRACT. ALL MATERIALS WILL BE RELEASED FOR PURCHASE BASED ON THE APPROVAL OF THESE DRAWINGS.
- ANY ADDITIONAL MATERIAL REQUIRED WILL BE PRICED AND A CHANGE ORDER SUBMITTED FOR APPROVAL.
- ECMS WILL ORDER MATERIAL UPON RECEIPT OF BOTH APPROVED SHOP DRAWINGS AND APPROVED, SIGNED COLOR CHIP
- EXCLUSIONS: PLEASE BE ADVISED THAT ECMS DOES NOT SUPPLY THE FOLLOWING (BUT NOT LIMITED TO), UNLESS OTHERWISE NOTED: *NON-ACM* COPINGS, FLASHINGS, FIELD MEASURING, SHIMS, FASTENERS, SEALANTS, BACKING RODS, SUBSTRATES, FRAMING.
- PLEASE PROVIDE ECMS WITH THE SHOP DRAWINGS OF ALL TRADES REQUIRING COORDINATION WITH ECMS SCOPE OF WORK.

FLINT STATE OFFICE BUILDING

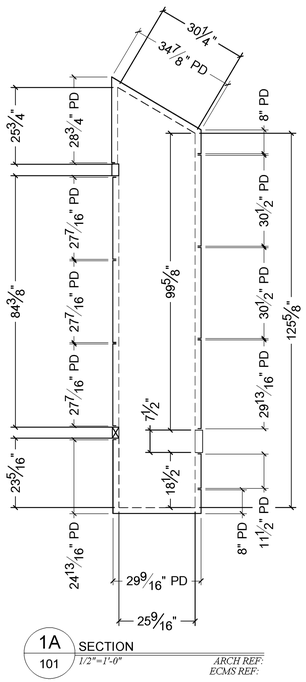
FLINT, MI
ECMS JOB#: F5-8459

SUBMITTALS

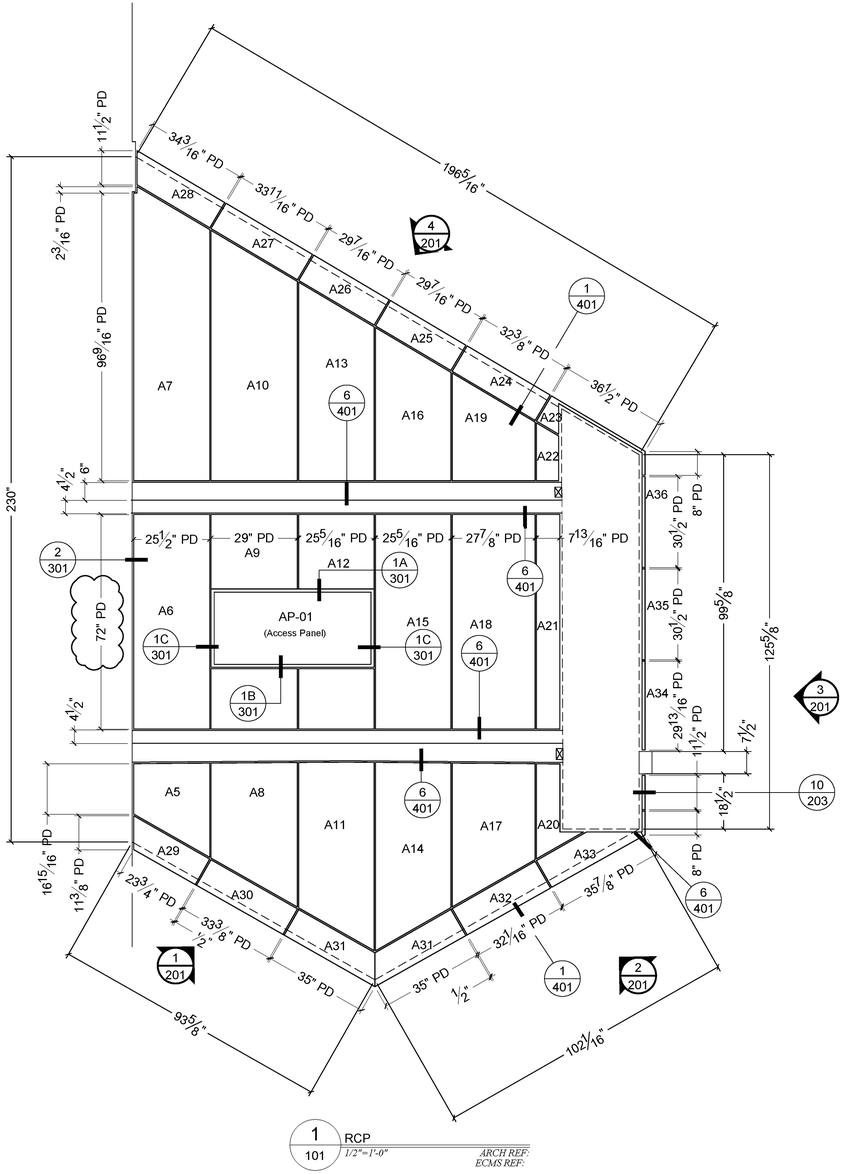
DESCRIPTION	DATE
1ST SUBMITTAL	08.07.15
REVISION #1	10.08.15
REVISION #2	11.06.15
REVISION #3	12.17.15
REVISION #4	02.02.16

CUSTOMER: EXTERIOR METALS
ECMS PM: JC
DRAWN BY: SN

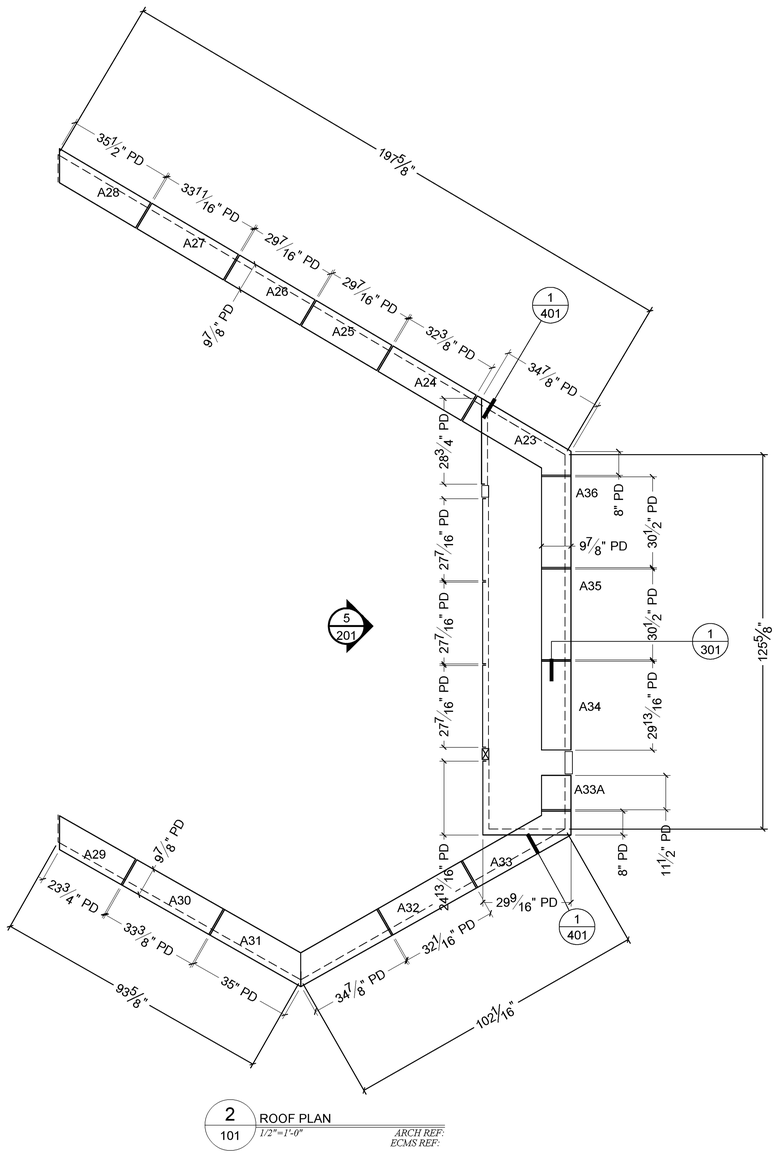
001 GENERAL NOTES



1A / 101 SECTION
1/2"=1'-0"
ARCH REF:
ECMS REF:



1 / 101 RCP
1/2"=1'-0"
ARCH REF:
ECMS REF:



2 / 101 ROOF PLAN
1/2"=1'-0"
ARCH REF:
ECMS REF:

FLINT STATE OFFICE BUILDING

FLINT, MI
ECMS JOB#: F5-8459

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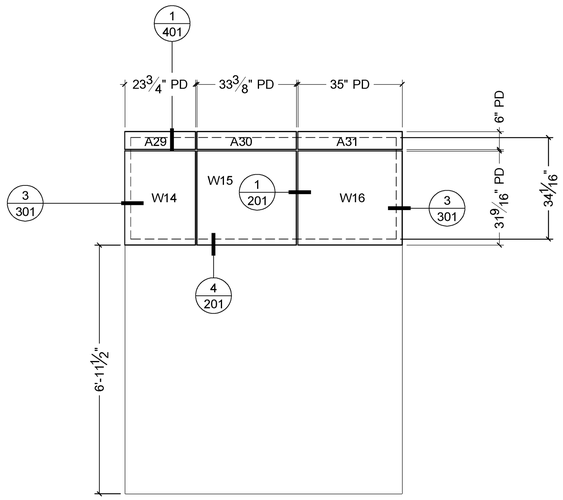
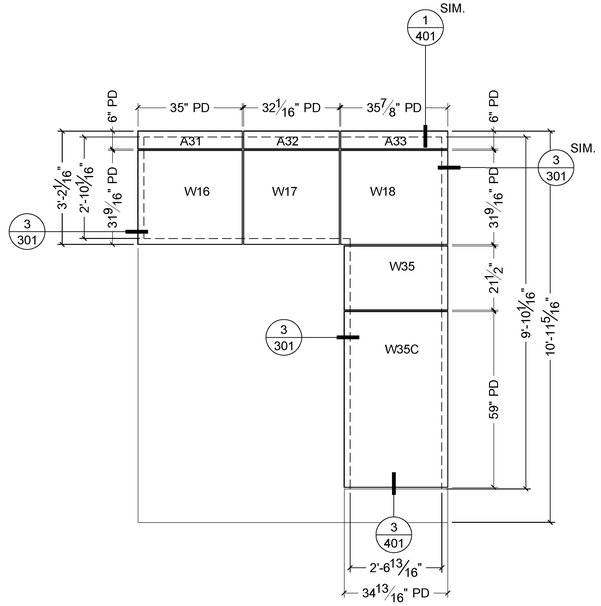
	REVISION #4	02.02.16

CUSTOMER: EXTERIOR METALS
ECMS PM: JC
DRAWN BY: SN

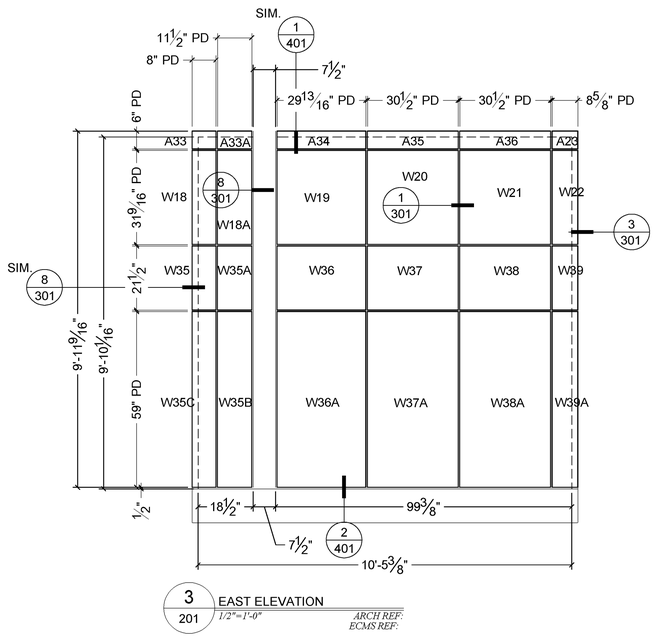
101 PLANS



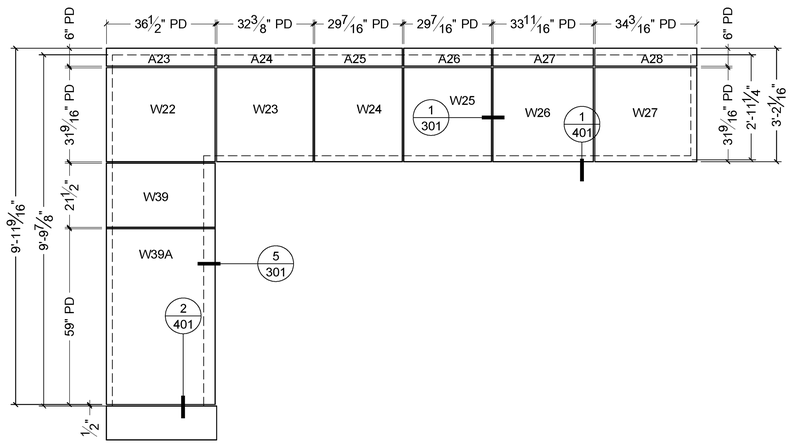
1 201 SOUTH ELEVATION
1/2"=1'-0" ARCH REF: ECMS REF:



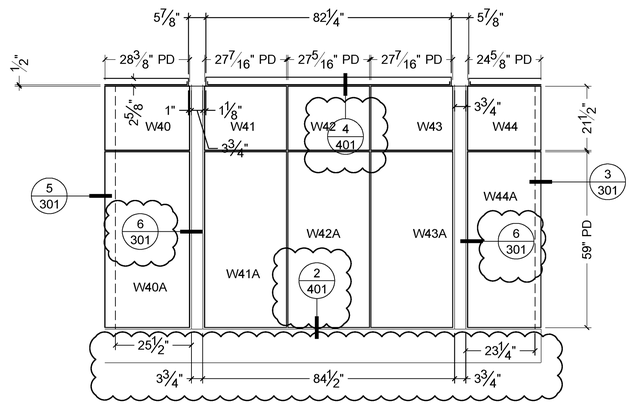
2 201 SOUTH ELEVATION
1/2"=1'-0" ARCH REF: ECMS REF:



3 201 EAST ELEVATION
1/2"=1'-0" ARCH REF: ECMS REF:



4 201 NORTH ELEVATION
1/2"=1'-0" ARCH REF: ECMS REF:



5 201 WEST ELEVATION
1/2"=1'-0" ARCH REF: ECMS REF:

FLINT STATE OFFICE BUILDING

FLINT, MI
ECMS JOB#: F5-8459

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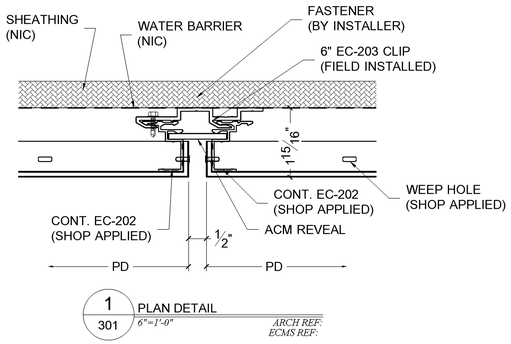
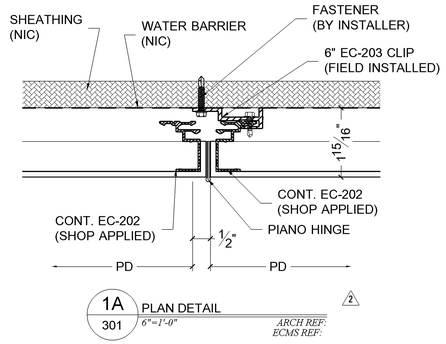
	REVISION #4	02.02.16

CUSTOMER: EXTERIOR METALS
ECMS PM: JC
DRAWN BY: SN

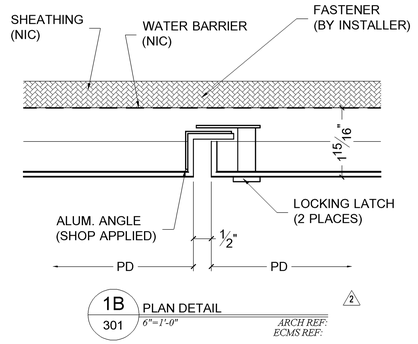
201 ELEVATIONS



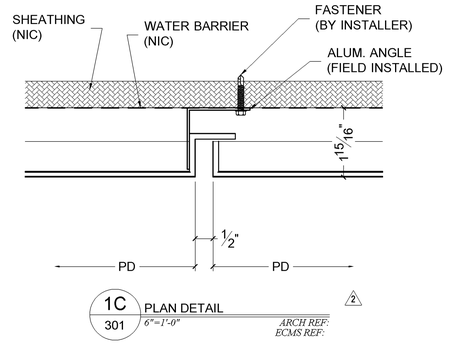
1 / 301 PLAN DETAIL — 6"=1'-0" — ARCH REF: ECMS REF:



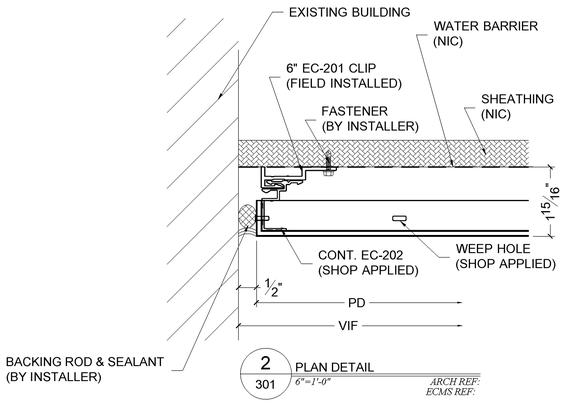
1A / 301 PLAN DETAIL — 6"=1'-0" — ARCH REF: ECMS REF: — 2



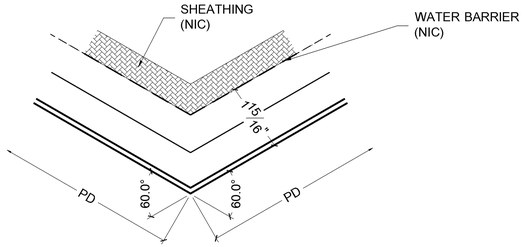
1B / 301 PLAN DETAIL — 6"=1'-0" — ARCH REF: ECMS REF: — 2



1C / 301 PLAN DETAIL — 6"=1'-0" — ARCH REF: ECMS REF: — 2



2 / 301 PLAN DETAIL — 6"=1'-0" — ARCH REF: ECMS REF:



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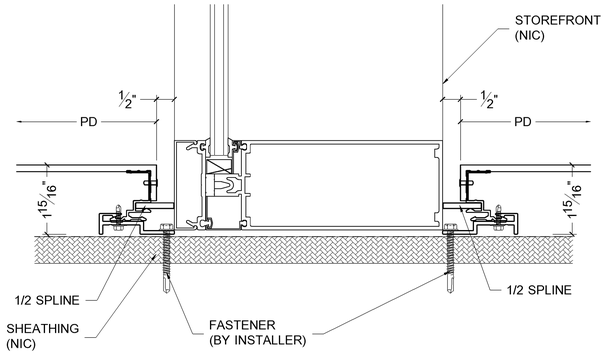

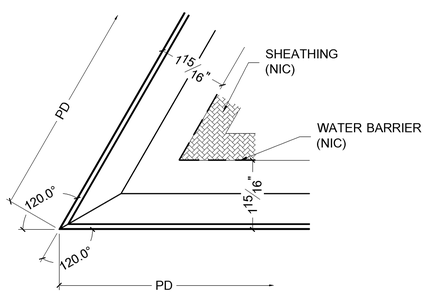

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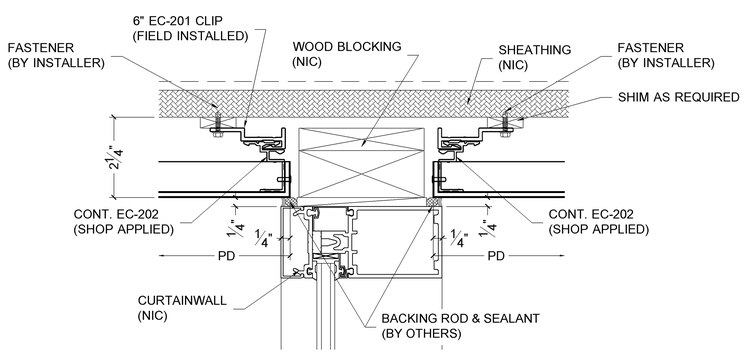

6 / 301 PLAN DETAIL — 6"=1'-0" — ARCH REF: 7/A7.3 ECMS REF:

FLINT STATE OFFICE BUILDING

FLINT, MI
ECMS JOB#: F5-8459

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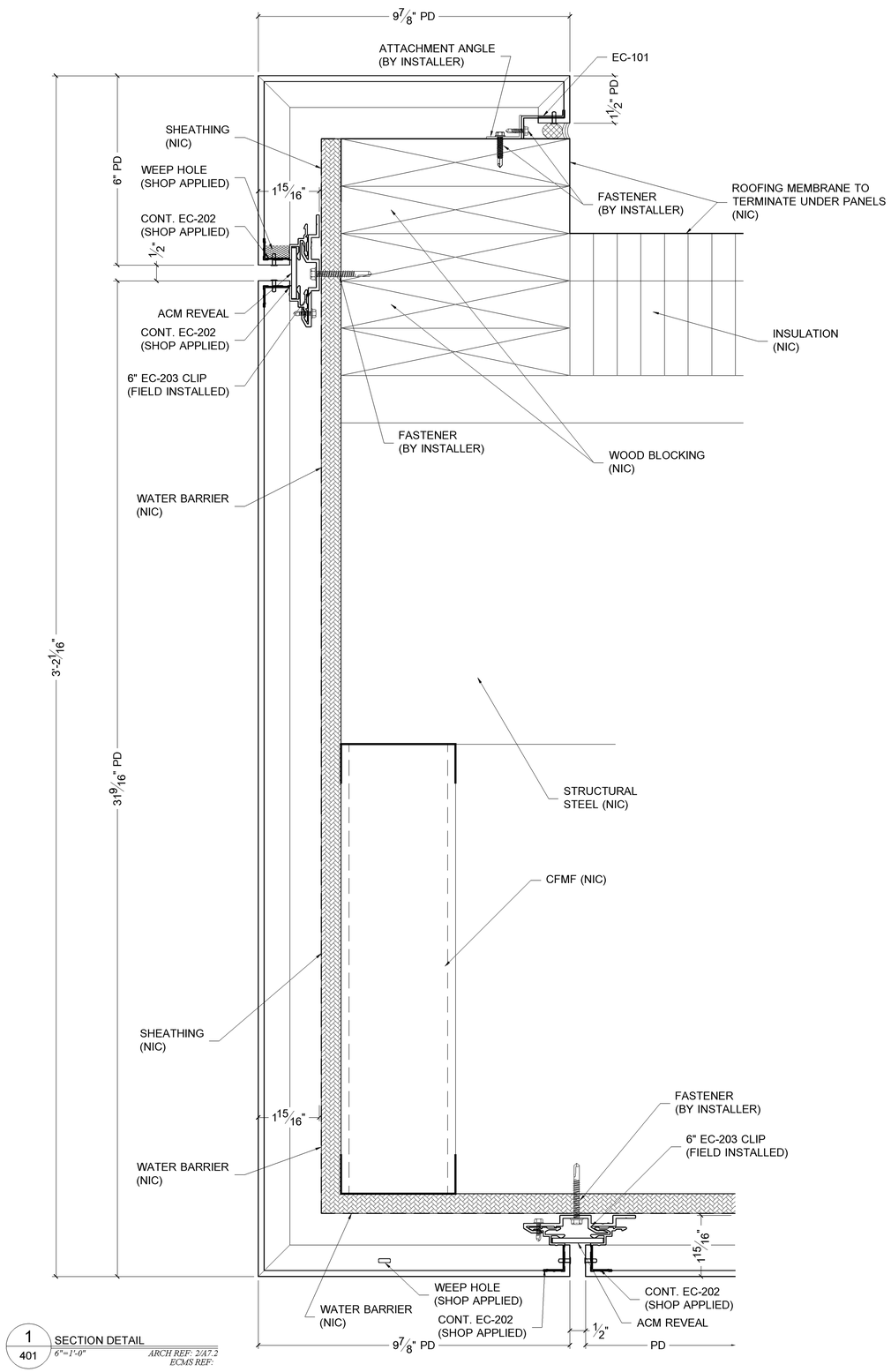
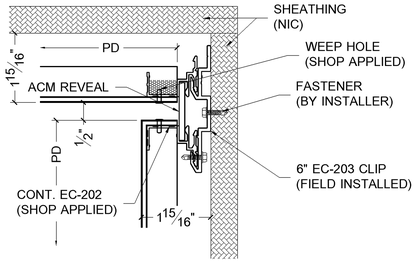
CUSTOMER: EXTERIOR METALS
ECMS PM: JC
DRAWN BY: SN

301 PLAN DETAILS



1 / 401 SECTION DETAIL
6"=1'-0"
ARCH REF: 2/A7.2
ECMS REF:



4 / 401 SECTION DETAIL
6"=1'-0"
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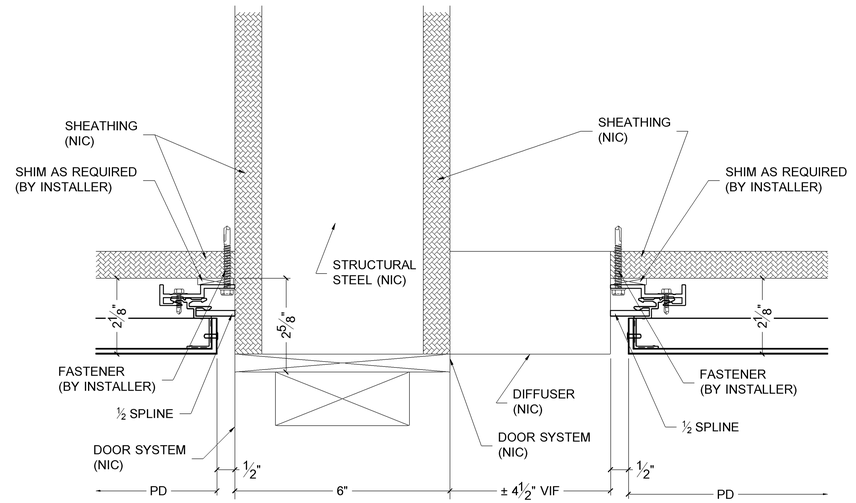
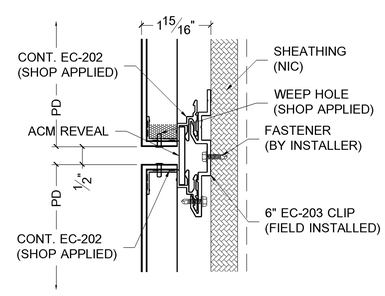
ECMS REF:



6 / 401 SECTION DETAIL
6"=1'-0"
ARCH REF: 5/A7.2
ECMS REF:



3 / 401 SECTION DETAIL
6"=1'-0"
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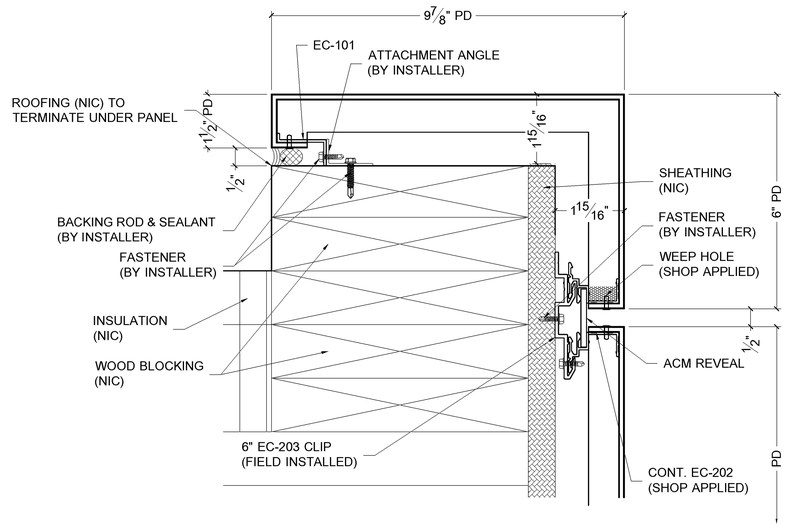
ECMS REF:



5 / 401 SECTION DETAIL
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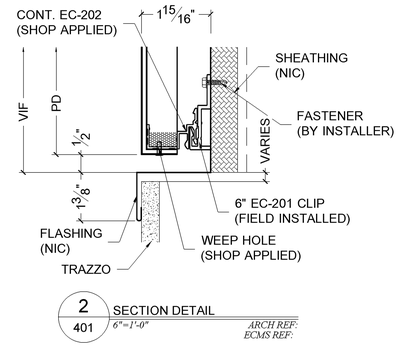
ECMS REF:



2 / 401 SECTION DETAIL
6"=1'-0"
ARCH REF:
ECMS REF:

FLINT STATE OFFICE BUILDING

FLINT, MI
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CUSTOMER: EXTERIOR METALS
ECMS PM: JC
DRAWN BY: SN

401 SECTION DETAILS

DTMB-0456 (e-form)

PROJECT REPORT

DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
DESIGN AND CONSTRUCTION DIVISION
7150 Harris Drive, General Office Building 3B
Dimondale, MI 48221

This report is required to document job conditions and progress. (Authority: 1984 PA 431)

INSTRUCTIONS: This daily report should address: (1) Questions and Answers; (2) Delays; (3) Instructions to Contractor; (4) Accidents; (5) Visitors; (6) Special Incidents; (7) General Comments, and (8) Material Deliveries

REPORT NUMBER	REPORT DATE		PERIOD (FROM WHEN - TO WHEN)
2112016	2-11-2016		Per visit
[redacted]	FILE NUMBER: 071/12354.JAN	CONTRACT NUMBER: Y14013	DEPARTMENT/UNIVERSITY/COLLEGE: DTMB

PROJECT NAME
Flint State Office Building Interior Renovation

CONTRACTOR
B & B Construction Services 20816 Eleven Mile Road Suite 202 St Clair Shores, Michigan 48081 586-552-5472

PROFESSIONAL
Wigen Tinknell Meyer & Assoc.

A. WEATHER:

Cloudy and 15

B. WORK FORCE

Supt. and 5 subcontractors.

C. PROGRESS SCHEDULE ACTIVITIES CORRESPONDING TO WORK PERFORMED:

Comments are based from the last acceptable revised schedule dated June 15,2015
The electricians worked on the ceiling can lights on the seventh floor
The carpenters worked on the first floor ceiling grid

D. DELIVERIES TO SITE/WAREHOUSE:

E. WORK DESCRIPTION:

The carpenters worked on the ceiling grid in the first floor lobby
The painters were not on site

. VISITORS TO SITE:

G. MAJOR CONSTRUCTION EQUIPMENT USED:

None

H. INSPECTION/TESTING:

I. ISSUES RAISED:

1. New DC lighting still isn't working properly
2. The project is behind the contractor schedule
3. There continues to be a lack of tradesmen on site to complete the work on schedule
4. The contractor hasn't been submitting daily reports as required by the contract
5. The fire protection spray hasn't been installed on the seventh floor ceilings

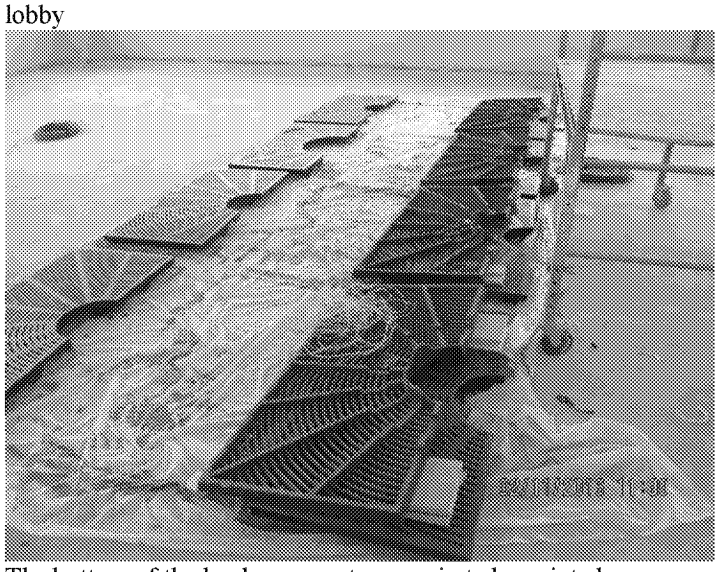
Dan Parker 2-11-2016
Project Field Representative

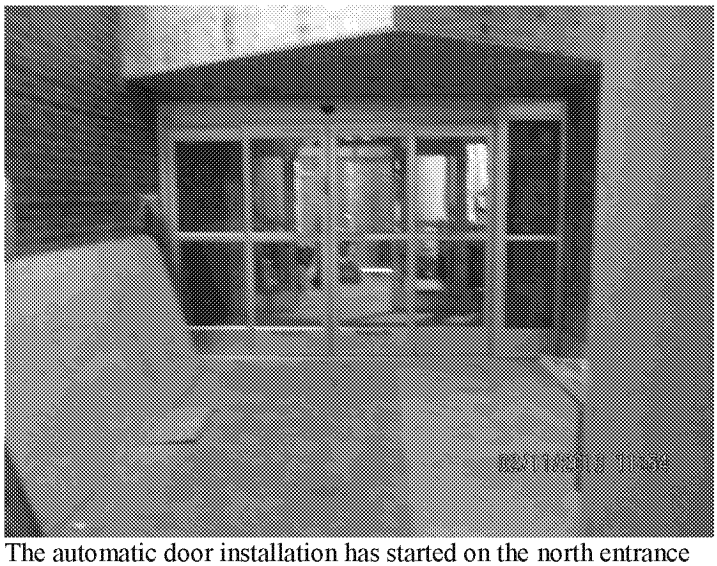
Copy to: Contractor, Agency, Professional, Representatives Section Manager, Project Director, File

The ceiling grid is being installed in the first floor lobby

The drywall circle has been taped and finished in the first floor lobby

The ceiling grid is being installed in the first floor lobby


The bottom of the landscape grates remain to be painted


The automatic door installation has started on the north entrance

The door frames on the seventh floor have been spray painted

The bathroom mirrors on the seventh floor have been installed

The doors to the pipe chase for the seventh floor bathrooms have been hung

The east stairwell door on the seventh floor hasn't been painted

The welding work for the solar and water storage project has started on the seventh floor

The glass handrails in front of the elevators on the seventh floor have been installed

The ceiling grid is being padded out

FLINT STATE OFFICE BUILDING

RE-ROOFING, ICE STORAGE AND SOLAR PANEL INSTALLATION

125 E. UNION, FLINT, MICHIGAN

DRAWING INDEX

ARCHITECTURAL

A6.1 TITLE, MAP, INDEX OF DRAWINGS & ROOF PLAN
A6.2 ROOF DETAILS

STRUCTURAL

S2.1 PLATFORM FRAMING AND NOTES
S7.2 FRAMING DETAILS

MECHANICAL

M1.8A PENTHOUSE FLOOR PLAN MECHANICAL REVISIONS THERMAL ICE STORAGE
M1.8B MECHANICAL SCHEDULED SCHEMATICS AND DETAILS THERMAL ICE STORAGE
M1.8C MECHANICAL TEMPERATURE CONTROLS

ELECTRICAL

E2.01 LEVEL 9 FLOOR PLAN - ELECTRICAL
E2.02 LEVEL 8 FLOOR PLAN - PARTIAL ELECTRICAL
E3.01 ELECTRICAL RISER AND SCHEDULES

ROOF GENERAL NOTES:

1. CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS RELATIVE TO THIS PROJECT. IT SHALL BE CONTRACTOR'S RESPONSIBILITY TO REPORT ANY DEPARTURE FROM THE EXISTING CONDITIONS INDICATED ON THESE CONSTRUCTION DOCUMENTS TO THE ARCHITECT.
2. THE ROOFING CONTRACTOR SHALL FIELD VERIFY EXACT SIZE, QUANTITY AND LOCATIONS OF ROOF TOP EQUIPMENT, ROOF PENTRATIONS, ETC. THAT REQUIRE FLASHING.
3. PROVIDE FLASHING PER ROOFING MANUFACTURER'S RECOMMENDATIONS AT VERTICAL WALLS AND ALL TYPES OF ROOF PENETRATIONS, INCLUDING MECHANICAL AND ELECTRICAL EQUIPMENT.
4. MAINTAIN EXISTING DRAINAGE PATTERNS AS INDICATED ON THE DRAWINGS. USE TAPERED INSULATION TO CREATE POSITIVE DRAINAGE AND DIRECT WATER AWAY FROM EXIST. WALLS OR CURBS. REVISE EXISTING IF NECESSARY TO PROVIDE POSITIVE DRAINAGE.
5. ROOFING CONTRACTOR TO INSPECT AND REPLACE DETERIORATED EXISTING WOOD BLOCKING WITH PRESERVATIVE TREATED WOOD BLOCKING AS REQUIRED - SEE UNIT PRICING.
6. ROOFING CONTRACTOR TO INSPECT AND REPLACE DAMAGED OR WATER SATURATED EXISTING RIGID ROOF INSULATION AS REQUIRED - SEE UNIT PRICING.

ARCHITECT

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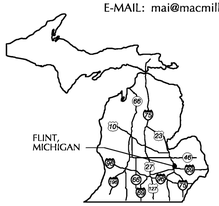

NORTH NO SCALE
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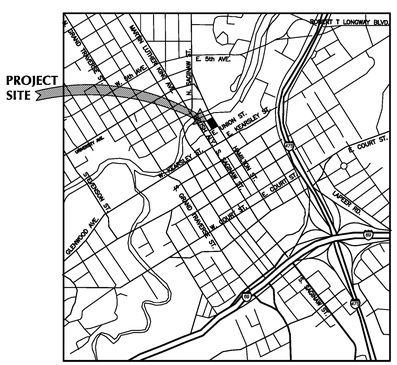

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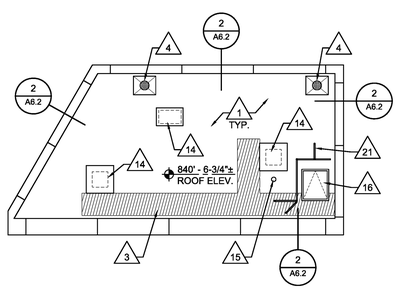
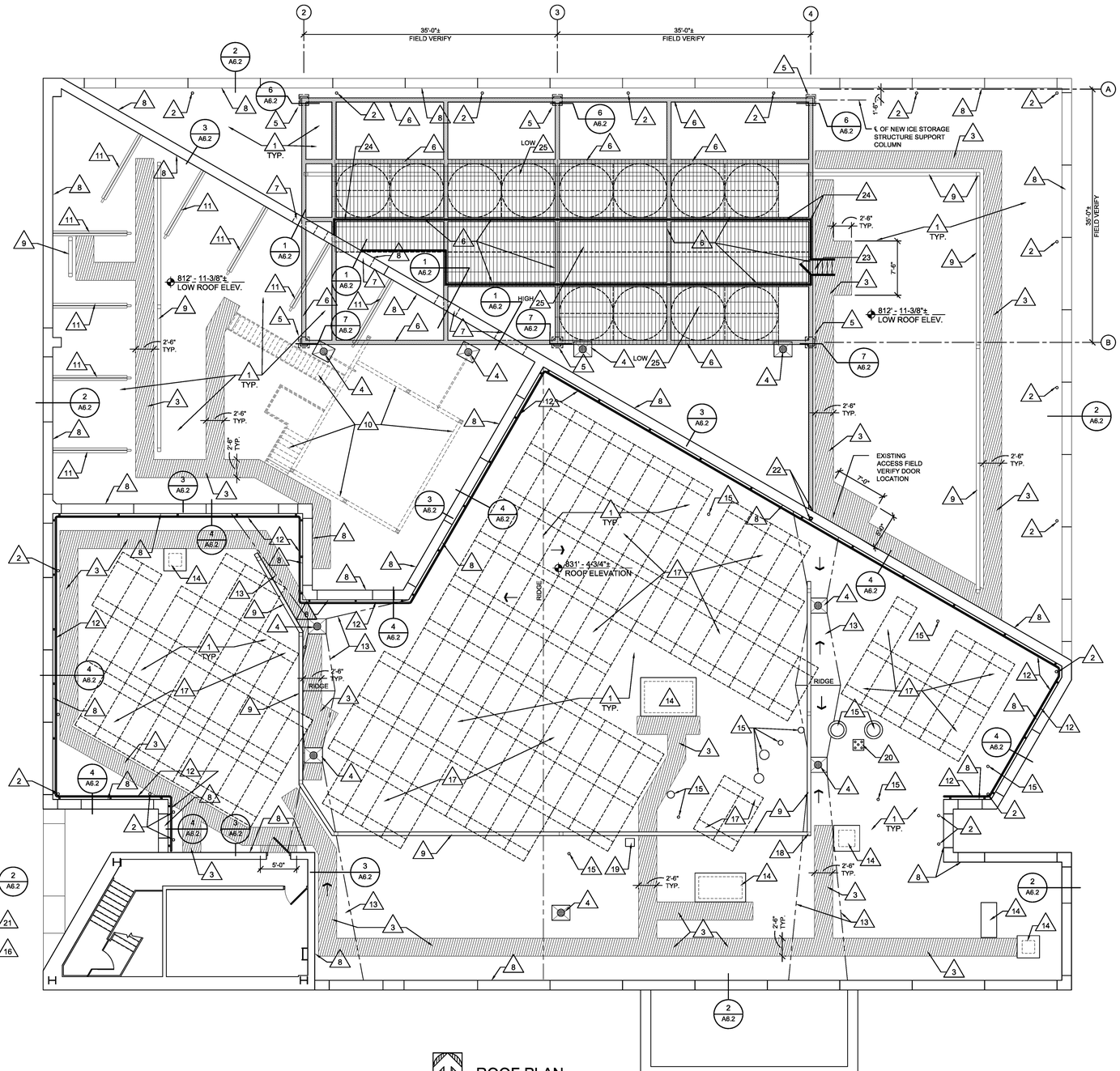


PLAN NORTH SCALE: 1/8" = 1'-0"
PENTHOUSE ROOF PLAN



PLAN NORTH SCALE: 1/8" = 1'-0"
ROOF PLAN

REROOF KEYNOTES:

1. EXISTING ADHERED ROOFING MEMBRANE AND MECHANICALLY FASTENED ROOF INSULATION TO REMAIN, CONTINUOUSLY CUT THE ENTIRE EXISTING MEMBRANE IN A 10' x 10' GRID. REMOVE ALL EXISTING ROOF MEMBRANE FLASHING. INSTALL NEW FULLY ADHERED 60 MIL. ROOFING SYSTEM OVER NEW 1/2" THICK MINIMUM RECOVERY BOARD.
2. EXISTING WINDOW WASHING EQUIPMENT SUPPORT POST. FLASH PER ROOFING MANUFACTURER'S REQUIREMENTS.
3. SHADED AREA INDICATES ROOFING MANUFACTURER'S WALKWAY PADS - PROVIDE AND INSTALL 30" WIDE WALKWAY PADS.
4. EXISTING ROOF SUMP. REMOVE AND SALVAGE THE EXISTING STRAINER AND COMPRESSION RING. FLASH NEW ROOFING MEMBRANE INTO SUMP. REINSTALL STRAINER AND COMPRESSION RING. SEE DETAIL 9/A6.2.
5. NEW ICE STORAGE SUPPORT COLUMN. REFER TO STRUCTURAL DRAWINGS. FLASH PER ROOFING MANUFACTURER'S REQUIREMENTS - TYPICAL (6) LOCATIONS.
6. NEW ICE STORAGE SUPPORT STRUCTURE, REFER TO STRUCTURAL, MECHANICAL AND ELECTRICAL DRAWINGS.
7. REFER TO DETAIL 1/A6.2. CUT OPENING IN EXISTING SCREEN WALL TO ALLOW INSTALLATION OF ICE STORAGE STRUCTURE. PROVIDE AND INSTALL FLASHING AND METAL ENCLOSURE AROUND PERIMETER OF NEW OPENING. PROVIDE STEEL 3 1/2" x3 1/2" x 1/4" BRICK ANGLE WITH 4" BEARING AT EACH END.
8. CAREFULLY LIFT EXISTING COUNTER FLASHING TO ALLOW FOR INSTALLATION OF NEW MEMBRANE ROOFING MANUFACTURER'S REQUIREMENTS. RE-FORM COUNTER FLASHING INTO EXISTING POSITION.
9. EXISTING WINDOW WASHING FALL PROTECTION RAIL SYSTEM TO REMAIN. FLASH NEW ROOFING AT SUPPORTS PER MANUFACTURER'S REQUIREMENTS.
10. EXISTING ELEVATED MECHANICAL EQUIPMENT AND EQUIPMENT PLATFORM TO REMAIN. FLASH NEW ROOFING AT SUPPORTS PER ROOFING MANUFACTURER'S REQUIREMENTS.
11. EXISTING SCREEN WALL SUPPORT. FLASH NEW ROOFING INTO PITCH POCKET PER ROOFING MANUFACTURER'S RECOMMENDATIONS.
12. NEW STEEL GUARD RAIL, REFER TO DETAIL 4/A6.2.
13. EXISTING SADDLE TO REMAIN.
14. EXISTING MECHANICAL EQUIPMENT CURB TO REMAIN. CAREFULLY LIFT EXISTING COUNTER FLASHING TO ALLOW FOR INSTALLATION OF NEW ROOFING, PER MANUFACTURER'S REQUIREMENTS. RE-FORM COUNTER FLASHING INTO EXISTING POSITION.
15. EXISTING VENT PIPE OR STACK TO REMAIN. FLASH AS PER ROOFING MANUFACTURER'S REQUIREMENTS. FIELD VERIFY ALL LOCATIONS.
16. EXISTING ROOF HATCH TO REMAIN. CAREFULLY LIFT EXISTING COUNTER FLASHING TO ALLOW FOR INSTALLATION OF NEW ROOFING PER MANUFACTURER'S REQUIREMENTS. REFORM COUNTER FLASHING INTO EXISTING POSITION.
17. NEW SOLAR PANEL AND CRADLE SYSTEM. PROVIDE ADDITIONAL ROOF MEMBRANE TO BE LOOSE LAID ON TOP OF NEW ROOFING UNDER ENTIRE CRADLE SYSTEM CONTINUOUS. REFER TO ELECTRICAL DRAWINGS AND SPECIFICATIONS.
18. WEATHER STATION ATTACHED TO EXISTING WINDOW WASHING RAIL SYSTEM, REFER TO ELECTRICAL DRAWING. FLASH PER ROOFING MANUFACTURER'S REQUIREMENTS.
19. NEW PITCH POCKET TO RECEIVE APPROXIMATELY 10 CONDUITS THROUGH ROOF SYSTEM AND STRUCTURE. REFER TO ELECTRICAL DRAWINGS.
20. EXISTING PITCH POCKET TO REMAIN, FLASH PER ROOFING MANUFACTURER'S RECOMMENDATIONS.
21. EXISTING GUARD RAIL FLASH SUPPORTS AS PER ROOFING MANUFACTURER'S RECOMMENDATIONS.
22. REMOVE PORTION OF WALL AS REQUIRED TO INSTALL NEW COLUMN, BASE PLATE, BEAM AND PIPING. REFERENCE STRUCTURAL AND MECHANICAL DRAWINGS. PATCH, REPAIR, FLASH AND SEAL WALL WATER TIGHT. MATCH EXISTING FINISHES AND MATERIALS.
23. GALVANIZED STEEL OSHA COMPLIANT SHIPS LADDER WITH RAILING. PROVIDE WITH GATE AND OPEN GRATE TREADS.
24. GALVANIZED STEEL GUARDRAIL, REFERENCE STRUCTURAL DRAWINGS.
25. GALVANIZED GRATING, SEE STRUCTURAL DRAWINGS.

NO.	REVISION	DATE

STATE OF MICHIGAN
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
FACILITIES AND BUSINESS SERVICES ADMINISTRATION
DESIGN AND CONSTRUCTION DIVISION
ROBERT C. HALL, RA, NCARB, DIRECTOR

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PROJECT TITLE
FLINT STATE OFFICE BUILDING
RE-ROOFING, ICE STORAGE AND SOLAR PANEL INSTALLATION:
FLINT, MICHIGAN

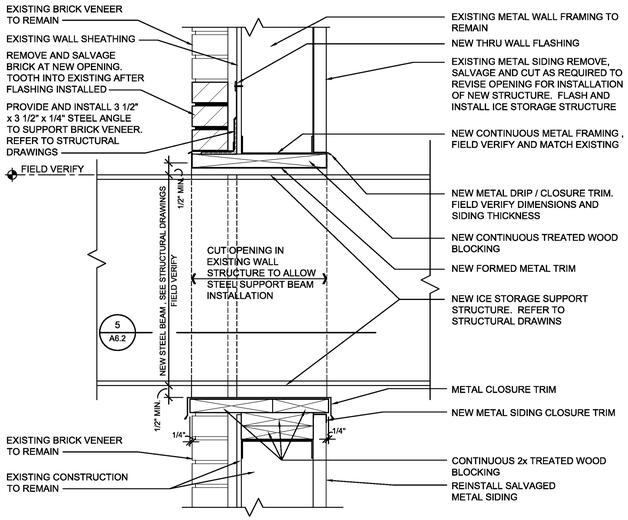
SHEET TITLE
TITLE, MAP, INDEX OF DRAWINGS & ROOF PLAN

PROJECT NUMBER
2012070

SHEET NUMBER
A6.1

PROJECT DATE
NOVEMBER 9, 2015

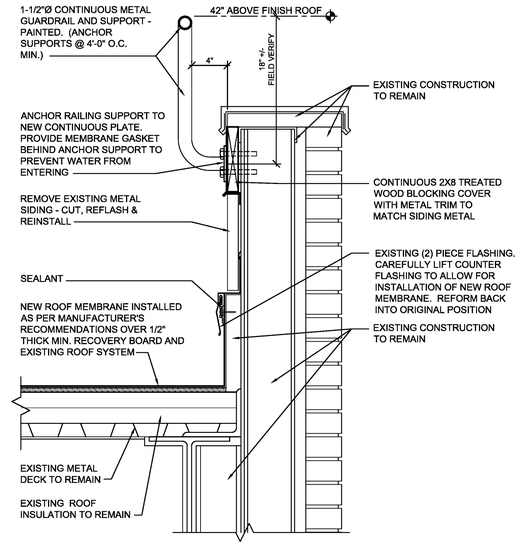
CHECKED BY
K.S.L.



1 A6.2 WALL FLASHING DETAIL AT BEAM - TYPICAL AT (2) LOCATIONS

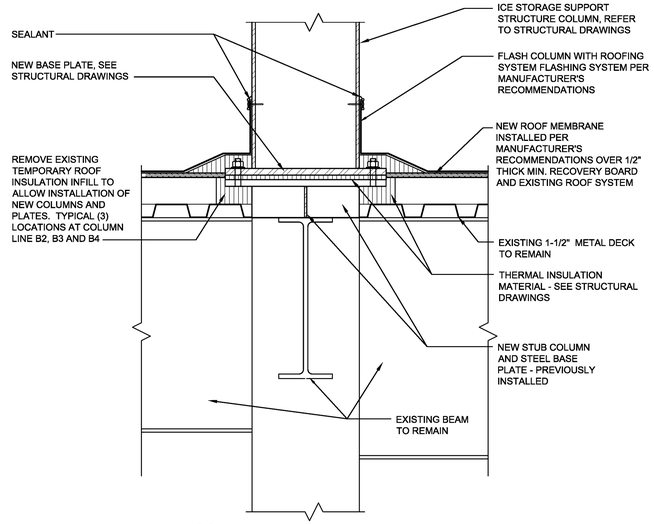
SCALE: 1-1/2" = 1'-0"

NOTE:
EXISTING ADHERED ROOFING MEMBRANE AND MECHANICALLY FASTENED ROOF INSULATION TO REMAIN. CONTINUALLY CUT THE ENTIRE EXISTING MEMBRANE IN A 10'x10' GRID - REMOVE ALL EXISTING MEMBRANE FLASHING



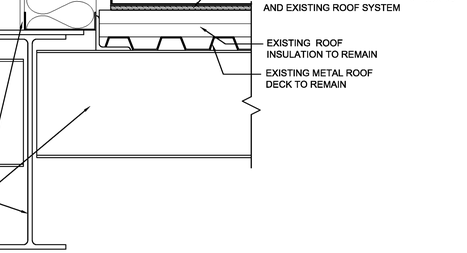
4 A6.2 NEW GUARD AT PARAPET

SCALE: 1-1/2" = 1'-0"



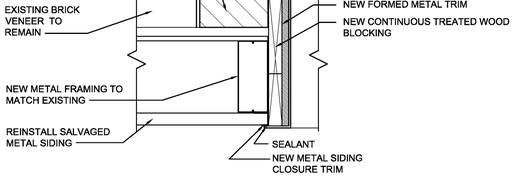
7 A6.2 COLUMN "B" DETAIL

SCALE: 1-1/2" = 1'-0"



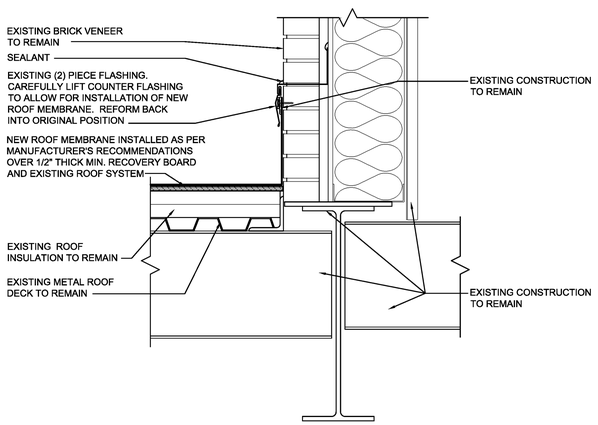
2 A6.2 METAL PANEL WALL FLASHING DETAIL

SCALE: 1-1/2" = 1'-0"



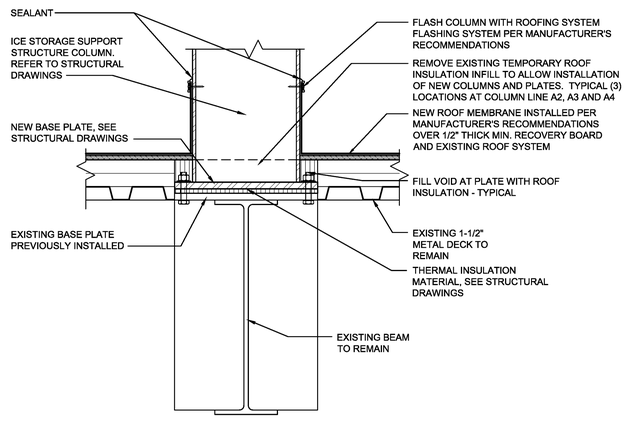
5 A6.2 JAMB DETAIL

SCALE: 1-1/2" = 1'-0"



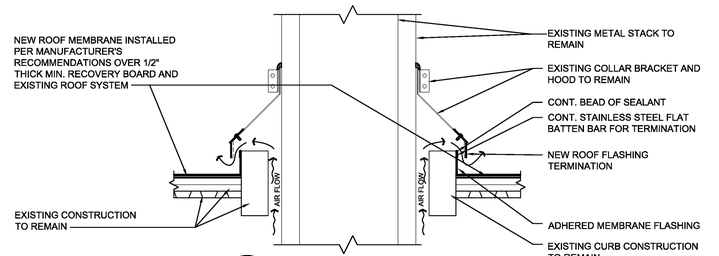
3 A6.2 MASONRY WALL FLASHING DETAIL

SCALE: 1-1/2" = 1'-0"



6 A6.2 COLUMN "A" DETAIL

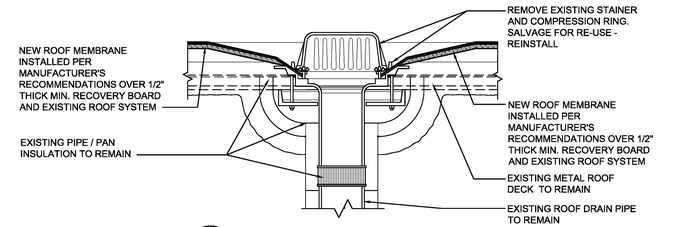
SCALE: 1-1/2" = 1'-0"



8 A6.2 SHAFT FLASHING DETAIL

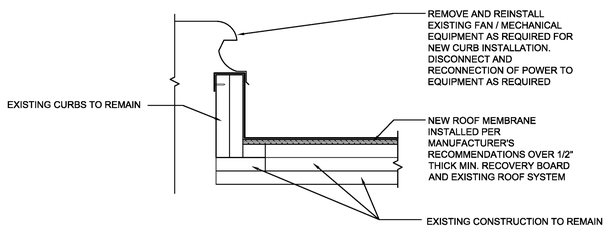
SCALE: 3/4" = 1'-0"

NOTE:
VERIFY FLASHING CONDITIONS SHOWN WITH ROOFING MANUFACTURER'S RECOMMENDATIONS



9 A6.2 ROOF SUMP DETAIL

SCALE: 1-1/2" = 1'-0"



10 A6.2 TYPICAL MECHANICAL CURB FLASHING DETAIL

SCALE: 1-1/2" = 1'-0"

NO.	REVISION	DATE

STATE OF MICHIGAN
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
FACILITIES AND BUSINESS SERVICES ADMINISTRATION
DESIGN AND CONSTRUCTION DIVISION
ROBERT C. HALL, RA, NCARB, DIRECTOR

FILE NO.
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PROJECT TITLE
FLINT STATE OFFICE BUILDING
RE-ROOFING, ICE STORAGE AND SOLAR PANEL INSTALLATION:
FLINT, MICHIGAN

SHEET TITLE
ROOF DETAILS

PROJECT NUMBER
2012070

PROJECT DATE
NOVEMBER 9, 2015

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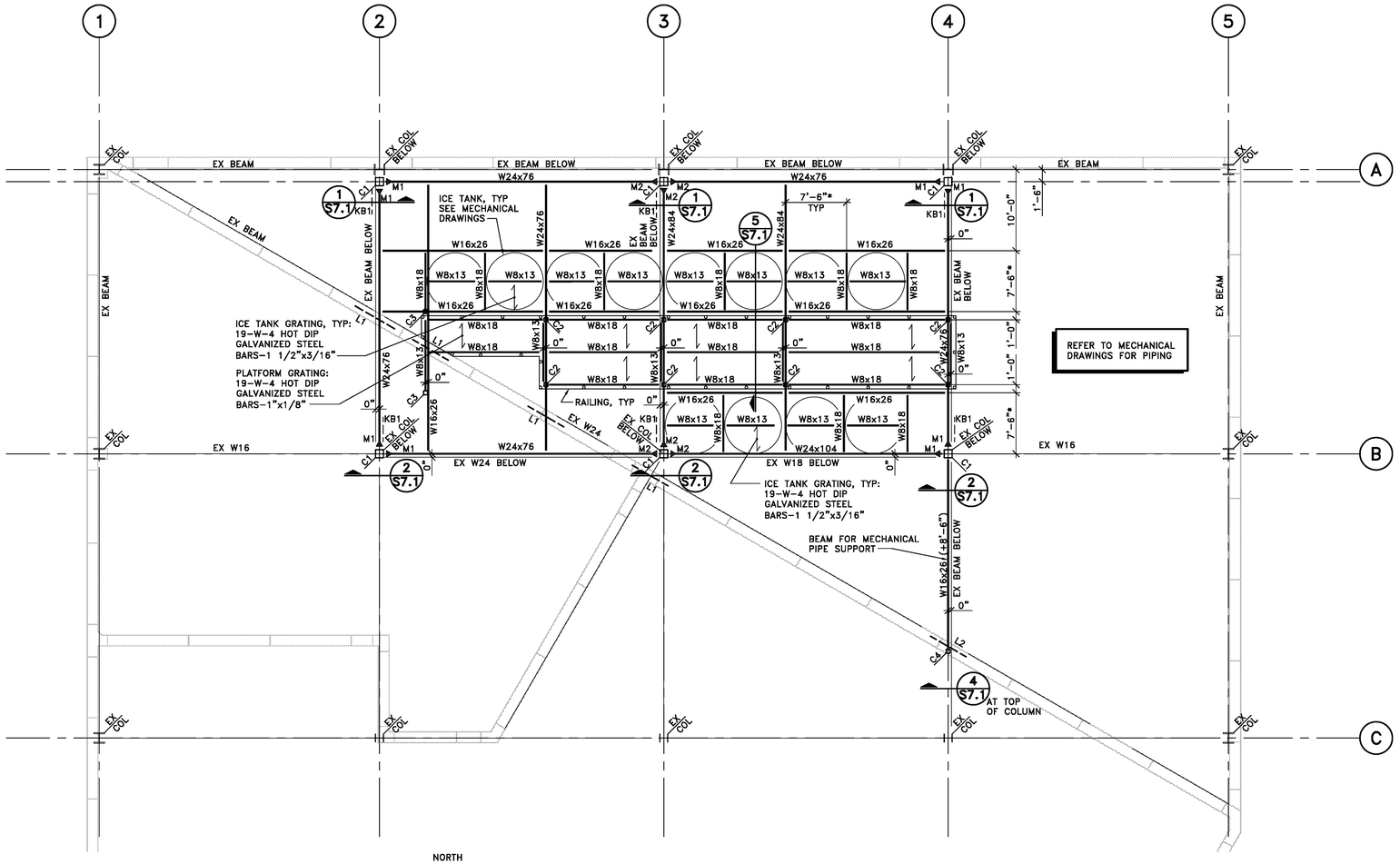
K.S.L.

SHEET NUMBER
A6.2



NORTH

PLATFORM FRAMING

1/8"=1'-0"

T.O. STEEL FOR ICE TANK FRAMING (+4'-6) FROM T.O. EX STEEL
T.O. STEEL FOR HIGHER PLATFORM FRAMING (+8'-6) FROM T.O. EX STEEL

LEGEND

- C1 – STEEL COLUMN SEE SCHEDULE
- * – COORDINATE DIMENSION W/ICE TANK SUPPLIER
- M1 – MOMENT CONNECTION – SEE DETAIL 3/S7.1
- M2 – MOMENT CONNECTION – SEE DETAIL 7/S7.1
- KB1 – KNEE BRACE – (2)L5x5x3/8 W/3/8" GUSSET PLATE TO COLUMN AND BEAM
- L1 – STEEL LINTEL – L4x3 1/2x1/4 LLV W/(2)600S162-43 LIGHT GAUGE BOX HEADER
- L2 – STEEL LINTEL – L4x3 1/2x1/4 LLV
- ⌇ – GRATING – SEE STRUCTURAL NOTES

GENERAL

1. VERIFY DIMENSIONS BEFORE COMMENCING WORK. REPORT DISCREPANCIES TO THE ARCHITECT.
2. VERIFY OPENINGS IN THE FRAMING PLANS WITH THE ARCHITECTURAL, MECHANICAL AND ELECTRICAL DRAWINGS.
3. ALL WORK SHALL CONFORM TO MICHIGAN BUILDING CODE 2012.
4. DESIGN LOADS
   A. DESIGNED IN ACCORDANCE WITH MICHIGAN BUILDING CODE 2012.
   B. ROOF SNOW LOAD: GROUND SNOW LOAD PG = 30 PSF
      FLAT ROOF SNOW LOAD, PF = 25 PSF
      SNOW EXPOSURE FACTOR, CE = 1.0
      SNOW LOAD IMPORTANCE FACTOR, I = 1.0
      THERMAL FACTOR, CT = 1.2

STRUCTURAL STEEL

1. STRUCTURAL STEEL: FABRICATED AND ERECTED PER THE AISC MANUAL OF STEEL CONSTRUCTION.
   W-BEAMS: ASTM A-992 GR. 50.
   HSS: ASTM A-500 GRADE B.
   STEEL PIPE: ASTM A53, TYPE E, GRADE B.
   ALL OTHER SHAPES: ASTM A-36.
2. ANCHOR RODS: 36 KSI, ASTM F-1554.
3. WELDS: TO BE 70 KSI LOW HYDROGEN FILLER METAL PLACED BY WELDERS CERTIFIED IN WELD AND POSITION BY AWS D1.1, STRUCTURAL WELDING CODE. ALL WELDS SHALL BE APPLIED TO SURFACES FREE OF GREASE, PAINT, DIRT, OR OTHER HARMFUL MATERIAL.
4. BOLTED CONNECTIONS: 3/4" DIAMETER A-325 BOLTS WITH HEAVY HEX NUTS UNLESS NOTED. DESIGNED FOR BEARING CONNECTIONS, TIGHTENED TO (SLIP CRITICAL, PRE-TENSIONED, SNUG TIGHT) CRITERIA UNLESS NOTED OTHERWISE.
5. STEEL PRIMER: SEE SPECIFICATION.
6. BEAM CONNECTIONS SHALL BE DESIGNED TO SUPPORT ONE-HALF THE TOTAL UNIFORM LOAD CAPACITY PER AISC. WHEREVER POSSIBLE, EXTEND CONNECTIONS FULL DEPTH OF BEAM.
7. SHEAR TAB CONNECTIONS TO STEEL BEAMS ARE NOT ACCEPTABLE UNLESS BEAMS OF EQUAL DEPTHS ARE FASTENED ON OPPOSITE SIDES OF THE STEEL BEAM.
8. BEAM BEARING PLATES ARE TO BE LOCATED ON CENTER OF WALL UNLESS NOTED OTHERWISE. BEAR BEAM FULL LENGTH OF BEARING PLATES.
9. PROVIDE FITTED STIFFENER PLATES EACH SIDE FOR ALL CONDITIONS WHERE BEAMS BEAR ON COLUMNS, BEAMS BEAR ON BEAMS, BEAMS HANG FROM BEAMS, OR COLUMNS BEAR ON BEAMS. STIFFENER PLATES MINIMUM 1/4" THICK.
10. GRATING AT PLATFORM: 1" DEEP WELDED STEEL TYPE WITH 1"x1/8" BEARING BARS 1 3/16" O.C. AND CROSSBARS 4" O.C. GRATING WELDED TO EACH SUPPORT MEMBER USING A 1/8" FILLET 1" LONG AT 2'-0" O.C. MAXIMUM. EXPOSED CUT EDGES OF GRATING SHALL HAVE BANDING BARS (EQUAL IN SIZES) WELDED TO THE BEARING BARS.
11. GRATING AT ICE TANKS: 1 1/2" DEEP WELDED STEEL TYPE WITH 1 1/2"X3/16" BEARING BARS 1 3/16" O.C. AND CROSSBARS 4" O.C. GRATING WELDED TO EACH SUPPORT MEMBER USING A 1/8" FILLET 1" LONG AT 2'-0" O.C. MAXIMUM. EXPOSED CUT EDGES OF GRATING SHALL HAVE BANDING BARS (EQUAL IN SIZES) WELDED TO THE BEARING BARS.
12. RAILING MATERIAL: SCHEDULE 40 PIPE, 1 1/2" DIAMETER ASTM A 53, TYPE E, GRADE B.

COLUMN SCHEDULE

W SECTIONS: Fy=50KSI
HSS SECTIONS: Fy=46KSI

MARK	SIZE	BASE PL	CAP PL	REMARKS
C1	HSS12x12x1/2	SEE DETAILS 1/S7.1 AND 2/S7.1	SEE DETAIL 3/S7.1	———
C2	HSS4x4x5/16	1/2"x8 1/2"x10"	1/2"	———
C3	HSS4x4x5/16	1/2"x6 1/2"x10"	1/2"	———
C4	HSS4x4x5/16	1/2"x6 1/2"x10"	1/4"	———

2012-1529S2.dwg

NOTE:
REVISION NUMBER △ COORDINATES AND MATCHES BULLETIN NUMBER

NO.	REVISION	DATE
	DEDUCT ALTERNATE	11/9/15

STATE OF MICHIGAN
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FACILITIES AND BUSINESS SERVICES ADMINISTRATION
DESIGN AND CONSTRUCTION DIVISION
ROBERT C. HALL, RA, NCARB, DIRECTOR

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ARCHITECTS AND PLANNERS

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714 East Midland Street • Bay City, Michigan 48706 • (989) 894-4300

PROJECT TITLE

INTERIOR RENOVATIONS TO:

FLINT STATE
OFFICE BUILDING

FLINT, MICHIGAN

SHEET TITLE

PLATFORM FRAMING
PLAN AND NOTES

ARCHITECTS PROJECT NUMBER
2012070

PROJECT DATE
NOVEMBER 9, 2015

CHECKED BY
DFR

SHEET NUMBER
S2.1

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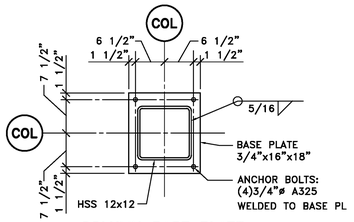
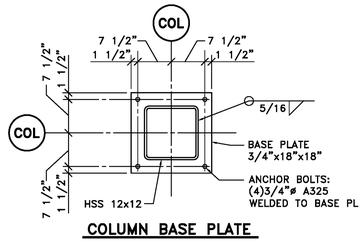
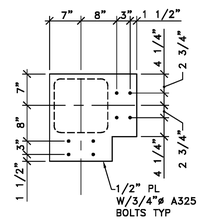


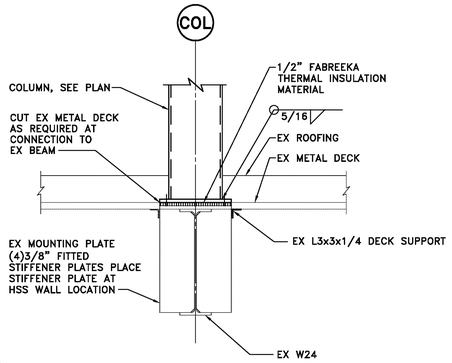
COLUMN BASE PLATE



COLUMN BASE PLATE



SECTION A–A CAP PLATE



1 S7.1 COLUMN CONNECTION TO EX BEAM
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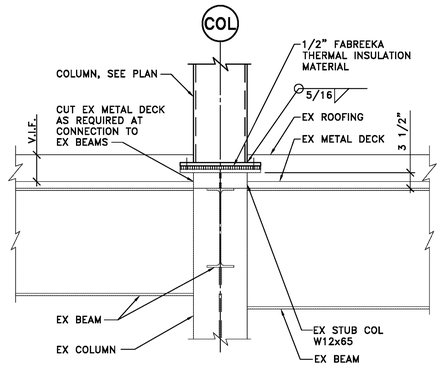

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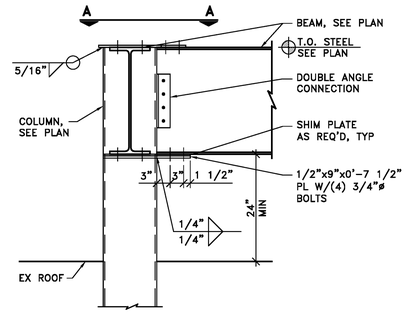

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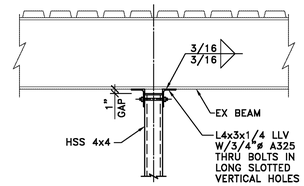

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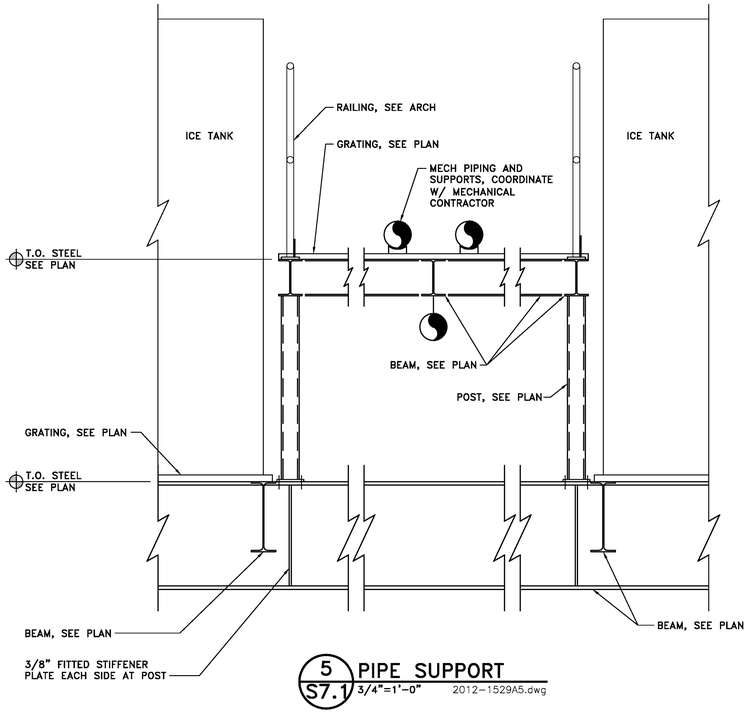

5 S7.1 PIPE SUPPORT
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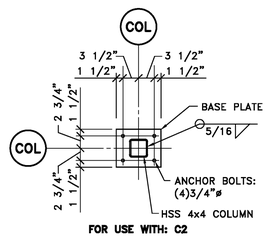
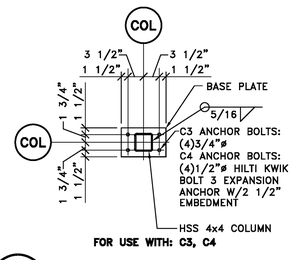


FOR USE WITH: C2



FOR USE WITH: C3, C4

6 S7.1 COLUMN BASE PLATES
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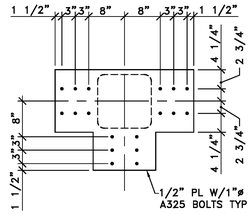
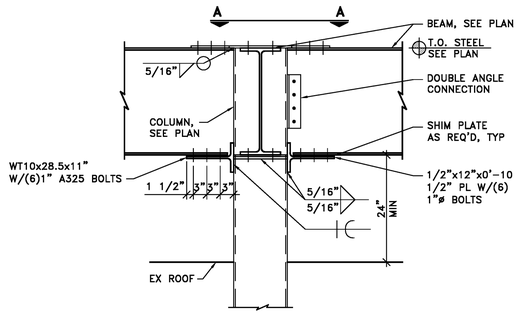


SECTION A–A CAP PLATE



7 S7.1 MOMENT CONNECTION
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NOTE:
REVISION NUMBER △ COORDINATES AND MATCHES BULLETIN NUMBER

NO.	REVISION	DATE
	DEDUCT ALTERNATE	11/9/15

STATE OF MICHIGAN
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
FACILITIES AND BUSINESS SERVICES ADMINISTRATION
DESIGN AND CONSTRUCTION DIVISION
ROBERT C. HALL, RA, NCARB, DIRECTOR

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PROJECT TITLE
INTERIOR RENOVATIONS TO:

FLINT STATE
OFFICE BUILDING

FLINT, MICHIGAN

SHEET TITLE
FRAMING DETAILS

ARCHITECTS PROJECT NUMBER
2012070

PROJECT DATE
NOVEMBER 9, 2015

CHECKED BY
DFR

SHEET NUMBER
S7.1

F:\15-WTM\2012\15-1529 Flint State Office Remodel Floors 2 thru 7\2012-1529S7-1.dwg, Model, 11/9/2015 3:49:20 PM, dlewis, 0.125:12

(12) ICE BANK THERMAL ENERGY STORAGE TANKS LOCATED ON GRATING AND STRUCTURAL SUPPORT STEEL SEE STRUCTURAL DRAWINGS

T-1 T-2 T-3 T-4 T-5 T-6 T-7 T-8

T-9 T-10 T-11 T-12

PIPE SUPPORTS (TYP) SEE STRUCTURAL

PIPE SUPPORTS (TYP) SEE STRUCTURAL

4" 6" 4" 6" 6" 4" 6" 6" 4" 6" 6"

CHWS CHWR

NEW ICE SUPPLY AND RETURN PIPING WITH ELASTOMERIC INSULATION AND ALUMINUM JACKET. SEE SPECIFICATIONS

NOTE:1 SEE STRUCTURAL DRAWINGS FOR PIPING SUPPORTS AND TANK ACCESS.

EX OA LOUVER

CHWS CHWR CW

EX CONDESER WATER CIRCULATING PUMPS

EX COOLING TOWERS

15 EX UH

NEW ICE INVENTORY METER

SEAL AROUND PIPING THRU WALL

EX ELECT PANEL

NEW ICE PUMP VFD'S SUPPLIED BY TEMPERATURES CONTROL CONTRACTOR

CP-1 & 2 NEW ICE PUMPS ON 4"REINF. CONC PAD

EX VFD'S

EX CHILLED WATER CIRCULATING PUMPS

NEW CONN'S TO BOT. OF PIPE

EX AIR COMPRESSOR

GF-1 NEW GLYCOL FEED UNIT

EX RETURN AIR LOUVER

EX RELIEF AIR LOUVER

EX FILTER BANK

HHWS HHWR

16

EX HEATING COIL

EX COOLING COIL

CD EX. FD

EX BY-PASS CONTROL VALVE

EX CONTROL VALVES

NEW CONN

4"

EX 150 TON CHILLER

EX AS

NEW MIN FLOW BY-PASS CONTROL VALVE

EX 4"

3/4"

CHWR CHWS

EX CONTROL VALVE

NEW CONN

EX CHILLER CONTROL VALVES

EX 150 TON CHILLER

EX CONC PAD

NORTH

PENTHOUSE FLOOR PLAN – MECHANICAL REVISIONS

1/4"=1'-0"

NOTE:
REVISION NUMBER △ COORDINATES AND MATCHES BULLETIN NUMBER

NO.	REVISION	DATE
	DEDUCT ALTERNATE	11/9/15

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PROJECT TITLE

INTERIOR RENOVATIONS TO:

FLINT STATE OFFICE BUILDING

FLINT, MICHIGAN

SHEET TITLE

PENTHOUSE FLOOR PLAN MECHANICAL REVISIONS THERMAL ICE STORAGE

ARCHITECTS PROJECT NUMBER	SHEET NUMBER
2012070	M1.8A
PROJECT DATE: NOVEMBER 9, 2015	
CHECKED BY: CAV	

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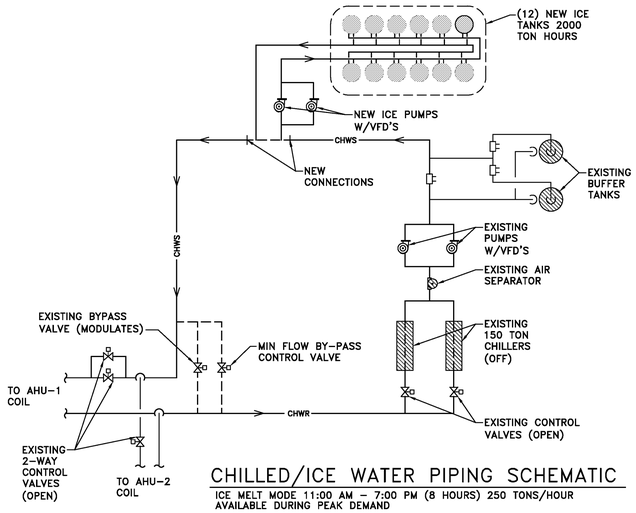
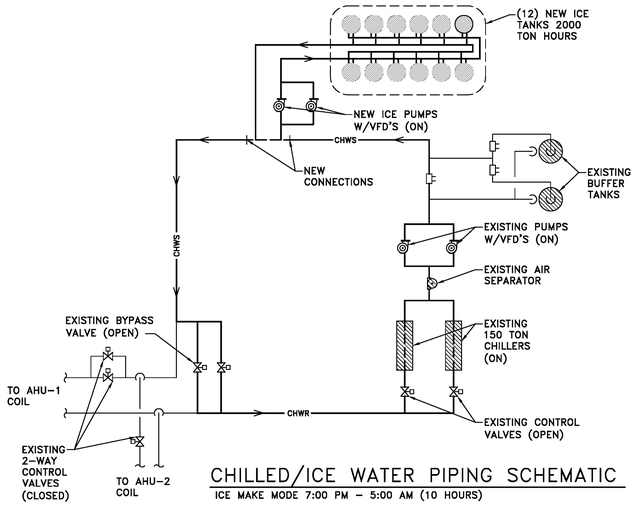


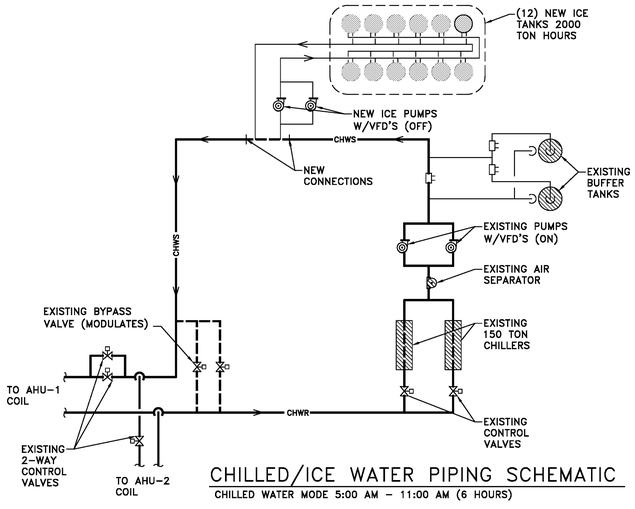
CHILLED/ICE WATER PIPING SCHEMATIC

ICE MELT MODE 11:00 AM – 7:00 PM (8 HOURS) 250 TONS/HOUR AVAILABLE DURING PEAK DEMAND



CHILLED/ICE WATER PIPING SCHEMATIC

ICE MAKE MODE 7:00 PM – 5:00 AM (10 HOURS)



CHILLED/ICE WATER PIPING SCHEMATIC

CHILLED WATER MODE 5:00 AM – 11:00 AM (6 HOURS)

NOTE: THERMAL ICE STORAGE SYSTEM CONTROLS SHALL BE BY NELSON TRANE CO. CONTROLS SHALL INTERFACE WITH EXISTING FACILITIES JOHNSON CONTROL SYSTEM VIA BACNETIP

GLYCOL FEED UNIT

GFU-1: FURNISH AND INSTALL ACCORDING TO PLANS AND MANUFACTURER'S INSTRUCTIONS A GLYCOL FEED UNIT AS SHOWN ON THE DRAWINGS AND MANUFACTURED BY WESSELS COMPANY MODEL GMP-15050. UNIT SHALL CONSIST OF ONE TRANSLUCENT POLYETHYLENE RECEIVER INCLUDING: VENT, OVERFLOWS, DRAIN, LEVEL MARKINGS, 50 GAL CAPACITY 28" DIAMETER X 42" HIGH, AND ALL ACCESSORIES AS HEREINAFTER SPECIFIED.

ONE MOTOR 60HZ, 110V, 1 PHASE, 1/2 HP.

THE DIAPHRAGM OPERATED EXPANSION TANK, SHALL BE FACTORY PRE-CHARGED AT 12 PSIG (FIELD ADJUSTABLE), 70 PSIG MAXIMUM OPERATING PRESSURE, 160 DEGREES F OPERATING TEMPERATURE AT THE TANK, AND BAKED EPOXY FINISH. NOTE: TANK TO BE PERMANENTLY MOUNTED TO SYSTEM BETWEEN PRV AND FILL CONNECTION. FIELD SET AT 25 PSIG.

THE PRESSURE REDUCING VALVE SHALL BE DIAPHRAGM OPERATED WITH LOW INLET PRESSURE CHECK VALVE AND INLET STRAINER. THE STRAINER MUST BE EASILY REMOVED WITHOUT SYSTEM SHUT-DOWN. THE VALVE SEAT, STRAINER AND STEM MUST BE REMOVABLE AND OF NON-CORROSIVE MATERIAL. BODY TO BE OF BRASS CONSTRUCTION, FACTORY SET AT 12 PSIG (FIELD ADJUSTABLE 10-70 PSIG).

THE CHECK VALVE SHALL BE SPRING LOADED SILENT TYPE. TO BE MOUNTED ON THE PUMP DISCHARGE.

A MECHANICAL, NON-MERCURY FLOAT SWITCH SHALL BE PROVIDED AS A LOW LEVEL CUT OFF.

A PRESSURE OPERATED LIMIT SWITCH SHALL BE PROVIDED TO MAINTAIN A POSITIVE FILL PRESSURE EQUAL TO OR GREATER THAN 25 PSIG.

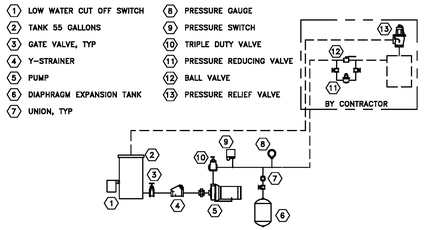
ICE TANK SCHEDULE

T-1 – T-12: CALMAC ICE BANK THERMAL ENERGY STORAGE MODEL 1190C2F 162 TON HOURS, NET USEABLE CAPACITY 100 DEG. F MAXIMUM OPERATING TEMPERATURE, 250 PSI FACTORY TESTED PRESSURE, 90 PSI MAXIMUM OPERATING PRESSURE, 89" DIA X 102" H EACH TANK 2000 LBS SHIPPING WEIGHT, 16,900 LBS OPERATING WEIGHT, 1655 GAL. WATER VOLUME, 157 GAL VOLUME GLYCOL SOLUTION, 4" DIA. OUTLET AND INLET FLANGES.

CIRCULATING PUMP AND MISCELLANEOUS EQUIPMENT SCHEDULE

ICP-1 & ICP-2: CHILLED WATER SYSTEM CIRCULATING PUMP: BELL AND GOSSETT #E-1510 -5AD BASE MOUNTED RATED, 300 GPM AT 35 FOOT HEAD, WITH 5 HP, 1750 RPM, 480/60/3 PREMIUM EFFICIENCY MOTOR. FURNISH #3DS-4S TRIPLE DUTY VALVE, #GE-3X SUCTION DIFFUSER AND (2) FLEXIBLE CONNECTORS WITH PUMP. PUMP SHALL BE VARIABLE FREQUENCY DRIVE CONTROLLED. FURNISHED BY TEMPERATURE CONTROL CONTRACTOR DANFOSS OR ENGINEER APPROVED EQUAL.

NOTES:
1. ALL PUMPS, VARIABLE FREQUENCY DRIVE PACKAGES, VALVES, ETC. SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDED INSTALLATION INSTRUCTIONS.
2. FURNISH A PRESSURE GAUGE PACKAGE FOR BASE MOUNTED PUMPS.
3. FURNISH CONCENTRIC PIPE REDUCER AT PUMP DISCHARGE AND SUCTION DIFFUSER AS REQUIRED TO REDUCE FROM LISTED PIPE SIZE ON DRAWINGS TO PUMP CONNECTORS.
4. PUMP AND VARIABLE FREQUENCY DRIVE PACKAGE MANUFACTURER SHALL FURNISH SYSTEM CHECK, TEST AND START-UP NUMBERS AS WELL AS OWNER'S TRAINING.
5. PUMP MOTOR POWER FACTOR SHALL BE MINIMUM OF .9 AND MOTOR EFFICIENCY SHALL BE PREMIUM AS CALCULATED USING IEEE TEST METHOD 112B. MANUFACTURERS NAME AND MODEL NUMBER OF EACH MOTOR SHALL BE PROVIDED.
6. SEE SPECIFICATION FOR FURTHER INFORMATION.

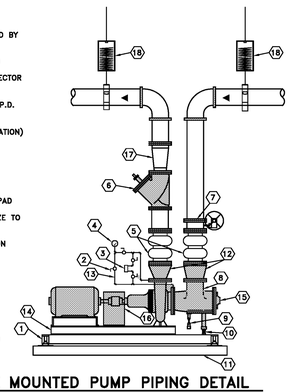


SEQUENCE OF OPERATION:
1. WHEN PRESSURE IN THE SYSTEM DECREASES TO THE MINIMUM ALLOWABLE FILL PRESSURE, THE PRESSURE REDUCING VALVE OPENS.
2. THE GLYCOL STORED IN THE PRESSURE TANK FLOWS TO THE SYSTEM, WHEN PRESSURE SUPPLIED TO THE PRESSURE REDUCING VALVE REACHES THE PUMP CUT-IN PRESSURE THE GMU PUMP WILL START.
3. PUMP RUNS UNTIL THE PRESSURE SWITCH REACHES THE CUT-OUT PRESSURE.
4. SHOULD THE GLYCOL SOLUTION IN THE 55-GALLON RESERVOIR FALL BELOW THE LOW LEVEL POINT IN THE RESERVOIR, THE LOW LEVEL SWITCH WILL TURN PUMP OFF, AN ALARM LIGHT WILL BE SIGNALED.

GLYCOL MAKEUP UNIT TYPICAL FIELD PIPING

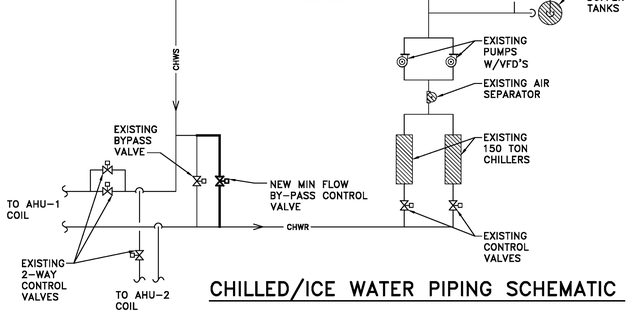
NO SCALE

1 CONCRETE INERTIA VIBRATION PUMP BASE WITH SPRING TYPE VIBRATION ISOLATORS
2 BALL VALVE (TYP)
3 DIFFERENTIAL PRESSURE SWITCH FURNISHED BY CONTROL CONTRACTOR
4 MULTIPORT PRESSURE INDICATOR (4 PORT)
5 DOUBLE SPHERE NEOPRENE RUBBER CONNECTOR W/RODS
6 TRIPLE DUTY VALVE (SIZED FOR 1-3 PSI P.D. AT THE DESIGN FLOW RATE)
7 BUTTERFLY OR GATE VALVE (SEE SPECIFICATION)
8 SUCTION DIFFUSER W/STRAINER
9 DRAIN VALVE: TERMINATE NEAR F.D.
10 ADJUSTABLE SUPPORT FOOT
11 3 1/2" THICK CONCRETE HOUSEKEEPING PAD
12 CONCENTRIC PIPE REDUCER FROM PIPE SIZE TO PUMP CONNECTION
13 1/4" O.D. COPPER TUBING W/COMPRESSION FITTINGS
14 STEEL BASE PLATE FULLY GROUTED
15 BASE MOUNTED END SUCTION PUMP
16 OSHA/ANSI COUPLER GUARD
17 INCREASER (WHERE REQUIRED)
18 PIPE HANGER (SPRING & NEOPRENE TYPE)



BASE MOUNTED PUMP PIPING DETAIL

NO SCALE



CHILLED/ICE WATER PIPING SCHEMATIC

NOTE:
REVISION NUMBER △ COORDINATES AND MATCHES BULLETIN NUMBER

NO.	REVISION	DATE
	DEDUCT ALTERNATE	11/9/15

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PROJECT TITLE
INTERIOR RENOVATIONS TO:

FLINT STATE OFFICE BUILDING

FLINT, MICHIGAN

SHEET TITLE
MECHANICAL SCHEDULES SCHEMATICS AND DETAILS THERMAL ICE STORAGE

ARCHITECTS PROJECT NUMBER	SHEET NUMBER
2012070	M1.8B
PROJECT DATE: NOVEMBER 9, 2015	
CHECKED BY: CAW	

F:\15-WTM\2012\12-1529 Flint State Office Remodel Floors 2 thru 7\2012-1529M-BB-SCHEDUET-NEW.dwg, Model, 11/6/2015 12:16:58 PM, dmcallen, 0.125:12

8 MOUNT OUTDOOR AIR TEMP SENSOR ON NORTHERN EXPOSURE USING A NON-CONDENSATING CONDUIT CONNECTION. MOUNT AWAY FROM EXHAUST VENTS AND OTHER HEAT SOURCES.

7 CONDENSER WATER PUMP COMMAND. CONNECT CABLE FROM CHILLER TO CONTROLLER.

6 SCHEMATIC CONTROL FLOW DIAGRAM ONLY. SEE MECHANICAL DRAWINGS FOR PIPING DETAILS.

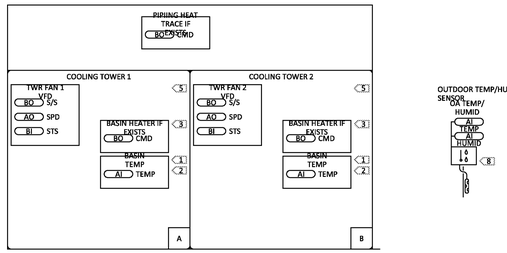
5 WIRE SAFETY DEVICES TO COOLING TOWER MOTOR CONTROLLER INTERLOCK CIRCUIT.

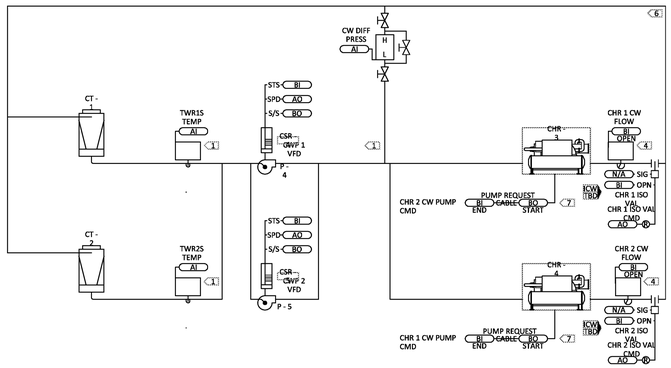
4 WIRE SAFETY DEVICES TO CHILLER CONTROL PANEL.

3 SELECT RELAY TO MATCH COOLING TOWER CONFIGURATION (I.E. PILOT DUTY RELAY).

2 TEMPERATURE SENSOR MUST BE NEMA 4 RATED.

1 GREASE TEMPERATURE SENSOR PROBE WITH THERMAL COMPOUND AND INSERT INTO THERMOWELL.





COOLING TOWER SEQUENCING AND CONTROL

Cooling Tower Fan Control

When the cooling tower basin temperature rises to the tower leaving water setpoint, the cooling tower fans shall be turned on at minimum speed.

The cooling tower fan speed shall be modulated to maintain the cooling tower leaving water temperature at setpoint. Note that the setpoint for ice make operation may be lower than for mechanical cooling as dictated by chiller selection criteria.

When operating fans are running at minimum speed and the tower supply water temperature is 3 degrees below the tower leaving water setpoint, the cooling tower fans shall be turned off.

Cooling Tower Basin Heater & Piping Heat Tape Control (If Present)

When the outside air temperature drops below 38 degrees F, the heat tape on the condenser water piping shall be enabled. When the outside air temperature rises above 42 degrees F, the heat tape on the condenser piping shall be disabled. Heat tape is enabled and disabled by BAS.

When the cooling tower sump temperature drops below 40 degrees F, the sump heater shall be enabled. When the sump temperature rises above 42 degrees F, the sump heater shall be disabled.

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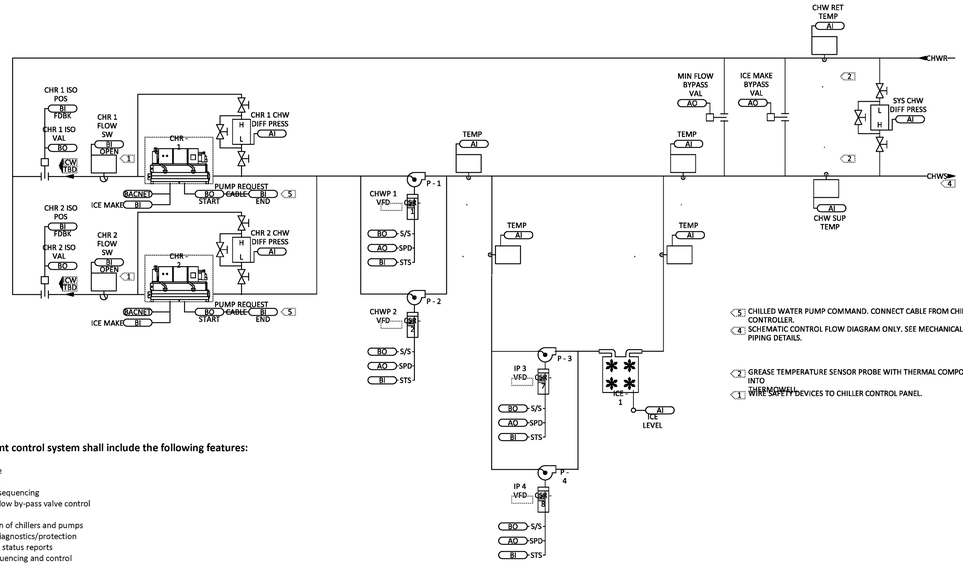
(CHILLED WATER)



5 CHILLED WATER PUMP COMMAND. CONNECT CABLE FROM CHILLER TO CONTROLLER.

4 SCHEMATIC CONTROL FLOW DIAGRAM ONLY. SEE MECHANICAL DRAWINGS FOR PIPING DETAILS.

2 GREASE TEMPERATURE SENSOR PROBE WITH THERMAL COMPOUND AND INSERT INTO THERMOWELL.

1 WIRE SAFETY DEVICES TO CHILLER CONTROL PANEL.

The chiller plant control system shall include the following features:

Operator interface
System Start/Stop
Chiller and pump sequencing
Chiller minimum flow by-pass valve control
System soft start
Automatic rotation of chillers and pumps
Failure recovery diagnostics/protection
System and chiller status reports
Cooling tower sequencing and control

Automatic Rotation of Chillers and Pumps

Rotation shall be initiated on a scheduled basis or manually by the operator.

Chiller cycling caused by normal system load fluctuations shall cause the chillers to change rotation sequence or at the operator's option chillers may be forced into the new rotation sequence at the time of sequence change.

Rotation will be based on run hours.

Mechanical Cooling Mode

System Start/Stop - The chilled water system shall start in response to a request from the building automation system, with the option to use outside ambient temperature lockout.

When the chilled water system is enabled the chiller plant control system shall:

Send an enable signal to the lead chiller.

Upon receiving the enable signal the chiller shall enable the chiller evaporator isolation valve.

The isolation valve shall be controlled open.

When the evaporator isolation valve is confirmed open, the chiller plant control system shall start the lead chilled water pump.

Upon confirmation of evaporator water flow the chiller shall enable the chiller condenser isolation valve and call for the lead condenser pump operation.

When the condenser isolation valve is confirmed open, the chiller plant control system shall start the lead condenser water pump.

Upon confirmation of condenser water flow the chiller shall continue its pre-start sequence and start its compressor.

During cold start-up the condenser water flow through the chiller shall be modulated per the manufacturer's recommendations to maintain no less than the minimum condenser/evaporator refrigerant pressure differential.

Primary Chilled Water Pumps
One pump will be operated with each chiller.

Pump speed will be modulated to maintain the system differential pressure at the design setpoint. The active pumps shall run at the same speed.

In the event the lead pump fails the lag pump will be commanded on.

Chiller Staging
The chiller plant control system shall initiate the start of the next chiller in the sequence whenever the chilled water load, as determined by the system supply water temperature, is not met for 10 minutes, or the highest evaporator pressure drop of the operating chillers rises to maximum allowable.

The chiller plant control system will unload operating chillers to an operator editable current limit prior to starting a lag

Chiller Minimum Flow By-Pass Valve Control

The "Chiller Minimum Flow By-Pass Valve" shall be a normally open valve.

The "Chiller Minimum Flow By-Pass Valve" shall be modulated to the fully open position when the system is shutdown. This shall be done to prevent water hammer when a pump is started and to allow for minimum flow in the event the chiller calls for pump operation.

Following the confirmed start of the lead chiller and whenever system is enabled, the chiller plant controls system shall modulate the "Chiller Minimum Flow By-Pass Valve" such that the chilled water flow through any operating chiller(s) shall not drop below the manufacturer's recommended minimum flow.

The chiller minimum flow shall be determined based on the pressure drop across the chiller evaporator barrel using a high accuracy pressure differential sensor. The differential pressure setpoint shall be determined based on the manufacturer's chiller pressure drop rating curves.

System Soft Start
The chiller plant control system will have the ability to initiate a "soft start" mode whenever the system chilled water temperature exceeds the specified chilled water system setpoint by 20 degrees F at system start-up. The chiller plant control application will add cooling capacity during soft start mode only if return water temperature is not declining at a rate of at least 0.5 degrees F per minute. This prevents the unnecessary operation of chillers and limits system electrical demand during chilled water loop pull down.

Ice Melt Cooling Mode

Ice melt will occur during electrical on peak hours when building is occupied as scheduled by operator.

System Start/Stop
The chilled water system shall start in response to a request from the building automation system, with the option to use outside ambient temperature lockout.

When the chilled water system is enabled the chiller plant control system shall:

Open the evaporator isolation valve on the lead chiller.

When the evaporator isolation valve is confirmed open, the chiller plant control system shall start the lead primary chilled water pump.

The chiller plant control system shall start the lead ice tank pump.

Primary Chilled Water Pumps
Pump speed will be modulated to maintain the system differential pressure at the design setpoint. The active pumps shall run at the same speed.

In the event the lead pump fails the lag pump will be commanded on.

Ice Tank Pumps
Pump speed will be modulated to maintain the system leaving chilled water temperature at the design setpoint. The active pumps shall run at the same speed.

In the event the lead pump fails the lag pump will be commanded on.

Primary Capacity Staging
The chiller plant control system shall initiate the start of the lag primary pump when the flow through the open chiller reaches it maximum flow limit.

The evaporator isolation valve will be opened on the lag chiller. When the valve is confirmed open the lag primary chilled water pump will be started.

The chiller plant control system shall initiate the shutdown of the lag primary pump when the flow through the chillers equals the design flow rate of one chiller for 20 minutes (adj)

Chiller Minimum Flow By-Pass Valve Control
The bypass valve will remain closed during ice melt cooling.

Ice Making Mode

Ice make will occur during electrical off peak hours as scheduled by the operator.

A request to close AHU cooling valves will issued via BACnet/IP

The chiller minimum flow bypass valve will be fully opened

The chiller plant control system shall follow the same chiller startup process as with mechanical cooling

Both chillers will be enabled to make ice

Primary Chilled Water Pumps
One pump will be operated with each chiller.

Pump speed will be constant to maintain the design chilled water flow for the chillers. Both pumps will run at the same speed.

Ice Tank Pumps
Lead pump will run at constant speed to maintain the design chilled water flow for the ice tanks.

Chiller Minimum Flow Bypass Valve Control

The chiller minimum flow bypass valve shall be fully open.

Ice Make By-Pass Valve Control

The ice make bypass valve shall be fully open.

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	DEDUCT ALTERNATE	11/9/15

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100 S. JEFFERSON AVE.
SUITE 601
SAGINAW, MICHIGAN 48607
989-752-8107

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ARCHITECTS AND PLANNERS
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MacMILLAN ASSOCIATES CONSULTING ENGINEERS
714 East Midland Street • Bay City, Michigan 48706 • (989) 894-4300

PROJECT TITLE
INTERIOR RENOVATIONS TO:

FLINT STATE OFFICE BUILDING

FLINT, MICHIGAN

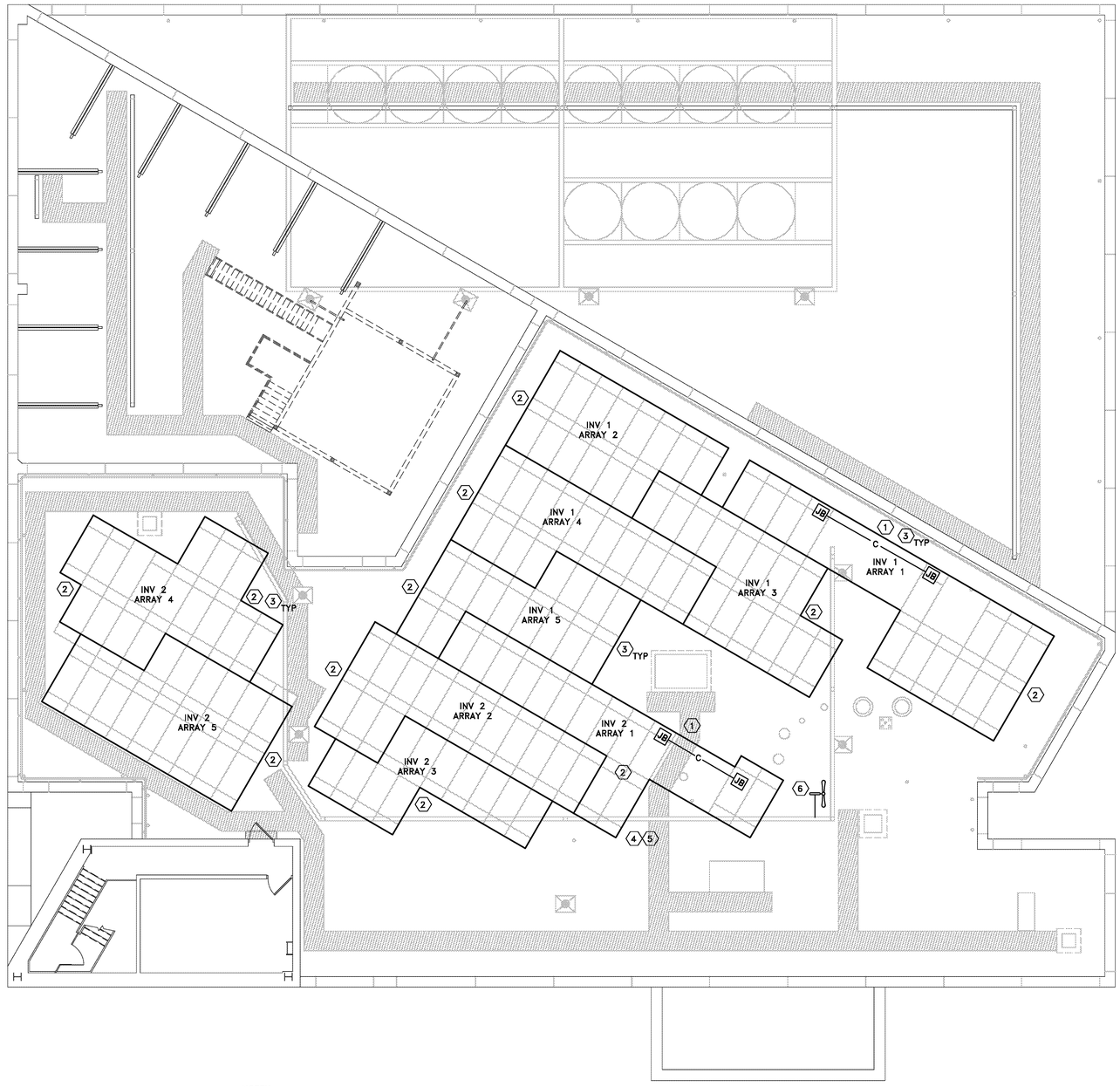
SHEET TITLE
MECHANICAL TEMPERATURE CONTROLS

ARCHITECTS PROJECT NUMBER
2012070

PROJECT DATE
NOVEMBER 9, 2015

CHECKED BY
CAW

SHEET NUMBER
M1.8C



NORTH

LEVEL 9 FLOOR PLAN – ELECTRICAL

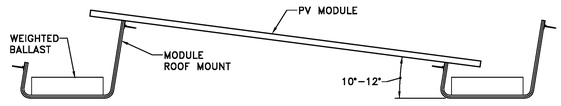
1/8"=1'-0"

KEYED NOTES

1. EC SHALL INSTALL GALVANIZED RIGID CONDUIT AND JUNCTION BOXES IN ORDER TO CONNECT THE SOLAR MODULES IN THE ARRAY AS SHOWN. THIS SHALL PROVIDE AN ADDITIONAL PHYSICAL PROTECTION TO THE UL4703 MODULE CABLES.
2. THE SOLAR MODULE HAS FACTORY MODULE POSITIVE AND NEGATIVE LEADS THAT CAN BE WIRED FROM MODULE TO MODULE ALONG THE ARRAY. EC SHALL PROVIDE AND INSTALL ALL OTHER ROW TO ROW CABLES AND CONNECTORS AS NEEDED TO WIRE THE ARRAY AS SHOWN.
3. SECURE THE CABLES ON THE BACK OF EACH MODULE TO THE MODULE SUPPORT RACK USING UV RESISTANT NYLON ZIP TIES TO LIMIT MOVEMENT FROM THE WIND.
4. RUN THE PV MODULE ARRAY OUTPUTS FROM EACH ARRAY THRU THE ROOF INTO THE BUILDING TO THE INVERTER WHICH IS EQUIPPED WITH AN INTEGRAL DC DISCONNECT.
5. PROVIDE PERMANENT SIGNAGE AT THE DC DISCONNECT AND ASSOCIATED DEVICES AS REQUIRED BY NEC ARTICLE 690.
6. EC SHALL MOUNT THE WEATHER STATION AND ALL EXTERNAL SENSORS TO THE PV MODULES AS REQUIRED. EC SHALL PROVIDE A 5' RIGID GALVANIZED PIPE AS A MAST THAT THE WEATHER STATION WILL MOUNT TO. WELD THE PIPE MAST TO THE EXISTING WINDOW SUPPORT RAILS IN THIS LOCATION.

SOLAR PANEL STRUCTURAL NOTES

1. Design of solar panel arrays and support system shall conform to Michigan Building Code 2012 and shall be designed by the panel supplier.
2. Design loads
   a. Designed in accordance with Michigan Building Code 2012.
   b. Roof Snow Load:
      Ground snow load Pg = 30 psf
      Flat roof snow load, Pf = 24.5 psf
      Snow exposure factor, Ce = 1.0
      Snow load importance factor, I = 1.15
      Thermal factor, Ct = 1.0
   c. Wind Loads:
      Basic wind speed, V = 120 mph
      Wind exposure C



MOUNTING NOTES

1. GROUND EACH MODULE AT EACH CORNER PER THE MANUFACTURES REQUIREMENTS AND NEC ARTICLE 690.

MOUNTING DETAIL

NONE

NO.	REVISION	DATE

STATE OF MICHIGAN
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
FACILITIES AND BUSINESS SERVICES ADMINISTRATION
DESIGN AND CONSTRUCTION DIVISION
ROBERT C. HALL, RA, NCARB, DIRECTOR

FILE NO.
071/12354.JAN

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PROJECT TITLE

FLINT STATE
OFFICE BUILDING

RE-ROOFING, ICE STORAGE AND SOLAR PANEL INSTALLATION:

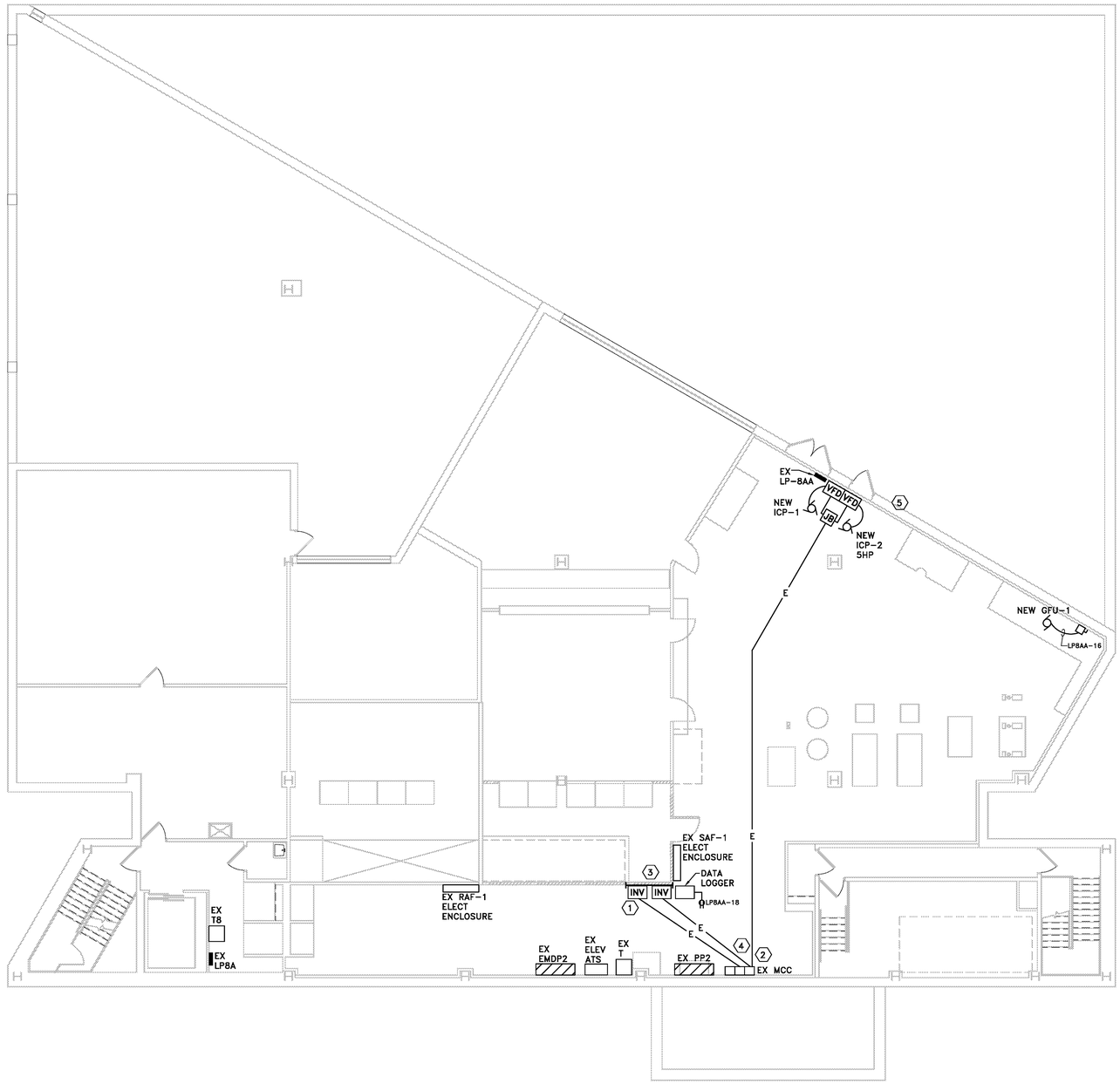
FLINT, MICHIGAN

SHEET TITLE

LEVEL 9 FLOOR PLAN
ELECTRICAL

PROJECT NUMBER	SHEET NUMBER
2012070	E2.01
PROJECT DATE: NOVEMBER 9, 2015	
CHECKED BY: EAB	

P:\15-WTA\M2012-1529 Flint State Office Remodel Floors 2 thru 7\2012-1529-FLINT-SOLAR-E2-01.dwg, Model, 10/29/2015 3:23:31 PM, dtsmith, 1:96



NORTH

LEVEL 8 FLOOR PLAN – PARTIAL ELECTRICAL

1/8"=1'-0"

KEYED NOTES

1. ELECTRICAL CONTRACTOR SHALL INSTALL NEW SOLAR INVERTERS HERE AS SHOWN. MOUNT BOTH INVERTERS ON A NEW FLOOR MOUNTED UNISTRUT SUPPORT RACK.
2. EC SHALL UTILIZE THE (2) 60 AMP FUSED MCC SPACE TO WIRE THE INVERTER OUTPUT BACK TO PROVIDE NEW 30 AMP FUSES.
3. ALL PV RATED CABLING FROM THE ARRAY INSTALLED WITHIN THE BUILDING SHALL BE INSTALLED IN CONDUIT TO MEET NEC.
4. EC SHALL UTILIZE (1) 60 AMP FUSED SPACE IN "MCC" TO POWER THE NEW ICP-1 AND ICP-2 PUMPS.
5. EC SHALL MOUNT THE MECHANICAL FURNISHED VFD'S AS SHOWN.
6. EC SHALL INSTALL (2) 20A/1P BREAKERS IN THE EXISTING SQUARE D QO LOAD PANELBOARD LP8AA. (1) SHALL POWER THE NEW GFU-1 AND (1) TO POWER THE PV DATA LOGGER.

NO.	REVISION	DATE

STATE OF MICHIGAN
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
FACILITIES AND BUSINESS SERVICES ADMINISTRATION
DESIGN AND CONSTRUCTION DIVISION
ROBERT C. HALL, RA, NCARB, DIRECTOR

FILE NO.
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PROJECT TITLE
FLINT STATE
OFFICE BUILDING
RE-ROOFING, ICE STORAGE AND SOLAR PANEL INSTALLATION:

FLINT, MICHIGAN

SHEET TITLE
LEVEL 8 FLOOR PLAN
PARTIAL ELECTRICAL

PROJECT NUMBER
2012070

PROJECT DATE
NOVEMBER 9, 2015

CHECKED BY
EAB

SHEET NUMBER
E2.02

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LOAD SUMMARY

1. INVERTER 1
   - ARRAY 1 VOC = 553.84V ISC = 7.85A P_{MAX} = 2904W
   - ARRAY 2 VOC = 553.84V ISC = 7.85A P_{MAX} = 2904W
   - ARRAY 3 VOC = 553.84V ISC = 7.85A P_{MAX} = 2904W
   - ARRAY 4 VOC = 553.84V ISC = 7.85A P_{MAX} = 2904W
   - ARRAY 5 VOC = 553.84V ISC = 7.85A P_{MAX} = 2904W

   SYSTEM TOTAL VOC = 14520W

2. INVERTER 2
   - ARRAY 1 VOC = 553.84V ISC = 7.85A P_{MAX} = 2904W
   - ARRAY 2 VOC = 553.84V ISC = 7.85A P_{MAX} = 2904W
   - ARRAY 3 VOC = 435.16V ISC = 7.85A P_{MAX} = 2443.71W
   - ARRAY 4 VOC = 593.4V ISC = 7.85A P_{MAX} = 3332.33W
   - ARRAY 5 VOC = 593.4V ISC = 7.85A P_{MAX} = 3332.33W

   SYSTEM TOTAL VOC = 14916.37W

NOTES

STANDARD TEMPERATURE: 25°C
LOW TEMPERATURE: −10°C

TEMPERATURE FACTOR CORRECTION:
25°C −(−10°C) = 35°C DIFFERENCE
35 x 0.0030 = 3.759V
VOC = 35.8C + 3.759V = 39.56V

(14) TOTAL VOC = 14 x 39.56V = 553.84V
(15) TOTAL VOC = 15 x 39.56V = 593.40V
(11) TOTAL VOC = 11 x 39.56V = 435.16V

SOLAR PANEL SCHEDULE

280 WATT PHOTOVOLTAIC PANEL, MONOCRYSTALINE CELL TYPE, TEMPERED GLASS FRONT, ANODIZED ALUMINUM FRAME, 40 LBS OR LESS, OPEN CIRCUIT VOLTAGE MAXIMUM OF 40 VOLTS, SHORT CIRCUIT CURRENT OF 9.5 AMPS OR LESS, PANEL EFFICIENCY OF AT LEAST 15%. PANEL APPROXIMATELY SIZE OF 38"X 66", UL 1703 LISTED, 10 YEAR PRODUCT WARRANTY AND 25 YEAR PERFORMANCE WARRANTY. SUNMODULE PLUS SW 280 MONO BLACK OR EQUAL BY SUNIVA OPTMOS #OPT60.

SOLAR PANEL ROOF MOUNT SCHEDULE

BALLASTED ROOF MOUNT SYSTEM, ALUMINUM FRAME, EQUIPPED WITH ROOF PAD, 10 DEG. MODULE TILT, 14" ROW SPACING, RATED FOR WIND SPEEDS UP TO 120 MPH, STAINLESS STEEL MODULE CLAMPS FOR INTEGRAL BONDING, 20 YEAR WARRANTY, UNIRAC RM SERIES OR EQUAL.

SOLAR INVERTER SCHEDULE

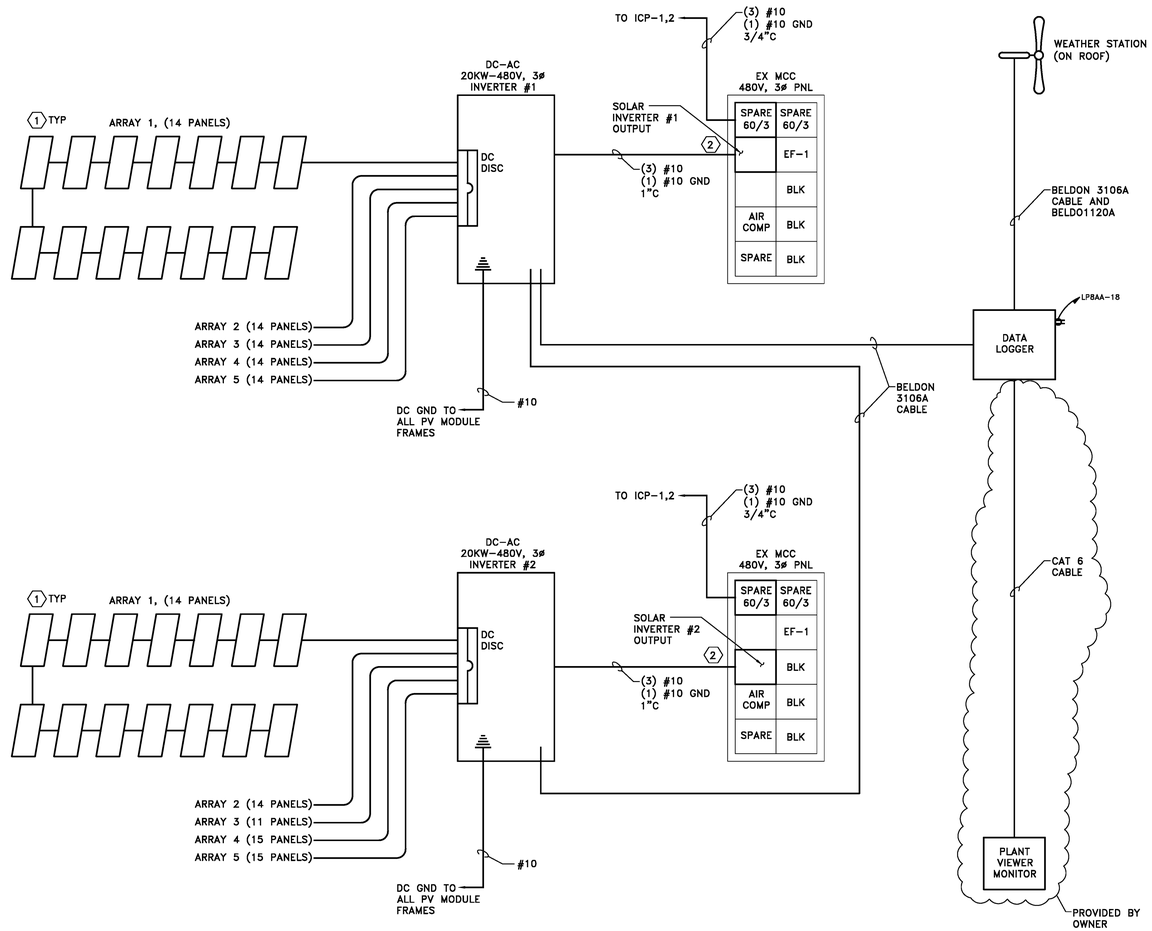
20 KW, COMPACT THREE PHASE SOLAR INVERTER, 200−1000 VDC INPUT RANGE, 6 SETS OF FUSED DC ARRAY TERMINALS, DC SURGE PROTECTED (1) SET OF AC TERMINALS CAPABLE OF TERMINATING #6 AWG, 27 AMP, 480 VAC OUTPUT, 60 HZ, 98% EFFICIENT, NEMA 4X HOUSING, TRANSFORMERLESS TECHNOLOGY EQUIPPED WITH A VARIABLE SPEED COOLING FAN, 4 EXTERNAL DIGITAL RELAYS, EQUIPPED WITH DC DISCONNECT TO COMPLY WITH 2014 NEC, GFCI/AFCI PROTECTED, USB PORT FOR DATA LOGGING, UL 1741 TOTAL HARMONIC DISTORTION OF 3% OR LESS, 15 YEAR EXTENDED WARRANTY, FRONIUS SYMO 20−3−480 OR EQUAL BY ABB. #TR10−200−TL−OUTD−S1−US−480−A

SOLAR DATA LOGGER SCHEDULE

SUNSPEC COMPLIANT DATA LOGGER, EQUIPPED WITH SERIAL AND ETHERNET PORTS FOR EVENT LOGGING, IP ADDRESSABLE. 1−15 MINUTE CONFIGURABLE SAMPLE RATES, SUPPORTS MULTIPLE, 3 PHASE INVERTS, INCLUDE WEATHER STATION WITH AMBIENT, PANEL, GLOBAL IRRADIATE, PLANE OF ARRAY IRRADIANT, WIND SPEED AND DIRECTION.
ABB VSN700−03 / VSN800−14 OR EQUAL BY FRONIUS. DATA LOGGER MUST BE COMPATIBLE WITH INVERTER MANUFACTURER.

KEYED NOTES

1. EC SHALL GROUND ALL FOUR CORNERS OF EACH SOLAR MODULE PER THE MANUFACTURES REQUIREMENTS AND NEC ARTICLE 690.
2. EC SHALL PROVIDE PROPER SIGNAGE AT THE INVERTERS OUTPUT CIRCUIT.



NO.	REVISION	DATE

STATE OF MICHIGAN
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
FACILITIES AND BUSINESS SERVICES ADMINISTRATION
DESIGN AND CONSTRUCTION DIVISION
ROBERT C. HALL, RA, NCARB, DIRECTOR

FILE NO.
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PROJECT TITLE
FLINT STATE
OFFICE BUILDING
RE-ROOFING, ICE STORAGE AND SOLAR PANEL INSTALLATION:
FLINT, MICHIGAN

SHEET TITLE
ELECTRICAL RISER AND SCHEDULES

PROJECT NUMBER	SHEET NUMBER
2012070	E3.01
PROJECT DATE: NOVEMBER 9, 2015	
CHECKED BY: EAB	

P:\15-WTA\M2012-1529 Flint State Office Remodel Floors 2 thru 7\2012-1529-FLINT-SOLAR-ES-01.dwg, Model, 10/29/2015 3:23:31 PM, dbsmith, 1:96

State of Michigan

Department of Technology, Management and Budget
Facilities and Business Services Administration

DCSPEC
Bidding and Contract Document
Minor Projects

File No. 071/12354.JAN
Index No. 53322

Re-Roofing, Ice Storage and Solar Panel Installation

Flint State Office Building
125 East Union Street
Flint, Michigan 48502

November 9, 2015

DTMB-0401D (R 11/13)

BID SUMMARY

DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET

SUBMIT BID TO:
Linda Feldpausch
FACILITIES AND BUSINESS SERVICES ADMINISTRATION
DESIGN AND CONSTRUCTION DIVISION
P.O. Box 30026
Lansing, Michigan 48909

OVERNIGHT MAIL TO:
Linda Feldpausch
FACILITIES AND BUSINESS SERVICES ADMINISTRATION
DESIGN AND CONSTRUCTION DIVISION
General Office Building, 3B
7150 Harris Drive
Dimondale, Michigan 48821

FILE NUMBER	INDEX NUMBER	DEPARTMENT/AGENCY
071/12354.JAN	53322	071

CONTRACT TIME(S)	PROJECT NAME	LOCATION
January 23, 2015 to August 27, 2015	Flint State Office Building Re-Roofing, Ice Storage and Solar Panel Installation	125 East Union Street Flint, Michigan 48502

BID OPENING DATE	FOR AN EXAMINATION OF THE SITE CONTACT:
December 9, 2015 at 2:00 pm Local Time	Site examination will only take place during the Pre-bid Conference.

SEE SECTION 00100 INSTRUCTIONS TO BIDDERS AND SECTION 00700 GENERAL CONDITIONS PROVIDED WITH THE BIDDING DOCUMENTS.
BID: WE PROPOSE TO FURNISH, PERFORM AND COMPLETE THE ENTIRE WORK IN ACCORDANCE WITH THE CONTRACT DOCUMENTS IN CONSIDERATION OF THE BID PRICE (S) STATED BELOW.

FIRM NAME AND COMPLETE ADDRESS	TELEPHONE NUMBER and E-MAIL ADDRESS
	FEDERAL I.D. NUMBER (protected information required for processing payments)
☐ Qualified Disabled Veteran	
BIDDER'S SIGNATURE AND TITLE DATE	WITNESS' SIGNATURE DATE

By signing this bid above, bidder certifies their enclosed Qualified Disabled Veteran and Michigan-Based Business Certifications.

BASE BID FROM BID SCHEDULE (Include specified Allowances):

_____ Dollars $_____
(use words) (in figures)

Alternate1: (Subtract) _____ Dollars $ _____
(use words) (in figures)

☒ **Builders Risk Insurance is NOT provided if marked.**

A PERFORMANCE BOND AND A PAYMENT BOND ARE REQUIRED FOR ALL BIDS OVER $50,000.00. EACH BID MUST BE ACCOMPANIED BY A FIVE (5) PERCENT BID GUARANTEE.

BIDDERS ARE ALSO CAUTIONED TO FAMILIARIZE THEMSELVES WITH ALL OF THE OTHER CONDITIONS OF THE CONTRACT.

Project Scope of Work:
Removal and replacement of roof system. Install guardrail at perimeter of low parapet. Install Ice Storage Tank System and associated structural platform to support the tanks. Install Solar Panel System and related work.

The Bidder must figure its Base Bid on the specified, or Addendum-approved, materials and equipment **only**. No "or equal" or substitution proposals will be permitted after Bid opening, except as provided in the General Conditions.

Addenda: Bidder acknowledges receipt of Addenda: No. ___ dated: _____, No. ___ dated: _____ No. ___ dated: _____

FIRM NAME	TELEPHONE NUMBER and E-MAIL ADDRESS

BID SCHEDULE

Base Bid Schedule - The Bidder will complete the Work and accept as full payment, for the Work items listed, the following Unit Prices and/or Item Bid Prices, as applicable:

Base Bid Item No.	**Bid Quantity**	**Description (Bidder to write price in words)**	**Unit Price**
C.O. Price No. 1	One (1) Square Foot	Remove and replace one square foot by 3" thick wet roof insulation.	ADD $ _____

Base Bid (Sum of Item Bid Prices for all Base Bid Items):

_____ Dollars $_____
(use words) (in figures)

Schedule of Alternates - The Bidder will complete (or deduct from the Contract) the parts of the Work designated by the Alternates that follow and accept in full payment (or allow in full credit) for those parts of the Work the following Item Bid Prices:

Alternate Item No.	**Bid Quantity**	**Description (Bidder to write price in words)**	**Unit Price**	**Item Bid Price**

The Bidder further acknowledges and agrees that the separate prices bid on this "Schedule of Alternates," where they are applicable and deemed acceptable by the **Owner**, will be used if incorporated into the Contract when the **Owner** issues the Notice of Award.

R 2/13

DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
Facilities and Business Services Administration
Design & Construction Division

Qualified Disabled Veteran (QDV) Business Representation

'Qualified Disabled Veteran,' means a business entity that is 51% or more owned by one or more veterans with a service-connected disability.

'Qualified Disabled,' means a business entity that is 51% or more owned by one or more with a service-connected disability.

The vendor represents that it IS _____, a qualified disabled veteran.

The contractor represents and warrants that the company meets the above (when checked) and has attached supporting documentation per the following:

Each bid requesting the Qualified Disabled Veterans (QDV) preference, in accordance with Public Act 22 of 2010, MCL 18.1241.3 shall include a DD214 Proof of Service and Discharge, a Veterans Administration rating decision letter, proof of disability (if the disability is not indicated on the DD214), and appropriate legal documents setting forth the 51% natural persons QDV ownership.

Fraudulent Certification as a Qualified Disabled Veteran may result in debarment under MCL 18.264.

Certification of a Michigan Based Business

(Information Required Prior to Contract Award for Application of State Reciprocity Provisions)

To qualify as a Michigan Based Business:

Vendor must have, during the 12 months immediately preceding this bid deadline:
or
If the business is newly established, for the period the business has been in existence, it has:

(check all that apply):

- ☐ Filed a Michigan single business tax return showing a portion or all of the income tax base allocated or apportioned to the State of Michigan pursuant to the Michigan Single Business Tax Act, 1975 PA 228, MCL 208.1 – 208.145; or
- ☐ Filed a Michigan income tax return showing income generated in or attributed to the State of Michigan; or
- ☐ Withheld Michigan income tax from compensation paid to the bidder's owners and remitted the tax to the Department of Treasury; or

I certify that **I have personal knowledge** of such filing or withholding, that it was more than a nominal filing for the purpose of gaining the status of a Michigan business, and that it indicates a significant business presence in the state, considering the size of the business and the nature of its activities.

I authorize the Michigan Department of Treasury to verify that the business has or has not met the criteria for a Michigan business indicated above and to disclose the verifying information to the procuring agency.

Bidder shall also indicate one of the following:

- ☐ Bidder qualifies as a Michigan business (provide zip code: _____)
- ☐ Bidder does not qualify as a Michigan business (provide name of State: _____).
- ☐ Principal place of business is outside the State of Michigan, however service/commodity provided by a location within the State of Michigan (provide zip code: (_____).

Fraudulent Certification as a Michigan business is prohibited by MCL 18.1268 § 268. A BUSINESS THAT PURPOSELY OR WILLFULLY SUBMITS A FALSE CERTIFICATION THAT IT IS A MICHIGAN BUSINESS OR FALSELY INDICATES THE STATE IN WHICH IT HAS ITS PRINCIPAL PLACE OF BUSINESS IS GUILTY OF A FELONY, PUNISHABLE BY A FINE OF NOT LESS THAN $25,000 and subject to debarment under MCL 18.264.

BID BOND

BID SUBMITTED ON the _____ day of _____, 20____.

Bid Security **is in the form of: a Bid Bond _____ Bid Bond form has been duly executed _____; or**

A Bank Certified or Cashier's check ___ or Money Order ___ is attached to this page ____

If the Bidder is an Individual:

Name of Individual: _____

Name & Title of Person Authorized to sign: _____

Signature: _____
(If not the Individual, Attach Power of Attorney) Date

Doing Business as: _____

Business Address: _____

County of registration _____

Telephone: _____ FAX: _____

If the Bidder is a Partnership:

By: _____
(True Name of the Partnership)

_____
Partner Authorized to Sign Date

Signature: _____
(Attach evidence of Authority to sign) Date

Business Address: _____

County of registration _____

Telephone: _____ FAX _____

If the Bidder is a Corporation:

By: _____
(Legal Corporation Name)

Name & Title of Authorized Officer: _____

Signature: _____
(Attach evidence of Authority to sign) Date

Name & Title of Officer Attesting: _____

Signature: _____
Date

Business Address: _____

Telephone: _____ FAX _____

(State of Incorporation): _____

If The Bidder is A Joint Venture: JOINT VENTURE SIGNATURES MUST BE AS PROVIDED IN INSTRUCTIONS TO BIDDERS. EACH JOINT VENTURER SIGNING THE BID MUST SIGN IN THE MANNER INDICATED FOR AN INDIVIDUAL, A PARTNERSHIP OR A CORPORATION. IF MORE THAN TWO JOINT VENTURERS OF THE SAME TYPE ARE INCLUDED, USE ADDITIONAL PAGES. JOINT VENTURE STATE OF INCORPORATION _____ OR COUNTY OF REGISTRATION _____

POST-BID SUBMITTALS

The PSC will request this submittal after bid opening. Complete and submit these items within two business days after the request.

BIDDER'S EXPERIENCE MODIFICATION RATING (EMR) _____
Attach letter of explanation if the Bidder does not have an EMR.

PROPOSED PROJECT SUPERINTENDENT _____
Attach brief resume or list of similar successful projects.

LIST OF SIMILAR PROJECTS COMPLETED BY THE BIDDER
Please list at least three completed projects of similar size and complexity to the project being bid, with reference contact information

_____

REFERENCE #___

Owner: _____

Project/Contract Name: _____

Location of Project/Contract: _____

Contract Price: _____ Project/Contract Started: _____ Completed: _____

Owner's Representative (Name and Telephone): _____

_____

Scope of Project/Contract: _____

_____

REFERENCE #___

Owner: _____

Project/Contract Name: _____

Location of Project/Contract: _____

Contract Price: _____ Project/Contract Started: _____ Completed: _____

Owner's Representative (Name and Telephone): _____

_____

Scope of Project/Contract: _____

_____

REFERENCE #___

Owner: _____

Project/Contract Name: _____

Location of Project/Contract: _____

Contract Price: _____ Project/Contract Started: _____ Completed: _____

Owner's Representative (Name and Telephone): _____

_____

Scope of Project/Contract: _____

PERFORMANCE BOND

SURETY COMPANY REFERENCE No. _____

That "the **Contractor**," _____, a corporation ___, individual ___, partnership ___, joint venture ___ of the State of _____, qualified to do business in the State of Michigan, as Principal, and "the Surety," _____, of the State of _____, as surety, are held and bound unto the State of Michigan, "the **Owner**," as Obligee, in the amount of _____ Dollars ($_____), for the payment of which the **Contractor** and Surety bind themselves, their respective heirs, successors, legal representatives and assigns, jointly and severally, in compliance with 1963 PA 213, as amended, MCL 129.201 et seq.

The **Contractor** has entered into "the Contract" with the **Owner** for _____ _____, "the Work," covered by the Contract Documents, which are incorporated into this Performance Bond by this reference;

If the **Contractor** faithfully performs and fulfills all the undertakings, covenants, terms, conditions, warranties, indemnifications and agreements of the Contract Documents within the Contract Time (including any authorized changes, with or without notice to the Surety) and during the Correction Period, and if the **Contractor** also performs and fulfills all the undertakings, covenants, terms, conditions, warranties, indemnifications and agreements of any and all duly authorized modifications of the Contract Documents, then THIS OBLIGATION IS VOID, OTHERWISE TO REMAIN IN FULL FORCE AND EFFECT.

A. No change in Contract Price or Contract Time, "or equal" or substitution or modification of the Contract Documents (including addition, deletion or other revision) releases the Surety of its obligations under this Section 00610 Performance Bond. The Surety expressly waives notice of any such change in Contract Price or Contract Time, "or equal" or substitution or modification of the Contract Documents (including addition, deletion or other revision).

B. This Performance Bond must be solely for the protection of the **Owner** and its successors, legal representatives or assigns.

C. It is the intention of the **Contractor** and Surety that they must be bound by all terms and conditions of the Contract Documents (including, but not limited to General Conditions and this Performance Bond). However, this Performance Bond is executed pursuant to 1963 PA 213, as amended, MCL 129.201 et seq., and if any provision(s) of this Performance Bond is/are illegal, invalid or unenforceable, all other provisions of this Performance Bond must nevertheless remain in full force and effect, and the **Owner** must be protected to the full extent provided by 1963 PA 213, as amended, MCL 129.201 et seq.

IMPORTANT: The Surety must be authorized to do business in the State of Michigan by the Department of Licensing and Regulatory Affairs – Insurance Bureau, must be listed on the current U.S. Department of the Treasury Circular 570, and, unless otherwise authorized by the **Owner** in writing, must have at least an A– Best's rating and a Class VII or better financial size category per current A. M. Best Company ratings.

Name, Address and Telephone of the Surety:

Address and Telephone of Agent, who is either a resident of, or whose principal office is maintained in, the State of Michigan

Signed and sealed this _____ day of _____, 20_____.

THE **CONTRACTOR**: (Print Full Name and Sign) By:_____

WITNESS _____ Name & Title: _____

Telephone No. _____

THE SURETY: (Print Full Name and Sign) Agent: _____

WITNESS _____ Attorney-in-Fact: _____

Telephone No. _____

PAYMENT BOND

SURETY COMPANY REFERENCE No._____

"the **Contractor**," _____, a corporation ___, individual ___, partnership ___, joint venture ___ of the State of _____, qualified to do business in the State of Michigan, as Principal, and "the Surety," _____, of the State of _____, as surety, are held and bound unto the State of Michigan, "the **Owner**," as Obligee, in the amount of _____ Dollars ($_____), for the payment of which the **Contractor** and Surety bind themselves, their respective heirs, successors, legal representatives and assigns, jointly and severally, in compliance with 1963 PA 213, as amended, MCL 129.201 et seq.

The **Contractor** has entered into "the Contract" with the **Owner** for _____ _____, "the Work," covered by the Contract Documents, which are incorporated into this Payment Bond by this reference;

If the **Contractor** promptly pays all claimants supplying labor or materials to the **Contractor** or to the **Contractor's** Subcontractors in the prosecution of the Work, then THIS OBLIGATION IS VOID, OTHERWISE TO REMAIN IN FULL FORCE AND EFFECT.

A. All rights and remedies on this Payment Bond are solely for the protection of all claimants supplying labor and materials to the **Contractor** or the **Contractor's** Subcontractors in the prosecution of the Work, and must be determined in accordance with Michigan Law.

B. No change in Contract Price or Contract Time, "or equal" or substitution or modification of the Contract Documents (including addition, deletion or other revision) must release the Surety of its obligations under this Payment Bond. The Surety hereby expressly waives notice of any such change in Contract Price or Contract Time, "or equal" or substitution or modification of the Contract Documents (including addition, deletion or other revision).

C. It is the intention of the **Contractor** and Surety that they must be bound by all terms and conditions of the Contract Documents (including, but not limited to this Payment Bond). However, this Payment Bond is executed pursuant to 1963 PA 213, as amended, MCL 129.201 et seq., and if any provision(s) of this Payment Bond is/are illegal, invalid or unenforceable, all other provisions of this Payment Bond must nevertheless remain in full force and effect, and the **Owner** must be protected to the full extent provided by 1963 PA 213, as amended, MCL 129.201 et seq.

IMPORTANT: The Surety must be authorized to do business in the State of Michigan by the Department of Licensing and Regulatory Affairs – Insurance Bureau, must be listed on the current U.S. Department of the Treasury Circular 570, and, unless otherwise authorized by the **Owner** in writing, must have at least an A– Best's rating and a Class VII or better financial size category per current A. M. Best Company ratings.

Name, Address and Telephone of the Surety:

Address and Telephone of Agent, who is either a resident of, or whose principal office is maintained in, the State of Michigan

Signed and sealed this _____ day of _____, 20_____.

THE **CONTRACTOR**: (Print Full Name and Sign) By:_____

WITNESS _____ Name & Title: _____

Telephone No. _____

THE SURETY: (Print Full Name and Sign) Agent: _____

WITNESS _____ Attorney-in-Fact: _____

Telephone No. _____

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DIVISION 00

BIDDING REQUIREMENTS AND CONTRACT CONDITIONS

SECTION 00010 PRE-BID INFORMATION

1. **Invitation to Bid (ITB)** – Your firm is invited to submit a Bid. The State of Michigan as the Owner will receive sealed Bids, delivered to the Department of Technology, Management and Budget, Facilities and Business Services Administration (DTMB-FBSA), General Office Building, 3B, 7150 Harris Drive, Dimondale, Michigan 48821, for **Flint State Office Building Re-Roofing, Ice Storage and Solar Panel Installation, 125 East Union Street, Flint, MI 48502** until 2:00 P.M., local time, on **Wednesday, December 9, 2015**, when all Bids duly received will be opened publicly and read aloud. The State reserves the right to cancel this Invitation to Bid (ITB) or change the date and time for submitting Bids by announcing same at any time before the established date and time for Bid opening. Bids must remain open for acceptance by the Owner for no less than the Bid hold period. Contractor may agree to extend the Bid hold period. However, any such extension must be based upon no increase in the Bid Price and/or Contract Time.

2. **Work Description** – The Work, **Flint State Office Building Re-Roofing, Ice Storage and Solar Panel Installation**, Agency No. **071**, Index No. **071/12354.JAN**,

   DTMB File No. **53322** includes, but is not necessarily limited to:

   Removal and replacement of roof system, install guardrail at perimeter of low parapet, install Ice Storage Tank System and associated structural platform to support tanks, and install Solar Panel System and related work.

   The site is located **125 East Union Street, Flint, Michigan 48502**, as shown on the Drawings.

3. **Bidding Documents** – Sets of Bidding Documents may be obtained at www.Buy4Michigan.com or from the Professional at **WTA Architects, (989-752-8107)**.

4. **Bid Security** – Each Bid must enclose Bid Security, in the amount of five percent (5%) of the Bidder's Base Bid, paid to the "State of Michigan" in the form of a certified or cashier's check or money order drawn upon a bank insured by an agency of the Federal Government or a bid bond with an authorized surety company.

5. **Pre-Bid Conference** – A mandatory pre-bid conference will be held at the **First Floor Lobby Area Flint State Office Building, 125 East Union Street, Flint, MI** on **Monday, November 30, 2015**, at **10:00 am** Local Time. A tour **of the work areas** will be held on the same day, **immediately following the Pre-bid Conference**. All prospective Bidders are required to attend the tour. Other parties interested in the Work are encouraged to attend the tour. Addenda may be issued, in response to issues raised at the pre-bid conference and tour, or as the Owner and/or Professional may otherwise consider necessary.

   The purpose of the pre-bid conference and inspection is to answer questions and provide an inspection tour of the Project site at the scheduled time on the day of the meeting. A representative will be available to assist the Contractors. Individuals needing special services to fully participate in the meeting due to a disability may contact Brian Walts at 517-202-1960. An individual is only permitted to represent one bidder at a mandatory Pre-Bid Conference.

6. **Equal Employment Opportunity** – Covenants to not discriminate in employment by Contractors, Subcontractors and Suppliers required by Law are contained in Instructions to Bidders and General Conditions and are applicable to the Work and any Sub-agreement under the Contract.

7. **Contract Times** – The Contract Times and the associated liquidated damages are specified in the Contract.

8. **Contact Person** – All requests or inquiries concerning the Bidding Documents or the Work must be addressed to: **WTA Architects, 100 S. Jefferson Avenue, Suite 601, Saginaw, Michigan, 48607, (989-752-8107)**. Questions will be accepted until **Wednesday, December 2, 2015** at **4:00 pm** Local Time.

9. **Award** – Subject to any agreed extension of the period for holding Bids, Bids must remain valid for acceptance by the Owner for 60 Calendar Days after the date of Bid opening. In addition, the Owner expressly reserves the right, within the Owner's sole discretion, to reject any or all Bids, to waive any irregularities, to issue post-Bid Addenda and re-bid the Work without re-advertising, to re-advertise for Bids, to withhold the award for any reason the Owner determines and/or to take any other appropriate action.

10. **Performance and Payment Bonds** – A performance bond and a payment bond are required for all contracts over $50,000.00.

END OF SECTION 00010

SECTION 00100 INSTRUCTIONS TO BIDDERS

1. **PREPARATION OF BID:** Execute Bid fully and properly. Bid Summary Form (DTMB -0401D) and Bid Form Attachments must be used and completely filled out for the Bid to be considered responsive and meeting the requirements of the contract solicitation. All Bid prices must be printed or typed in both words and figures.

2. **BID CHECKLIST:** Submit one Bid Summary Form with original signatures plus Bid Form Attachments in a sealed envelope. On the outside of the envelope, identify: i) the Project by name, file number, index number and location; ii) Bidder's name, complete address and phone number; and "Sealed Bid Enclosed" written on the envelope.

A complete Bid will consist of the following forms, which are included immediately following the Bid Summary Form:

Bids	**SUBMIT THESE Bid Forms and Bid Form Attachments**
All Bids	☐ **Signed** and completed Bid Summary Form (DTMB-0401D);
	☐ Bid Schedule;
	☐ Qualified Disabled Veteran (QDV) Business Representation;
	☐ Bid Security in the amount of 5% of Base Bid Price;
	☐ Signature Authorization or copy of the partnership agreement if signed by all partners;
	☐ Other Forms.
Over $50K	☐ Forms listed under All Bids;
	☐ Payment and Performance Bond (upon issuing the Notice of Award).
Over $100K	☐ Forms listed under All Bids;
	☐ Certification of a Michigan Based Business;
	☐ Payment and Performance Bond (upon issuing the Notice of Award).
Over $250K	☐ Forms listed under All Bids;
	☐ Certification of a Michigan Based Business;
	☐ Payment and Performance Bond (upon issuing the Notice of Award).
	☐ Copy of valid Certificate of Awardability (**See Item 5. CERTIFICATE OF AWARDABILITY:** below);

Apparent Low Bidders ONLY (upon request from the Professional)

- ☐ Experience Modification Rating (EMR), or a letter stating why the Bidder does not have one.
- ☐ Identification of the proposed project superintendent, with a resume or list of similar projects handled by that individual.
- ☐ A list of at least three (3) projects completed by the Bidder, within the last three (3) years of similar size and complexity, with contact information for references for each.

3. **BID SUBMISSION**: Deliver Bid package to the Department of Technology, Management and Budget, Facilities and Business Services Administration, Design and Construction Division before the opening time when Bids will be publicly opened and read aloud.

   Your proposal must be received on or before the Bid opening date and the time stated in the Bidding Documents. NOTE: Some express mail services guarantee delivery by 3:00 p.m. However, your Bid WILL NOT BE ACCEPTED if not received at Facilities and Business Services Administration by the 2:00 p.m. time required.

4. **BID GUARANTEE:** Each proposal must be accompanied by either a bank certified or cashier's check on an open, solvent bank or a bid bond with an authorized surety company (the surety must be listed on the current U.S. Department of the Treasury Circular 570) in the amount of five percent of the base bid payable to the State of Michigan, as a guarantee of good faith. If the successful Bidder fails to furnish satisfactory bonds and insurance within fifteen Calendar Days after Notice of Award, such guarantee must be forfeited to the State as liquidated damages. The bid security, exclusive of bid bonds, of all unsuccessful Bidders will be returned when an award is made or upon substitution of a bid bond. The bid security of the successful Bidder will be returned when the performance bond and labor and material bond are approved.

5. **CERTIFICATE OF AWARDABILITY:** The Contractor must not discriminate on the basis of religion, race, color, national origin, age, sex, marital status, height, weight, arrest record or disability. Prior to the award of any Contract of $250,000.00 or more, the Michigan Department of Technology, Management and Budget (DTMB) Contract Compliance Representative will notify the Michigan Department of Civil Rights (DCR) Contract Compliance Representative, providing a bid tabulation and providing a description of the recommended awardee(s) including business(es)' name, business(es)' designated contact person, last four digits of company(ies)' tax identification number, business(es)' address, and business(es)' contact person telephone number. In the event a contractor does not have a valid Certificate of Awardability and is the best value low bidder, the contractor must immediately submit, upon notification by DTMB, their application to DCR. DCR will process the requests as quickly as possible.

6. **MICHIGAN BASED BUSINESS CERTIFICATION**: All Bidders submitting Bids in excess of $100,000.00 must complete the Certification of Michigan Based Business. This information will determine if a Bidder qualifies as a "Michigan" business for purposes of application of reciprocity where applicable.

7. **POST-BID SUBMITTAL: For projects over $250,000, the Professional will request a Post-Bid Submittal from the** Apparent Low Bidders. The Apparent Low Bidders must submit to the Professional, within **two** Business Days after receipt of the Professional's request,

   - Experience Modification Rating (EMR), or a letter stating why the Bidder does not have one.
   - Identification of the proposed project superintendent with a resume or list of similar projects managed by that individual.
   - A list of at least three (3) projects completed by the Bidder, within the last three (3) years of similar size and complexity, with contact information for references for each.

   Failure to provide the submittals may disqualify the Bid.

8. **SIGNATURES:** All Bids, notifications, claims, and statements must be signed as follows:

   (a) **Corporations:** Signature of official must be accompanied by a certified copy of the Resolution of the Board of Directors authorizing the individual signing to bind the corporation.
   (b) **Partnerships:** Signature of one partner must be accompanied by a signed copy of the legal document (e.g. Power of Attorney or partnering agreement) authorizing the individual signing to bind all partners. If Bid is signed by all partners, no authorization is required.
   (c) **Individual:** No authorization is needed. Each signature must be witnessed.

9. **BID PRICES:** The Bidder's Base Bid and Alternate Bid prices must include, and payment for completed Work will compensate in full for: all services, obligations, responsibilities, management, supervision, labor, materials, devices, equipment, construction equipment, general conditions, permits, patent fees and royalties, testing, inspection and approval responsibilities, warranties, temporary facilities, small tools, supplies, Bonds, insurance, taxes, mobilization, close-out, overhead and profit and all connections, appurtenances and any other incidental items of any kind or nature, as are necessary to complete the Work, in a neat, first quality, workmanlike and satisfactory manner in accordance with the Drawings and Specifications and as otherwise required to fulfill the requirements of the Bidding Documents. For each Cash Allowance item, the Bidder must include, within the Bid, all labor costs, construction equipment costs, insurance and Bond premiums and other general conditions costs and Fees (Bidder's and Subcontractors') to complete Work associated with the material, equipment or other designated item to be furnished under the Cash Allowance. For each Provisionary Allowance, the Bidder must include, within the Bid, insurance, premiums (not recoverable as labor burden) and Bond premiums required to complete Work that may be ordered under a Provisionary Allowance.

10. **INSPECTION OF BIDDING DOCUMENTS AND SITE CONDITIONS:** The Bidder must carefully review and inspect all documents referenced and made part of this ITB, site conditions, all applicable statutes, regulations, ordinances and resolutions addressing or relating to the goods and services under this contract. Failure to do so or failure to acquire clarifications and answers to any discovered conflicts, ambiguities, errors or omissions in the Bidding Documents will be at the Bidder's sole risk.

11. **SAFETY REQUIREMENTS AND LAWS:** The Bidder awarded the Contract must comply with all applicable federal, state and local Laws including health and safety regulations, environmental protection, permits and licensing.

12. **INTERPRETATIONS AND ALTERATIONS TO THE BID AND BIDDING DOCUMENTS:** All requests for clarification or interpretation of the Bidding Documents, all proposals for any modifications to the Bidding Documents, all requests for information and all other questions or inquiries about the Bidding Documents and/or the Work shall be submitted in writing to the Contact Person identified in the Bid Documents. Requests or inquiries received less than seven Calendar Days before the date of Bid opening will be answered only if (a) the response can be given through an Addendum made available at least seventy-two hours before Bid opening (counting Business Days only), (b) the Bid opening is postponed by Addendum, or (c) the Work is rebid without readvertising following the issuance of post-Bid Addenda.

Bidders must not rely upon any oral statements or conversations regarding interpretations, clarifications, corrections, additions, deletions or other revisions or information to the Bidding Documents. Any addition, limitation or provision made with or attached to the Bid may render it non-responsive and/or irregular and be a cause for rejection. The Owner reserves the right to issue a post-Bid Addendum after opening the Bids and set a new date for the receipt and opening of sealed Bids. The Bidder acknowledges that any quantities of Unit Price Work given in this ITB are approximate only and payments will be made only for actual quantities of Unit Price Work completed in accordance with the Contract Documents.

13. **MODIFICATION OF RECEIVED BID:** A modification of a Bid already received will be considered only if the modification shows increase or decrease to the original bid and is submitted in writing in the Bid form(s) and received before the Bid opening time and date. Modifications may be submitted by a fax to **(517) 284-7970**.

14. **BID WITHDRAWAL:** Except for timely filed claims of mathematical or clerical errors granted by the State, no Bid may be withdrawn within sixty Calendar Days after the Bid Opening time and date or before the Bid expiration date without forfeiting Bid security. The request to withdraw a Bid due to error must be submitted in writing along with the supporting documents within two Business Days after the date of Bid Opening. The claim must describe in detail the error(s), include a signed affidavit stating the facts of the alleged error(s) and request that the Bidder be released from its Bid. The review of the claim and its supporting documents by the State is only for the purpose of evaluating the Bidder's request and must not create duty or liability on the State to discover any other Bid error or mistake. The sole liability of any Bid error or mistake rests with Bidder.

15. **BID OPENING; OBJECTION TO THE AWARD:** Bids will be opened and publicly read at the opening time and date. A Bidder may file a written protest with the Director-FBSA to object to the Apparent Low Bidder. This objection must be filed within seven Calendar Days after the date of Bid opening and must describe in detail the basis for the protest and request a determination. The Director-FBSA will either dismiss or uphold the protest and notify the protestor within ten Calendar Days after receipt of the written protest.

16. **BID IRREGULARITIES:** The following irregularities on any Bid Form or Bid Form Attachment must be resolved as follows:
    (a) between words and figures, the words must be used;
    (b) between any sum, computed by the Bidder, and the correct sum, the sum computed by the Bidder must be used;
    (c) between the product, computed by the Bidder, of any quantity and Bid Unit Price and the correct product of the Unit Price and the quantity of Unit Price Work, the product extended by the Bidder must be used;
    (d) between a stipulated Allowance and the amount entered, the Allowance must be used;
    (e) any mobilization pay item exceeding the maximum specified must be ignored and the Bid must remain unchanged;
    (f) if any Bidder fails or neglects to bid a Unit Price for an item of Unit Price Work but shows an "Bid Price" for that item, the missing unit price must be computed from the respective quantity and the Item Bid Price shown;
    (g) if any Bidder fails or neglects to show a "Bid Price" for an item of Unit Price Work but bids a unit price, the missing Bid Price must remain as "zero"; and
    (h) if any Bidder fails or neglects to enter a Bid Price in both words and figures, the Bid Price printed or typed, whether in words or figures, must be used.

17. **CERTIFICATION:** The bidder certifies to the best of its knowledge and belief that, within the past three (3) years, the bidder, an officer of the bidder, or an owner of a 25% or greater interest in the bidder:

    (a) Has not been convicted of a criminal offense incident to the application for or performance of a contract or subcontract with the State of Michigan or any of its agencies, authorities, boards, commissions, or departments.
    (b) Has not had a felony conviction in any state (including the State of Michigan).
    (c) Has not been convicted of a criminal offense which negatively reflects on the bidder's business integrity, including but not limited to, embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, negligent misrepresentation, price-fixing, bid-rigging, or a violation of state or federal anti-trust statutes.
    (d) Has not had a loss or suspension of a license or the right to do business or practice a profession, the loss or suspension of which indicates dishonesty, a lack of integrity, or a failure or refusal to perform in accordance with the ethical standards of the business or profession in question.
    (e) Has not been terminated for cause by the Owner.
    (f) Has not failed to pay any federal, state, or local taxes.
    (g) Has not failed to comply with all requirements for foreign corporations.
    (h) Has not been debarred from participation in the bid process pursuant to Section 264 of 1984 PA 431, as amended, MCL 18.1264, or debarred or suspended from consideration for award of contracts by any other State or any federal Agency.
    (i) Has not been convicted of a criminal offense or other violation of other state or federal law, as determined by a court of competent jurisdiction or an administrative proceeding, that in the opinion of DTMB indicates that the bidder is unable to perform responsibly or which reflects a lack of integrity that could negatively impact or reflect upon the State of Michigan, including but not limited to, any of the following offenses under or violations of:
        1. The Natural Resources and Environmental Protection Act, 1994 PA 451, MCL 324.101 to 324.90106.
        2. A persistent and knowing violation of the Michigan Consumer Protection Act, 1976 PA 331, MCL 445.901 to 445.922.
        3. 1965 PA 166, MCL 408.551 to 408.558 (law relating to prevailing wages on state projects) and a finding that the bidder failed to pay the wages and/or fringe benefits due within the time period required.

4. Repeated or flagrant violations of 1978 PA 390 MCL 408.471 to 408.490 (law relating to payment of wages and fringe benefits).
5. A willful or persistent violation of the Michigan Occupational Health and Safety Act, 1974, PA 154, MCL 408.10001 to 408.1094, including: a criminal conviction, repeated willful violations that are final orders, repeated violations that are final orders, and failure to abate notices that are final orders.
6. A violation of federal or state civil rights, equal rights, or non-discrimination laws, rules, or regulations.
7. Been found in contempt of court by a Federal Court of Appeals for failure to correct an unfair labor practice as prohibited by Section 8 of Chapter 372 of the National Labor Relations Act, 29 U. s. C. 158 (1980 PA 278, as amended, MCL 423.321 et seq).

(j) Is not an Iran-Linked Business as defined in MCL 129.312.

A false statement, misrepresentation or concealment of material facts on this certification may be grounds for rejection of this proposal or termination of the award and may be grounds for debarment.

18. REJECTION OF BID: The Bidder acknowledges the right of the Owner to reject any Bids and to waive any informality, defects or irregularity in any Bid received. In addition, the Bidder recognizes the right of the Owner to reject a Bid if:

(a) the Bid is in any way incomplete or irregular;
(b) the Bidder, Subcontractor or Supplier is not responsible as determined by the Owner;
(c) the Bidder's performance as a Contractor was unsatisfactory under a prior Contract with the Owner for the construction, repair, modification or demolition of a facility with the Owner, or under any other Contract, which was funded, directly or indirectly, by the Owner;
(d) there are reasonable grounds for believing that collusion or unlawful agreements exists between any Bidders, that a Bidder is interested in more than one Bid, or that the Bid is not genuine;
(e) the Bid exceeds the funds available; or
(f) the Bidder does not have a valid Certificate of Awardability or does not qualify for consideration given to bids received while final certification is still pending.

19. MATERIALS AND EQUIPMENT SUBSTITUTION: Any Bidder wishing to use manufacturers or materials other than those specified must submit a written request to the Professional not later than seven days before due date for Bids. Request must be accompanied by product data to permit evaluation and comparison with specified products or materials. The Person submitting the request will be responsible for its prompt delivery. The Professional and the Owner will examine and evaluate the product data and if found acceptable, an Addendum will be issued and mailed or delivered to each Person who has received a set of Drawings and Specifications. All Addenda issued must be made a part of the Contract requirements. Contractor will be responsible for any extra work and expense incurred to satisfactorily and completely incorporating each substitute product into the Project.

20. MICHIGAN PRODUCTS AND RECYCLED PRODUCTS: All Contractors and Suppliers are encouraged to provide Michigan-made products and/or recycled products and/or green products and/or environmentally-friendly products whenever possible where price, quality, and performance are equal to, or superior to, non-Michigan products and the requirements of the Contract Documents. A list of Michigan-made products is available at: www.michigan.gov/dcd. The Contractor will be required to use alternatives to landfills for waste disposal such as reuse or recycle of asphalt, bricks, concrete, masonry, plastics, paint, glass, carpet, metals, wood, drywall, insulation and any other waste materials to the extent practical.

21. PRE-AWARD PRODUCT SUBMITTALS: If requested, the Apparent Low Bidders must submit a summary of preliminary technical data on each product listed in _____. The Apparent Low Bidders will furnish this summary data to the Professional within forty-eight hours of the Bid Opening. These submittals will be used to evaluate the Bid before the award. Failure to provide the submittals may disqualify the Bid.

22. CONTRACT AND CONTRACT AWARD: The Owner intends to award a Contract to the responsive and responsible best value bidder, except as provided below relative to veteran's preference.

22.1 Determination of the lowest three Bidders shall be on the basis of the sum of the Base Bid and any additive and deductive Alternates the Owner accepts, in the order in which they are listed only. The Owner will accept an Alternate only if all other previously listed Alternates are also accepted, unless acceptance by the Owner of Alternates in a different order does not affect determination of the lowest three bidders in any way.

22.2 The bids will be evaluated for best value based on price and qualitative components by comparing the qualitative components of the three lowest responsive and responsible Bidders. The comparison may also include other Bidders whose bids are within 10% of the lowest responsive and responsible Bidder.

22.3 If a Qualified Disabled Veteran meets the requirements of the contract solicitation and with the veteran's preference is the lowest Bidder, the Owner will award the contract to the Qualified Disabled Veteran bidder. A determination as to whether the requirements of the bid solicitation have been met will be based solely on the Owner's and Professional's evaluation of the Bid Summary, Bid Attachments, Bidder-provided documents, and interview.

22.4 For the purpose of evaluating and determining the low responsive bid, 10% of the lowest responsive bid (the bid that would otherwise receive the contract award if the preference were not being considered) will be deducted from all QDV bids. If the low responsive QDV bid, less the 10% preference, is less than the lowest responsive bid, then the QDV bid will be declared the official low responsive bid. The original QDV bid amount will be the basis of the contract award.

Example:

Lowest Responsive Bid	$100,000
Lowest Responsive QDV Bid	$109,000
Preference (10% of the Lowest Responsive Bid)	$ 10,000
Lowest Responsive QDV Bid Less Preference	$ 99,000 ($109,000 - $10,000)
Official Low Responsive Bid	**$109,000**

22.5 The Apparent Low Bidders will be evaluated for responsiveness and responsibility based on the following:

- Compliance with the bid specifications and requirements.
- The Bidder's financial resources.
- The Bidder's technical capabilities.
- The Bidder's technical experience.
- The Bidder's past performance.
- The Bidder's insurance and bonding capacity.
- The Bidder's business integrity.

Some qualitative components that may be evaluated are:

- Technical approach.
- Quality of proposed personnel.
- Management plans.

22.6 For contracts under $250,000, best value will primarily be based on the lowest responsive and responsible bid.

23. CONTRACT TIME; LIQUIDATED DAMAGES: Work of all trades as specified in the Contract Documents must be completed in **217** calendar days from the date of Notice-to-Proceed or by **January 23, 2015** based on Notice-to-Proceed except for minor replacement, correction, or adjustment items which do not interfere with the complete operation and utilization of all parts of the Contract Work. This Contract Time is of the essence and liquidated damages for each Calendar Day that expires after this Substantial Completion of the entire Work must be in the amount of **$500.00**. Liquidated damages are not a penalty, are cumulative and represent a reasonable estimate of the Owner's extra costs and damages, which are difficult to estimate with accuracy in advance.

24. MOBILIZATION: If used in the Specifications/Bid schedule, all the up-front costs incurred by the Contractor must be covered by the mobilization. The costs to establish temporary site offices, to obtain required permits for commencing the Work and for bonds and insurance premiums are examples of costs to the Contractor that are covered by mobilization pay item. This cost must not exceed four percent (4%) of the Base Bid, unless otherwise expressly provided in the Bidding Documents.

25. SOIL EROSION AND SEDIMENTATION CONTROL: All Work under this Contract must meet the storm water management requirements of the Project and comply with the applicable Soil Erosion and Sedimentation Control (SESC) rules and regulations and specific provisions for same within the Contract Documents. SESC measures will be monitored and enforced by the Facilities and Business Services Administration, or another authorized enforcing agency if so delegated, through the review of the Contractor's implementation plans and site inspections. Facilities and Business Services Administration or the Professional will notify the Contractor in writing of any violation(s) of the applicable SESC statutes and/or the corrective action(s) undertaken by the Owner and may issue stop work orders. Facilities and Business Services Administration has the right to assess a fine to the Contractor for noncompliance with the provisions of the Contract Documents and/or SESC regulations applicable to this Work and fines must be in addition to any other remediation costs or liquidated damages applicable to the Project and may exceed the value of the Contract.

END OF SECTION 00100

SECTION 00120 SUPPLEMENTARY INSTRUCTIONS

The provisions of this Section amend or supplement Section 00100 Instructions to Bidders and those other provisions of the Bidding Requirements that are indicated below. All other Bidding Requirements that are not so amended or supplemented remain in full force and effect.

END OF SECTION 00120

SECTION 00200 INFORMATION FOR BIDDERS

1. UNDERGROUND UTILITIES

Information or data about physical conditions of existing Underground Utilities, which have been used by the Professional in preparing the Bidding Documents, is shown or indicated in the Drawings and technical Specifications and those Underground Utility drawings itemized immediately below.

2. PERMITS, APPROVALS, LICENSES AND FEES

2.1 If the Owner has secured or will secure any permits, approvals and licenses and has paid or will pay any associated charges and fees, any such permits, approvals and licenses are itemized in this paragraph:

2.2 If any permits, approvals and licenses itemized above have been obtained by the Owner and the fees have been paid, copies of those permits, approvals, licenses and corresponding fee receipts, are attached to this Section 00200 Information for Bidders.

Except for any permits, approvals, licenses and fees identified above, the Contractor shall be responsible for all permits, approvals, licenses and fees applicable to Work.

3. SEQUENCING REQUIREMENTS

Refer to the technical Specifications, including, but not limited to the General Requirements, for information, data and criteria on sequences of Work restraints, construction and maintenance of service to existing facilities, which, if provided, must govern the selection of Work sequences. Each Bidder must be responsible for any conclusions or interpretations the Bidder makes related to the selection of sequences and Means and Methods, based on the technical data made available, and/or those additional investigations or studies made or obtained by that Bidder.

4. SUBSURFACE CONDITIONS

In preparing the bidding documents, the PSC used the reports of explorations and tests of subsurface conditions itemized immediately below. If those reports are listed and not attached to this Section, they are available for purchase ($_____ per copy) from the Professional.

4.1 Information or data contained in those reports that may be properly considered Authorized Technical Data concerning subsurface conditions include (NOTE: All other information or data excluded from the list below represent Non-Technical Information or Data, interpretations or opinions):

4.2 In preparing the bidding documents, the PSC has not used the following reports of explorations and tests of subsurface conditions itemized immediately below. Those reports are available at the office of the Professional for review or purchase. Neither the Owner nor Professional warrants that this list identifies all existing relevant documents.

5. OTHER PHYSICAL CONDITIONS

5.1 The Drawings and technical Specifications and those drawings itemized immediately below contain information or data that have been used in the preparation of the Bidding Documents, and that may be properly considered Authorized Technical Data concerning physical conditions of existing surface and subsurface facilities. If those drawings and specifications are listed and not attached to this Section, they are available for purchase ($_____ per copy) from the Professional.

5.2 The reference documents itemized immediately below have not been used in the preparation of the Bidding Documents, and are available for review or purchase. Information and data contained in those reference documents, including, but not limited to dimensions, locations and conditions of existing surface and subsurface structures, roadways, piping, raceways, equipment, etc. may not accurately or reliably reflect actual conditions. Neither the Owner nor Professional warrants that this list identifies all existing relevant documents.

END OF SECTION 00200

SECTION 00700 GENERAL CONDITIONS

1. **Interpretations:** Any requests for clarifications or interpretations of the Contract Documents must be in writing to the Professional, who will issue written clarifications or interpretations as appropriate. If the Contractor believes that such clarification or interpretation justifies an adjustment to the Contract Price/Time, the Contractor must promptly notify the Professional in writing before proceeding with the Work Involved.

1.1 **Standards**: The Contract Documents describe the entire Work. The provisions of the Contract Documents must govern over any standard specifications, manual or code of any technical society, organization or association but, if lower than the standards set by any Law applicable to the Work or the Project, the higher standards must govern. The Contractor's responsibilities extend to cover Subcontractors and Suppliers if liable as a result of their actions or obligations.

1.2 **Contract Time Computation**: The time to complete the Work must be made in Calendar Days and must include both the first and last day. The first day is established by the Notice-to-Proceed.

1.3 **Technical Specifications and Priority:** The following applies whenever priority is called for in Contract Documents: specifications must govern Drawings; figured dimensions must govern scaled dimensions; detail drawings must govern general drawings; Drawings must govern Submittals.

1.4 **Indemnification:** The Contractor is required to defend, indemnify and hold harmless the Owner and the Professional, their employees, agents, servants, and representatives from and against all claims, suits, demands, actions of whatever type and nature and all judgments, costs, losses and damages, whether direct, indirect or consequential including, but not limited to, charges of architects, engineers, attorneys and others and all court, hearing and any other dispute resolution costs arising from:

(a) any patent or copyright infringement by the Contractor;
(b) any damage to the premises or adjacent lands, areas, properties, facilities, rights-of-way and easements, including loss of use to the business and property of others as a result of Contractor's operations;
(c) any bodily injury, sickness, disease or death, or injury to or destruction of property, including loss of use due to or related to the Work and caused in whole or in part by the Contractor or Subcontractor or Supplier's negligence, omissions or failure to maintain the required insurance and coverage and;
(d) a failure by the Contractor to appropriately handle Hazardous Materials for the Work or the Contractor's operations in compliance with the Owner requirements and/or applicable Laws and regulations.

The indemnification obligations are not affected by the limitation on the amount and types of damages, compensation or benefits payable by or for the Contractor or Subcontractor or Supplier under worker's or workman's compensation acts, disability benefit acts or other employee benefit acts.

1.5 **Contract Documents Ownership:** The State is the owner of the Contract Documents. The Contractor, Subcontractor or Supplier must not reuse any of the documents on any other Project without prior consent of the State and Professional. The Professional will furnish on behalf of the Owner at no cost to the Contractor, up to ten copies of Drawings and Project Specifications.

2. GENERAL PROVISIONS

2.1 **Owner:** the Project Director and/or Owner Field Representative will represent the Owner. Neither the Project Director nor the Owner Field Representative has the authority to interpret the requirements of the Contract Documents or to authorize any changes in the Work or any adjustment in Contract Price/Time. The State will provide the necessary easements for permanent structure and permanent changes in existing lands, areas, properties and facilities. However, the Contractor must obtain, at no increase in Contract Price/Time, permits for any other lands, areas, properties, facilities, rights-of-way and easements required by the Contractor for temporary facilities, storage, disposal of soil or waste material or any other purpose. The Contractor must submit copies of the permits and written agreements to the Owner. The Contractor must engage a registered land surveyor to establish the necessary reference points and/or base lines for construction and must be responsible for protecting them including benchmarks and Project elevations.

2.2 **Professional:** Acting as the Owner's representative during the Contract Time period, the Professional will endeavor to guard the Owner from Defective work and to keep the Owner informed of the progress of the Work. Unless delegated by specific written notice from the Owner, the Professional and the Professional's representatives do not have the authority to authorize any changes in the Work or any adjustment in Contract Price/Time. The On-site Inspections by the Owner Field Representative and/or the Professional do not relieve the Contractor from its obligation to provide the Work in accordance with the Contract Documents or represent acceptance of Defective Work.

2.3 **Contractor:** The Contractor must manage, supervise, and direct the Work competently, applying the management, supervision, skills, expertise, scheduling, coordination and attention necessary to provide the Work in accordance with the Contract Documents with a minimum disturbance to or interference to the business operations on site or adjacent properties. The Contractor must assign and maintain a competent full-time **superintendent** on the Work, as its representative, at all times while Work is being done on site and must not be replaced without the Owner's consent. The Contractor shall enforce good order among its employees and shall not employ on the work any disorderly, intemperate, or unfit persons, or not skilled in the work assigned to them. The Contractor is solely responsible for his Means and Methods, safety precautions and programs related to safety, the Contractor's failure to execute the Work in accordance with the Contract Documents and any act of omissions by the Contractor, Subcontractor or Supplier. The Contractor must **compare Contract Documents for conflicts**, unworkable or unsafe specified Means and Methods and verify against manufacturer's recommendations for installations and handling and must notify the Professional in writing of the discovery of any such conflicts or errors. The Contractor is required to furnish certifications that lines and grades for all concrete work were checked before and after placing concrete, and that final

grades are as required by the Contractor Documents. Wherever required, the Contractor must be responsible for all cutting, fitting, drilling, fixing-up, and patching of concrete, masonry, gypsum board, piping and other materials that may be necessary to make in-place Work and dependent Work fit together properly. The Contractor must restore to pre-existing conditions all walks, roadways, paved or landscaped areas and other real and personal property not designated for alteration by the Contract Documents. The Contractor must maintain at the site one copy of material safety data sheets (MSDS) and one copy of all **as-built/Record Documents** in good order and annotated in a neat and legible manner to show:

(a) all revisions made,
(b) dimensions noted during the furnishing and performance of the Work, and
(c) all deviations between the as-built installation and the Contract Documents, all approved Submittals and all clarifications and interpretations.

The Contractor must maintain and furnish promptly to the Owner and the Professional upon their request **daily field reports** recording the on-site labor force and equipment (Contractor and Subcontractors); materials/equipment received; visits by Suppliers; significant in-progress and completed trade Work within major areas; and other pertinent information. The Contractor is obligated to act to prevent threatened damage, death, injury or loss without any special instruction in **emergencies** and must give the Owner prompt written notice of any changes in Work resulting from the action taken for review and approval.

2.4 **Subcontractors and Suppliers:** The Owner assumes no contractual obligations to anyone other than the Contractor. All trade construction Drawings must be field coordinated before fabrication and/or installation. The Owner reserves the right to reject or revoke, for its convenience, any approved Subcontractor/Supplier. Work performed by any Subcontractor or Supplier must be through an appropriate written agreement that:
(a) expressly binds the Subcontractor/Supplier to the requirements of the Contract Documents,
(b) requires such Subcontractor or Supplier to assume toward the Contractor all the obligations that the Contractor assumes toward the Owner and the Professional, and
(c) contains the waiver of rights and dispute resolution provisions.

2.5 **Access to Payroll Records:** The Contractor and its Subcontractors must comply with the Prevailing Wage Rates for the county where the Project is located, and must maintain and keep, in accordance with generally accepted accounting principles, records pertaining to the bidding, award and performance of the Work, including, but not limited to certified payroll, employment records and all data used in estimating the Contractor's prices for the Bid, Change Order, proposal or claim. The Owner or its representative must have access to those records, must have the right to interview the Contractor's employees and must be provided with appropriate facilities for the purpose of inspection, audit/review and copying for five years after final payment, termination or date of final resolution of any dispute, litigation, audit exception or appeal. The payroll and other employment records of workers assigned to the site must contain the name and address of each worker, correct wage classification, rate of pay, daily and weekly number of hours worked, deduction made and actual wages paid. The Contractor must maintain records that show: (a) the anticipated costs or actual costs incurred in providing such benefits, (b) that commitment to provide such benefits is enforceable, and (c) that the plan or program is financially responsible and has been communicated in writing to the workers affected.

3. Bonds and Insurance:

3.1 Both the Performance Bond and Payment Bond must remain in effect from the date of Contract Award until final completion of the Work or the end of Correction Period, whichever comes later. The surety bonds required for a Construction Contract will not be accepted by FBSA unless the surety bonding company is listed in the current United States Government, Department of Treasury's, Listing of approved sureties (bonding/insurance companies), Department Circular 570. Copies of the current Circular listing may be obtained through the internet web site at http://www.fms.treas.gov/c570/c570.html.

Insurers must have an "A-" A.M. Best Company Rating and a Class VII or better financial size category as shown in the most current A.M. Best Company ratings. Insurance must be provided by insurers authorized by the Department of Insurance and Financial Services (DIFS) to do business as an insurer in Michigan. The insurance company and must attach evidence of the authorization. These certificates must specify the Project File No., Index No., Project Title, and a description of the Project. The Contractor agrees that insurance coverage afforded under the policies as such coverage relate to the State under this Contract as determined by the Contractor will not be modified or canceled without at least thirty calendar days prior written notice to the State. The latest A.M. Best's Key Ratings Guide and the A.M. Best's Company Reports (which include the A.M. Best's Ratings) are found at: http://www.ambest.com. The Contractor must not perform any part of the Work unless the Contractor has all the required insurance in full force and effect.

3.2 The Contractor is required to provide proof of the minimum levels of insurance coverage as indicated below. The purpose of this coverage must be to protect the State from claims which may arise out of or result from the Contractor's performance of services under the terms of this Contract, whether such services are performed by the Contractor, or by any subcontractor, or by anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable.

The Contractor waives all rights against the State for recovery of damages to the extent these damages are covered by the insurance policies the Contractor is required to maintain pursuant to this Contract. The Contractor also agrees to provide evidence that all applicable insurance policies contain a waiver of subrogation by the insurance company.

All insurance coverages provided relative to this Contract/Purchase Order is PRIMARY and NON-CONTRIBUTING to any comparable liability insurance (including self-insurances) carried by the State.

The Insurance must be written for not less than any minimum coverage herein specified or required by law, whichever is greater. All deductible amounts for any of the required policies are subject to approval by the State.

The State reserves the right to reject insurance written by an insurer the State deems unacceptable.

BEFORE THE CONTRACT IS SIGNED BY BOTH PARTIES OR BEFORE THE PURCHASE ORDER IS ISSUED BY THE STATE, THE CONTRACTOR MUST FURNISH TO THE DIRECTOR-FBSA CERTIFICATE(S) OF INSURANCE VERIFYING INSURANCE COVERAGE. THE CERTIFICATE MUST BE ON THE STANDARD "ACCORD" FORM. THE CONTRACT OR PURCHASE ORDER NUMBER MUST BE SHOWN ON THE CERTIFICATE OF INSURANCE TO ASSURE CORRECT FILING. All such Certificate(s) are to be prepared by the Insurance Provider and not by the Contractor. All such Certificate(s) must contain a provision indicating that coverages afforded under the policies WILL NOT BE CANCELLED, MATERIALLY CHANGED, OR NOT RENEWED without THIRTY days prior written notice, except for 10 days for non-payment of premium, having been given to the Director-FBSA Such NOTICE must include the CONTRACT NUMBER affected and be mailed to the Project Director.

The Contractor is required to provide the type and amount of insurance below:

(a) Commercial General Liability Insurance with a limit of not less than $1,000,000 each occurrence. If such CGL insurance contains a general aggregate limit, it must apply separately to this project.

The Contractor must list the State, its departments, divisions, agencies, offices, commissions, officers, employees and agents as ADDITIONAL INSUREDS on the Commercial General Liability policy.

(b) Vehicle Liability Insurance for bodily injury and property damage as required by law on any auto including owned, hired and non-owed vehicles used in the Contractor's business.

The Contractor must list the State, its departments, divisions, agencies, offices, commissions, officers, employers and agents as ADDITIONAL INSUREDS on the vehicle liability policy.

(c) Worker's disability compensation, disability benefit or other similar employee benefit act with minimum statutory limits.

NOTE:

(i) If coverage is provided by a State fund or if Contractor has qualified as a self-insurer, separate certification must be furnished that coverage is in the state fund or that Contractor has approval to be a self-insurer;
(ii) Any citing of a policy of insurance must include a listing of the States where that policy's coverage is applicable; and
(iii) This provision must not be applicable where prohibited or limited by Michigan law.

(d) Employer's Liability Insurance with the following minimum limits:

$1,000,000 each accident
$1,000,000 each employee by disease
$1,000,000 aggregate disease

(e) Pollution Liability Insurance in the amounts of not less than $1,000,000 per occurrence is required.

3.3 **Liability Insurance:** Liability insurance must be endorsed to list as additional insureds the Professional's consultants and agents. Worker's Compensation, Employer's Liability Insurance and all other liability insurance policies must be endorsed to include a waiver of rights to recover from the Owner, Professional and the other additional insureds. The Contractor's liability insurance must remain in effect through the Correction Period and through any special correction periods. For any employee of the Contractor who is resident of and hired in Michigan, the Contractor must have insurance for benefits payable under Michigan's Worker's Compensation Law. For any other employee protected by Worker's Compensation Laws of any other state, the Contractor must have insurance or participate in a mandatory state fund, where applicable, to cover the benefits payable to any such employee. These requirements must not be construed to limit the liability of the Contractor or its insurers. The Owner does not represent that the specified coverage or limits of insurance are sufficient to protect the Contractor's interests or liabilities.

3.4 **Builder's Risk Insurance:** Unless indicated otherwise on the Bid Summary, the Owner will purchase and maintain property insurance for 100% of actual cash replacement value of the insurable Work while in the course of construction, including foundations, additions, attachments, and all fixtures, machinery and equipment belonging to and constituting a permanent part of the building structures. The property insurance also will cover temporary structures, materials and supplies to be used in completing the Work, only while on the building site premises or within five hundred feet of the site. The property insurance insures the interests of the Owner, Contractor and all Subcontractors and Suppliers at any tier as their interest may appear. The property insurance insures against "all risk" of physical loss or damage to the extent usually provided in policy forms of insurers authorized to transact this insurance in Michigan, but will be subject to a deductible of $10,000 for each loss occurrence. A copy of the master insurance policy will be kept at FBSA, for review by the Contractor and Subcontractors. The Contractor must cooperate with the Owner in determining the actual cash replacement value of any insured loss. Any deductible amount must be paid by the Contractor. The Owner may purchase and maintain for its benefit boiler and machinery insurance.

3.5 The Owner and Contractor intend that the required policies of property insurance must protect all the parties insured and provide primary coverage for all losses and damages caused by the perils covered. Accordingly, to the extent that the insurance company pays claims, the Owner and the Contractor and its Subcontractors/Suppliers waive all rights against each other for any such losses and damages and also waive all such rights against the Professional and all other persons named as insureds or additional insureds.

4. Prosecutions; Substantial Completion:

4.1 The Contractor must not start the Work at the site before the first day established by the Notice to Proceed and/or before all insurance is in effect. A pre-construction conference will be held with the Contractor to review its Progress Schedule, qualifications of its key personnel, its proposed access to the site, traffic and parking, procedures for submittal, change orders, etc., and to exchange emergency contact information. The Contractor must use its accepted Progress Schedule when making proposals or claims for adjustment in Contract Time/Price.

4.2 Except in an Emergency, all Work at the site must take place during normal working hours; 6:00 AM to 6:00 PM, during Business Days and in accordance with the special working conditions for the Agency. If the Contract Documents allow work outside the normal hours, the Contractor must provide a written notice to the Owner twenty-four hours before performing such Work and must reimburse the Owner any related increase in the costs incurred by the Owner such as overtime charges of the Professional and payments for custodial and security personnel.

4.3 If, upon inspection and completing all pre-requisite testing of the Work, the Contractor considers that a portion of the work or all of the Work is substantially completed, it must provide a list of items to be corrected or completed to the Owner and the Professional for joint inspection. Within ten Calendar Days of this joint inspection, the Professional will deliver to the Owner and Contractor a list of incomplete/Defective work or a Certificate of Substantial Completion with a Punch List. The certificate must:

(a) fix a reasonable date of Substantial Completion,
(b) fix a date for completion of the Punch List, and
(c) recommend the division of responsibilities between the Owner and Contractor for utilities, security, safety, insurance, maintenance, etc.

Upon issuing the Certificate of Substantial Completion, the Owner will pay for the completed Work subject to (a) withholding of two hundred percent of the value of any uncompleted Work, as determined by the Professional, and (b) any other deductions as the Professional may recommend or may withhold to cover Defective work, liquidated damages and the fair value of any other items entitling the Owner to a withholding. Prerequisites for Substantial Completion, over and above the extent of Work completion required, include (a) receipt by the **Owner** of operating and maintenance documentation, (b) all systems have been successfully tested and demonstrated by the **Contractor** for their intended use, and (c) the **Owner** having received all required certifications and/or occupancy approvals from the State and those Political Subdivisions having jurisdiction over the Work. Receipt of all certifications and/or occupancy approvals from those Political Subdivisions with jurisdiction in and of itself does not necessarily connote Substantial Completion. The Contractor must provide all related operating and maintenance (O&M) documentation to the Owner before training if training is required and not later than Substantial Completion otherwise. The Contractor must give the Owner the final O&M documentation (with revisions made after Substantial Completion) before the request for final payment.

4.4 The Owner may decide to use, at its sole option, any functioning portion of the Work and will inform the Contractor in writing of the decision. The portion of Work to be used must be jointly inspected to determine the extent of completion if it has not undergone the inspection for Substantial Completion. The Professional must prepare a list of items to be corrected/completed and the Owner will allow the Contractor reasonable access to correct/complete the listed items and finish other work.

5. Warranty; Tests, Inspections and Approvals; Corrections of Work:

5.1 **Warranty:** The Contractor must furnish the State with a written guarantee to remedy any defects due to faulty materials or labor which appear in the Work within one year from the date of final acceptance by the State. This warranty excludes defect or damage caused by (a) abuse, modification by others, insufficient or improper operation or maintenance, or (b) normal wear and tear under normal usage. Manufacturer warranties for materials and equipment received by the Contractor must be assigned and promptly delivered to the Owner at Substantial Completion. The warranties period starts from the date of the substantial completion and must be in full force and effect for the entire duration of the Correction Period.

Roof Warranty: For roofing systems, the following warranties are required as minimum:

(a) A two-year contractors warranty against any defects due to faulty materials or labor;
(b) A fifteen-year manufacturer's total system warranty; and
(c) A twenty-year membrane/shingles/tiles warranty.

5.2 **Tests, Inspections and Approvals:** The Owner will perform or retain a professional/agency to perform inspections, tests or approvals for those materials required to meet quality control standards specified in the Contract Documents. However, the Contractor must assume full responsibility for any testing, inspection or approval
(a) required to meet code requirements, as promulgated by code inspecting authorities;
(b) required by Law;
(c) indicated or required by the Contract Documents;
(d) required for the Professional's acceptance of a Supplier, materials or equipment or mix designs submitted for prior approval by the Contractor; or
(e) Defective work, including an appropriate portion of the Delay and costs occasioned by discovery of Defective work. The Contractor must (a) pay all related costs; (b) schedule related activities; and (c) secure and furnish to the Professional the required certificates of inspection, testing or approval. The Contractor must provide proper and safe access to the site for inspection, testing or approval. The Contractor must provide the Professional a timely notice whenever any Work is ready for inspection, testing or approval. If the Contractor covers any Work without proper approval by the Professional as required by the Contract Documents, the Contractor must, at its own expense, uncover, expose or otherwise make available, when requested by the Professional or Owner, for testing, inspection or approval of the covered Work.

5.3 **Correction of Work:** If any testing, inspection or approval reveals Defective Work and the Work is rejected by the Professional, the Contractor, at its sole expense, must promptly, as directed, correct or remove the Defective Work from the site and replace it with non-Defective Work within the Correction Period. The Contractor must bear responsibility for its proportionate share of the Delay and costs resulting from the correction and/or removal and replacement of Defective Work. If the Contractor, within reasonable and agreed upon time after receipt of written notice, (a) fails to correct Defective Work or remove and replace rejected Work, or (b) fails to correct or complete items on any Punch List, or (c) fails to perform Work in accordance with the Contract Documents, or (d) fails to comply with any other provision of the Contract Documents, the Owner, directly or through others, after seven Calendar Days from the date of the written notice to the Contractor, may correct and remedy the Defective Work. To the extent necessary to correct and remedy such Defective Work, the Owner must be allowed to exclude the Contractor from all or part of the site; take possession of all or part of the Work and stop related operations of the Contractor; take possession of the Contractor's tools, plant and office and construction equipment at the site; and incorporate into the Work materials and equipment for which the Owner has paid the Contractor. The Contractor must allow the Owner and the Professional easy access to the site to correct such Defective Work. The Owner must be entitled to an appropriate decrease in Contract Price for all claims, costs, losses, damages and Delay incurred or sustained by the Owner which are attributable to the Contractor. Such costs may include, but not limited to, costs of correction or removal and replacement of Defective Work, costs of repair and replacement of other work destroyed or damaged by the action and related charges of the Professional. If the discovery of the Defective Work takes place after final payment and the Contractor fails to correct and pay the Owner any of these costs, the Owner must demand due performance under the Performance Bond. Until the period of limitation provided by Michigan Law, the Contractor must promptly, and upon receipt of written notice from the Owner, correct Defective Work. In the event of an Emergency or unacceptable risk of loss or damage or if appropriate under the circumstances, the Owner, directly or through others under contract with the Owner, may correct or remove and replace the Defective Work. The specified correction of Work requirements have no limitation on the rights of the Owner to have Defective Work corrected or removed and replaced, if rejected, except as otherwise provided by the Michigan Law.

5.4 **Special Correction Period Requirements:** Whenever the Owner undertakes any portion of the Work because the Contractor's act or omission Delays completion of the Work or it is eligible for Partial Use, the warranties for all materials and equipment incorporated into that portion of the Work must remain in full force and effect between the start of such Partial Use and the date when the Correction Period starts. The Correction Period for any Defective Work that is corrected or rejected and replaced within the last three months of the Correction Period must be extended by an additional six months, starting on the date such Work was made non-Defective.

5.5 **Special Maintenance Requirements:** If the Contract Documents specify that the entire Work, or a portion of the Work, upon reaching Substantial Completion, must not be placed in use by the Owner, the Contractor must maintain the Work, or specified part of the Work, in good order and proper working condition and must take all other actions necessary for its protection between the certified date of Substantial Completion and the date when the Work, or designated part of the Work, is placed in

use. If no separate price for such special maintenance period was requested and made part of the Contract Documents, the Owner will amend the Contract Documents to appropriately increase the Contract Price.

6. Changes:

6.1 **Changes in the Work:** The Owner may, at any time, without notice to sureties, make any changes bilaterally or unilaterally, by a written Change Order, in the Work within the general scope of the Contract, including but not limited to changes in the Specifications, materials, or Contract Time. In a bilateral change order, the Owner may direct the Professional to prepare a Bulletin describing the change being considered. Upon receiving the Bulletin, the Contractor establishes the cost and returns it to the Professional for review within 15 calendar days. The Contractor's proposal must be irrevocable for 60 Calendar Days after it is submitted to the Professional. If the Professional recommends acceptance of the Bulletin and the Owner agrees with the changes, the Owner issues a written bilateral Contract Change Order to amend the Contract Documents. However, the Owner may issue a unilateral Change Order if the Owner and Contractor are unable to agree on the adjustment in Contract Price or Time. If the Contractor disagrees with such unilateral Contract Change Order, the Contractor must complete the Work and may deliver notice of a claim in accordance with the claim submittal process.

6.2 Differing Site Condition: The Owner does not warrant that any technical data, including the Project reference points, provided by the Owner is necessarily sufficient and complete for the purpose of selecting Means and Methods, initiating, maintaining and supervising safety precautions and programs or discharging any other obligation assumed by the Contractor under the Contract Documents. If different or unknown site conditions are discovered, the Contractor must notify the Owner in writing before the conditions are disturbed or before proceeding with the affected Work. Upon review, if the Owner decides to agree with the differing site conditions, with the Professional's advice, the Owner may issue a written Contract Change Order to amend the Contract Price or Time through the Bulletin authorization process. If the Owner decides to disagree with the Contractor and the Contractor disagrees with the Owner's decision, the Contractor must complete the Work and may deliver notice of a claim in accordance with the claim submittal process. No proposal or claim by the Contractor due to differing site conditions will be allowed (a) if the Contractor knew of their existence before submitting its Bid or if those conditions could have been discovered by any reasonable examinations for which the Contractor, as Bidder, was made responsible under the Bidding Requirements and/or (b) unless the Contractor's notice is provided on a timely basis and gives the Owner adequate opportunity to investigate the asserted differing site conditions.

6.3 Responsibilities for Underground Utilities: The Contractor must comply with the 1974 PA 53, as amended, MCL 460.701 et seq., and all other Laws concerning Underground Utilities. Before performing site Work, all Underground Utilities, lines and cables (public and private) must be located and marked. The Contractor must notify MISS DIG to locate and mark utilities on properties that are not State properties. In addition, the Contractor must be responsible for immediately notifying the Owner of any contact with or damage to Underground Utilities, and for the safety, protection of and repairing any damage done to any Work, surface and subsurface facilities. If the Contractor encounters Underground Utilities that inaccurately located by the Contract Documents or not previously located/marked, which could not be reasonably have been seen, the Owner may issue a written Contract Change Order to amend the Contract Price or Time through the Bulletin authorization process.

6.4 Hazardous Material Conditions: If the Contractor encounters material reasonably believed to be Hazardous Material, which was not described in the Drawings and/or Specifications and was not generated or brought to the site by the Contractor, the Contractor shall immediately stop all affected work, give written notice to the Owner of the conditions encountered, and take appropriate health and safety precautions in accordance with all federal, State and local laws. Upon receipt of the notice, the Owner will investigate the conditions and (a) may stop the Work and terminate the affected Work or the Contract for convenience; (b) may contract others to have the Hazardous Material removed or rendered harmless or; (c) issue a written Contract Change Order to amend the Contract Price/Time through the Bulletin authorization process. If the Hazardous Material is brought to site by the Contractor or as a result in whole or in part from any of its violation of any Law covering the use, handling, storage, disposal of, processing, transport and transfer or from any other act or omission within its control, the Contractor is responsible for the Delay and costs to clean up the site, remove and render harmless the Hazardous Material to the satisfaction of the Owner, State and all Political Subdivisions with jurisdiction.

6.5 Incidents with Archaeological Features: The Contractor must immediately notify the Owner in writing of any Archeological Feature deposits encountered at the site and must protect the deposits in a satisfactory manner. If the Contractor encounters such features, which result in an anticipated change to the Contract Price/Time, the Owner may issue a written Contract Change Order through the Bulletin authorization process.

6.6 Unit Price Work: Quantities as listed have been carefully estimated but are not guaranteed. The Owner reserves the right to increase or decrease the quantities of the Work to be performed at the Unit Price by amounts up to 20 percent of the listed estimated quantities. For Unit Price Work, the Contractor must promptly inform the Professional in writing if actual quantities differ from the estimated quantities for any item. For quantities over 120% or below 80% of the estimated quantity, the Owner may negotiate a Unit Price with the Contractor, or direct a unilateral change, or bid that Work under separate contract. Any adjusted Unit Price agreed upon by the Owner will only apply to the actual quantities above 120% or below 80% of the estimated quantity. No adjustment due to quantity variations must be allowed (a) unless the Contractor met the notice requirements, or (b) if any Unit Price increase results in whole or in part from any act or omission within the control of the Contractor (errors in the Contractor's Bid, unbalanced Unit Prices, etc.). If a dispute arise between the Owner and the

Contractor on the adjusted Unit Price, the Contractor must carry on the Work with due diligence during the disputes/disagreements.

6.7 Cash Allowances; Provisionary Allowances: The Contractor must obtain the Professional's and Project Director's written acceptance before providing materials, equipment, or other items covered by Cash Allowance. Work authorized under any Provisionary Allowance may consist of (a) changes required by actual conditions, as determined by the **Professional**, and (b) any other Work authorized and completed under the pertinent provisions of the Contract Documents.

6.8 Changes in Contract Price:

6.8.1 The Contractor's proposals or claims for Work Involved must detail all affected items of Work, whether increased, revised, added or deleted, and must be fully documented and itemized as to (a) individual adds and deducts in Work quantities and labor man-hours; (b) corresponding itemized cost of Work Involved; (c) materials and equipment cost including transportation, storage and suppliers' field services; and (d) Fee.

6.8.2 For Contractor's proposals or claims for adjustments in Contract Price arising from Delays, the Contractor's estimates must be as comprehensive and detailed as may be appropriate to support the proposal or claim. Examples of related information include labor manpower levels, production data and Progress Schedule revision.

6.8.3 If the Contract Documents use lump sum or Unit Prices for the Work Involved, those prices must be used in estimating the price change. Otherwise, the Owner may direct the Contractor to proceed (a) on a negotiated lump sum; or (b) on an actual cost basis with or without a guaranteed maximum; or (c) through a unilateral Change Order on a lump sum basis or a not-to-exceed basis, based on the Professional's estimate of the anticipated Cost of the Work Involved and a fee. Items making-up the Cost of the Work Involved must be allowable to the extent (a) consistent with those prevailing in the Project locality, (b) necessary, reasonable and clearly allocable to the Work Involved, and (c) limited to labor costs, subcontract costs, material and equipment costs, construction equipment costs and general conditions costs.

6.8.4 In estimating any additional cost by the Contractor or its Subcontractor, the rates for the craft labor man-hour used in estimating changes in Contract Price must not exceed the rates in Means Cost Data (Means) or other cost guide acceptable to the Owner. If the rates exceed the acceptable cost guides, the Contractor must provide proper justifications acceptable to the Professional and the Owner. The payroll costs may be used to quote a Bulletin. However, the payroll costs must include wages, labor burdens and a factor for field supplies and purchase costs (less market values if not consumed) of tools not owned by the workers. Labor burdens must be certified by an authorized financial representative of the Contractor and may include social security, unemployment, taxes, workers' compensation, health and retirement benefits, vacation and holiday pay. The factor for field supplies and tools (individually valued at less than $1,000.00) must not exceed 4% of the wages without burdens, unless detailed data, which supports higher costs, is provided. Rates for owned, rented or leased construction equipment must be in accordance with the contract price rates. Otherwise, the appropriate hourly, daily, weekly or monthly rates listed in Means must be used. However, if the total rental or lease cost of an item to the Project exceeds the reasonable purchase price of the rented or leased item, the Owner reserves the right to pay only the purchase price of the item and take title to the item. Operating cost must not exceed the hourly operating rate in Means and for multiple shifts, rates must not exceed the shift work adjustments recommended in the cost guide.

6.8.5 The cost of any Work Involved may include necessary general conditions costs to the extent those costs increase or decrease on account of, or are directly attributable to, the performance of the furnishing and/or performance of the additional Work Involved, or are required due to an extension in Contract Times or Delays. Such costs may include payroll costs of personnel, temporary facilities at the site, liability insurance and bond premiums, Subcontractors, royalty payments and fees for permits and licenses and taxes on the Work Involved.

6.8.6 A contractor or subcontractor who performs the Work may charge a fee of up to 15% of the cost of Work involved for overhead and profit. Contractor may charge a mark-up fee of up to 5% of its Subcontractor's cost excluding fees if the Work is performed by the Subcontractor. If Work is to be performed by lower tier subcontractor(s), intermediate subcontractors must share a fee of up to 5% of the lowest tier subcontractor's cost excluding fees. The total mark-up fees for the Work must not exceed 25% of the lowest tier subcontractor's cost excluding fees. If the adjustment to the Contract Price incorporates a contractor reservation of rights to claim additional adjustments, the fees must be reduced by one-third. Contractor's administrative costs and home office overhead must be non-reimbursable expenses covered by the Fee for the Work.

6.9 Changes in Contract Time:

6.9.1 If a justified extension beyond the Contract Time is not reasonably anticipatable under the circumstances, the Owner may approve an extension to the Contract Time through the Bulletin authorization process at no additional cost to the Owner. Examples of events that may justify an extension in the Contract Time include acts of God; acts of the public enemy; fires; floods; and strikes.

6.9.2 If, at any time during the life of this Contract, the Contractor finds that for reasons beyond its control, it will be impossible to complete the Work on or before the Contract completion date, a written request for a change to the Contract extending the

time of completion must be submitted. Such a request must set forth in precise detail the reasons believed to justify an extension and must be in such format as the State may require.

6.9.3 When submitting a quotation for a Contract change authorization for extra work or change in plans, the Contractor must include as part of the quotation, a statement requesting any extra time necessary to complete the related Work. Lack of such a statement will serve as notification that the extra time will not be required to complete the Contract work and will waive the right to a later claim. The Owner will not pay additional compensation to the Contractor for performing Contract Work during any extension period granted.

6.9.4 If the Progress Schedule and the funding allow for an early completion date, the Contractor may submit to the Owner for approval, a request to shorten the Contract Time. If approved by the Owner, the new Contract Time applies to the Project and liquidated damages, if any, will be assessed for any delays after the new completion date.

6.10 Price Reduction for Defective Cost or Pricing Data: Whenever the Contractor signs a proposal for a change in the Contract or claim settlement, the Contractor will be deemed to have certified on behalf of itself, Subcontractors and Suppliers, to its best knowledge and belief that the proposal and its contents (a) were made in good faith and are consistent with the facts and the provisions of the Contract; and (b) are current, complete and accurate. If the Contract Price/Time is increased by any Change Order, claim or dispute settlement because the Contractor, Subcontractor or Supplier, at any tier, represented or furnished cost or pricing data of any kind that were false, contained math errors or were incomplete, the Contract Price must be correspondingly reduced by Change Order. If there is a good cause to doubt the Contractor's compliance with the Defective cost and pricing data requirements, the Owner must be entitled to make an appropriate withholding from any payment otherwise owed to the Contractor.

7. Payments

7.1 **Schedule of Values:** The Schedule of Values must be approved by the Professional and accepted by the Owner and must divide the Work into pay items for significant Sections and areas, facilities or structures, with subtotals for first tier Subcontractors. If required in Division 1, the accepted Schedule of Values must be supported by a more detailed breakdown allocating the pay items to the Progress Schedule Activities. It must tabulate labor costs, Subcontract costs and material and equipment costs. Labor costs must include appropriate sums for construction equipment costs, general conditions costs, administrative costs and profit, unless separate pay items are itemized for those costs. The Schedule of Values must include two percent of the Contract Price for each of the following close-out pay items: (a) fire safety inspection, certificate of occupancy and other code approvals, as specified in the Contract Documents, (b) manufacturer warranties, finalized operating and maintenance documentation, Owner training documentation, and test and balance reports, and (c) finalized as-built/Record Documents.

7.2 **Requests for Payment:** Not more than once every thirty Calendar Days, the Contractor may submit to the Professional a Request for Payment on the Owner's form signed by the Contractor certifying Work completed and enclosing all supporting documentation. A draft copy of the payment request may be submitted to the Owner Field Representative for review and comments. For projects under $50,000, the Contractor may not submit more than two requests in addition to the final payment request. Each Request for Payment must certify that all monies owed by the Contractor to Subcontractors and Suppliers for which payment previously has been sought has been paid from payments received. No Request for Payment must include amounts for a Subcontractor or Supplier if the Contractor does not intend to use the payments requested, when received, to reduce the Contractor's outstanding obligations on the Work. The Owner will pay the Contractor within thirty Calendar Days after the Owner receives and approves a certified Request for Payment from the Professional. The Contractor will provide a certification in writing that the payment request submittal is true and accurate. If payment is requested based on materials and equipment stored at the site or at another location agreed to in writing, the Request for Payment also must be accompanied by (a) consent of surety, (b) a bill of sale, invoice or other documentation warranting that the Owner has received the materials and equipment free and clear of all liens, and (c) evidence that the materials and equipment are covered by appropriate property insurance and other arrangements to protect them and the Owner's interests. The Contractor warrants and guarantees that title to all Work, materials and equipment covered by any Request for Payment, whether incorporated in the Work or not, will pass to the Owner free and clear of all liens no later than at the time of payment by the Owner to the Contractor.

7.3 **Review of Request for Payment; Intent of Review:** Within ten Calendar Days after receipt of a Request for Payment, the Professional must certify to the Owner the amount the Professional determines to be due, or must return the Request for Payment to the Contractor indicating the reasons for withholding certification. The Professional's certification of any Request for Payment constitutes a representation to the Owner that the Work has progressed to the point indicated; that to the best of the Professional's knowledge, information and belief, the quality of the Work is in accordance with the Contract Documents; and that the Contractor is entitled to payment in the amount certified. In the case of final payment, the Professional's certification of final payment and recommendation that the Work is acceptable must be a further representation that conditions governing final payment to the Contractor have been met.

7.4 **Refusal to Make or to Recommend Payment:** The Owner may withhold from any payment an amount based on the (a) Professional's refusal to recommend payment or (b) Owner's estimate of the fair value of items included in the payment request. The Owner will give the Contractor reasonably prompt written notice supporting such action. The Professional may

refuse to recommend any part of any payment, or because of subsequently discovered evidence, inspections or tests or the value of the Punch List, nullify all or any portion of any payment previously recommended, as the Professional may consider necessary to protect the Owner from loss because:

(a) the Work is Defective or completed Work has been damaged requiring correction or replacement,
(b) the Contract Price has been reduced by Change Order,
(c) it has been necessary that the Owner correct Defective Work or complete Work,
(d) reasonable evidence exists that all or a part of the Work will not be completed within the corresponding Contract Time,
(e) the Contractor failed to comply with any material requirements of the Contract, including, but not limited to the failure to submit Progress Schedule Submittals or as-built/Record Documents when due,
(f) stored materials for which payment has been made or is sought has been determined by the Professional or the Owner Field Representative to be damaged or missing, or
(g) the Professional reasonably believes or knows of the occurrence of an event justifying termination for cause.

7.5 **Request for Final Inspection:** The Contractor must complete the Substantial Completion Punch List within the Contract Time and date. The Contractor must assemble all required documentation before requesting final inspection in writing. The Contractor may request final inspection of the entire Work, or the part of the Work for which final payment is specified in the Contract Documents. Upon this written notice, and if deemed appropriate by the professional, the Professional will make a final completion inspection with the Owner and Contractor and notify the Contractor of all incomplete or Defective Work revealed by the Final Inspection. The Contractor must immediately correct and complete the Work.

7.6 **Close-out Documents:** The Contractor must prepare and submit the following documentation before requesting final inspection or final payment: final operating and maintenance documentation (with revisions made after Substantial Completion), warranties, inspection certificates, as-built/Record Documents, release of payment claim forms, and all other required documents.

7.7 **Request for Final Payment:** The Contractor may request final payment after correcting or completing the Work to the satisfaction of the Professional and delivering close-out documentation (7.6). The Contractor's request for final payment must also enclose:

(a) evidence of completed operations insurance and an affidavit certifying that the insurance coverage will not be canceled, materially changed, or renewal refused,
(b) an affidavit certifying that the surety agrees that final payment does not relieve the surety of any of its obligations under the Performance Bond and Payment Bond,
(c) a completed DTMB-0460 Form close out checklist,
(d) a list of all pending insurance claims rising out of or resulting from the Work being handled by the Contractor and/or its insurer
(e) Contractor's 'Guarantee and Statement' (DTMB-0437) containing a statement of guaranteed indebtedness acceptable to the Owner in the full amount of the Contract Price, or a release of payment claims in the form of a release of liens, or a Bond or other security acceptable to the Owner to indemnify the Owner against any payment claim.

7.8 **Final Payment and Acceptance:** If the Professional is satisfied that the entire Work, or the part of the Work for which final payment is specified in the Contract Documents, is complete and the Contractor's other obligations under the Contract Documents has been fulfilled, the Professional will furnish to the Owner and Contractor the Professional's certification of final payment and acceptance within thirty Calendar Days after receipt of the final payment request. If the Professional is not satisfied, the Professional will return the request to the Contractor indicating in writing the reasons for not certifying final payment. If the final payment request is returned, the Contractor must correct the deficiencies and re-request final payment. If the Owner concurs with the Professional's certification of final payment the Owner will, within thirty Calendar Days after receipt of the Professional's certification of final payment, pay the balance of the Contract Price subject to those provisions governing final payment specified in the Contract Documents. If the Owner does not concur with the Professional's determination, the Owner will return the request for final payment to the Contractor with written reasons for refusing final payment and acceptance.

7.9 **Contractor's Continuing Obligation:** The following does not constitute acceptance of the Work in the event the Work or any Work is not in accordance with the Contract Documents, and therefore does not release the Contractor from its obligation to perform and furnish the Work in accordance with the Contract Documents:

(a) a certification by the Professional of any Request for Payment or final payment;
(b) the issuance of a Substantial Completion certificate;
(c) any payment by the Owner to the Contractor;
(d) any Partial Use;
(e) any act of acceptance by the Owner or any failure to do so;
(f) any review and approval of a Shop Drawing, sample, test procedure or other Submittal;
(g) any review of a Progress Schedule;
(h) any On-Site Inspection;
(i) any inspection, test or approval;

(j) any issuance of a notice of acceptability by the Professional; or
(k) any correction of Defective Work or any completion of Work by the Owner.

7.10 **Waiver of Claims:** The making of final payment does not constitute a waiver by the Owner of any rights as to the Contractor's continuing obligations under the Contract Documents, nor will it constitute a waiver of any claims by the Owner against the Contractor still unsettled, or arising from unsettled payment claims, Defective Work appearing after final inspection or failure by the Contractor to comply with the Contract Documents or the terms of any special warranties provided by the Contract Documents or by Law. The acceptance of final payment will constitute a waiver of all claims by the Contractor against the Owner, other than those claims previously made in writing, on a timely basis.

8. Other Work: During the Contract Time, the Owner may self perform or Contract for other work at the site. By doing so, the Owner or its representative will coordinate the operations of the Contractor and the other work. Whenever the other work interfaces with the Contractor's Work on site, the Contractor must coordinate its activities with the interfacing work, inspect the other work and promptly report to the Professional in writing if the other work is unavailable or unsuitable. The Contractor's failure to do so will constitute an acceptance of such other work as fit and proper for integration with the Work except for latent or non-apparent defects and deficiencies in the other work. The Contractor must provide proper and safe access to the site for handling, unloading and storage of their materials and equipment and for the execution of the other work. The Contractor must do all cutting, fitting, patching and interfacing of the Work that may be required to make any part of the Work come together properly and integrate with other work. If the Contractor becomes party to a dispute or claim due to damages caused to its Work/property or other work/their property, the Contractor must promptly attempt, without involving the Owner or the Professional or their agents, to settle with the other party by agreement or otherwise resolve the claim. If the Owner determines that the other work resulted in a delay to the Work to be performed by the Contractor and such delay justifies a Change Order, the Owner will authorize the necessary adjustment in Contract Price and/or Time.

9. Stop Work Orders and Suspension of Work: The Owner may order the Contractor in writing to defer, stop, suspend or interrupt all or part of the Work, in the event any of the following situations:

(a) any Work is Defective,
(b) any Work, when completed, will not conform to the Contract Documents,
(c) any materials or equipment are unsuitable,
(d) any workers are insufficiently skilled,
(e) failure of the Contractor to implement appropriate measures for the SESC, or
(f) as the Owner may determine appropriate for its convenience. The Contractor is responsible for the Delays and any additional costs if at fault. Any justified increase in Contract Price/Time due to suspension of Work must be submitted within thirty Calendar Days of knowing the extent of Delays and before submitting the final payment.

10. Termination:

10.1 **Termination for Breach**: The Owner may elect to terminate all or any part of the Work if:

(a) the Contractor fails to complete the Work, or a specified part of the Work, within the corresponding Contract Time; fails or refuses to supply sufficient management, supervision, workers, materials or equipment; or otherwise fails to prosecute the Work, or any specified part of the Work, with the diligence required to comply with the Contract Time(s);
(b) the Contractor persistently disregards the authority of the Professional or violates or disregards a provision of the Contract Documents or the Laws of any Political Subdivision with jurisdiction;
(c) the Contractor admits in writing, or the Owner otherwise establishes, the Contractor's inability or refusal to pay the Contractor's debts generally as they become due;
(d) in response to the Owner's demand, the Contractor fails to provide adequate, written assurance that the Contractor has the financial resources necessary to complete the Work within the Contract Time;
(e) the Contractor fails to comply with the Michigan Residency requirements (1984 PA 431, as amended, MCL 18.1241a); or is found to be in violation of Section 4 of 1980 PA 278 concerning unfair labor practices, or any nondiscrimination requirements imposed by Law;
(f) at any time, the Contractor, Subcontractor or Supplier is in violation of unfair labor practices prohibited by Section 8 of Chapter 327 of the National Labor Relations Act, 29 U.S.C. 158; or
(g) the Contractor violates or breaches any material provision of the Contract Documents, which provides contractually for cause termination or rescission of the Contract or of the Contractor's right to complete the Work.

Within seven Calendar Days after the Contractor receives a notice requiring assurance of due performance for any of the above occurring non-conformances, the Contractor must meet with the Owner and present the Contractor's plan to correct the problems. If the Owner determines that the Contractor's plan provides adequate assurance of correction, that determination does not waive the Owner's right to subsequently default the Contractor or affect any rights or remedies of the Owner against the Contractor and/or surety then existing or that may accrue in the future. The Owner, after giving the Contractor and surety seven Calendar Days' written notice of intent to default, may declare the Contractor in default and terminate the services of the Contractor for cause. Unless otherwise agreed between the Owner and Contractor, at the expiration of the Seven-Calendar Day (intent to default) period, the Contractor must immediately stop all Work and proceed in accordance with the Owner's instructions. Following the expiration of the Seven-Calendar Day (intent to default) notice, the Contractor will be

sent a default letter – notice of termination for cause. The Owner will issue a Contract Change Order to revise the name of the contract party to the name of the surety company. The surety company must undertake to perform and complete the Work, in accordance with the Contract Documents, in place of the Contractor, either through the surety's agents or by executing agreements with qualified contractors (excluding the Contractor and any of the Contractor's affiliates), or both.

The Owner may issue a fifteen-Calendar Day notice of intent to default the surety company if they fail to execute in a timely manner the completion of the Contract Work. Without an adequate plan of correction, the Owner may issue a notice of termination for cause letter to the surety. If a termination of the contract with the surety occurs, the Owner reserves the right to complete the Work.

If the Owner has terminated the Contractor, any such termination will not affect any rights or remedies of the Owner against the Contractor or surety, or both, then existing or that may accrue after termination. All provisions of the Contract Documents that, by their nature, survive final acceptance of the Work must remain in full force and effect after a termination for cause of the Contractor or default of the surety, or both. The Owner may, in its sole discretion, permit the Contractor to continue to perform Work when the Contractor is in default or has been defaulted. Such decision by the Owner in no way operates as a waiver of any of the Owner's rights under the Contract Documents or Performance Bond, nor in the event of a subsequent default, entitle the Contractor or surety to continue to perform or prosecute the Work to completion.

10.2 **Termination on Non-Bonded Project**: For non-bonded projects, the Owner will follow the termination protocol in Paragraph 10.1 without involving a surety.

10.3 **Termination for Convenience of the Owner**: Upon fifteen Calendar Days' written notice to the Contractor and surety, or sooner if reasonable under the circumstances, the Owner may, without cause and without prejudice to any other right or remedy it may have, elect to terminate any part of the Work, or the Contract in whole or in part, as the Owner may deem appropriate for its convenience. Upon receipt of any such termination notice, the Contractor must immediately proceed in accordance with any specific instructions, protect and maintain the Work, and make reasonable and diligent efforts to mitigate costs associated with the termination. In such termination, the Contractor must be paid in accordance with the terms of this Contract for only services rendered before the effective date of termination. Upon termination for convenience, the Contractor must be released from any obligation to provide further services and the Owner must have full power and authority to take possession of the Work, assume any agreements with Subcontractors and Suppliers that the Owner selects, and prosecute the Work to completion by Contract or as the Owner may deem expedient.

10.4 Termination for Lack of Funding: If expected or actual funding is withdrawn, reduced or limited in any way before the completion date set forth in this Contract or in any amendment, the State may, upon written notice to the Contractor, terminate this Contract in whole or in part in accordance with Paragraph 10.3.

11. Disputes: All claims, counterclaims, disputes and other matters in question between the Owner and Contractor arising out of or relating to the Contract Documents must be submitted in writing to the Professional and otherwise processed and resolved as provided in this Article. The Contractor must carry on the Work with due diligence during all disputes or disagreements. Work must not be delayed or postponed pending resolution of any disputes or disagreements. The Contractor must exercise reasonable precautions, efforts and measures to avoid situations that would cause delay.

11.1 **Notice of Claim**: Except for Owner claims for liquidated damages, no claim is valid unless it is based upon written notice delivered by the claimant to the other party promptly, but in no event later than thirty Calendar Days after the Professional's or Project Director's determination giving rise to the claim. The notice must state the nature of the dispute, the amount involved, if any, and the remedy sought. The claim submittal with all supporting data must be delivered within sixty Calendar Days after the determination giving rise to the claim (unless the Professional allows an extension). The responsibility to substantiate claims rests with the claimant. A claim by the Contractor must be submitted to the Professional and Project Director for a recommendation or decision from the Professional. A claim by the Owner must be submitted to the Contractor and the Professional for a written recommendation or decision by the Professional. The Owner reserves the right to audit any Contractor claim (or claim package) that the Contractor values at more than $50,000.00. Pending final resolution of any claim under this Article, the Contractor must proceed diligently with the Work and comply with any decision of the Owner and/or Professional. For all Contractor claims seeking an increase in Contract Price or Contract Time, the Contractor must submit an affidavit, certifying that the amount claimed accurately reflects any Delay and all costs that the Contractor is entitled from the occurrence of the claimed event and that supporting cost and pricing data are current, accurate, complete and represent the Contractor's best knowledge and belief. The affidavit must be signed in the same manner as required in Item 6 of Section 00100.

11.2 **Recommendations or Decisions from the Professional:** For claims under $100,000.00, if requested in writing by the Contractor, the Professional will render a recommendation or decision within thirty Calendar Days after the request and the Owner will issue, if necessary, a determination within thirty Calendar Days after the Professional's recommendation or decision. For claims exceeding $100,000.00, the Professional will issue its recommendation or decision and the Owner, if necessary, will issue its determination, within sixty Calendar Days.

If the Professional denies a Contractor claim or agrees with an Owner claim, that decision must be final and binding on the Contractor, without any determination by the Owner, unless the Contractor files a request for a presentation with the Director-

FBSA within thirty Calendar Days. To the extent that any recommendation from the Professional is partly or wholly adverse to a claim from the Owner, that determination must be final and binding on both the Owner and Contractor unless either party files a request for a presentation with the Director-FBSA within thirty Calendar Days. If the Professional recommends payment of any Contractor claim which increases the Contract Price, that recommendation is subject to the Owner's written approval. In the event any such determination from the Owner is partly or wholly adverse to the preceding recommendation from the Professional, that determination must be final and binding on the Contractor unless the Contractor files suit in the Michigan Court of Claims within thirty Calendar Days after receipt of such determination. The claim is waived if not made in accordance with these requirements.

If either the Contractor or Owner is not satisfied with any decision of the Professional on a claim, that party must, within thirty Calendar Days of receiving that decision, file a written appeal with complete supporting documentation with the Director-FBSA.. The Director-FBSA has discretion concerning the allowability of evidence submitted, and is not bound to any rules of evidence. If the right to a presentation is waived or if a presentation is conducted and the dispute remains unresolved, the Director-FBSA, at the Director-FBSA's sole option, must specify in which forum the dispute must be conducted by issuing a written determination to the Contractor that the dispute if the Contractor so elects, be submitted in writing to the Michigan Court of Claims. The Director-FBSA's determination on the dispute is final and binding on the Contractor unless the Contractor files a lawful action in the Michigan Court of Claims within thirty Calendar Days after receiving the Director-FBSA's determination. After settlement or final adjudication of any claim, if payment by the Contractor is not made to the Owner, the Owner may offset the appropriate amounts against (a) payments due to the Contractor under any other Contract between the Owner and the Contractor, or (b) any amounts for which the Owner may be obligated to the Contractor in any capacity. The Director-FBSA may designate someone to fulfill the Director-FBSA's duties under these terms and conditions.

END OF SECTION 00700

SECTION 00750 SPECIAL WORKING CONDITIONS

1. The Work is for the Department of Management, Technology & Budget and their special working conditions are included in Appendix II. Contractor must comply with all security regulations. Access to and egress from the buildings and State Agency grounds must be via routes specifically designated by the State Agency. Whenever the Contractor has caused an operating security or fire system to go out of service, or left unsecured openings in existing facilities or security fences, the Contractor must furnish a security guard or fire watch acceptable to the Owner to maintain security of the facility outside of normal working hours and will be held responsible for any losses from the facility.

2. The Contractor must maintain at all times dust control measures to the satisfaction of the Owner.

3. Hours of building operations: Monday through Friday 8:00 am to 5:00 pm. Contractor is not required to work nights or weekends, but may obtain approval if they require.

END OF SECTION 00750

SECTION 00800 SUPPLEMENTARY CONDITIONS

1. The following conditions must supplement the general conditions:

   (a) The contractor and sub-contractors shall meet the following experience qualifications and provide references regarding the installations at the time of bidding:
      (1) The general contractor shall have a minimum of (5) five years work experience of project similar in scope and cost, without complaint.
      (2) The installing roofing contractor shall have a minimum of (5) years installation experience with successful warranted watertight installations of similar system specified.
      (3) The installing mechanical contractor shall have minimum of (3) three water cooled chiller system installations (with or without ice storage) with similar size and scope, all of which have operated successfully for a minimum of (5) five years.
      (4) The installing solar array system contractor shall have a minimum of (3) three completed installations of 15kw solar system or larger, all of which have operated successfully for a minimum of (3) three years.
   (b) On-site parking is not available.
   (c) Security clearance and documentation of background checks are required as detailed in the DTMB Facilities and Business Services Administration Security Clearance Request Contractor Instructions, Appendix II Special Working Conditions.
   (d) No on-site storage is available other than the immediate construction area.
   (e) The freight elevator capacity is 4,500 lbs.

END OF SECTION 00800

SECTION 00850 WAGE DETERMINATION SCHEDULE

The Contractor and all Subcontractors must comply with all Laws pertaining to occupational classifications and to the following requirements:

1. The rates of wages and fringe benefits to be paid to each class of construction mechanics must not be less than the wage and fringe benefit rates issued by the Michigan Department of Licensing and Regulatory Affairs (DLARA), Wage and Hour Division in its schedule of occupational classification and wage and fringe benefit for the locality in which the Work is to be performed. These prevailing wage rates are included in Appendix IV.

2. The Contractor must keep posted on the construction site, in a conspicuous place, a copy of all prevailing wage and fringe benefit rates as prescribed in the Contract and the address and telephone number of the DLARA's, Wage and Hour Division office responsible for enforcing these provisions, and must keep an accurate record showing the name and classification of each Person performing Work on the site, the dates on which Work was performed, the hours each Person worked on the site and the actual hourly wage and benefits paid to each Person. This record must be notarized by a Notary Public and must be available to DTMB-FBSA and DLARA for an audit or inspection, at any time, upon their request. In addition, as per section 6.10 of this Document, the Contractor must have available to DTMB and DLARA, certified payroll of those working on the project.

3. If any trade is omitted from the schedule of wages and fringe benefit rates included in Appendix IV, the trades omitted must also be paid not less than the wage and fringe benefit rates prevailing in the locality in which the Work is to be performed.

4. The Contractor must keep posted on the construction site, in a conspicuous place, notice that construction mechanics, as the intended beneficiaries of 1965 PA 166, as amended, who have not been paid in accordance with the Act may file a claim with the LARA.

A finding by the DLARA that the Contractor or any Subcontractor is in violation of these requirements is final.

END OF SECTION 00850

SECTION 00900 ADDENDA

1. Each Bid submittal must include acknowledgement of receipt and review of all Addenda issued during the Bidding period.

END OF SECTION 00900

DIVISION 01

GENERAL REQUIREMENTS

SECTION 01010 SUMMARY OF WORK

1. **General**

1.1 General information covering the "Scope of Work" is specified on the Invitation to Bid.

1.2 The Agency will provide the following Work:

(a) State Salvage: The State reserves the right to salvage certain items and equipment and those salvaged items will be identified to the Bidder at the time of their inspection of the proposed Work. The State will remove salvaged items before commencement of the Work.

(b) Moving Furnishings and Equipment: The Contractor must give timely notice to the State Agency representative identified in the pre-construction meeting of all furnishings, window covering and movable equipment that will interfere with the Work or which the Contractor cannot protect with coverings of paper, plastic, drop cloths or clean tarpaulin. The Contractor must furnish, install, maintain and remove all coverings used to protect furnishings, window coverings and movable equipment.

END OF SECTION 01010

SECTION 01020 ALLOWANCES

1. **Allowances**

1.1 **Cash Allowances: N/A**

(a) Bidders must include in their Base Proposal Sum an allowance of $_____ to cover _____ specified in Section. The base bid shall include bonds and insurance on the value of the allowance.
(b) Monies in the allowance will be used only if directed in writing by the Project Director and Professional.
(c) Payments under a Cash Allowance must be on actual cost and exclude cost for supervision, handling, unloading, storage, installation, testing, fee, premiums for bond and insurance, etc.
(c) Unused allowances will be deducted from the contract amount through contract change order.

1.2 **Provisional/Contingency Allowances:**

(a) Bidders must include in their Base Proposal Sum a contingency allowance of $45,000.00The base bid shall include bonds and insurance on the value of the allowance.
(b) Monies will be used in the contingency allowance only if directed in writing by the Project Director and Professional.
(c) Payments under a Provisionary Allowance will include not only the purchase/furnished cost of the materials and equipment involved, but also all related labor costs, subcontract costs, construction equipment costs, general conditions costs and Fee, provided they are calculated in accordance with the requirements of the contract documents.
(c) Unused allowances will be deducted from the contract amount through contract change order.

END OF SECTION 01020

SECTION 01025 MEASUREMENT AND PAYMENT

1. **Schedule of Values**: If required, before the construction start date, the Contractor must submit a Schedule of Values to the Professional for review and approval, of the various tasks that must be performed to complete all the Work. The schedule must show each task and the corresponding value of the task, including separate monies allocated for General Condition items and Project close-out. The aggregate total value for all tasks must be equal to the total Contract sum.

END OF SECTION 01025

SECTION 01030 ALTERNATES

1. **Use of Alternates**: Determination of the lowest three Bidders shall be on the basis of the sum of the Base Bid and any additive and deductive Alternates the Owner accepts, in the order in which they are listed only. The Owner will accept an Alternate only if all other previously listed Alternates are also accepted, unless acceptance by the Owner of Alternates in a different order does not affect determination of the lowest three bidders in any way.

2. **Execution:** (a) Coordinate pertinent related Work and modify surrounding work as required to complete the Project for each alternate.

(b) Description of Alternates:

Alternate No. 1: State the amount to be deleted from the Base Proposal Sum to provide all labor and materials required to eliminate installation of all work related to the installation of the Ice Storage System including the structural support platform.

END OF SECTION 01030

SECTION 01040 COORDINATION

1. **Project Coordination:**

(a) Before beginning Work the Contractor must coordinate with the State Agency representative to implement the schedule for the Project. Once the Project is started, it must be carried to completion without delay.(b)Any building utility service interruptions or outages including security required by the Contractor in performing the Work must be prearranged with the staff of the State Agency and must occur only during those scheduled times.(c) The Contractor is not responsible for removing room furnishings unless is required by the Contract Documents.

2. **Cutting and Patching:**

(a) The Contractor must do all cutting, fitting or patching of the Work that may be required to make its several parts fit together properly or make new Work join with the existing structure. The Contractor must take proper precautions so as not to endanger any existing Work. The Contractor must not cut or alter existing structural members or foundations unless specifically required by the Contract Documents.
(b) Holes or openings cut in exterior walls and roofs for installation of materials or equipment must be waterproofed by appropriate, approved materials and methods.
(c) All adjacent finished surfaces that are damaged by the new Work must be patched with materials matching existing surfaces. Joints between patched and existing material must be straight, smooth and flush. Workers skilled in its installation must apply all patching material.

END OF SECTION 01040

SECTION 01050 FIELD ENGINEERING

1. When applicable, the Contractor must employ a surveyor who must establish and maintain all lines and levels required for laying out and constructing the Work. The Contractor agrees to assume all responsibility due to inaccuracy of any Work of the surveyor, and including incorrect bench marks, their loss or disturbance. Upon completion of the Project, the Contractor must submit two copies of site layout Drawings prepared for the Project and certified by the surveyor.

END OF SECTION 01050

SECTION 01060 REGULATORY REQUIREMENTS

1. **Laws:** The Contractor and its Subcontractors/Suppliers must comply with all Federal, State and local Laws applicable to the Work and site.

2. **Codes:** All Works must be provided in accordance with the State Construction Code Act, 1972 PA 230, as amended, MCL 125.1501 et seq., International Building and Residential Codes and all applicable Michigan construction codes and fire safety including but not limited to: Michigan Building Code, Michigan Residential Code, Michigan Uniform Energy Code, Michigan Electrical Code, Michigan Rehabilitation Code for Existing Buildings, Michigan Mechanical Code, Michigan Elevator Code and Michigan Plumbing Code. If the Contractor observes that any Contract Document conflicts with any Laws or the State Construction Code or any permits in any respect, the Contractor must promptly notify the Professional in writing. If the Contractor provides any Work knowing or having to reason to know of such conflict, the Contractor must be responsible for that performance.

3. **Permits:** All required construction permits must be secured and their fees including inspection costs must be paid by the Contractor. The time incurred by the Contractor in obtaining construction permits must constitute time required to complete the Work and does not justify any increases to the Contract Time or Price, except when revisions to the Drawings and/or Specifications required by the permitting authority cause the Delays. The Contractor must pay all charges of Public Utilities for connections to the Work, unless otherwise provided by Cash Allowances specific to those connections.

4. **Taxes:** The Contractor must pay all Michigan sales and use taxes and any other similar taxes covering the Work that are currently imposed by legislative enactment and as administered by the Michigan Department of Treasury, Revenue Division. If the Contractor is not required to pay or bear the burden or obtains a refund of any taxes deemed to have been included in the

Bid and Contract Price, the Contract Price must be reduced by a like amount and that amount, whether as a refund or otherwise, must ensure solely to the benefit of the State of Michigan.

5. **Safety and Protection:** The Contractor and its Subcontractors/Suppliers must comply with all applicable Federal, State and local Laws governing the safety and protection of persons or property, including, but not limited to the Michigan Occupational Safety and Health Act (MIOSHA), 1974 PA 154, as amended, MCL 408.1001 et seq., and all rules promulgated under the Act. The Contractor is responsible for all damages, injury or loss to the Work, materials, equipment, fines, penalties as a result of any violation of such Laws, except when it's due to the fault of the Drawings or Specifications or to the Act, error or omission of the Owner or Professional. The Contractor is solely responsible for initiating, maintaining and supervising all safety precautions and programs and such responsibility must continue until such time as the Professional is satisfied that the Work, or Work inspected, is completed and ready for final payment. In doing the Work and/or in the event of using explosives, the Contractor must take all necessary precautions for the safety of, and must erect and maintain all necessary safeguards and provide the necessary protection to prevent damage, injury or loss to: (a) all employees on the Work and other persons who may be affected by the Work, (b) all the Work and materials and equipment to be incorporated into the Work, whether stored on or off the site, and (c) other property at or adjacent to the site, including trees, shrubs, lawns, walks, pavements, roadways, structures, utilities and Underground Utilities not designated for removal, relocation or replacement. In the event of severe weather, the Contractor must inspect the Work and the site and take all reasonably necessary actions and precautions to protect the Work and ensure that public access and safety are maintained.

6. **Fire Hazard Conditions:**

(a). The fire hazard classification of finish materials where used in the specification must be in accordance with the current Michigan Building Code.

(b) Classification must be determined by tunnel test in accordance with National Fire Protection Association (NFPA-255), American Society for Testing Materials (ASTM E-84) or Underwriters' Laboratories, Inc. (UL-723).

7. **Flame/Smoke Resistance Standards**: The Contractor must provide carpeting complying with "Class B" requirements as set forth in Michigan Department of State Police State Fire Safety Board "Health Care Facilities Fire Safety Rules' R29.1243, Rule 243, when tested in accordance with the following procedures:

(a) Tunnel Test: Test for surface burning characteristics, with ratings for flame spread, fuel contribution, and/or smoke density; ASTM E 84, UL 723, or NFPA No. 255.
(b) Pill Test: Test for flammability; ASTM D 2859, or DOC FF-1-70.
(c) Floor Radiant Panel Test: Test for burning under varying radiant energy levels; ASTM E 648, with minimum average radiant flux ratings not less than 0.45 watts/sq. cm.
(d) Smoke Density Test: Test in radiant heat chamber, with and without flame, for density of smoke generated; ASTM E 662, or NFPA No. 258, also known as NBS Smoke Density Chamber Test.

8. **Michigan Right-To-Know Law:** The Contractor and its Subcontractors/Suppliers must comply with MIOSHA, Michigan Right-to-Know Law (Public Act 80 of 1986) and the rules promulgated under it. The Act places certain requirements on employers to develop a communication program designed to safeguard the handling of hazardous chemicals through labeling of chemical containers and development and availability of Material Safety Data Sheets (MSDS), and to provide training for employees who work with these chemicals and develop a written hazard communications program. The Act also provides for specific employee rights, including the right to be notified of the location of MSDS and to be notified at the site of new or revised MSDS within five Business Days after receipt and to request MSDS copies from their employers. The Contractor, employer or Subcontractor must post and update these notices at the site.

9. **Environmental Requirements:** The Contractor and its Subcontractors/Suppliers must comply with all applicable Federal, State and local environmental Laws, standards, orders or requirements including but not limited to the National Environmental Policy Act of 1969, as amended, Michigan Natural Resources and Environmental Protection Act, P.A. 451 of 1994, as amended, the Clean Air Act, as amended, the Clean Water Act, as amended, the Safe Drinking Water Act, as amended, Pollution Prevention Act, as amended, Resource Conservation and Recovery Act, as amended, National Historic Preservation Act, as amended and Energy Policy and Conservation Act and Energy Standards for Buildings Except Low-Rise Residential Buildings, ANSI/ASHRAE/IESNA Standard 90.1-1999.

10. **Nondiscrimination:** For all State Contracts for goods or services in amount of $5,000 or more, or for Contracts entered into with parties employing three or more employees; in connection with the performance of Work under this Contract, the Contractor and its Subcontractors and Suppliers must comply with the following requirements:

10.1 Not to discriminate against any employee or applicant for employment because of race, color, religion, national origin, age, sex, height, weight or marital status and take affirmative action to ensure that applicants are employed and the employees are not subject to such discrimination. Such action must include, but is not be limited to, the following: employment, upgrading, demotion or transfer; recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training.

10.2 To state in all solicitations or advertisements for employees that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, age, sex, height, weight or marital status.

10.3 To send, or have its collective bargaining representative send, each labor union or representative of workers with which there is a collective bargaining agreement or other contract or understanding, a notice advising the labor unions or workers' representative of the commitments under this provision.

10.4 To comply with the Elliot-Larsen Civil Rights Act, 1976 PA 453, as amended , MCL 37.2201 et seq.; the Michigan Persons With Disability Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 et Seq.; and all published rules, regulations, directives, and orders of the Michigan Civil Rights Commission (MCRC) which may be in effect on or before the date of Bid opening.

10.5 The Contractor must furnish and file compliance reports within the times, and using the forms prescribed by the MCRC. Compliance report forms may also elicit information as to the practices, policies, programs, and employment statistics of the Contractor and Subcontractors. The Contractor must permit access to Records by the MCRC and its agent for purposes of ascertaining compliance with the Contract and with rules, regulations, and orders of the MCRC.

10.6 If, after a hearing held under its rules, the MCRC finds that the Contractor has not complied with the nondiscrimination requirements of the Contract Documents, MCRC may, as part of its order, certify its findings to the Administrative Board of the State of Michigan, which may order the cancellation of the Contract and/or declare the Contractor ineligible for future contracts with the State until the Contractor complies with the MCRC's order.

11. Michigan Residency for Employees: Fifty percent of the persons employed on the Work by the Contractor must have been residents of the State of Michigan for not less than one year before beginning employment on the Work. This residency requirement may be reduced or waived to the extent that Michigan residents are not available or to the extent necessary to comply with the federal funds used for the Project. This requirement does not apply to employers who are signatories to collective bargaining agreements that allow for the portability of employees on an interstate basis.

END OF SECTION 01060

SECTION 01090 REFERENCES

1. References will be made in an abbreviated alpha numeric form to specific standard specifications, reference publications and building codes of federal or state agencies, manufacturers, associations or trade organizations. Such references will be identified by the alphabetic abbreviation which identifies the government agency, the association or organization followed by the rule, section or detail number that are to form a part of these specifications, the same as if fully set forth herein, and must be of latest issued date in effect three months before the Bid opening date shown on the Proposal and Contract. The abbreviations used are referred to as follows:

Abbreviation	Agency, Association or Organization
ACI	American Concrete Institute
AISC	American Institute of Steel Construction, Inc.
AMCA	Air Moving and Conditioning Association
ANSI	American National Standards Institute, Inc.
ASHRAE	American Society of Heating, Refrigerating and Air Conditioning Engineers
ASME	American Society of Mechanical Engineers
ASSE	American Society of Sanitary Engineering
ASTM	American Society of Testing and Materials
AWS	American Welding Society
AWWA	American Water Works Association
BOCA	Building Officials and Code
CDA	Copper Development Assn., Inc.
CLFMI	Chain Link Fence Manufacturer's Institute
CISPI	Cast Iron Soil Pipe Institute
CRSI	Concrete Reinforcing Steel Institute
CS	Commercial Standard
F/M	Factory Mutual Research Corporation
FS	Federal Specifications
HEW	United States Department of Health Education and Welfare
MDOT	Michigan Department of Transportation
NFPA	National Fire Protection Association
NSF	National Sanitation Foundation Testing Laboratory, Inc
NSWMA	National Solid Waste Management Association
PCA	Portland Cement Association
PDI	Plumbing and Drainage Institute
SMACNA	Sheet Metal & Air Conditioning Contractors

UL	Underwriters Laboratories, Inc.
USBM	United States Bureau of Mines
USDC	United States Department of Commerce

END OF SECTION 01090

SECTION 01100 PROJECT PROCEDURES

1. **Signage and Safety:** The Contractor must post appropriate construction signs to advise the occupants and visitors of occupied facilities of the limits of construction work areas, hardhat areas, excavations, construction parking and staging areas, etc. Advertising signage by contractors, subcontractors, or suppliers is not allowed. The Contractor must maintain safe and adequate pedestrian and vehicular access to fire hydrants, commercial and industrial establishments, churches, schools, parking lots, hospitals, fire and police stations and like establishments. The Contractor must obtain written approval from the Owner ten Calendar Days before connecting to existing facilities or interrupting the services on site.

2. **Barrier and Enclosures**:

(a) The Contractor must furnish, install and maintain as long as necessary and remove when no longer required adequate barriers, warning signs or lights at all dangerous points throughout the Work for protection of property, workers and the public. The Contractor must hold the State of Michigan harmless from damage or claims arising out of any injury or damage that may be sustained by any person or persons as a result of the Work under the Contract.

(b). **Street Barricades**: The Contractor must erect and maintain all street barricades, signal lights and lane change markers during the periods that a traffic lane is closed for their operations. There must be full compliance with rules and ordinances respecting such street barricading and devices must be removed when hazard is no longer present.**4. Construction Aids:**

(1) The Contractor must furnish, install, and maintain as long as necessary and remove when no longer required, safe and adequate scaffolding, ladders, staging, platforms, chutes, railings, hoisting equipment, etc., as required for proper execution of the Work. All construction aids must conform to Federal, State, and local codes or Laws for protection of workers and the public.
(2) **Debris Chute**: The Contractor must use a chute to lower debris resulting from their Work. The chute must be the enclosed type with its discharge directly into the truck or approved container.
(3) **Pumping and Drainage**: The Contractor must provide all pumping necessary to keep excavations and trenches free from water the entire period of Work on the Contract. The Contractor must construct and maintain any necessary surface drainage systems on the Work site so as to prevent water entering existing structures or to flow onto public or private property adjacent to the Agency's land, except for existing drainage courses or into existing drainage systems. The Contractor must prevent erosion of soils and blockage of any existing drainage system.

END OF SECTION 01100

SECTION 01200 PROJECT MEETINGS

1. **Pre-Construction Conferences**: The Project Director will schedule a pre-construction conference to be attended by the Professional, State Agency staff, and the Contractors. A project procedure as outlined in Form DTMB-0460, will be established for the Work during the pre-construction meeting. When no organizational meeting is called, the Contractor, before beginning any Work, must meet with the staff of the Agency and arrange a Work schedule for the Project. Once the Project has been started, the Contractor must carry it to completion without delay.

2. **Progress Meetings**: The Professional will schedule progress meetings to be held on the job site whenever needed to supply information necessary to prevent job interruptions, to observe the Work or to inspect completed Work. The Contractor must be represented at each progress meeting by persons with full authority to act for the Contractor in regard to all portions of the Work.

END OF SECTION 01200

SECTION 01300 SUBMITTALS

1. **Shop Drawings, Samples and Technical Submittals**: .

1.1 Contractor's Review: Before each submission, the Contractor must:
(a) determine and verify all field measurements, quantities, dimensions, instructions for installation and handling of equipment and systems, installation requirements (including location, dimensions, access, fit, completeness, etc.), materials, color, catalog numbers and other similar data as to correctness and completeness, and
(b) have reviewed and coordinated that technical Submittal with other technical submittals and the requirements of the Contract Documents.

1.2 Notice of Variation: The Contractor must give the Professional specific written notice of any variation from the requirements of the Contract Documents.

1.3 Contractor's Approval: The Contractor shall not submit unapproved submittals. Each submittal shall be stamped/certified to indicate that the submittal satisfies the requirements of the Contract Documents before submission to the Professional.

1.4 Responsibility and Authority: Neither the Owner's authority to review any of the Submittals by the Contractor, nor the Owner's decision to raise or not to raise any objections about the Submittals, creates or imposes any duty or responsibility on the Owner to exercise any such authority or decision for the benefit of the Contractor/Subcontractor/Supplier, any surety to any of them or any other third party. The Contractor is not relieved of responsibility for errors or omissions in shop drawings, product data, samples, or similar submittals just because the Professional approved them.

1.5 Final As-Built/Record Documents and Submittals: The approved Submittals are a part of the final As-Built/Record Documents required for processing final payment to the Contractor.

1.6 Submissions: Contractor must submit to the Professional:

(a) an electronic file(s) of the drawing(s) and mylar or sepia together with the prints of all Shop Drawings;
(b) all required samples; and
(c) all other technical submittals (test, results, test and safety procedures, O&M manuals, etc.) that are required by the Contract Documents

1.7 Professional's Review and Return: Submittals will be returned to the Contractor within fifteen Calendar Days. The Contractor is responsible for any time Delay and any cost incurred by the Professional, Contractor or Subcontractors/Suppliers as a result of resubmissions and re-reviews of a particular Submittal. The Contractor shall revise and correct submittals returned for revision and resubmittal until approval by the Professional is achieved. Time consumed by resubmissions and reviews of a particular submittal

2. **Progress Schedule:** Upon request, the Contractor must submit **four (4)** copies of the Progress Schedule for the Professional and Owner review. The Progress Schedule Submittals are intended to show:

(a) the priority and sequencing by which the Contractor intends to execute the Work (or Work remaining) to comply with Contract Times, those sequences of Work indicated in or required by the Contract Documents;
(b) how the Contractor anticipates foreseeable events, site conditions and all other general, local and prevailing conditions that may in any manner affect cost, progress, schedule, performance and furnishing of the Work; and
(c) how the Means and Methods chosen by the Contractor translate into activities and sequencing; and
(d) the actual timing and sequencing of completed Work.

Contractor must resolve the issues arising from the review by the Professional and/or the Owner and submit Progress Schedule Revision. The review of the Progress Schedule by the Professional or the Owner does not create or impose on the Owner or the Professional any responsibility for the timing, planning, scheduling or execution of the Work or the correctness of any such Progress Schedule detail. The Contractor must update the schedule monthly. The correctness of Progress Schedule remains the sole responsibility of the Contractor.

Shop Drawings: The Contractor shall deliver shop drawings of products, materials, assemblies, or equipment to the Professional.

2. Samples: The Contractor must deliver all samples of material or equipment to the job site for examination by the State Agency and the Professional. Samples will be examined by the Professional for conformance with the design concept of the Project and for compliance with the information given in the Contract Documents. The Contractor must furnish all Work in accordance with approved samples. The following general classifications of material and equipment require submission of samples. Samples of other items may be requested by the Professional at any time.

Item of Work	Type of Sample	Section Number
Unit Masonry	Sample Units	04200
Stone	Sample Units	04400
RFA Board Insulation	Sample Units	07220
Fiberglass Shingles	Color Samples	07312
Gutters and Downspouts	Sample Units	07631
Ceramic Tile	Sample Panel	09310
Ceramic Mosaics	Sample Panel	09320
Quarry Tiles	Sample Units	09330
Terrazzo Bonded	Color Plates	09411
Plastic Matric Terrazzo	Color Plates	09440
Epoxy Terrazzo	Color Plates	09441
Acoustical Ceilings	Sample Units	09510
Resilient Flooring	Sample Units	09650
Carpeting	Sample Units	09680
Special Flooring	Sample Panels	09700
Seamless Quartz Flooring	Sample Panels	09721
Coating System	Color Samples	09872
Painting	Color Samples	09900

END OF SECTION 01300

SECTION 01400 QUALITY CONTROL

1. **Testing Laboratory Services**: All tests required by the Owner must fulfill ASTM, ANSI, Commercial and other Standards for testing. The Contractor must submit a minimum of three copies of each test report to the Professional for evaluation and subsequent distribution. The following general classifications of Work require submission of test reports and/or certificates of inspection. Additional submissions may be requested by the Professional at any time.

Item of Work	Test Type	Section Number
Steel Fabrications		055000

2. **Tests:**

   (a) Paid by Owner

3. **Concrete/Asphalt Materials**: Before placement of any concrete, the Contractor must submit for the Professional's approval complete data on the trial concrete mix formulation and a testing laboratory report for ASTM C94, twenty-eight-day standard cylinder test for compressive strength of a sample of the concrete mix. For asphalt paving, the Contractor must submit the data and testing reports for ASTM D946, AC-5. The mix must have 4.5 to 6 percent of asphalt cement by weight for binder course and 5 to 7 percent of asphalt cement by weight for surface course in accordance with Asphalt Institute Manual MS-4, MS-13 and the current Michigan Department of Transportation (MDOT) Standard Specifications for Construction.

   (a) The Contractor must furnish to the Professional tickets showing mix formulation, Contractor's name, Project name, mix identification for each load of concrete/asphalt delivered and installed. If the technical specifications allow added water to the concrete mix after leaving the batch plant, the delivery ticket must reflect the added water. The Owner Field Representative must receive a copy of each delivery ticket for transmittal to the Professional for evaluation.

   (b) The Professional may require the Contractor to core drill questionable cast-in-place concrete/asphalt for laboratory testing. Should the laboratory analysis indicate the concrete/asphalt fails to meet specification requirements, the Contractor must pay all costs for core drilling and testing in the laboratory and replace the concrete/asphalt found to fail meeting the specification requirements. Should the laboratory analysis confirm that the concrete/asphalt meets specification requirements, the Owner will pay the Contractor for their costs for core drilling, concrete/asphalt patching and the laboratory fee for testing of the concrete/asphalt core samples.

END OF SECTION 01400

SECTION 01500 CONSTRUCTION FACILITIES AND TEMPORARY CONTROLS

1. The Contractor must furnish and install all temporary facilities and controls required by the Work, must remove them from State property upon completion of the Work, and the grounds and existing facilities must be restored to their original condition.

2. If water or electricity is available in the area where Work will be performed, the Contractor will not be charged for reasonable use of these services for construction operation. The Contractor must pay costs for installation and removal of any temporary connections including necessary safety devices and controls. Use of services must not disrupt or interfere with operations of the State Agency.

3. **Temporary Sanitary Facilities**:

   (a) **State Toilets**: the State Agency will designate a permanent toilet facility on the premises for use by personnel employed in the Work. The Contractor must repair any damage to the toilet facility caused by their employees and maintain it in a clean and sanitary condition.

4. **Field Office**: The state Agency will designate an area to be utilized for a field office.

END OF SECTION 01500

SECTION 01600 MATERIAL AND EQUIPMENT

1. The Contractor must furnish and be responsible for all materials, equipment, facilities, tools, supplies and utilities necessary for completing the Work. All materials and equipment must be provided as described in the Contract Documents and of good quality, free of defect and new and must be applied, installed, connected, erected, used, cleaned and conditioned following the manufacturer's and Suppliers' instructions.

2. **Delivery, Storage, and Handling**: All materials and equipment delivered to and used in the Work must be suitably stored and protected from the elements. The areas used for storage must only be those approved by the State Agency. The Owner assumes no responsibility for stored material. The ownership and title to materials will not be vested in the Owner before materials are incorporated in the Work, unless payment is made by the Owner for stored materials and equipment. After delivery, before and after installation, the Contractor must protect materials and equipment against theft, injury or damage from all causes. For all materials and equipment, the Contractor must provide complete information on installation, operation and preventive maintenance.

   (a) The Contractor must cover and protect bulk materials while in storage which are subject to deterioration because of dampness, the weather or contamination. The Contractor must keep materials in their original sealed containers, unopened, with labels plainly indicating manufacturer's name, brand, type and grade of material and must immediately remove from the Work site containers which are broken, opened, watermarked and/or contain caked, lumpy or otherwise damaged materials.

   (b) The Contractor must keep equipment stored outdoors from contact with the ground, away from areas subject to flooding and covered with weatherproof plastic sheeting or tarpaulins.

   (a) The Contractor must certify that any materials stored off-site are:

      a) Stored on property owned or leased by the Contractor or owned by the agency.
      b) Insured against loss by fire, theft, flood or other hazards.
      c) Properly stored and protected against loss or damage.
      d) In compliance with the plans and specifications.
      e) Specifically allotted, identified, and reserved for the project.
      f) Itemized for tracking and payment.
      g) Subject to these conditions until the items are delivered to the project site.

END OF SECTION 01600

SECTION 01650 FACILITY START-UP

1. **Tests**: The complete installation consisting of the several parts of equipment and systems installed according to the requirements of the Contract Documents must be ready in all respects for use by the State Agency and must be subjected to a test at full operating conditions and pressures for normal conditions of use.

2. **Adjustments**: Contractor must adjust and replace the Work which is necessary to fulfill the requirements of the Contract Documents and to comply with the directions and recommendations of the manufacturer of the several parts of equipment, and to comply with all provisions of architectural and/or engineering drawings/specifications and all codes and regulations which may apply to the entire installation.

3. **Demonstration**: Contractor must provide an on-site demonstration and training of all systems operations to the Owner when it is substantially completed.

END OF SECTION 01650

SECTION 01700 CONTRACT CLOSE-OUT

1. **Substantial Completion**: The Contractor must notify the Professional, the Project Director and the Agency when the Work will be substantially complete. If the Professional, Owner, and Agency agree that the project is Substantially Complete, the Professional and Project Director will inspect the Work. The Professional, upon determining that the Work, or a portion of the Work inspected, is substantially complete, will prepare a Punch List and will attach it to the respective Certificate of Substantial Completion. The Contractor must be represented on the job site at the time this inspection is made and thereafter must complete all Work by the date set for final acceptance by the Owner.

2. **Cleaning**:

   (a) **Regular Cleaning**: The Contractor must remove all scrap or removed material, debris or rubbish from the Project work site at the end of each working day and more frequently whenever the Owner Field Representative deems such material to be a hazard. The Contractor cannot discard materials on the grounds of the State Agency without the express permission of the Project Director. No salvage or surplus material may be sold on the premises of the State Agency. No burning of debris or rubbish is allowed. Any recycled materials must be recycled and the Contractor will be required to provide recycling plan.

   (b) **Final Cleaning**: Before final acceptance by the State, the Contractor must clean all of the Work and existing surfaces, building elements and contents that were soiled by their operations and make repairs for any damage or blemish that was caused by the Work.

END OF SECTION 01700

SECTION 01800 MAINTENANCE

1. The Contractor is responsible for maintaining the following parts of Work in good order and proper working conditions and must take all necessary actions for their protection until they are placed for use by the Owner: (*** Professional to list the items***)

END OF SECTION 01800

APPENDIX I

GLOSSARY

GLOSSARY

Activity–An element in the Progress Schedule establishing a requisite step, or the time and resources required, for completing the part of the Work associated with that Activity.

Addenda–Written instruments that are used by the Owner and/or Professional to incorporate interpretations or clarifications, modifications and other information into the Bidding Documents. An Addendum issued after Bid opening to those Bidders who actually submitted a Bid, for the purpose of re-bidding the Work without re-advertising, is referred to as a **post-Bid** Addendum.

Agency- Any unit, section, division, department or other instrumentality of the State that benefits from the Work.

Alternate–Refers to work specified in the Bidding Documents for which the Bidder must bid a Bid Price.

Apparent Low Bidders: Those Bidders whose Base Bid, when added to those specific Alternates the Owner intends to accept, yields the three lowest sums of Bid and Alternates. Additional Bidders may be considered Apparent Low Bidders if their Bid, when added to those specific Alternates the Owner intends to accept, yields a sum within 10% of the lowest of the Apparent Low Bidder's sum. If a qualified disabled veteran meets the requirements of the contract solicitation and with the veteran's preference is the lowest Bidder it is considered the Apparent Low Bidder.

Archaeological Feature–Any prehistoric or historic deposit of archaeological value, as determined by a representative of a State agency that is duly authorized to evaluate such findings and render such judgments. An Archaeological Feature deposit may include, but is not limited to Indian habitations, ceremonial sites, abandoned settlements, treasure trove, artifacts or other objects with intrinsic archaeological value and that relate to the history and culture of the State of Michigan. The Archaeological Features are listed under Section 00800 Supplementary Conditions.

Authorized Technical Data–Information and data contained in a report of exploration and tests of subsurface conditions. Also, any physical data (dimension, location, conditions, etc.) contained in those Drawings of physical conditions of existing surface and subsurface facilities.

Best Value-The bids will be evaluated for best value based on price and qualitative components that may include but are not limited to technical design, technical approach, quality of proposed personnel, and management plans, per PA 430 of 2012.

Bid–Written offer by a Bidder for the Work, as specified, which designates the Bidder's Base Bid and Bid Prices for all Alternates. The term *Bid* includes a *re-bid*.

Bidder–The Person acting directly, or through an authorized representative, who submits a Bid directly to the **Owner**.

Bidding Documents–The proposed Contract Documents as advertised, and all Addenda issued before execution of the Contract.

Bid Price– The Bidder's price for a lump sum item of work, or the product of the Bidder's unit price for an item of Unit Price Work times the quantity given on the Bid Form for that item.

Bid Security–Security serving as a guarantee that the Bidder will conform to all conditions.

Bidding Requirements–The Advertisement, Instructions to Bidders, Supplementary Instructions, Information for Bidders, Bid Form, Bid Form Attachments and qualification submittals, as advertised and as modified by Addenda, and any other Section included within Division 0 of the Bidding Documents for the purpose of governing bidding and award of the Contract.

Board–The Administrative Board of the State of Michigan.

Bond– Security furnished by the **Contractor**, as required by the Contract Documents.

Business Day–Any Day except Saturdays, Sundays and holidays observed by the **Owner.**

Bulletin–A request used by the **Owner** to describe a change in the Work under consideration by the **Owner** and to request the **Contractor** to submit a proposal for the corresponding adjustment in Contract Price and/or Contract Time, if any.

Calendar Day–Every day shown on the calendar, Saturdays, Sundays and holidays included.

Cash Allowance–An **Owner**-specified sum included within the Contract Price to reimburse the **Contractor** for the actual purchase/furnished cost of materials and/or equipment or other designated items, as specifically provided in the Contract

Documents. Although the scope (e.g., the required quantity) of any Work covered by a Cash Allowance is sufficiently detailed in the Contract Documents for the purposes of bidding the required labor costs, Subcontract costs, construction equipment costs and general conditions costs and Fee, it is understood that the required materials, equipment or other designated items are of uncertain purchase cost at the time of Bid or are yet to be specified in more detail by the **Professional** as to quality, appearance, durability, finish and such other necessary features affecting purchase price.

Change Order–A written order issued and signed by the **Owner**, which amends the Contract Documents for changes in the Work or an adjustment in Contract Price and/or Contract Time, or both.

Contract Award–The official action of the **Board** or the **Director-FBSA** awarding the Contract to the **Contractor**.

Contract Documents–Written and graphic documents that form the legal agreement between the **Owner** and the **Contractor**, consisting of this document, completed Bid and Contract forms, terms and conditions of the contract, specifications, drawings, addenda, Notice of Award, Notice-to-Proceed and contract change orders.

Contract Price–The total compensation, including authorized adjustments, payable by the **Owner** to the **Contractor** (subject to provisions for Unit Price Work).

Contract Times–The Contract Times for the entire Work are the periods allowed, including authorized adjustments, for Substantial Completion and final completion of the Work. The Contract Times for a designated portion of the Work are the periods allowed for Substantial Completion and final completion of any such portion of the Work, as specified in the Contract Documents.

Contractor–Business enterprise with which the **Owner** has entered into the Contract.

Correction Period–Period during which the **Contractor** must, in accordance with the Contract Documents, (a) correct or, if rejected, remove and replace Defective Work, and (b) maintain warranties for materials and equipment in full force and effect.

Cost of the Work Involved–The sum of all costs that would be, or actually were, necessarily incurred by the **Contractor** in providing any Work Involved with the related change, less the costs that would be, or would have been, incurred by the **Contractor** to provide such Work without the related **change**.

Defective–As determined by the Professional, an adjective which when referring to or when applied to the term "Work" refers to (a) Work not conforming to the Contract Documents or not meeting the requirements of an inspection, test or approval, or (b) Work itemized in a Punch List which the **Contractor** fails to complete or correct within a reasonable time after issuance of the Punch List by the **Professional**.

Delay–Any act or omission or other event that in any manner adversely affects or alters the schedule, progress or completion of all or any part of the Work. Delay is a generic term intended to include deferral, stoppage, slow down, interruption and extended performance, and all related hindrance, rescheduling, disruption, interference, inefficiency and productivity and production losses.

Department (DTMB)–Department of Technology, Management and Budget of the State of Michigan.

Director is the Director of the **Department.**

Director-FBSA is the Director of **DTMB** Facilities and Business Services Administration.

Division–Each of the numbered, distinct parts (starting with Division 0) into which the Specifications are divided.

Drawings–Part of the Contract Documents showing the Work. Drawings must neither serve nor be used as Shop Drawings.

Emergency–A condition affecting the safety or protection of persons, or the Work, or property at or adjacent to the site.

Facilities and Business Services Administration (FBSA)-Entity in the **Department** responsible for design, construction, and operations and maintenance of facilities.

Fee for the Work Involved (Fee)–An established, percentage mark-up on the Cost of the Work Involved which is allowed to the **Contractor** for (a) reasonable administrative costs, and (b) negotiated, reasonable profit on the Cost of the Work Involved.

Hazardous Material–Asbestos containing materials (ACMs), Polychlorinated biphenyls (PCBs), petroleum products, such construction materials as paint thinners, solvents, gasoline, oil, etc., and any other like material the manufacture, use, treatment, storage, transportation or disposal of which is regulated by federal, State or local Laws governing the protection of public health, natural resources or the environment.

Invitation To Bid (ITB) -The solicitation document presenting the terms and conditions that will become part of the Contract when the Bid is accepted.

Law(s)–Means federal, State and local statutes, ordinances, orders, rules and/or regulations.

MCL–The Michigan Compiled Laws of the State of Michigan.

Means and Methods–Includes means, methods, techniques, sequences and/or procedures applicable to the Work.

Notice of Award–Written notice accepting the Bid to the lowest responsive, responsible Bidder and designating the Contract Price (and establishing the Alternates accepted by the **Owner**).

Notice-to-Proceed–Written notice issued by the Project Director directing the Contractor to commence the construction activities and establishing the start date of the Contract Time.

On-Site Inspection–The **Professional's** on-site examination of the **Contractor's** completed or in progress Work to determine and verify to the Project Director that the quantity and quality of all Work complies with the requirements of the Contract Documents.

Owner–The State of Michigan, with whom the **Contractor** has entered into the Contract and for whom the Work is to be provided.

Owner Field Representative–A State employee or consultant, acting under the direction of the Project Director, providing on-site, periodic observation and documentation of the Work for compliance with the Contract Documents.

Partial Use–Use by the **Owner** of a designated portion of the Work before accomplishing Substantial Completion of the entire Work. Partial Use does not mean Substantial Completion of the portion of the Work placed in use by the **Owner**.

Person–Individuals, partnerships, corporations, receivers, trustees, joint ventures or any other legal entity and any combinations of any of them.

Political Subdivision–Any county, city, village or other local unit of the State, including any agency, department or instrumentality of any such county, city, village or other local unit.

Post–Bid Submittal –A Qualification Submittal required of the Bidder selected under Section 00100 - 22 before Contract Award, and which is used by the Owner in the evaluation of the Bid of the selected Bidder.

Professional Services Contractor *(PSC or* ***Professional****)*–The individual or business entity who has the authority to practice the design disciplines required by the Contract Documents. An Agency with appropriate licensing may replace the PSC in their role if a consultant is not used.

Project–The total construction, which includes the Work and possibly other work completed by others, as indicated in the Contract Documents.

Project Director*-D*esignated State employee(s) (a) Responsible for directing and supervising the **Professional's** services during the period allowed for completion of the Work; and/or (b) Acting as representative for the **Owner** and for the enforcement of the Contract Documents, approving payment to the **Contractor** and coordinating the activities of the State, **Owner, Professional** and **Contractor.**

Project Schedule–Work Schedule that shows the **Contractor's** approach to planning, scheduling and execution of the Work and that accurately portrays completed Work as to sequencing and timing, as provided in the Contract Documents.

Project Specifications–The Contract Documents organized into Divisions. "Technical Specifications" means Divisions of the Specifications consisting of technical descriptions of materials, equipment, construction systems, standards and workmanship.

Provisionary Allowance–An amount included within the Contract Price to reimburse the **Contractor** for the cost to furnish and perform Work that is uncertain because, for example, it is indeterminate in scope and may not be shown or detailed in the Contract Documents.

Punch List–A list of minor items to be completed or corrected by the **Contractor,** any one of which do not materially impair the use of the Work for its intended purpose.

Qualified Disabled Veteran (QDV)-*QDV as defined by* Public Act 22 of 2010, MCL 18.1241.3 and supported by a DD214 Proof of Service and Discharge, a Veterans Administration rating decision letter, proof of disability (if the disability is not indicated on the DD214), and appropriate legal documents setting forth the 51% natural persons QDV ownership.

Record Documents–Drawings, Specifications, Addenda, Change Orders, Change Authorizations, Bulletins, inspection, test and approval reports, photographs, written clarifications and interpretations and all other documents recording, or annotated to show, all revisions and deviations between the as-built installation and the Contract Documents, all approved Submittals and all clarifications and interpretations.

Records–Books, reports, documents, electronic data, and other evidence relating to the bidding, award and furnishing and performance of the Work.

Recycled Material–Recycled paper products, structural materials made from recycled plastics, re-refined lubricating oils, reclaimed solvents, recycled asphalt and concrete, recycled glass products, re-treaded tires, ferrous metals containing recycled scrap metals and all other materials that contain (a) waste materials generated by a business or consumer, (b) materials that have served their intended purpose, and/or (c) materials that have been separated from solid waste for collection, recycling and disposition in the percentage determined by the State as provided by Law.

Request for Payment–The form provided by the **Owner** (Payment Request DTMB-0440) to be used by the **Contractor** in requesting payment for Work completed, which must enclose all supporting information required by the Contract Documents.

Schedule of Values–A schedule of pay items, which subdivides the Work into its various parts and which details, for each itemized part, cost and pricing information required for making payments for Work performed. The sum of all pay item costs in the Schedule of Values must equal the Contract Price for the Work.

Shop Drawings–Includes drawings, diagrams, illustrations, standard schedules, performance charts, instructions and other data prepared by or for the **Contractor** to illustrate some part of the Work, or by a Supplier and submitted by the **Contractor** to illustrate items of material or equipment.

Soil Erosion and Sedimentation Control–The planning, design and installation of appropriate Best Management Practices designed and engineered specifically to reduce or eliminate the off-site migration of soils via water runoff, wind, vehicle tracking, etc. Soil erosion and sedimentation control in the State of Michigan is regulated under The Natural Resources Environmental Protection Act; Soil Erosion and Sedimentation Control, 1994 PA 451, Part 91, as amended, MCL 324.9101 et seq. Soil erosion and sedimentation control associated with this Contract is monitored and enforced by the DTMB-FBSA.

State–The State of Michigan in its governmental capacity, including its departments, divisions, agencies, boards, offices, commissions, officers, employees and agents. Non-capitalized references to a state refer to a state other than the State of Michigan.

State Construction Code–The Michigan State Construction Code Act, 1972 PA 230, as amended, MCL 125.1501 et seq.

Subcontractor–A Person having an agreement with the Contractor to provide labor at the site and furnishing materials and/or equipment for incorporation into the Work.

Submittals–Includes technical Submittals, Progress Schedules and those other documents required for submission by the Contract Documents. The term "technical Submittal" includes Shop Drawings, brochures, samples, Operation and Maintenance (O&M) Manuals, test procedures and any other Submittal the Contract Documents require the **Contractor** to submit to demonstrate how the items covered, after installation or incorporation into the Work, will conform to the information given in the Contract Documents and be compatible with the design of the completed Work as a functioning whole as indicated in the Contract Documents.

Substantial Completion–The Work, or a portion of the Work designated in the Contract Documents as eligible for separate Substantial Completion, has been completed in accordance with the Contract Documents as determined by the PSC, to the extent that the **Owner** can use or occupy the entire Work, or the designated portion of the Work, for the use intended without any outstanding, concurrent Work at the site, except as may be required to complete or correct Punch List items.

Supplier–A manufacturer or fabricator, or a distributor, material man or vendor representing a manufacturer or fabricator, who has an agreement with the Contractor to furnish materials and/or equipment.

Underground Utilities–Pipelines, piping, conduit, duct, cables, wells, tanks, tunnels and appurtenances, or other similar facilities, installed underground to convey or support conveyance of potable water, sprinkler or irrigation water, fire protection systems, electricity, gases, steam, petroleum products, sewerage and drainage removal, telephone, communications, cable TV, traffic or control systems.

Unit Price Work–Work involving specified quantities (i.e., related Work quantities) which when performed is measured by the **Professional** and paid using the measured quantities and unit prices contained in the Contract Documents. Performance of Unit

Price Work for undefined quantities is contingent upon conditions encountered at the site, as determined and authorized by the **Professional**.

Unit Price Work, Specified–Work of specified and defined quantities (i.e., quantities are detailed in, and can be taken-off from, the Contract Documents) that when performed is measured by the **Professional** and paid based on the measured quantities and unit prices contained in the Contract Documents.

Work (as in *"the Work,"* "*the entire Work*")–The entire *completed Construction* required by the Contract Documents. The Work results from furnishing and performing all services, obligations, responsibilities, management, supervision, labor, materials, equipment, construction equipment, general conditions, permits, taxes, patent fees and royalties, testing, inspection and approval responsibilities, warranties, temporary facilities, small tools, field supplies, Bonds, insurance, mobilization, close-out, overhead and all connections, devices and incidental items of any kind or nature required and/or made necessary by the Contract Documents.

Work Involved, any Work Involved–Existing or prospective Work (a) reflected in any notice, proposal or claim, or (b) reflected in changes ordered or in process, or (c) affected by Delay.

APPENDIX II

SPECIAL WORKING CONDITIONS

DTMB Facilities and Business Services Administration
Security Clearance Request

Contractor Instructions

The purpose of this document is to establish security and supervision requirements for contract personnel requiring access to Department of Technology, Management and Budget (DTMB) facilities.

A DTMB Security Clearance form must be completed before an individual is granted access to a facility. Access approval will be in effect for one year from date of DTMB Facility Services approval or until estimated project completion date (whichever occurs first).

Contract personnel agree to adhere to all DTMB rules and regulations which in DTMB facilities. Access will only be granted for normal business hours. (Monday-Friday, 8:00 a.m.-5:00 p.m. except State holidays). DTMB Facilities and Business Services Administration, Facility Services section must clear any exception in advance.

Contract personnel will be required to submit the following to DTMB Facility Services Manager or Regional Manager before entering a DTMB facility:

Procedure for submitting form electronically (preferred and recommended)

1. Complete a *DTMB Security Clearance form* (using Microsoft Excel) and include the following:

   - Company name
   - Company Contact name and phone number
   - Complete name (**last name first**) and date of birth for all employees requiring access.

2. Email completed form to DTMB Facility Manager for an individual building or DTMB Regional Facility Manager for multiple building requests.

Procedure for submitted in person or mail delivery

1. Complete a *DTMB Security Clearance form* (using Microsoft Excel) and include the following:

   - Company name
   - Company Contact name and phone number
   - Complete name (**last name first**) and date of birth for all employees requiring access.

2. Return completed form to DTMB Facility Manager for an individual building or DTMB Regional Facility Manager for multiple building requests.

Note: This request must be received a minimum of 48 hours before enter a DTMB Facility.

DTMB Facility Access Criteria:

1. Present pictured ID.
2. Name must appear on the clearance list.
3. Sign-in and wear a dated visitor's pass *(must be visibly displayed at all times).*
4. Return visitor pass to security desk at days end.

Note: Individuals whose name does not appear on the clearance list are required to be signed in by a member of the DTMB Facility Services staff.

Failure to comply with the above procedure will result in the individual(s) being delayed and may be cause for denying access to DTMB facilities.

DEPARTMENT OF HUMAN SERVICES

The Work comprising this Project will be performed at a Department of Human Services (DHS) Facility and the Contractor must comply with the following special working rules:

1. Contractor must submit a list of names, driver's license numbers, birth dates, and additional information when requested, on all persons expected to be employed on the Project site. Such list must be submitted directly to the Superintendent's office or to the Owner Field Representative for approval before any person's appearance at the site for Work assignments.

2. Contractor will be allowed to work within or on State Agency confines from 7:00 a.m. to 6:00 p.m., Monday through Friday only. No Work must be performed outside these hours without written permission from the State Agency.

3. All employees of the Contractor may be subject to individual body search each time they enter the State Agency confines. Packages or containers of any kind may be opened for inspection. All employees of the Contractor will be required to have identification cards or badges furnished by the Contractor.

4. There must be no fraternization between the State residents and the Contractor's employees. Any attempt by any resident to engage in conversation or interfere in any way with a Contractor's employee must be reported immediately to State Agency staff.

5. No firearms, weapons, explosives, alcoholic beverages, drugs, or medicines may be brought into the confines of the Agency.

6. Any tools or material left within the confines of the State Agency overnight must be in locked cabinets, locked rooms of otherwise secured.

7. There will be no exchange, loaning or borrowing of tools, equipment or manpower between DHS personnel and the Contractor.

8. Sanitary facilities will be assigned by the State Agency for the use of the Contractor's employees and it must be the responsibility of the Contractor to keep said sanitary facilities in clean and neat condition.

9. Contractor must follow rules pertaining to foot and vehicle traffic as established by the State Agency. Contractor must observe all off-limit restricted areas beyond which no unauthorized personnel may trespass. The Contractor and his workmen may not leave the assigned Work areas.

10. Security staff may be assigned to the work areas. They may inspect and search areas under construction at any time, including the Contractor's equipment.

11. Keys to certain doors may be assigned to the Contractor. Such doors must be kept locked at all times.

12. The Superintendent of the State Agency reserves the right to revise these rules as required to meet the security needs of the Agency.

APPENDIX III

SPECIAL PROJECT PROCEDURES

DEMOLITION/REMODELING PROJECT PROCEDURES

Furnish all equipment, materials, labor and services necessary to complete all building demolition required in connection with the existing building, in order to permit the installation of new Work. The goal of the Owner is to generate the least amount of waste or debris possible. However, inevitable waste and debris that are generated shall be reused, salvaged, or recycled, and disposal in landfills shall be minimized to the extent economically feasible. The Contractor will be required to prepare waste management plan for the collection, handling, storage, transportation and disposal of the waste generated at the construction site for the Owner's review and approval. The Contractor will be required to produce waste management progress reports.

1. Locations: Notations are made in various places on the Drawings to call attention to building demolition which is required; however, these Drawings are not intended to show each and every item to be removed. The Contractor and the Subcontractors for the various trades must remove the materials related to their respective trades as required to permit the construction of the new Work as shown.

2. Permits: The Contractor must secure from the appropriate agencies all required permits necessary for proper execution of the work before starting work on the project site. All fees for securing the permits must be paid by the Contractor, including all inspection costs which may be legally assessed by the Bureau of Construction Codes in accordance with the authority granted under the Public Act 1980 PA 371, as amended.

3. Enclosures: Where it is necessary to make alterations to walls, floors or roof of the existing building, the Contractor must provide and maintain dustproof partitions to separate the parts where Work is being done from the adjoining parts occupied by the State Agency. Where any parts are opened and exposed to the elements, the Contractor must provide weather tight enclosures to fully protect the structure and its contents.

4. Waste Management Plan: The management plan must address waste source identification and separation, returns, reuse and salvage, recycling, landfill options, alternatives to landfilling, materials handling procedures and transportation.

5. Preparation: Protect all existing Work that is to remain and restore in an approved manner any such Work that becomes damaged.

   5.1 Rubbish and debris resulting from the Work must be removed immediately from the site by the Contractor. However, any recyclable materials must be recycled; the Contractor will be required to use alternatives to landfills for waste disposal such as reuse or recycle of asphalt, bricks, concrete, masonry, plastics, paint, glass, carpet, metals, wood, drywall, insulation and any other waste materials to the extent practical.

   5.2 Unless otherwise specified, the Agency will remove existing furniture, drapery tracks, draperies, window blinds, and other equipment items, which might interfere with the new construction.

6. Coordination: Demolition work, in connection with any new unit of Work, must not be commenced until all new materials required for completion of that new item of Work are at hand.

7. Waste Management Plan Progress Reports: Submit an updated report with the payment requests. The progress reports shall include:
   a. The amount of waste sent to a landfill, tipping fees paid and the total disposal cost. Include supporting documents such as manifests, weight tickets, receipts and/or invoices.
   b. Records for each material recycled/reused/salvaged from the project including the amount, date removed from the job site, final destination, transportation cost, recycled materials and the net cost/ savings.
   c. Breakdown of waste by type generated to date.
   d. Recycling/salvage/landfill rates.
   e. Percent of waste recycled/salvaged to date.

HAZARDOUS MATERIALS PROJECT PROCEDURES

1. The Contractor must use, handle, store, dispose of, process, transport and transfer any material considered a Hazardous Material in accordance with all Federal, State and local Laws. If the Contractor encounters material reasonably believed to be a Hazardous Material and which may present a substantial danger, the Contractor must immediately stop all affected work, give written notice to the Owner of the conditions encountered, and take appropriate health and safety precautions.

2. This project has been identified by the DTMB-FBSA as having a possibility of containing Hazardous Waste materials to be legally removed from the Project job site in order to complete the Work as described in the Proposal And Contract. If removal of friable asbestos material is required, the Contractor must contact the Air Quality Division, Department of Environmental Quality, at **(5I7) 284-6773**, for a permit and furnish all training, labor, materials, services, insurance, and equipment necessary to carry out the removal operations of all Hazardous Materials from the Project job site, as identified by the Scope of Work, or encountered on the Project job site, in accordance with State and Federal Hazardous Waste Codes. A Contract Change Order will be written to modify the existing Contract to pay for the additional cost.

3. Environmental Hazards (air, water, land and liquid industrial) are handled by the Waste and Hazardous Materials Division, Michigan Department of Environmental Quality (DEQ) in carrying out the requirements of the Federal Environmental Protection Agency (EPA). For general information and/or a copy of the latest regulations and publications call (517) 335-2690.

4. The Michigan Occupational Safety and Health Administration (MIOSHA) provides protection and regulations for the safety and health of workers. The Department of Licensing and Regulatory Affairs provides for the safety of workers. The Department of Community Health provides for the health of workers (517/373-3740) (TDD 517/373-3573).

   4.1 Contractor must post any applicable State and/or Federal government regulations at the job site in a prominent location.

   4.2 Contractor must be responsible for training their workers in safe work practices and in proper removal methods when coming in contact with hazardous chemicals.

5. Applicable Regulations:

   5.1 Natural Resources and Environmental Protection Act – PA 451 of 1994, as amended, including Part 111 – Hazardous Waste Management, Part 121 – Liquid Industrial Waste and Part 147 – PCB compounds.

   5.2 RCRA, 1976 - Resource Conservation and Recovery Act: This federal statute regulates generation, transportation, treatment, storage or disposal of hazardous wastes nationally.

   5.3 TSCA, 1979 – Toxic Substances Control Act: This statute regulates the generation, transportation, storage and disposal of industrial chemicals such as PCBs.

6. Definitions: Hazardous substances are ignitable, corrosive, reactive, and/or toxic, based on their chemical characteristics.

   6.1 Under Federal and Michigan Law, a Small Quantity Generator of hazardous waste provides from 220 to less than 2,000 lbs./month or never accumulates 2,200 lbs. or more.

   6.2 A Generator size provider of hazardous waste provides 2,200 lbs. or more/month or accumulates above 2,200 lbs.

7. Disposals: To use an off-site hazardous waste disposal facility, the Contractor must use the Uniform Hazardous Waste Manifest (shipping paper). Small quantities of hazardous waste may not be disposed of in sanitary landfills used for solid waste.

8. Federal, State and local Laws and regulations may apply to the storage, handling and disposal of Hazardous Materials and wastes at each State Agency. Contact the **Environmental Assistance Center** of the Michigan Department of Environmental Quality (MDEQ) at **1-800-662-9278**, Fax to: 517-241-0673 or e-mail to: DEQ-EAD-env-assist@michigan.gov for general MDEQ information including direct and referral assistance on air, water and wetlands permits; contaminated site clean-ups; underground storage tank removals and remediation; hazardous and solid waste disposal; pollution prevention and recycling; and compliance-related assistance. The Center provides businesses, municipalities, and the general public with a single point of access to MDEQ's environmental programs.

ASBESTOS ABATEMENT PROJECT PROCEDURES

Should this Work require the renovation or demolition of a building or structure initially constructed on or prior to 1980, the Contractor will use the attached copy of a Comprehensive Asbestos Building Survey for those portions of the building or structure being impacted and must plan his or her work to minimize disturbance of any known or assumed asbestos containing materials (ACM). In addition, if this building or structure was constructed on or prior to 1980, the Contractor's On-Site Superintendent and all Subcontractor On-Site Superintendents for trades that could potentially disturb known or assumed ACM, must, as a minimum, have and provide documentation of current Asbestos Awareness Training.

If the Comprehensive Asbestos Building Survey identifies known or assumed ACM that will potentially be disturbed as a part of the Contractor's renovation or demolition activities, the Contractor must remove, transport and dispose of these materials at no additional cost to the Owner and prior to any other work taking place within the immediate vicinity of said material. If required, the Contractor must provide the Owner a minimum of 10 working day notification prior to the start of any asbestos abatement activities with abatement in occupied buildings being completed even if they will be conducted during off hours (nights, weekends and state holidays).

If the Contractor encounters a suspected ACM that was not previously identified within the Comprehensive Asbestos Building Survey, the Contractor must immediately stop all affected work, give written notice to the Owner of the conditions encountered, and take appropriate health and safety precautions. If, after providing Owner notification, the Contractor is directed to sample and/or remove the suspected ACM in question, a Contract Change Order will be written to modify the existing Contract to pay for the additional cost. Any abatement shall be completed in accordance with the requirements of this Section.

If removal of ACM is required, removal must be completed by a contractor currently licensed to remove asbestos by the State of Michigan, Department of Licensing and Regulatory Affairs (DLARA) Asbestos Program and abatement must be performed in accordance with all Federal, State and local Laws and Regulations. Prior to commencing any asbestos abatement activities, the licensed abatement contractor must submit, as required by Federal, State and Local Laws and Regulations, a "Notification of Intent to Renovate/Demolish" to both the State of Michigan, Department of Environmental Quality (DEQ), Air Quality Division and to the DLARA, Asbestos Program, to comply with National Emission Standards for Hazardous Air Pollutants (NESHAP), and the Clean Air Act (CAA). All regulated ACM must be disposed of at an approved Type II (general refuse) landfill and must be in leak-tight wrapping or containers. ACM that is non friable and is not in poor condition or will not become regulated ACM at any time can be disposed of in a Type III (construction debris) landfill.

At the completion of each abatement activity, the Contractor must perform clearance testing in accordance with National Institute for Occupational Safety and Health (NIOSH) 582 "Sampling and Evaluating Airborne Asbestos Dust". All air samples shall indicate concentrations of less than 0.01 fibers/cc for clearance to be met. Clearance testing shall be performed by a third party Asbestos Consultant. The Asbestos Consultant selected by the Contractor shall be experienced and knowledgeable about the methods for asbestos air sampling and be able to select representative numbers and locations of samples. It is mandatory that the Asbestos Consultant's on-site hygienist performing sampling and analysis have certification that he/she has passed a NIOSH 582 or equivalent course.

The NESHAP asbestos regulations, notification form, guidelines and fact sheets are available on DEQ's web site www.michigan.gov/deq under heading Air; then click on Asbestos NESHAP Program. For guidelines on submitting notifications pursuant to the Asbestos Contractors Licensing Act, contact the DLARA, Occupational Health Division, Asbestos Program at (517) 322-1320 or visit DLARA's web site www.michigan.gov/asbestos.

LEAD ABATEMENT PROJECT PROCEDURES

Should this Work require the renovation or demolition of a building or structure, the workers are assumed to be exposed to lead or materials containing lead above acceptable levels until proven otherwise through personal air sampling and analysis. The Contractor shall take all steps necessary to assure that his/her employees, are not exposed to lead at concentrations greater than the Permissible Exposure Limit as per the State of Michigan Department of Licensing and Regulatory Affairs Occupational Health Standards Part 603 "Lead Exposure in Construction". In addition, the Contractor shall convey this same requirement to all subcontractors that may be under his/her control.

The employer shall comply with the Michigan Lead Abatement Act, as amended, and the Lead Hazard Control rules and must communicate information concerning lead hazards according to the requirements of Michigan Occupational Safety and Health Administration (MIOSHA) Part 603 and the Occupational Safety and Health Administration's (OSHA's) Hazard Communication Standard for the construction industry, 29 CFR 1926.59, including but not limited to safety equipment (e.g. personal fit-tested and approved respirators and protective clothing), worker rotation (on a short-cycle and regular basis), working practices (e.g. sanding, cutting, grinding, abraded, burning and heat-gun stripping of lead based paint are not allowed), the requirements concerning warning signs and labels, material safety data sheets (MSDS), and employee information and training. Employers shall comply with the requirements of 29 CFR 1926.62(l) - Employee Information and Training.

If lead or materials containing lead will be disturbed as a part of the work to be performed, the Contractor must remove, transport and dispose of these materials at no additional cost to the Owner and prior to any other work taking place within the immediate vicinity of said material. The Contractor must provide the Owner a minimum 10 working day notification prior to the start of any lead abatement activities with abatement in occupied buildings being completed even if they will be conducted during off hours (nights, weekends and state holidays). Abatement is defined as an activity specifically designed to permanently remove lead paint, lead-contaminated dust or other lead containing materials, the installation of a permanent enclosure or encapsulation of lead paint or other lead containing materials, the replacement of lead-painted surfaces or fixtures, the removal or covering of lead-contaminated soil, and any preparation, cleanup, disposal and post-abatement clearance testing associated with these activities. Renovation, remodeling, landscaping, or other activity, that is not designed to permanently eliminate lead paint hazards, but is instead designed to repair, restore, or remodel a structure, or housing unit even though the activity may incidentally result in a reduction or elimination of a lead paint hazard is not considered abatement.

If abatement of lead or materials containing lead is required, abatement must be completed by a currently certified Lead Abatement Contractor as certified by the State of Michigan, Department of Community Health. In addition, the Lead Abatement Contractor's workers and supervisors must also be currently certified by the State of Michigan, Department of Community Health. Lead abatement including clearance testing shall be performed in accordance with the State of Michigan, Lead Abatement Act, Part 54A Lead Abatement and with all other Federal, State and local Laws and Regulations that may apply. Prior to commencing any lead abatement activities, the abatement must be designed by a currently certified Lead Professional Project Designer. At the completion of abatement, the abated area shall meet clearance requirements with clearance testing to be performed by a Clearance Technicians currently certified by the State of Michigan Department of Community Health.

For additional information about certifications, guidance and regulations for lead hazard control activities, visit www.michigan.gov/leadsafe.

APPENDIX V

PREVAILING WAGE RATES

RICK. SNYDER
GOVERNOR

STATE OF MICHIGAN

Prevailing Wages
PO Box 30476
Lansing, MI 48909
517-284-7800

Informational Sheet: Prevailing Wages on State Projects

REQUIREMENTS OF THE PREVAILING WAGES ON STATE PROJECTS ACT, PUBLIC ACT 166 OF 1965

The State of Michigan determines prevailing rates pursuant to the Prevailing Wages on State Projects Act, Public Act 166 of 1965, as amended. The purpose of establishing prevailing rates is to provide minimum rates of pay that must be paid to workers on construction projects for which the state or a school district is the contracting agent and which is financed or financially supported by the state. By law, prevailing rates are compiled from the rates contained in collectively bargained agreements which cover the locations of the state projects. The official prevailing rate schedule provides an hourly rate which includes *wage and fringe benefit totals* for designated construction mechanic classifications. The overtime rates also include *wage and fringe benefit totals*. Please pay special attention to the overtime and premium pay requirements. Prevailing wage is satisfied when wages plus fringe benefits paid to a worker are equal to or greater than the required rate.

State of Michigan responsibilities under the law:

- The department establishes the prevailing rate for each classification of construction mechanic ***requested by a contracting agent*** prior to contracts being let out for bid on a state project.

Contracting agent responsibilities under the law:

- If a contract is not awarded or construction does not start within 90 days of the date of the issuance of rates, a re-determination of rates must be requested by the contracting agent.
- Rates for classifications needed but not provided on the Prevailing Rate Schedule, ***must*** be obtained ***prior*** to contracts being let out for bid on a state project.
- The contracting agent, by written notice to the contractor and the sureties of the contractor known to the contracting agent, may terminate the contractor's right to proceed with that part of the contract, for which less than the prevailing rates have been or will be paid, and may proceed to complete the contract by separate agreement with another contractor or otherwise, and the original contractor and his sureties shall be liable to the contracting agent for any excess costs occasioned thereby.

Contractor responsibilities under the law:

- Every contractor and subcontractor shall keep posted on the construction site, in a conspicuous place, a copy of all prevailing rates prescribed in a contract.
- Every contractor and subcontractor shall keep an accurate record showing the name and occupation of and the actual wages and benefits paid to each construction mechanic employed by him in connection including certified payroll, as used in the industry, with said contract. This record shall be available for reasonable inspection by the contracting agent or the department.
- Each contractor or subcontractor is separately liable for the payment of the prevailing rate to its employees.
- The prime contractor is responsible for advising all subcontractors of the requirement to pay the prevailing rate prior to commencement of work.
- The prime contractor is secondarily liable for payment of prevailing rates that are not paid by a subcontractor.
- A construction mechanic *shall only* be paid the apprentice rate if registered with the United States Department of Labor, Bureau of Apprenticeship and Training and the rate is included in the contract.

Enforcement:

A person who has information of an alleged prevailing wage violation on a state project may file a complaint with the State of Michigan. The department will investigate and attempt to resolve the complaint informally. During the course of an investigation, if the requested records and posting certification are not made available in compliance with Section 5 of Act 166, the investigation will be concluded and a referral to the Office of Attorney General for civil action will be made. The Office of Attorney General will pursue costs and fees associated with a lawsuit if filing is necessary to obtain records.

RICK. SNYDER
GOVERNOR

MIOSHA

STATE OF MICHIGAN

Prevailing Wages
PO Box 30476
Lansing, MI 48909
517-284-7800

Informational Sheet: Prevailing Wages on State Projects

General Information Regarding Fringe Benefits

Certain fringe benefits **may** be credited toward the payment of the Prevailing Wage Rate:

- If a fringe benefit is paid directly to a construction mechanic
- If a fringe benefit contribution or payment is made on behalf of a construction mechanic
- If a fringe benefit, which may be provided to a construction mechanic**,** is pursuant to a written contract or policy
- If a fringe benefit is paid into a fund, for a construction mechanic

When a fringe benefit is not paid by an hourly rate, the hourly credit will be calculated based on the annual value of the fringe benefit divided by 2080 hours per year (52 weeks @ 40 hours per week).

The following is an example of the types of fringe benefits allowed and how an hourly credit is calculated:

Vacation	40 hours X $14.00 per hour = $560/2080 =	$.27
Dental insurance	$31.07 monthly premium X 12 mos. = $372.84 /2080 =	$.18
Vision insurance	$5.38 monthly premium X 12 mos. = $64.56/2080 =	$.03
Health insurance	$230.00 monthly premium X 12 mos. = $2,760.00/2080 =	$1.33
Life insurance	$27.04 monthly premium X 12 mos. = $324.48/2080 =	$.16
Tuition	$500.00 annual cost/2080 =	$.24
Bonus	4 quarterly bonus/year x $250 = $1000.00/2080 =	$.48
401k Employer Contribution	$2000.00 total annual contribution/2080 =	$.96
Total Hourly Credit		$3.65

Other examples of the types of fringe benefits allowed:

- Sick pay
- Holiday pay
- Accidental Death & Dismemberment insurance premiums

The following are examples of items that **will not** be credited toward the payment of the Prevailing Wage Rate

- Legally required payments, such as:
  - Unemployment Insurance payments
  - Workers' Compensation Insurance payments
  - FICA (Social Security contributions, Medicare contributions)
- Reimbursable expenses, such as:
  - Clothing allowance or reimbursement
  - Uniform allowance or reimbursement
  - Gas allowance or reimbursement
  - Travel time or payment
  - Meals or lodging allowance or reimbursement
  - Per diem allowance or payment
- Other payments to or on behalf of a construction mechanic that are not wages or fringe benefits, such as:
  - Industry advancement funds
  - Financial or material loans

State of Michigan
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
MICHIGAN OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION
MARTHA B. YODER
DIRECTOR

OVERTIME PROVISIONS for MICHIGAN PREVAILING WAGE RATE COMMERCIAL SCHEDULE

1. Overtime is represented as a nine character code. Each character represents a certain period of time after the first 8 hours Monday thru Friday.

	Monday thru Friday	Saturday	Sunday & Holidays	Four 10s
First 8 Hours		**4**	**8**	**9**
9th Hour	**1**	**5**		
10th Hour	**2**	**6**		
Over 10 hours	**3**	**7**		

Overtime for Monday thru Friday after 8 hours:
the 1st character is for time worked in the 9th hour *(8.1 - 9 hours)*
the 2nd character is for time worked in the 10th hour *(9.1 - 10 hours)*
the 3rd character is for time worked beyond the 10th hour *(10.1 and beyond)*

Overtime on Saturday:
the 4th character is for time worked in the first 8 hours on Saturday *(0 - 8 hours)*
the 5th character is for time worked in the 9th hour on Saturday *(8.1 - 9 hours)*
the 6th character is for time worked in the 10th hour *(9.1 - 10 hours)*
the 7th character is for time worked beyond the 10th hour *(10.01 and beyond)*

Overtime on Sundays & Holidays
The 8th character is for time worked on Sunday or on a holiday

Four Ten Hour Days
The 9th character indicates if an optional 4-day 10-hour per day workweek can be worked ***between Monday and Friday* without paying overtime after 8 hours worked, unless otherwise noted in the rate schedule. To *utilize a 4 ten workweek, notice is required from the employer to employee prior to the start of work on the project.***

2. Overtime Indicators Used in the Overtime Provision:
   H - means TIME AND ONE-HALF due
   X - means TIME AND ONE-HALF due after 40 HOURS worked
   D - means DOUBLE PAY due
   Y - means YES an optional 4-day 10-hour per day workweek can be worked without paying overtime after 8 hours worked
   N - means NO an optional 4-day 10-hour per day workweek *can not* be worked without paying overtime after 8 hours worked

3. EXAMPLES:
   HHHHHHHDN - This example shows that the 1½ rate must be used for time worked after 8 hours Monday thru Friday *(characters 1 - 3);* for all hours worked on Saturday, 1½ rate is due *(characters 4 - 7).* Work done on Sundays or holidays must be paid double time *(character 8).* The N *(character 9)* indicates that 4 ten-hour days is not an acceptable workweek at regular pay.

   XXXHHHHDY - This example shows that the 1½ rate must be used for time worked after 40 hours are worked Monday thru Friday *(characters 1-3);* for hours worked on Saturday, 1½ rate is due *(characters 4 – 7).* Work done on Sundays or holidays must be paid double time *(character 8).* The Y *(character 9)* indicates that 4 ten-hour days is an acceptable alternative workweek.

ENGINEERS - CLASSES OF EQUIPMENT LIST

UNDERGROUND ENGINEERS

CLASS I

Backfiller Tamper, Backhoe, Batch Plant Operator, Clam-Shell, Concrete Paver (2 drums or larger), Conveyor Loader (Euclid type), Crane (crawler, truck type or pile driving), Dozer, Dragline, Elevating Grader, End Loader, Gradall (and similar type machine), Grader, Power Shovel, Roller (asphalt), Scraper (self propelled or tractor drawn), Side Broom Tractor (type D-4 or larger), Slope Paver, Trencher (over 8' digging capacity), Well Drilling Rig, Mechanic, Slip Form Paver, Hydro Excavator.

CLASS II

Boom Truck (power swing type boom), Crusher, Hoist, Pump (1 or more 6" discharge or larger gas or diesel powered by generator of 300 amps or more, inclusive of generator), Side Boom Tractor (smaller than type D-4 or equivalent), Tractor (pneu-tired, other than backhoe or front end loader), Trencher (8' digging capacity and smaller), Vac Truck.

CLASS III

Air Compressors (600 cfm or larger), Air Compressors (2 or more less than 600 cfm), Boom Truck (non-swinging, non-powered type boom), Concrete Breaker (self-propelled or truck mounted, includes compressor), Concrete Paver (1 drum, ½ yard or larger), Elevator (other than passenger), Maintenance Man, Mechanic Helper, Pump (2 or more 4" up to 6" discharge, gas or diesel powered, excluding submersible pump), Pumpcrete Machine (and similar equipment), Wagon Drill Machine, Welding Machine or Generator (2 or more 300 amp or larger, gas or diesel powered).

CLASS IV

Boiler, Concrete Saw (40HP or over), Curing Machine (self-propelled), Farm Tractor (w/attachment), Finishing Machine (concrete), Firemen, Hydraulic Pipe Pushing Machine, Mulching Equipment, Oiler (2 or more up to 4", exclude submersible), Pumps (2 or more up to 4" discharge if used 3 hrs or more a day-gas or diesel powered, excluding submersible pumps), Roller (other than asphalt), Stump Remover, Vibrating Compaction Equipment (6' wide or over), Trencher (service) Sweeper (Wayne type and similar equipment), Water Wagon, Extend-a-Boom Forklift.

HAZARDOUS WASTE ABATEMENT ENGINEERS

CLASS I

Backhoe, Batch Plant Operator, Clamshell, Concrete Breaker when attached to hoe, Concrete Cleaning Decontamination Machine Operator, Concrete Pump, Concrete Paver, Crusher, Dozer, Elevating Grader, Endloader, Farm Tractor (90 h.p. and higher), Gradall, Grader, Heavy Equipment Robotics Operator, Hydro Excavator, Loader, Pug Mill, Pumpcrete Machines, Pump Trucks, Roller, Scraper (self-propelled or tractor drawn), Side Boom Tractor, Slip Form Paver, Slope Paver, Trencher, Ultra High Pressure Waterjet Cutting Tool System Operator, Vactors, Vacuum Blasting Machine Operator, Vertical Lifting Hoist, Vibrating Compaction Equipment (self-propelled), and Well Drilling Rig.

CLASS II

Air Compressor, Concrete Breaker when not attached to hoe, Elevator, End Dumps, Equipment Decontamination Operator, Farm Tractor (less than 90 h.p.), Forklift, Generator, Heater, Mulcher, Pigs (Portable Reagent Storage Tanks), Power Screens, Pumps (water), Stationary Compressed Air Plant, Sweeper, Water Wagon and Welding Machine.

State of Michigan

WHPWRequest@michigan.gov

Official Request #: 1277
Requestor: DTMB
Project Description: /Flint State Office Building Reroof Existing Building, Ice Storage and Solar Panel Installation
Project Number: File No. 071/12354.JAN – Index No. 53322

Genesee County

Official 2015 Prevailing Wage Rates for State Funded Projects

Issue Date: 10/28/2015
Contract must be awarded by: 1/26/2016

Classification Name	Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Asbestos & Lead Abatement Laborer							
Asbestos & Lead Abatement Laborer	4 ten hour days @ straight time allowed Monday-Saturday, must be consecutive	MLDC	10/1/2014	$40.25	$53.64	$67.03	H H H X X X X D Y
Asbestos & Lead Abatement, Hazardous Material Handler							
Asbestos and Lead Abatement, Hazardous Material Handler	4 ten hour days @ straight time allowed Monday-Saturday, must be consecutive	AS207	10/1/2014	$40.25	$53.58	$66.90	H H H X X X X D Y
Boilermaker							
Boilermaker		BO169	2/17/2015	$54.70	$81.08	$107.45	H H H H H H H D Y
	Apprentice Rates:						
	1st 6 months			$40.31	$59.49	$78.67	
	2nd 6 months			$41.45	$61.21	$80.95	
	3rd 6 months			$42.57	$62.88	$83.19	
	4th 6 months			$43.69	$64.57	$85.43	
	5th 6 months			$44.81	$66.24	$87.67	
	6th 6 months			$48.63	$72.50	$96.36	
	7th 6 months			$49.32	$73.01	$96.69	
	8th 6 months			$51.58	$76.40	$101.21	

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Bricklayer						
Bricklayer and Block *Make up day allowed comment* 4 10s allowed M-F; Saturday make up day	BR9-12-BL	5/8/2015	$48.04	$62.87	$77.70	H H H H H H H D Y
Apprentice Rates:						
0 - 749 hours			$36.18	$45.08	$53.98	
750 - 1,499 hours			$37.66	$47.30	$56.94	
1,500 - 2,249 hours			$39.14	$49.52	$59.90	
2,250 - 2,999 hours			$40.62	$51.74	$62.86	
3,000 - 3,749 hours			$42.11	$53.98	$65.84	
3,750 - 4,499 hours			$43.59	$56.20	$68.80	
4,500 - 5,249 hours			$45.07	$58.42	$71.76	
5,250 - 6,000 hours			$46.56	$60.65	$74.74	
Stone Mason, Artificial Masonry, Marble Masonry, and Pointing, Cleaning and Caulking 4 10s allowed M-F	BR9-12-S	5/8/2015	$48.04	$62.87	$77.70	H H H H H H H D Y
Apprentice Rates:						
0-749 hours			$37.66	$47.30	$56.94	
750-1499 hours			$39.14	$49.52	$59.90	
1500-2249 hours			$40.62	$51.74	$62.86	
2250-2999 hours			$42.11	$53.98	$65.84	
3000-3749 hours			$43.59	$56.20	$68.80	
3750-4499 hours			$45.07	$58.42	$71.76	

Official 2015 Prevailing Wage Rates for State Funded Projects

Issue Date: 10/28/2015

Contract must be awarded by: 1/26/2016

Classification Name	Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Carpenter							
	Carpet and Resilient Floor Layer, (does not include installation of prefabricated formica & parquet flooring which is to be paid carpenter rate)	CA1045	10/12/2015	$50.21	$71.55	$92.89	X X H X X X X D Y
	Apprentice Rates:						
	1st 6 months			$24.86	$33.53	$42.19	
	2nd 6 months			$28.87	$39.54	$50.21	
	3rd 6 months			$31.01	$42.76	$54.49	
	4th 6 months			$33.14	$45.95	$58.75	
	5th 6 months			$35.28	$49.16	$63.03	
	6th 6 months			$37.41	$52.36	$67.29	
	7th 6 months			$39.54	$55.54	$71.55	
	8th 6 months			$41.67	$58.74	$75.81	
	Carpenter, Acoustical Ceiling Tile Erector, Piledriver	CA706F	10/14/2015	$43.86	$56.17	$68.48	X X H H H H H D N
	Apprentice Rates:						
	1st year			$34.01	$41.40	$48.78	
	2nd year			$36.47	$45.08	$53.70	
	3rd year			$37.70	$46.93	$56.16	
	4th year			$40.17	$50.64	$61.10	

Official Request #: 1277
Requestor: DTMB
Project Description: /Flint State Office Building Reroof Existing Building, Ice

Project Number: File No. 071/12354.JAN – Index No. 53322
County: Genesee

Official Rate Schedule

Every contractor and subcontractor shall keep posted on the construction site, in a conspicuous place, a copy of all prevailing wage and fringe benefit rates prescribed in a contract.

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Cement Finisher						
Cement Finisher - 4 10s allowed M-F	BR9-12-CF	3/17/2015	$42.56	$55.96	$69.35	X X H X X X H D Y
Apprentice Rates:						
0-749 hours			$33.18	$41.89	$50.59	
750-1499 hours			$34.52	$43.89	$53.27	
1500-2249 hours			$35.86	$45.91	$55.95	
2250-2999 hours			$37.20	$47.91	$58.63	
3000-3749 hours			$38.54	$49.93	$61.31	
3750-4499 hours			$39.88	$51.93	$63.99	
Cement Mason						
Cement Mason	PL16-6	10/23/2012	$38.46	$51.25	$64.04	H H H H H H H D Y
Four 10s allowed Monday-Thursday with Friday or Saturday inclement weather make up days. Saturday hours for inclement weather make up shall be paid straight rate unless over 40 hours worked.						
Make up day allowed comment						
Friday or Saturday for inclement weather						
Apprentice Rates:						
1st year			$29.51	$37.82	$46.14	
2nd year			$32.06	$41.65	$51.24	
3rd year			$34.62	$45.49	$56.36	

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Drywall						
Finisher-hand finishing	PT-1052-DF	7/17/2015	$36.92	$49.76	$62.59	X X H X X X H D Y
The regular weekly work schedule may consist of 4 10s on consecutive days, Monday thru Saturday. A make-up day may be scheduled for work missed due to holiday or inclement						
Make up day allowed						
Apprentice Rates:						
1st year			$24.09	$30.51	$36.93	
2nd year, 1st 6 months			$26.65	$34.35	$42.05	
2nd year, 2nd 6 months			$29.22	$38.21	$47.19	
3rd year, 1st 6 months			$31.79	$42.06	$52.33	
Until completion			$34.35	$45.90	$57.45	
Electrician						
Inside Wireman	EC-948-IW	4/7/2014	$54.09	$77.49	$100.89	H H H H H H H D Y
4 10s allowed as consecutive days, M-Th or T-F						
Apprentice Rates:						
1st period			$17.86	$24.02	$30.17	
2nd period			$19.92	$27.10	$34.29	
3rd period			$21.97	$30.18	$38.39	
4th period			$26.07	$36.33	$46.59	
5th period			$30.18	$42.50	$54.81	
6th period			$34.28	$48.65	$63.01	

Classification Name	Description		Last Updated	Straight Hourly	Time and Half	a Double Time	Overtime Provision
Sound and Communication Installer/Technician		EC-948-SC	4/9/2014	$39.81	$56.16	$72.51	H H H H H H H D Y
Four 10s may be worked Monday-Thursday or							
	Apprentice Rates:						
	1st year			$13.23	$18.80	$24.36	
	2nd year			$16.02	$22.99	$29.94	
	3rd year			$19.34	$28.09	$36.83	
	4th year			$22.25	$32.45	$42.65	
Elevator Constructor							
Elevator Constructor Mechanic		EL-85	4/8/2013	$70.77		$116.32	D D D D D D D D Y
comment							
4 tens allowed M-TH							
	Apprentice Rates:						
	1st year			$50.27		$75.32	
	2nd year			$54.83		$84.44	
	3rd year			$57.10		$88.98	
	4th year			$61.66		$98.10	
Glazier							
Glazier		GL-826	7/16/2015	$44.16	$60.04	$75.91	H H H H H H H D Y
4 tens allowed on consecutive days							
	Apprentice Rates:						
	1st 6 months			$31.46	$40.99	$50.51	
	2nd 6 months			$33.05	$43.37	$53.69	
	3rd 6 months			$34.63	$45.74	$56.85	
	4th 6 months			$36.22	$48.13	$60.03	
	5th 6 months			$37.81	$50.51	$63.21	
	6th 6 months			$39.40	$52.90	$66.39	
	7th 6 months			$40.99	$55.28	$69.57	
	8th 6 months			$42.57	$57.66	$72.73	

Official 2015 Prevailing Wage Rates for State Funded Projects

Issue Date: 10/28/2015

Contract must be awarded by: 1/26/2016

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Heat and Frost Insulator						
Spray Insulation	AS25S	3/5/2007	$20.14	$29.14		H H H H H H H H N
Heat and Frost Insulator and Asbestos Worker						
Heat and Frost Insulator and Asbestos Worker 4 ten hour work days shall be either Monday thru Thursday or Tuesday thru Friday *Make up day allowed comment* Friday for missed time during M-Th 4 ten schedule	AS47	3/11/2013	$44.40	$58.76	$73.12	H H H H H H H D Y
Apprentice Rates:						
1st year			$25.78	$32.96	$40.14	
2nd year			$29.50	$38.11	$46.73	
3rd year			$33.22	$43.27	$53.32	
4th year			$36.95	$48.44	$59.93	
5th year			$40.68	$53.61	$66.53	
Ironworker						
Fence, Sound Barrier & Guardrail erection/installation and Exterior Signage work Four ten hour work days may be worked during Monday-Saturday.	IR-25-F1	2/24/2015	$34.65	$46.65	$58.65	X X H X X X H D Y
Apprentice Rates:						
60% Level			$24.25	$31.45	$38.65	
65% Level			$25.55	$33.35	$41.15	
70% Level			$26.86	$35.26	$43.66	
75% Level			$28.15	$37.15	$46.15	
80% Level			$29.45	$39.05	$48.65	
85% Level			$30.75	$40.95	$51.15	

Official Request #: 1277
Requestor: DTMB
Project Description: /Flint State Office Building Reroof Existing Building, Ice

Project Number: File No. 071/12354.JAN – Index No. 53322
County: Genesee

Official Rate Schedule

Every contractor and subcontractor shall keep posted on the construction site, in a conspicuous place, a copy of all prevailing wage and fringe benefit rates prescribed in a contract.

Official 2015 Prevailing Wage Rates for State Funded Projects

Issue Date: 10/28/2015

Contract must be awarded by: 1/26/2016

Classification Name / Description		Last Updated	Straight Hourly	Time and Half	a Double Time	Overtime Provision
Siding, Glazing, Curtain Wall 4 tens may be worked Monday thru Thursday @ straight time. *Make up day allowed comment* Friday	IR-25-GZ2	6/5/2015	$47.16	$58.82	$70.48	X X H H H H D D Y
Apprentice Rates:						
Level 1			$30.23	$36.84	$43.43	
Level 2			$32.34	$39.58	$46.80	
Level 3			$34.46	$42.33	$50.19	
Level 4			$36.58	$45.08	$53.57	
Level 5			$38.69	$47.82	$56.95	
Level 6			$40.81	$50.57	$60.33	
Pre-engineered Metal Work *Make up day allowed comment* 4 tens allowed M-Th with Saturday make up day	IR-25-PE-Z1	6/3/2015	$46.49	$56.78	$67.06	X X H X X X X D Y
Apprentice Rates:						
1st Year			$27.36	$32.83	$38.31	
3rd 6 month period			$29.48	$35.71	$41.93	
4th 6 month period			$31.61	$38.60	$45.58	
5th 6 month period			$33.73	$41.46	$49.20	
6th 6 month period			$35.86	$45.24	$54.62	
Reinforced Iron Work *Make up day allowed*	IR-25-RF	6/3/2015	$56.11	$84.03	$111.95	H H D H D D D D N
Apprentice Rates:						
Level 1			$36.76	$54.83	$72.88	
Level 2			$39.13	$58.37	$77.62	
Level 3			$41.49	$61.92	$82.34	
Level 4			$44.03	$65.72	$87.42	
Level 5			$46.56	$69.53	$92.48	
Level 6			$49.10	$73.33	$97.56	

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Classification Name / Description		Last Updated	Straight Hourly	Time and Half	a Double Time	Overtime Provision
Rigging Work	IR-25-RIG	6/3/2015	$62.08	$92.78	$123.47	H H H H H H H D N
Apprentice Rates:						
Level 1& 2			$37.38	$55.69	$74.01	
Level 3			$40.21	$59.94	$79.67	
Level 4			$43.03	$64.17	$85.31	
Level 5			$45.86	$68.42	$90.97	
Level 6			$48.69	$72.67	$96.63	
Decking 4 tens may be worked Monday thru Thursday @ straight time. If bad weather, Friday may be a make up day. If holiday celebrated on a Monday, 4 10s may be worked Tuesday thru Friday. Work in excess of 12 hours per day must be paid @ double time. *Make up day allowed comment* Friday for 4 tens M-Th Saturday for 5 eights M-F	IR-25-SD	6/5/2015	$54.04	$80.73	$107.42	X X H H H H D D Y
Structural, ornamental, welder and pre-cast 4 tens may be worked Monday thru Thursday @ straight time. If bad weather, Friday may be a make up day. If holiday celebrated on a Monday, 4 10s may be worked Tuesday thru Friday. Work in excess of 12 hours per day must be paid @ double time. *Make up day allowed*	IR-25-STR	6/3/2015	$62.21	$92.94	$123.67	H H H H H H H D D Y
Apprentice Rates:						
Levels 1 & 2			$36.79	$55.10	$73.42	
Level 3			$39.62	$59.35	$79.08	
Level 4			$42.44	$63.58	$84.72	
Level 5			$45.27	$67.83	$90.38	
Level 6			$48.10	$72.08	$96.04	
Level 7			$50.92	$76.30	$101.68	
Level 8			$53.75	$80.55	$107.34	

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Industrial Door erection & construction	IR-25-STR-D	6/19/2015	$42.54	$63.44	$84.34	H H H H H H D D Y
Make up day allowed comment						
Friday for bad weather when 4 tens scheduled for M-Th. If holiday celebrated on M, 4 tens may be worked T-F. Work in excess of 12 hours per day must be paid @ double time.						

Laborer

Carpenter tender, mason tender, cement finisher tender, plasterer tender, signal man & top man (sewer work), watchman, tunnel mucker, jackhammer & air spade operator, tunnel man (concrete shoveler, car pusher) bottom man (sewer work), windlass operator (caisson work), demolition laborer, morter mixer, air, electric, gas tool operator, pump operator (all 3" pumps and below), air & electric bush hammers, concrete gas buggy, concrete saw operator, crock and pipe layers (conduit & vitrified tile, except 4" drain tile around buildings), & Caisson work inside building. Cleaning and clearing of all debris, including wire brushing of windows, scraping of floors, removal of surplus material from all fixtures within confines of structure and cleaning all debris in building and construction area. The general cleanup, including sweeping, cleaning, washdown and wiping of construction facility, equipment and furnishings and removal and loading or burning of all debris including crates, boxes, packaging waste material. Washing and cleaning of walls, partitions, ceilings, windows, bathrooms, kitchens, laboratory, and all fixtures and facilities therein. Cleanup, mopping, washing, waxing and polishing or dusting of all floors or areas.	L1075	7/16/2015	$35.58	$46.81	$58.04	X X H H H H H D Y
Make up day allowed comment						
Saturday						

Apprentice Rates:			
0-1,000 work hours	$29.96	$38.38	$46.80
1,001-2,000 work hours	$31.09	$40.08	$49.06
2,001-3,000 work hours	$32.21	$41.76	$51.30
3,001-4,000 work hours	$34.46	$45.13	$55.80

Classification Name	Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Laborer - Hazardous							
Class A Laborer - performing work in conjunction with site preparation and other preliminary work prior to actual removal, handling, or containment of hazardous waste substances not requiring use of personal protective equipment required by state or federal regulations; or a laborer performing work in conjunction with the removal, handling, or containment of hazardous waste substances when use of personal protective equipment level "D" is required.		LHAZ-Z7-A	11/7/2014	$35.24	$49.96	$64.68	H H H H H H H D Y
Make up day allowed comment							
4 10s allowed M-Th or T-F; inclement weather makeup day Friday							
	Apprentice Rates:						
	0-1,000 work hours			$29.64	$41.56	$53.48	
	1,001-2,000 work hours			$30.76	$43.24	$55.72	
	2,001-3,000 work hours			$31.88	$44.92	$57.96	
	3,001-4,000 work hours			$34.12	$48.28	$62.44	
Class B Laborer - performing work in conjunction with the removal, handling, or containment of hazardous waste substances when the use of personal protective equipment levels "A", "B" or "C" is required.		LHAZ-Z7-B	11/7/2014	$36.24	$51.46	$66.68	H H H H H H H D Y
Make up day allowed comment							
4 10s allowed M-Th or T-F; inclement weather makeup day Friday							
	Apprentice Rates:						
	0-1,000 work hours			$30.39	$42.68	$54.98	
	1,001-2,000 work hours			$31.56	$44.44	$57.32	
	2,001-3,000 work hours			$32.73	$46.20	$59.66	
	3,001-4,000 work hours			$35.07	$49.70	$64.34	

Classification Name	Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Laborer Underground - Tunnel, Shaft & Caisson							
Class I - Tunnel, shaft and caisson laborer, dump man, shanty man, hog house tender, testing man (on gas), and watchman.		LAUCT-Z2-1	10/30/2014	$35.67	$47.07	$58.47	X X X X X X X D Y
	Apprentice Rates:						
	0-1,000 work hours			$30.52	$39.35	$48.17	
	1,001-2,000 work hours			$31.55	$40.90	$50.23	
	2,001-3,000 work hours			$32.58	$42.44	$52.29	
	3,001-4,000 work hours			$34.64	$45.53	$56.41	
Class II - Manhole, headwall, catch basin builder, bricklayer tender, mortar man, material mixer, fence erector, and guard rail builder		LAUCT-Z2-2	10/30/2014	$35.76	$47.21	$58.65	X X X X X X X D Y
	Apprentice Rates:						
	0-1,000 work hours			$30.58	$39.44	$48.29	
	1,001-2,000 work hours			$31.62	$41.00	$50.37	
	2,001-3,000 work hours			$32.66	$42.56	$52.45	
	3,001-4,000 work hours			$34.72	$45.65	$56.57	

Classification Name	Description		Last Updated	Straight Hourly	Time and Half	a Double Time	Overtime Provision
Class III - Air tool operator (jack hammer man, bush hammer man and grinding man), first bottom man, second bottom man, cage tender, car pusher, carrier man, concrete man, concrete form man, concrete repair man, cement invert laborer, cement finisher, concrete shoveler, conveyor man, floor man, gasoline and electric tool operator, gunnite man, grout operator, welder, heading dinky man, inside lock tender, pea gravel operator, pump man, outside lock tender, scaffold man, top signal man, switch man, track man, tugger man, utility man, vibrator man, winch operator, pipe jacking man, wagon drill and air track operator and concrete saw operator (under 40 h.p.).	LAUCT-Z2-3	10/30/2014	$35.86	$47.36	$58.85	X X X X X X X D Y
	Apprentice Rates:						
	0-1,000 work hours			$30.66	$39.56	$48.45	
	1,001-2,000 work hours			$31.70	$41.12	$50.53	
	2,001-3,000 work hours			$32.74	$42.68	$52.61	
	3,001-4,000 work hours			$34.82	$45.80	$56.77	
Class IV - Tunnel, shaft and caisson mucker, bracer man, liner plate man, long haul dinky driver and well point man.	LAUCT-Z2-4	10/30/2014	$36.02	$47.60	$59.17	X X X X X X X D Y
	Apprentice Rates:						
	0-1,000 work hours			$30.78	$39.74	$48.69	
	1,001-2,000 work hours			$31.83	$41.32	$50.79	
	2,001-3,000 work hours			$32.88	$42.89	$52.89	
	3,001-4,000 work hours			$34.97	$46.02	$57.07	

Classification Name	Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Class V - Tunnel, shaft and caisson miner, drill runner, keyboard operator, power knife operator, reinforced steel or mesh man (e.g. wire mesh, steel mats, dowel bars)		LAUCT-Z2-5	10/30/2014	$36.28	$47.99	$59.69	X X X X X X D Y
	Apprentice Rates:						
	0-1,000 work hours			$30.98	$40.04	$49.09	
	1,001-2,000 work hours			$32.04	$41.63	$51.21	
	2,001-3,000 work hours			$33.10	$43.22	$53.33	
	3,001-4,000 work hours			$35.22	$46.40	$57.57	
Class VI - Dynamite man and powder man.		LAUCT-Z2-6	10/30/2014	$36.59	$48.45	$60.31	X X X X X X D Y
	Apprentice Rates:						
	0-1,000 work hours			$31.21	$40.38	$49.55	
	1,001-2,000 work hours			$32.28	$41.99	$51.69	
	2,001-3,000 work hours			$33.36	$43.61	$53.85	
	3,001-4,000 work hours			$35.51	$46.84	$58.15	
Class VII - Restoration laborer, seeding, sodding, planting, cutting, mulching and topsoil grading and the restoration of property such as replacing mail boxes, wood chips, planter boxes and flagstones.		LAUCT-Z2-7	10/30/2014	$28.86	$36.86	$44.85	X X X X X X D Y
	Apprentice Rates:						
	0-1,000 work hours			$25.41	$31.68	$37.95	
	1,001-2,000 work hours			$26.10	$32.72	$39.33	
	2,001-3,000 work hours			$26.79	$33.76	$40.71	
	3,001-4,000 work hours			$28.17	$35.82	$43.47	

Classification Name	Description		Last Updated	Straight Hourly	Time and Half	a Double Time	Overtime Provision
Landscape Laborer							
	Landscape Specialist includes air, gas, and diesel equipment operator, skidsteer (or equivalent), lawn sprinkler installer on landscaping work where seeding, sodding, planting, cutting, trimming, backfilling, rough grading or maintenance of landscape projects occurs. Sundays paid at time & one half. Holidays paid at double time.	LLAN-Z1-A	10/13/2015	$28.98	$40.04	$51.09	X X H X X X H D Y
	Skilled Landscape Laborer: small power tool operator, lawn sprinkler installers' tender, material mover, truck driver when seeding, sodding, planting, cutting, trimming, backfilling, rough grading or maintaining of landscape projects occurs Sundays paid at time & one half. Holidays paid at double time.	LLAN-Z1-B	10/13/2015	$24.76	$33.71	$42.65	X X H X X X H D Y
Marble, Mosaic, Tile and Terrazzo Setter							
	Marble, Mosaic, Tile and Terrazzo Setter - 4 10s allowed M-F	BR9-12-TL	3/17/2015	$41.45	$54.28	$67.10	H H H H H H H D Y
	Apprentice Rates:						
	0-749 hours			$32.47	$40.80	$49.14	
	750-1499 hours			$33.75	$42.72	$51.70	
	1500-2249 hours			$35.04	$44.66	$54.28	
	2250-2999 hours			$36.32	$46.58	$56.84	
	3000-3749 hours			$37.60	$48.50	$59.40	
	3750-4499 hours			$38.88	$50.42	$61.96	

Classification Name	Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Operating Engineer							
Class C- Regular equipment operator, crane, stiff leg derrick, scraper dozer, grader, front end loader, hoist, job mechanic, head grease man, concrete pump truck and hydro excavators Four 10 hour days may be scheduled Monday-Thursday or Tuesday-Friday. Work not performed due to weather, Monday-Thursday may be scheduled on Friday.		EN-324-BH2C	8/5/2014	$49.55	$63.42	$77.29	H H H H H H H D Y
	Apprentice Rates:						
	0 - 999 hours			$40.33	$50.04	$59.75	
	1,000 - 1,999 hours			$41.71	$52.11	$62.51	
	2,000 - 2,999 hours			$43.10	$54.19	$65.29	
	3,000 - 3,999 hours			$44.49	$56.28	$68.07	
	4,000 - 4,999 hours			$45.88	$58.37	$70.85	
	5,000 - 5,999 hours			$47.26	$60.43	$73.61	
Class D- Air tugger (single drum), material hoist, boiler operator, sweeping machine, winch truck, Bob Cat and similar equipment, elevators (when operated by an operating engineer), and fork truck over 20' lift Four 10 hour days may be scheduled Monday-Thursday or Tuesday-Friday. Work not performed due to weather, Monday-Thursday may be scheduled on Friday.		EN-324-BH2D	8/5/2014	$44.75	$56.22	$67.69	H H H H H H H D Y
Class E- Pump 6" or over, well points, freeze systems, boom truck (non-swinging), end dumps and laser/power screed, concrete wire saw 20 h.p. and over and brokk concrete breaker Four 10 hour days may be scheduled Monday-Thursday or Tuesday-Friday. Work not performed due to weather, Monday-Thursday may be scheduled on Friday.		EN-324-BH2E	8/5/2014	$44.15	$55.32	$66.49	H H H H H H H D Y

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Class F- Air compressor, welder, generators, conveyors, pumps under 6", Grease man, and fork truck 20' or less lift Four 10 hour days may be scheduled Monday-Thursday or Tuesday-Friday. Work not performed due to weather, Monday-Thursday may be scheduled on Friday.	EN-324-BH2F	8/5/2014	$41.70	$51.65	$61.59	H H H H H H H D Y
Class G- Oiler, fireman and heater operator Four 10 hour days may be scheduled Monday-Thursday or Tuesday-Friday. Work not performed due to weather, Monday-Thursday may be scheduled on Friday.	EN-324-BH2G	8/5/2014	$40.00	$49.10	$58.19	H H H H H H H D Y
Class A- Crane w/ main Boom & Jib 220' or longer Four 10 hour days may be scheduled Monday-Thursday or Tuesday-Friday. Work unabled to be performed due to weather, Monday-	EN-OSA	8/5/2014	$50.90	$65.45	$79.99	H H H H H H H D Y
Class A- Crane w/ main Boom & Jib 300' or longer Four 10 hour days may be scheduled Monday-Thursday or Tuesday-Friday. Work unabled to be performed due to weather, Monday-	EN-OSA3	8/5/2014	$52.40	$67.70	$82.99	H H H H H H H D Y
Class A- Crane w/ main Boom & Jib 400' or longer Four 10 hour days may be scheduled Monday-Thursday or Tuesday-Friday. Work not performed due to weather, Monday-Thursday	EN-OSA4	8/5/2014	$53.90	$69.95	$85.99	H H H H H H H D Y

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Class B- Crane Operator with main boom and jib 140' or longer, tower cranes, gantry crane, whirley derrick Four 10 hour days may be scheduled Monday-Thursday or Tuesday-Friday. Work unabled to be performed due to weather, Monday-Thursday may be scheduled on Friday.	EN-OSB	8/5/2014	$50.65	$65.07	$79.49	H H H H H H H D Y
Operating Engineer - DIVER						
Diver/Wet Tender/Tender/Rov Pilot/Rov Tender	GLF D	4/2/2014	$52.80	$79.20	$105.60	H H H H H H H D N
Operating Engineer - Marine Construction						
Diver/Wet Tender, Engineer (hydraulic dredge) *Make up day allowed* *Subdivision of county* all Great Lakes, islands therein, & connecting & tributary waters	GLF-1	2/12/2014	$65.00	$84.85	$104.70	X X H H H H H D Y
Crane/Backhoe Operator, 70 ton or over Tug Operator, Mechanic/Welder, Assistant Engineer (hydraulic dredge), Leverman (hydraulic dredge), Diver Tender Holiday pay = $120.80 per hour, wages & *Make up day allowed* *Subdivision of county* All Great Lakes, islands therein, & connecting & tributary waters	GLF-2	2/12/2014	$63.50	$82.60	$101.70	X X H H H H H D Y
Friction, Lattice Boom or Crane License Certification Holiday pay = $123.30 *Make up day allowed* *Subdivision of county* All Great Lakes, islands, therein, & connecting & tributary waters	GLF-2B	2/12/2014	$64.50	$84.10	$103.70	X X H H H H H D Y

Classification Name / Description		Last Updated	Straight Hourly	Time and Half	a Double Time	Overtime Provision
Deck Equipment Operator, Machineryman, Maintenance of Crane (over 50 ton capacity) or Backhoe (115,000 lbs or more), Tug/Launch Operator, Loader, Dozer on Barge, Deck Machinery	GLF-3	2/12/2014	$59.30	$76.30	$93.30	X X H H H H H D Y
Holiday pay = $110.30 per hour, wages & *Make up day allowed*						
Subdivision of county	All Great Lakes, islands therein, & connecting & tributary waters					
Deck Equipment Operator, (Machineryman/Fireman), (4 equipment units or more), Off Road Trucks, Deck Hand, Tug Engineer, & Crane Maintenance 50 ton capacity and under or Backhoe 115,000 lbs or less, Assistant Tug Operator	GLF-4	2/12/2014	$53.60	$67.75	$81.90	X X H H H H H D Y
Holiday pay = $96.05 per hour, wages & fringes *Make up day allowed*						
Subdivision of county	All Great Lakes, islands therein, & connecting & tributary waters					

Operating Engineer Steel Work

Forklift, 1 Drum Hoist *Make up day allowed comment* 4 10s allowed M-Th with Friday makeup day because of bad weather	EN-324-ef	10/26/2015	$58.91	$77.25	$95.58	H H D H H H D D Y
Crane w/ 120' boom or longer *Make up day allowed comment* 4 10s allowed M-Th with Friday makeup day because of bad weather	EN-324-SW120	10/26/2015	$61.61	$81.30	$100.98	H H D H H H D D Y
Crane w/ 120' boom or longer w/ Oiler *Make up day allowed comment* 4 10s allowed M-Th with Friday makeup day because of bad weather	EN-324-SW120-OD	10/26/2015	$62.61	$82.80	$102.98	H H D H H H D Y
Crane w/ 140' boom or longer *Make up day allowed comment* 4 10s allowed M-Th with Friday makeup day because of bad weather	EN-324-SW140	10/26/2015	$62.79	$83.07	$103.34	H H D H H H D D Y
Crane w/ 140' boom or longer W/ Oiler *Make up day allowed comment* 4 10s allowed M-Th with Friday makeup day because of bad weather	EN-324-SW140-OD	10/26/2015	$63.79	$84.57	$105.34	H H D H H H D Y

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Boom & Jib 220' or longer *Make up day allowed comment* 4 10s allowed M-Th with Friday makeup day because of bad weather	EN-324-SW220	10/26/2015	$63.06	$83.47	$103.88	H H D H H H D D Y
Crane w/ 220' boom or longer w/ Oiler *Make up day allowed comment* 4 10s allowed M-Th with Friday makeup day because of bad weather	EN-324-SW220-OY	10/26/2015	$64.06	$84.97	$105.88	H H D H H H D
Boom & Jib 300' or longer *Make up day allowed comment* 4 10s allowed M-Th with Friday makeup day because of bad weather	EN-324-SW300	10/26/2015	$64.56	$85.72	$106.88	H H D H H H D D Y
Crane w/ 300' boom or longer w/ Oiler *Make up day allowed comment* 4 10s allowed M-Th with Friday makeup day because of bad weather	EN-324-SW300-OY	10/26/2015	$65.56	$87.22	$108.88	H H D H H H D
Boom & Jib 400' or longer *Make up day allowed comment* 4 10s allowed M-Th with Friday makeup day because of bad weather	EN-324-SW400	10/26/2015	$66.06	$87.97	$109.88	H H D H H H D D Y
Crane w/ 400' boom or longer w/ Oiler *Make up day allowed comment* 4 10s allowed M-Th with Friday makeup day because of bad weather	EN-324-SW400-OY	10/26/2015	$67.06	$89.47	$111.88	H H D H H H D
Crane Operator, Job Mechanic, 3 Drum Hoist & Excavator *Make up day allowed comment* 4 10s allowed M-Th with Friday makeup day because of bad weather	EN-324-SWCO	10/26/2015	$61.25	$80.76	$100.26	H H D H H H D D Y
Apprentice Rates:						
0-999 hours			$48.54	$62.19	$75.84	
1,000-1,999 hours			$50.50	$65.13	$79.76	
2,000-2,999 hours			$52.45	$68.06	$83.66	
3,000-3,999 hours			$54.39	$70.96	$87.54	
4,000-4,999 hours			$56.35	$73.91	$91.46	
5,000 hours			$58.29	$76.82	$95.34	

Official Request #: 1277
Requestor: DTMB
Project Description: /Flint State Office Building Reroof Existing Building, Ice

Project Number: File No. 071/12354.JAN – Index No. 53322
County: Genesee

Official Rate Schedule

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Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Crane Operator w/ Oiler *Make up day allowed comment* 4 10s allowed M-Th with Friday makeup day because of bad weather	EN-324-SWCO-OD Y	10/26/2015	$62.25		$82.26	$102.26 H H D H H H D
Compressor or Welder Operator *Make up day allowed comment* 4 10s allowed M-Th with Friday makeup day because of bad weather	EN-324-SWCW	10/26/2015	$53.80	$69.58	$85.36	H H D H H H D D Y
Hoisting Operator, 2 Drum Hoist, & Rubber Tire Backhoe *Make up day allowed comment* 4 10s allowed M-Th with Friday makeup day because of bad weather	EN-324-SWHO	10/26/2015	$60.61	$79.80	$98.98	H H D H H H D D Y
Oiler *Make up day allowed comment* 4 10s allowed M-Th with Friday makeup day because of bad weather	EN-324-SWO	10/26/2015	$52.39	$67.47	$82.54	H H D H H H D D Y
Tower Crane & Derrick where work is 50' or more above first level *Make up day allowed comment* 4 10s allowed M-Th with Friday makeup day because of bad weather	EN-324-SWTD50D Y	10/26/2015	$62.34		$82.39	$102.44 H H D H H H D
Tower Crane & Derrick 50' or more w/ Oiler where work station is 50' or more above first *Make up day allowed comment* 4 10s allowed M-Th with Friday makeup day because of bad weather	EN-324-SWTD50-OD Y	10/26/2015	$63.34		$83.89	$104.44 H H D H H H D

Operating Engineer Underground

Class I Equipment	EN-324A1-UC1	10/14/2014	$51.74	$66.98	$82.22	H H H H H H H D Y
Apprentice Rates:						
0-999 hours			$41.79	$52.45	$63.12	
1,000-1,999 hours			$43.32	$54.75	$66.18	
2,000-2,999 hours			$44.84	$57.03	$69.22	
3,000-3,999 hours			$46.36	$59.31	$72.26	
4,000-4,999 hours			$47.89	$61.61	$75.32	
5,000-5,999 hours			$49.41	$63.89	$78.36	

Official Request #: 1277
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Project Description: /Flint State Office Building Reroof Existing Building, Ice

Project Number: File No. 071/12354.JAN – Index No. 53322
County: Genesee

Official Rate Schedule

Every contractor and subcontractor shall keep posted on the construction site, in a conspicuous place, a copy of all prevailing wage and fringe benefit rates prescribed in a contract.

Classification Name	Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Class II Equipment		EN-324A1-UC2	10/14/2014	$47.01	$59.89	$72.76	H H H H H H H D Y
Class III Equipment		EN-324A1-UC3	10/14/2014	$46.28	$58.79	$71.30	H H H H H H H D Y
Class IV Equipment		EN-324A1-UC4	10/14/2014	$45.71	$57.94	$70.16	H H H H H H H D Y
Master Mechanic		EN-324A1-UMM	10/14/2014	$51.99	$67.81	$83.63	H H H H H H H D Y

Painter

Painter		PT-1052-BR	5/21/2015	$34.75	$46.45	$58.15	X X H X X X H D Y

The regular weekly work schedule may consist of 4 10s on consecutive days, Monday thru

Make up day allowed comment

A make-up day may be scheduled for work missed due to holiday or inclement weather.

Apprentice Rates:			
1st year	$23.05	$28.90	$34.75
2nd year, 1st 6 months	$25.39	$32.41	$39.43
2nd year, 2nd 6 months	$27.73	$35.92	$44.11
3rd year, 1st 6 months	$30.07	$39.43	$48.79
Until completion	$32.41	$42.94	$53.47

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Work of a high risk nature of a falling height up to 30 feet The regular weekly work schedule may consist of 4 10s on consecutive days, Monday thru Saturday.	PT-1052-HR	5/22/2015	$36.10	$48.48	$60.85	X X H X X X H D Y
Make up day allowed comment A make-up day may be scheduled for work missed due to holiday or inclement weather.						
Apprentice Rates:						
1st year			$23.73	$29.92	$36.11	
2nd year, 1st 6 months			$26.20	$33.63	$41.05	
2nd year, 2nd 6 months			$28.67	$37.33	$45.99	
3rd year, 1st 6 months			$31.15	$41.05	$50.95	
Until completion			$33.63	$44.77	$55.91	
All work of a falling height of 31 - 44 feet The regular weekly work schedule may consist of 4 10s on consecutive days, Monday thru Saturday.	PT-1052-HR01	5/22/2015	$36.40	$48.93	$61.45	X X H X X X H D Y
Make up day allowed comment A make-up day may be scheduled for work missed due to holiday or inclement weather.						
Apprentice Rates:						
1st year			$23.87	$30.13	$36.39	
2nd year, 1st 6 months			$26.38	$33.89	$41.41	
2nd year, 2nd 6 months			$28.89	$37.66	$46.43	
3rd year, 1st 6 months			$31.39	$41.41	$51.43	
Until completion			$33.89	$45.16	$56.43	

Classification Name	Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
All work of a falling height of 45 - 59 feet The regular weekly work schedule may consist of 4 10s on consecutive days, Monday thru Saturday.		PT-1052-HR02	5/22/2015	$36.50	$49.08	$61.65	X X H X X X H D Y
Make up day allowed comment A make-up day may be scheduled for work missed due to holiday or inclement weather.							
	Apprentice Rates:						
	1st year			$23.93	$30.22	$36.51	
	2nd year, 1st 6 months			$26.44	$33.99	$41.53	
	2nd year, 2nd 6 months			$28.95	$37.75	$46.55	
	3rd year, 1st 6 months			$31.47	$41.53	$51.59	
	Until completion			$33.99	$45.31	$56.63	
All work of a falling height of 60 - 74 feet The regular weekly work schedule may consist of 4 10s on consecutive days, Monday thru Saturday.		PT-1052-HR03	5/22/2015	$36.60	$49.23	$61.85	X X H X X X H D Y
Make up day allowed comment A make-up day may be scheduled for work missed due to holiday or inclement weather.							
	Apprentice Rates:						
	1st year			$23.97	$30.28	$36.59	
	2nd year, 1st 6 months			$26.50	$34.07	$41.65	
	2nd year, 2nd 6 months			$29.02	$37.85	$46.69	
	3rd year, 1st 6 months			$31.55	$41.65	$51.75	
	Until completion			$34.07	$45.43	$56.79	

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
All work of a falling height of 75 - 89 feet The regular weekly work schedule may consist of 4 10s on consecutive days, Monday thru Saturday.	PT-1052-HR04	5/22/2015	$36.70	$49.38	$62.05	X X H X X X H D Y
Make up day allowed comment A make-up day may be scheduled for work missed due to holiday or inclement weather.						
Apprentice Rates:						
1st year			$24.03	$30.37	$36.71	
2nd year, 1st 6 months			$26.56	$34.17	$41.77	
2nd year, 2nd 6 months			$29.09	$37.96	$46.83	
3rd year, 1st 6 months			$31.63	$41.77	$51.91	
Until completion			$34.17	$45.58	$56.99	
All work of a falling height of 90 - 104 feet The regular weekly work schedule may consist of 4 10s on consecutive days, Monday thru Saturday.	PT-1052-HR05	5/22/2015	$36.80	$49.53	$62.25	X X H X X X H D Y
Make up day allowed comment A make-up day may be scheduled for work missed due to holiday or inclement weather.						
Apprentice Rates:						
1st year			$24.07	$30.43	$36.79	
2nd year, 1st 6 months			$26.62	$34.25	$41.89	
2nd year, 2nd 6 months			$29.16	$38.07	$46.97	
3rd year, 1st 6 months			$31.71	$41.89	$52.07	
Until completion			$34.25	$45.70	$57.15	

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
All work of a falling height of 105 - 119 feet The regular weekly work schedule may consist of 4 10s on consecutive days, Monday thru Saturday.	PT-1052-HR06	5/22/2015	$36.90	$49.68	$62.45	X X H X X X H D Y
Make up day allowed comment A make-up day may be scheduled for work missed due to holiday or inclement weather.						
Apprentice Rates:						
1st year			$24.13	$30.52	$36.91	
2nd year, 1st 6 months			$26.68	$34.35	$42.01	
2nd year, 2nd 6 months			$29.23	$38.17	$47.11	
3rd year, 1st 6 months			$31.79	$42.01	$52.23	
Until completion			$34.35	$45.85	$57.35	
All work of a falling height of 120 - 134 feet The regular weekly work schedule may consist of 4 10s on consecutive days, Monday thru Saturday.	PT-1052-HR07	5/22/2015	$37.00	$49.83	$62.65	X X H X X X H D Y
Make up day allowed comment A make-up day may be scheduled for work missed due to holiday or inclement weather.						
Apprentice Rates:						
1st year			$24.17	$30.58	$36.99	
2nd year, 1st 6 months			$26.74	$34.43	$42.13	
2nd year, 2nd 6 months			$29.30	$38.27	$47.25	
3rd year, 1st 6 months			$31.87	$42.13	$52.39	
Until completion			$34.43	$45.97	$57.51	

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
All work of a falling height of 135 - 149 feet The regular weekly work schedule may consist of 4 10s on consecutive days, Monday thru Saturday.	PT-1052-HR08	5/22/2015	$37.10	$49.98	$62.85	X X H X X X H D Y
Make up day allowed comment A make-up day may be scheduled for work missed due to holiday or inclement weather.						
Apprentice Rates:						
1st year			$24.23	$30.67	$37.11	
2nd year, 1st 6 months			$26.80	$34.53	$42.25	
2nd year, 2nd 6 months			$29.37	$38.38	$47.39	
3rd year, 1st 6 months			$31.95	$42.25	$52.55	
Until completion			$34.53	$46.12	$57.71	
All work of a falling height of 150 - 164 feet The regular weekly work schedule may consist of 4 10s on consecutive days, Monday thru Saturday.	PT-1052-HR09	5/22/2015	$37.20	$50.13	$63.05	X X H X X X H D Y
Make up day allowed comment A make-up day may be scheduled for work missed due to holiday or inclement weather.						
Apprentice Rates:						
1st year			$24.27	$30.73	$37.19	
2nd year, 1st 6 months			$26.86	$34.61	$42.37	
2nd year, 2nd 6 months			$29.45	$38.50	$47.55	
3rd year, 1st 6 months			$32.03	$42.37	$52.71	
Until completion			$34.61	$46.24	$57.87	

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
All work of a falling height of 165 - 179 feet The regular weekly work schedule may consist of 4 10s on consecutive days, Monday thru Saturday.	PT-1052-HR10	5/22/2015	$37.30	$50.28	$63.25	X X H X X X H D Y
Make up day allowed comment A make-up day may be scheduled for work missed due to holiday or inclement weather.						
Apprentice Rates:						
1st year			$24.33	$30.82	$37.31	
2nd year, 1st 6 months			$26.92	$34.71	$42.49	
2nd year, 2nd 6 months			$29.51	$38.59	$47.67	
3rd year, 1st 6 months			$32.11	$42.49	$52.87	
Until completion			$34.71	$46.39	$58.07	
All work of a falling height of 180 - 194 feet The regular weekly work schedule may consist of 4 10s on consecutive days, Monday thru Saturday.	PT-1052-HR11	5/22/2015	$37.40	$50.43	$63.45	X X H X X X H D Y
Make up day allowed comment A make-up day may be scheduled for work missed due to holiday or inclement weather.						
Apprentice Rates:						
1st year			$24.37	$30.88	$37.39	
2nd year, 1st 6 months			$26.98	$34.79	$42.61	
2nd year, 2nd 6 months			$29.59	$38.71	$47.83	
3rd year, 1st 6 months			$32.19	$42.61	$53.03	
Until completion			$34.79	$46.51	$58.23	

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
All work of a falling height of 195 - 209 feet The regular weekly work schedule may consist of 4 10s on consecutive days, Monday thru Saturday.	PT-1052-HR12	5/22/2015	$37.50	$50.58	$63.65	X X H X X X H D Y
Make up day allowed comment A make-up day may be scheduled for work missed due to holiday or inclement weather.						
Apprentice Rates:						
1st year			$24.43	$30.97	$37.51	
2nd year, 1st 6 months			$27.04	$34.89	$42.73	
2nd year, 2nd 6 months			$29.65	$38.80	$47.95	
3rd year, 1st 6 months			$32.27	$42.73	$53.19	
Until completion			$34.89	$46.66	$58.43	
All work of a falling height of 210 - 224 feet The regular weekly work schedule may consist of 4 10s on consecutive days, Monday thru Saturday.	PT-1052-HR13	5/22/2015	$37.60	$50.73	$63.85	X X H X X X H D Y
Make up day allowed comment A make-up day may be scheduled for work missed due to holiday or inclement weather.						
Apprentice Rates:						
1st year			$24.47	$31.03	$37.59	
2nd year, 1st 6 months			$27.10	$34.97	$42.85	
2nd year, 2nd 6 months			$29.73	$38.92	$48.11	
3rd year, 1st 6 months			$32.35	$42.85	$53.35	
Until completion			$34.97	$46.78	$58.59	
Pipe and Manhole Rehab						
General Laborer for rehab work or normal cleaning and cctv work-top man, scaffold man, CCTV assistant, jetter-vac assistant	TM247	4/17/2015	$28.20	$38.20		H H H H H H H H N
Tap cutter/CCTV Tech/Grout Equipment Operator: unit driver and operator of CCTV; grouting equipment and tap cutting equipment	TM247-2	4/17/2015	$32.70	$44.95		H H H H H H H H N

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
CCTV Technician/Combo Unit Operator: unit driver and operator of cctv unit or combo unit in connection with normal cleaning and televising work	TM247-3	4/17/2015	$31.45	$43.07		H H H H H H H H N
Boiler Operator: unit driver and operator of steam/water heater units and all ancillary equipment associated	TM247-4	4/17/2015	$33.20	$45.70		H H H H H H H H N
Combo Unit driver & Jetter-Vac Operator	TM247-5	4/17/2015	$33.20	$45.70		H H H H H H H H N
Pipe Bursting & Slip-lining Equipment Operator	TM247-6	4/17/2015	$34.20	$47.20		H H H H H H H H N
Plasterer						
Plasterer - 4 10s allowed M-F	BR9-12-PL	3/17/2015	$43.56	$56.96	$70.35	H H H H H H H D Y
Apprentice Rates:						
0-749 hours			$34.18	$42.89	$51.59	
750-1499 hours			$35.52	$44.89	$54.27	
1500-2249 hours			$36.86	$46.91	$56.95	
2250-2999 hours			$38.20	$48.91	$59.63	
3000-3749 hours			$39.54	$50.93	$62.31	
3750-4499 hours			$40.88	$52.93	$64.99	
Plasterer	PL16-3	10/23/2012	$36.61	$48.48	$60.34	H H H H H H H D N
Apprentice Rates:						
1st year			$28.30	$36.01	$43.72	
2nd year			$30.68	$39.58	$48.48	
3rd year			$33.05	$43.14	$53.22	

Classification Name / Description			Last Updated	Straight Hourly	Time and Half	a Double Time	Overtime Provision
Plumber & Pipefitter							
Plumber & Pipefitter *Make up day allowed*		PL-370	7/30/2007	$51.21	$76.44	$101.67	H H H H H H H D Y
	Apprentice Rates:						
	1st 6 months			$23.82	$35.52	$47.21	
	2nd 6 months			$25.51	$38.05	$50.59	
	3rd 6 months			$32.21	$48.10	$63.99	
	4th 6 months			$33.91	$50.65	$67.39	
	5th 6 months			$35.61	$53.20	$70.79	
	6th 6 months			$37.31	$55.75	$74.19	
	7th 6 months			$39.00	$58.28	$77.57	
	8th 6 months			$40.70	$60.84	$80.97	
	9th 6 months			$42.40	$63.38	$84.37	
	final 6 months			$44.10	$65.94	$87.77	
Roofer							
Commercial Roofer Straight time is not to exceed ten (10) hours per day or forty (40) hours per week. *Make up day allowed*		RO-149-MMA	8/15/2008	$38.61	$50.72	$62.82	H H H H H H H D Y
	Apprentice Rates:						
	Apprentice 1			$23.23	$27.64	$32.06	
	Apprentice 2			$25.14	$30.51	$35.88	
	Apprentice 3			$27.09	$33.44	$39.78	
	Apprentice 4			$29.00	$36.30	$43.60	
	Apprentice 5			$30.92	$39.18	$47.44	
	Apprentice 6			$32.83	$42.04	$51.26	
Sewer Relining							
Class I-Operator of audio visual CCTV system including remote in-ground cutter and other equipment used in conjunction with CCTV		SR-I	11/3/2014	$42.76	$57.75	$72.74	H H H H H H H D N

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Class II-Operator of hot water heaters and circulation system; water jetters; and vacuum and mechanical debris removal systems and those assisting.	SR-II	11/3/2014	$41.23	$55.46	$69.68	H H H H H H H D N
Sheet Metal Worker						
Sheet Metal Worker 4 10s allowed as consecutive days, M-Th or T-F	SHM-7-4	9/25/2014	$49.90	$64.16	$78.41	H H H X H H H D Y
Apprentice Rates:						
1st 6 months			$25.76	$32.17	$38.59	
2nd 6 months			$27.19	$34.32	$41.45	
3rd 6 months			$28.61	$36.45	$44.29	
4th 6 months			$30.04	$38.59	$47.15	
5th 6 months			$39.47	$48.74	$58.00	
6th 6 months			$40.90	$50.88	$60.86	
7th 6 months			$42.32	$53.01	$63.70	
8th 6 months			$43.75	$55.16	$66.56	
Sprinkler Fitter						
Sprinkler Fitter *Make up day allowed*	SP 669	9/17/2009	$46.51	$61.99	$77.47	H H H H H H H D Y
Apprentice Rates:						
Class 1 & 2			$23.44	$31.31	$39.17	
Class 3			$29.35	$37.75	$46.15	
Class 4			$30.93	$40.12	$49.31	
Class 5			$35.50	$45.47	$55.45	
Class 6			$37.07	$47.83	$58.59	
Class 7			$38.65	$50.20	$61.75	
Class 8			$40.22	$52.55	$64.89	
Class 9			$41.79	$54.91	$68.03	
Class 10			$43.36	$57.27	$71.17	

Classification Name	Description		Last Updated	Straight Hourly	Time and Half	a Double Time	Overtime Provision
Tile, Marble and Terrazzo Finisher							
Finisher - 4 10s allowed M-F		BR9-12-TF	3/17/2015	$35.10	$45.78	$56.46	H H H H H H H D Y
	Apprentice Rates:						
	0-749 hours			$27.62	$34.56	$41.50	
	750-1499 hours			$28.69	$36.16	$43.64	
	1500-2249 hours			$29.76	$37.77	$45.78	
	2250-2999 hours			$30.83	$39.38	$47.92	
	3000-3749 hours			$31.90	$40.98	$50.06	
	3750-4499 hours			$32.96	$42.57	$52.18	
Truck Driver							
on all trucks of 8 cubic yard capacity or less (except dump trucks of 8 cubic yard capacity or over, tandem axle trucks, transit mix and semis, euclid type equipment, double bottoms and low boys)		TM-RB1	8/8/2013	$41.92	$37.85		H H H H H H H H Y
of all trucks of 8 cubic yard capacity or over		TM-RB1A	8/8/2013	$41.30	$38.00		H H H H H H H H Y
on euclid type equipment *Make up day allowed*		TM-RB1B	8/8/2013	$41.45	$38.23		H H H H H H H H Y
Underground Laborer Open Cut, Class I							
Construction Laborer		LAUC-Z3-1	10/30/2014	$33.61	$43.93	$54.25	X X X X X X X D Y
	Apprentice Rates:						
	0-1,000 work hours			$29.08	$37.14	$45.19	
	1,001-2,000 work hours			$29.98	$38.49	$46.99	
	2,001-3,000 work hours			$30.89	$39.86	$48.81	
	3,001-4,000 work hours			$32.70	$42.57	$52.43	

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Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Underground Laborer Open Cut, Class II						
Mortar and material mixer, concrete form man, signal man, well point man, manhole, headwall and catch basin builder, guard rail builders, headwall, seawall, breakwall, dock builder and fence erector.	LAUC-Z3-2	10/30/2014	$33.75	$44.14	$54.53	X X X X X X X D Y
Apprentice Rates:						
0-1,000 work hours			$29.18	$37.29	$45.39	
1,001-2,000 work hours			$30.10	$38.67	$47.23	
2,001-3,000 work hours			$31.01	$40.04	$49.05	
3,001-4,000 work hours			$32.84	$42.78	$52.71	
Underground Laborer Open Cut, Class III						
Air, gasoline and electric tool operator, vibrator operator, drillers, pump man, tar kettle operator, bracers, rodder, reinforced steel or mesh man (e.g. wire mesh, steel mats, dowel bars, etc.), cement finisher, welder, pipe jacking and boring man, wagon drill and air track operator and concrete saw operator (under 40 h.p.), windlass and tugger man, and directional boring man.	LAUC-Z3-3	10/30/2014	$33.87	$44.32	$54.77	X X X X X X X D Y
Apprentice Rates:						
0-1,000 work hours			$29.27	$37.42	$45.57	
1,001-2,000 work hous			$30.19	$38.80	$47.41	
2,001-3,000 work hours			$31.11	$40.18	$49.25	
3,001-4,000 work hours			$32.95	$42.94	$52.93	
Underground Laborer Open Cut, Class IV						
Trench or excavating grade man.	LAUC-Z3-4	10/30/2014	$33.92	$44.40	$54.87	X X X X X X X D Y
Apprentice Rates:						
0-1,000 work hours			$29.31	$37.48	$45.65	
1,001-2,000 work hours			$30.23	$38.86	$47.49	
2,001-3,000 work hours			$31.15	$40.24	$49.33	
3,001-4,000 work hours			$33.00	$43.02	$53.03	

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Underground Laborer Open Cut, Class V						
Pipe Layer	LAUC-Z3-5	10/30/2014	$34.06	$44.61	$55.15	X X X X X X X D Y
Apprentice Rates:						
0-1,000 work hours			$29.41	$37.64	$45.85	
1,001-2,000 work hours			$30.34	$39.03	$47.71	
2,001-3,000 work hours			$31.27	$40.42	$49.57	
3,001-4,000 work hours			$33.13	$43.22	$53.29	
Underground Laborer Open Cut, Class VI						
Grouting man, top man assistant, audio visual television operations and all other operations in connection with closed circuit television inspection, pipe cleaning and pipe relining work and the installation & repair of water service pipe & appurtenances	LAUC-Z3-6	10/30/2014	$31.36	$40.56	$49.75	X X X X X X X D Y
Apprentice Rates:						
0-1,000 work hours			$27.39	$34.60	$41.81	
1,001-2,000 work hours			$28.18	$35.79	$43.39	
2,001-3,000 work hours			$28.98	$36.99	$44.99	
3,001-4,000 work hours			$30.57	$39.38	$48.17	
Underground Laborer Open Cut, Class VII						
Restoration laborer, seeding, sodding, planting, cutting, mulching and topsoil grading and the restoration of property such as replacing mail boxes, wood chips, planter boxes, flagstones etc.	LAUC-Z3-7	10/30/2014	$28.51	$36.28	$44.05	X X X X X X X D Y
Apprentice Rates:						
0-1,000 work hours			$25.25	$31.40	$37.53	
1,001-2,000 work hours			$25.90	$32.37	$38.83	
2,001-3,000 work hours			$26.56	$33.36	$40.15	
3,001-4,000 work hours			$27.86	$35.31	$42.75	

SECTION 024119 - SELECTIVE DEMOLITION

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:
   1. Demolition and removal of selected portions of building or structure.
   2. Demolition and removal of selected site elements.

1.2 MATERIALS OWNERSHIP

A. Unless otherwise indicated, demolition waste becomes property of Contractor.

1.3 PREINSTALLATION MEETINGS

A. Pre-demolition Conference: Conduct conference at Project site.

1.4 INFORMATIONAL SUBMITTALS

A. Engineering Survey: Submit engineering survey of condition of building.
B. Proposed Protection Measures: Submit report, including Drawings, that indicates the measures proposed for protecting individuals and property, for environmental protection , for dust control and , for noise control. Indicate proposed locations and construction of barriers.
C. Schedule of selective demolition activities with starting and ending dates for each activity.
D. Predemolition photographs or video.

1.5 FIELD CONDITIONS

A. Owner will occupy portions of building immediately adjacent to selective demolition area. Conduct selective demolition so Owner's operations will not be disrupted.
B. Conditions existing at time of inspection for bidding purpose will be maintained by Owner as far as practical.
C. Notify Architect of discrepancies between existing conditions and Drawings before proceeding with selective demolition.
D. Hazardous Materials: It is not expected that hazardous materials will be encountered in the Work.
   1. Hazardous materials will be removed by Owner before start of the Work.
   2. If suspected hazardous materials are encountered, do not disturb; immediately notify Architect and Owner. Hazardous materials will be removed by Owner under a separate contract.
E. Storage or sale of removed items or materials on-site is not permitted.
F. Utility Service: Maintain existing utilities indicated to remain in service and protect them against damage during selective demolition operations.
   1. Maintain fire-protection facilities in service during selective demolition operations.
G. Arrange selective demolition schedule so as not to interfere with Owner's operations.

1.6 WARRANTY

A. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during selective demolition, by methods and with materials and using approved contractors so as not to void existing warranties.

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

A. Regulatory Requirements: Comply with governing EPA notification regulations before beginning selective demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.
B. Standards: Comply with ASSE A10.6 and NFPA 241.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Verify that utilities have been disconnected and capped before starting selective demolition operations.
B. Inventory and record the condition of items to be removed and salvaged.

3.2 UTILITY SERVICES AND MECHANICAL/ELECTRICAL SYSTEMS

A. Existing Services/Systems to Remain: Maintain services/systems indicated to remain and protect them against damage.
B. Existing Services/Systems to Be Removed, Relocated, or Abandoned: Locate, identify, disconnect, and seal or cap off utility services and mechanical/electrical systems serving areas to be selectively demolished.
    1. Owner will arrange to shut off indicated services/systems when requested by Contractor.
    2. Arrange to shut off utilities with utility companies.
    3. If services/systems are required to be removed, relocated, or abandoned, provide temporary services/systems that bypass area of selective demolition and that maintain continuity of services/systems to other parts of building.

3.3 PROTECTION

A. Temporary Protection: Provide temporary barricades and other protection required to prevent injury to people and damage to adjacent buildings and facilities to remain.
B. Temporary Shoring: Design, provide, and maintain shoring, bracing, and structural supports as required to preserve stability and prevent movement, settlement, or collapse of construction and finishes to remain, and to prevent unexpected or uncontrolled movement or collapse of construction being demolished.
C. Remove temporary barricades and protections where hazards no longer exist.

3.4 SELECTIVE DEMOLITION

A. General: Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete the Work within limitations of governing regulations and as follows:

1. Neatly cut openings and holes plumb, square, and true to dimensions required. Use cutting methods least likely to damage construction to remain or adjoining construction. Use hand tools or small power tools designed for sawing or grinding, not hammering and chopping. Temporarily cover openings to remain.
2. Cut or drill from the exposed or finished side into concealed surfaces to avoid marring existing finished surfaces.
3. Do not use cutting torches until work area is cleared of flammable materials. At concealed spaces, such as duct and pipe interiors, verify condition and contents of hidden space before starting flame-cutting operations. Maintain portable fire-suppression devices during flame-cutting operations.
4. Maintain fire watch during and for at least 2 hours after flame-cutting operations.
5. Locate selective demolition equipment and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.
6. Dispose of demolished items and materials promptly.

B. Site Access and Temporary Controls: Conduct selective demolition and debris-removal operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.

C. Existing Items to Remain: Protect construction indicated to remain against damage and soiling during selective demolition. When permitted by Architect, items may be removed to a suitable, protected storage location during selective demolition and cleaned and reinstalled in their original locations after selective demolition operations are complete.

3.5 CLEANING

A. Remove demolition waste materials from Project site and dispose of them in an EPA-approved construction and demolition waste landfill acceptable to authorities having jurisdiction.
1. Do not allow demolished materials to accumulate on-site.
2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
3. Remove debris from elevated portions of building by chute, hoist, or other device that will convey debris to grade level in a controlled descent.
4. Comply with requirements specified in Section 017419 "Construction Waste Management and Disposal."

B. Burning: Do not burn demolished materials.

C. Clean adjacent structures and improvements of dust, dirt, and debris caused by selective demolition operations. Return adjacent areas to condition existing before selective demolition operations began.

END OF SECTION 024119

SECTION 051200 - STRUCTURAL STEEL FRAMING

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:
   1. Structural steel.

1.2 DEFINITIONS

A. Structural Steel: Elements of the structural frame indicated on Drawings and as described in AISC 303, "Code of Standard Practice for Steel Buildings and Bridges."

1.3 PREINSTALLATION MEETINGS

A. Preinstallation Conference: Conduct conference at Project site.

1.4 ACTION SUBMITTALS

A. Product Data: For each type of product.
B. Shop Drawings: Show fabrication of structural-steel components.

1.5 INFORMATIONAL SUBMITTALS

A. Qualification Data: For Installer and fabricator.
B. Welding certificates.
C. Field quality-control and special inspection reports.

1.6 QUALITY ASSURANCE

A. Fabricator Qualifications: A qualified fabricator that participates in the AISC Quality Certification Program and is designated an AISC-Certified Plant, Category STD.
B. Installer Qualifications: A qualified installer who participates in the AISC Quality Certification Program and is designated an AISC-Certified Erector, Category CSE.
C. Welding Qualifications: Qualify procedures and personnel according to AWS D1.1/D1.1M, "Structural Welding Code - Steel."
D. Comply with applicable provisions of the following specifications and documents:
   1. AISC 303.
   2. AISC 360.
   3. RCSC's "Specification for Structural Joints Using ASTM A 325 or A 490 Bolts."

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

A. Connections: Provide details of simple shear connections required by the Contract Documents to be selected or completed by structural-steel fabricator to withstand loads indicated and comply with other information and restrictions indicated.
   1. Select and complete connections using schematic details indicated and AISC 360.
   2. Use Allowable Stress Design; data are given at service-load level.
B. Moment Connections: Type FR, fully restrained.
C. Construction: Combined system of moment frame and braced frame.

2.2 STRUCTURAL-STEEL MATERIALS

A. W-Shapes: ASTM A 992/A 992M.
B. Channels, Angles, Shapes: ASTM A 36/A 36M.
C. Plate and Bar: ASTM A 36/A 36M.
D. Cold-Formed Hollow Structural Sections: ASTM A 500/A 500M, Grade B, structural tubing.
E. Steel Pipe: ASTM A 53/A 53M, Type E or Type S, Grade B.
F. Welding Electrodes: Comply with AWS requirements.

2.3 BOLTS, CONNECTORS, AND ANCHORS

A. High-Strength Bolts, Nuts, and Washers: ASTM A 325 (ASTM A 325M), Type 1, heavy-hex steel structural bolts; ASTM A 563, Grade C, (ASTM A 563M, Class 8S) heavy-hex carbon-steel nuts; and ASTM F 436 (ASTM F 436M), Type 1, hardened carbon-steel washers; all with plain finish.
   1. Direct-Tension Indicators: ASTM F 959, Type 325 (ASTM F 959M, Type 8.8), compressible-washer type with plain finish.
B. High-Strength Bolts, Nuts, and Washers: ASTM A 490 (ASTM A 490M), Type 1, heavy-hex steel structural bolts; ASTM A 563, Grade DH, (ASTM A 563M, Class 10S) heavy-hex carbon-steel nuts; and ASTM F 436 (ASTM F 436M), Type 1, hardened carbon-steel washers with plain finish.
   1. Direct-Tension Indicators: ASTM F 959, Type 490 (ASTM F 959M, Type 10.9), compressible-washer type with plain finish.
C. Zinc-Coated High-Strength Bolts, Nuts, and Washers: ASTM A 325 (ASTM A 325M), Type 1, heavy-hex steel structural bolts; ASTM A 563, Grade DH (ASTM A 563M, Class 10S) heavy-hex carbon-steel nuts; and ASTM F 436 (ASTM F 436M), Type 1, hardened carbon-steel washers.
   1. Finish: Hot-dip or mechanically deposited zinc coating.
D. Shear Connectors: ASTM A 108, Grades 1015 through 1020, headed-stud type, cold-finished carbon steel; AWS D1.1/D1.1M, Type B.

2.4 PRIMER

A. Primer: Comply with Section 099600 "High-Performance Coatings."
B. Primer: SSPC-Paint 25, Type I, zinc oxide, alkyd, linseed oil primer.
C. Primer: Fabricator's standard lead- and chromate-free, nonasphaltic, rust-inhibiting primer complying with MPI#79 and compatible with topcoat.

2.5 FABRICATION

A. Structural Steel: Fabricate and assemble in shop to greatest extent possible. Fabricate according to AISC 303, "Code of Standard Practice for Steel Buildings and Bridges," and to AISC 360.
B. Shear Connectors: Prepare steel surfaces as recommended by manufacturer of shear connectors. Use automatic end welding of headed-stud shear connectors according to AWS D1.1/D1.1M and manufacturer's written instructions.

2.6 SHOP CONNECTIONS

A. High-Strength Bolts: Shop install high-strength bolts according to RCSC's "Specification for Structural Joints Using ASTM A 325 or A 490 Bolts" for type of bolt and type of joint specified.
   1. Joint Type: Snug tightened.

B. Weld Connections: Comply with AWS D1.1/D1.1M and AWS D1.8/D1.8M for tolerances, appearances, welding procedure specifications, weld quality, and methods used in correcting welding work.

2.7 SHOP PRIMING

A. Shop prime steel surfaces except the following:
   1. Surfaces embedded in concrete or mortar. Extend priming of partially embedded members to a depth of 2 inches (50 mm).
   2. Surfaces to be field welded.
   3. Surfaces of high-strength bolted, slip-critical connections.
   4. Surfaces to receive sprayed fire-resistive materials (applied fireproofing).
   5. Galvanized surfaces.
   6. Surfaces enclosed in interior construction.
B. Surface Preparation: Clean surfaces to be painted. Remove loose rust and mill scale and spatter, slag, or flux deposits. Prepare surfaces according to the following specifications and standards:
   1. SSPC-SP 2, "Hand Tool Cleaning."
   2. SSPC-SP 3, "Power Tool Cleaning."
   3. SSPC-SP 7/NACE No. 4, "Brush-off Blast Cleaning."
C. Priming: Immediately after surface preparation, apply primer according to manufacturer's written instructions and at rate recommended by SSPC to provide a minimum dry film thickness of 1.5 mils (0.038 mm). Use priming methods that result in full coverage of joints, corners, edges, and exposed surfaces.

2.8 SOURCE QUALITY CONTROL

A. Testing Agency: Owner will engage a qualified testing agency to perform shop tests and inspections.
   1. Provide testing agency with access to places where structural-steel work is being fabricated or produced to perform tests and inspections.
B. Bolted Connections: Inspect shop-bolted connections according to RCSC's "Specification for Structural Joints Using ASTM A 325 or A 490 Bolts."
C. Welded Connections: Visually inspect shop-welded connections according to AWS D1.1/D1.1M and the following inspection procedures, at testing agency's option:
   1. Liquid Penetrant Inspection: ASTM E 165.
   2. Magnetic Particle Inspection: ASTM E 709; performed on root pass and on finished weld. Cracks or zones of incomplete fusion or penetration are not accepted.
   3. Ultrasonic Inspection: ASTM E 164.
   4. Radiographic Inspection: ASTM E 94.
D. Prepare test and inspection reports.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Verify, with certified steel erector present, elevations of concrete- and masonry-bearing surfaces and locations of anchor rods, bearing plates, and other embedments for compliance with requirements.
B. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 ERECTION

A. Set structural steel accurately in locations and to elevations indicated and according to AISC 303 and AISC 360.
B. Maintain erection tolerances of structural steel within AISC 303, "Code of Standard Practice for Steel Buildings and Bridges."

3.3 FIELD CONNECTIONS

A. High-Strength Bolts: Install high-strength bolts according to RCSC's "Specification for Structural Joints Using ASTM A 325 or A 490 Bolts" for type of bolt and type of joint specified.
   1. Joint Type: Snug tightened.
B. Weld Connections: Comply with AWS D1.1/D1.1M[and AWS D1.8/D1.8M] for tolerances, appearances, welding procedure specifications, weld quality, and methods used in correcting welding work.
   1. Comply with AISC 303 and AISC 360 for bearing, alignment, adequacy of temporary connections, and removal of paint on surfaces adjacent to field welds.
   2. Remove backing bars or runoff tabs, back gouge, and grind steel smooth.
   3. Assemble and weld built-up sections by methods that maintain true alignment of axes without exceeding tolerances in AISC 303, "Code of Standard Practice for Steel Buildings and Bridges," for mill material.

3.4 FIELD QUALITY CONTROL

A. Special Inspections: Owner will engage a qualified special inspector to perform the following special inspections:
   1. Verify structural-steel materials and inspect steel frame joint details.
   2. Verify weld materials and inspect welds.
   3. Verify connection materials and inspect high-strength bolted connections.
B. Testing Agency: Owner will engage a qualified testing agency to perform tests and inspections.
C. Bolted Connections: Inspect bolted connections according to RCSC's "Specification for Structural Joints Using ASTM A 325 or A 490 Bolts."
D. Welded Connections: Visually inspect field welds according to AWS D1.1/D1.1M.
   1. In addition to visual inspection, test and inspect field welds according to AWS D1.1/D1.1M and the following inspection procedures, at testing agency's option:
      a. Liquid Penetrant Inspection: ASTM E 165.
      b. Magnetic Particle Inspection: ASTM E 709; performed on root pass and on finished weld. Cracks or zones of incomplete fusion or penetration are not accepted.
      c. Ultrasonic Inspection: ASTM E 164.
      d. Radiographic Inspection: ASTM E 94.

END OF SECTION 051200

SECTION 055119 - METAL GRATING

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes industrial-type, straight-run stairs with steel-grating treads and railings attached to metal grating.

1.2 ACTION SUBMITTALS

A. Product Data: For metal grating.
B. Shop Drawings: Include plans, elevations, sections, details, and attachments.

PART 2 - PRODUCTS

2.1 METALS

A. Metal Surfaces, General: Provide materials with smooth, flat surfaces unless otherwise indicated. For components exposed to view in the completed Work, provide materials without seam marks, roller marks, rolled trade names, or blemishes.
B. Steel Plates, Shapes, and Bars: ASTM A 36/A 36M.
C. Steel Bars for Grating Treads: ASTM A 36/A 36M or steel strip, ASTM A 1011/A 1011M or ASTM A 1018/A 1018M.
D. Wire Rod for Grating Crossbars: ASTM A 510 (ASTM A 510M).

2.2 FASTENERS

A. Provide zinc-plated fasteners with coating complying with ASTM B 633 or ASTM F 1941 (ASTM F 1941M), Class Fe/Zn 12 for exterior use, and Class Fe/Zn 5 where built into exterior walls. Select fasteners for type, grade, and class required.

2.3 MISCELLANEOUS MATERIALS

A. Galvanizing Repair Paint: High-zinc-dust-content paint complying with SSPC-Paint 20 and compatible with paints specified to be used over it.

2.4 GRATING

A. Metal Bar-Grating: Form platforms to configurations shown from metal bar grating; fabricate to comply with NAAMM MBG 531, "Metal Bar Grating Manual."
   1. Fabricate treads and platforms from welded or pressure-locked steel grating with openings in gratings no more than 1/2 inch (12 mm) in least dimension.
   2. Surface: Plain.
   3. Finish: Galvanized.

2.5 RAILINGS (at ice storage platform)

A. Comply with applicable requirements in Section 055213 "Pipe and Tube Railings."
   1. Rails may be bent at corners, rail returns, and wall returns, instead of using prefabricated fittings.

2. Connect posts to stair framing by direct welding unless otherwise indicated.

2.6 FINISHES

A. Galvanizing: Hot-dip galvanize items as indicated to comply with ASTM A 153/A 153M for steel and iron hardware and with ASTM A 123/A 123M for other steel and iron products.

PART 3 - EXECUTION

3.1 INSTALLATION

A. Cutting, Fitting, and Placement: Perform cutting, drilling, and fitting required for installing metal grating.
B. Field Welding: Comply with requirements for welding in "Fabrication, General" Article.

3.2 ADJUSTING AND CLEANING

A. Galvanized Surfaces: Clean field welds, bolted connections, and abraded areas and repair galvanizing to comply with ASTM A 780/A 780M.

END OF SECTION 055119

SECTION 055213 - PIPE RAILINGS AND GUARDRAILS

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:
   1. Steel pipe railings and guardrails.

1.2 ACTION SUBMITTALS

A. Product Data: For the following:
   1. Manufacturer's product lines of mechanically connected railings.
   2. Railing brackets.
B. Shop Drawings: Include plans, elevations, sections, details, and attachments to other work.
C. Samples: For each type of exposed finish required.
D. Delegated-Design Submittal: For railings, including analysis data signed and sealed by the qualified professional engineer responsible for their preparation.

1.3 INFORMATIONAL SUBMITTALS

A. Product Test Reports: For pipe and tube railings, for tests performed by a qualified testing agency, according to ASTM E 894 and ASTM E 935.

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

A. Delegated Design: Engage a qualified professional engineer, as defined in Section 014000 "Quality Requirements," to design railings, including attachment to building construction.
B. Structural Performance: Railings, including attachment to building construction, shall withstand the effects of gravity loads and the following loads and stresses within limits and under conditions indicated:
   1. Handrails and Top Rails of Guards:
      a. Uniform load of 50 lbf/ ft. (0.73 kN/m) applied in any direction.
      b. Concentrated load of 200 lbf (0.89 kN) applied in any direction.
      c. Uniform and concentrated loads need not be assumed to act concurrently.
   2. Infill of Guards:
      a. Concentrated load of 50 lbf (0.22 kN) applied horizontally on an area of 1 sq. ft. (0.093 sq. m).
      b. Infill load and other loads need not be assumed to act concurrently.

2.2 METALS, GENERAL

A. Brackets, Flanges, and Anchors: Cast or formed metal of same type of material and finish as supported rails unless otherwise indicated.
   1. Provide type of bracket with predrilled hole for exposed bolt anchorage and that provides 1-1/2-inch (38-mm) clearance from inside face of handrail to finished wall surface.

2.3 STEEL AND IRON

A. Pipe: ASTM A 53/A 53M, Type F or Type S, Grade A, Standard Weight (Schedule 40), unless another grade and weight are required by structural loads.
   1. Provide galvanized finish for exterior installations and where indicated.
B. Plates, Shapes, and Bars: ASTM A 36/A 36M.

2.4 FASTENERS

A. General: Provide the following:
   1. Ungalvanized-Steel Railings: Plated steel fasteners complying with ASTM B 633 or ASTM F 1941 (ASTM F 1941M), Class Fe/Zn 5 for zinc coating.
   2. Hot-Dip Galvanized Railings: Type 304 stainless-steel or hot-dip zinc-coated steel fasteners complying with ASTM A 153/A 153M or ASTM F 2329 for zinc coating.
B. Post-Installed Anchors: Torque-controlled expansion anchors capable of sustaining, without failure, a load equal to 6 times the load imposed when installed in unit masonry and 4 times the load imposed when installed in concrete, as determined by testing according to ASTM E 488/E 488M, conducted by a qualified independent testing agency.
   1. Material for Interior Locations: Carbon-steel components zinc-plated to comply with ASTM B 633 or ASTM F 1941 (ASTM F 1941M), Class Fe/Zn 5, unless otherwise indicated.

2.5 MISCELLANEOUS MATERIALS

A. Welding Rods and Bare Electrodes: Select according to AWS specifications for metal alloy welded.
B. Etching Cleaner for Galvanized Metal: Complying with MPI#25.
C. Galvanizing Repair Paint: High-zinc-dust-content paint complying with SSPC-Paint 20 and compatible with paints specified to be used over it.
D. Shop Primers: Provide primers that comply with Section 099600 "High-Performance Coatings.
E. Universal Shop Primer: Fast-curing, lead- and chromate-free, universal modified-alkyd primer complying with MPI#79 and compatible with topcoat.
F. Epoxy Zinc-Rich Primer: Complying with MPI#20 and compatible with topcoat.
G. Shop Primer for Galvanized Steel: Primer formulated for exterior use over zinc-coated metal and compatible with finish paint systems indicated.
H. Epoxy Intermediate Coat: Complying with MPI #77 and compatible with primer and topcoat.
I. Polyurethane Topcoat: Complying with MPI #72 and compatible with undercoat.
J. Bituminous Paint: Cold-applied asphalt emulsion complying with ASTM D 1187/D 1187M.

2.6 FABRICATION

A. Cut, drill, and punch metals cleanly and accurately. Remove burrs and ease edges to a radius of approximately 1/32 inch (1 mm) unless otherwise indicated. Remove sharp or rough areas on exposed surfaces.
B. Form work true to line and level with accurate angles and surfaces.
C. Welded Connections: Cope components at connections to provide close fit, or use fittings designed for this purpose. Weld all around at connections, including at fittings.
   1. Use materials and methods that minimize distortion and develop strength and corrosion resistance of base metals.
   2. Obtain fusion without undercut or overlap.
   3. Remove flux immediately.

4. At exposed connections, finish exposed surfaces smooth and blended so no roughness shows after finishing and welded surface matches contours of adjoining surfaces.

D. Form changes in direction by bending or by inserting prefabricated elbow fittings.

E. For changes in direction made by bending, use jigs to produce uniform curvature for each repetitive configuration required. Maintain cross section of member throughout entire bend without buckling, twisting, cracking, or otherwise deforming exposed surfaces of components.

F. Close exposed ends of railing members with prefabricated end fittings.

G. Provide wall returns at ends of wall-mounted handrails unless otherwise indicated.

H. Brackets, Flanges, Fittings, and Anchors: Provide wall brackets, flanges, miscellaneous fittings, and anchors to interconnect railing members to other work unless otherwise indicated.

1. At brackets and fittings fastened to plaster or gypsum board partitions, provide crush-resistant fillers or other means to transfer loads through wall finishes to structural supports and prevent bracket or fitting rotation and crushing of substrate.

2.7 STEEL AND IRON FINISHES

A. Galvanized Railings:

1. Hot-dip galvanize indicated steel railings, including hardware, after fabrication.
2. Comply with ASTM A 123/A 123M for hot-dip galvanized railings.
3. Comply with ASTM A 153/A 153M for hot-dip galvanized hardware.

B. Preparing Galvanized Railings for Shop Priming: After galvanizing, thoroughly clean railings of grease, dirt, oil, flux, and other foreign matter, and treat with etching cleaner.

C. Preparation for Shop Priming: Prepare uncoated ferrous-metal surfaces to comply with SSPC-SP 6/NACE No. 3, "Commercial Blast Cleaning."

D. Primer Application: Apply shop primer to prepared surfaces of railings unless otherwise indicated. Comply with requirements in SSPC-PA 1, "Shop, Field, and Maintenance Painting of Steel," for shop painting. Primer need not be applied to surfaces to be embedded in concrete or masonry.

1. Do not apply primer to galvanized surfaces.

E. High-Performance Coating: Apply epoxy intermediate and polyurethane topcoats to prime-coated surfaces. Comply with coating manufacturer's written instructions and with requirements in SSPC-PA 1, "Shop, Field, and Maintenance Painting of Steel," for shop painting. Apply at spreading rates recommended by coating manufacturer.

1. Color: As selected by Architect from manufacturer's full range.

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

A. Set railings accurately in location, alignment, and elevation; measured from established lines and levels and free of rack.

1. Do not weld, cut, or abrade surfaces of railing components that are coated or finished after fabrication and that are intended for field connection by mechanical or other means without further cutting or fitting.
2. Set posts plumb within a tolerance of 1/16 inch in 3 feet (2 mm in 1 m).
3. Align rails so variations from level for horizontal members and variations from parallel with rake of steps and ramps for sloping members do not exceed 1/4 inch in 12 feet (6 mm in 3.5 m).

B. Control of Corrosion: Prevent galvanic action and other forms of corrosion by insulating metals and other materials from direct contact with incompatible materials.
   1. Coat, with a heavy coat of bituminous paint, concealed surfaces of aluminum that are in contact with grout, concrete, masonry, wood, or dissimilar metals.

3.2 ATTACHING RAILINGS

A. Attach railings to wall with wall brackets. Locate brackets as indicated or, if not indicated, at spacing required to support structural loads.
   1. For steel-framed partitions, use hanger or lag bolts set into fire-retardant-treated wood backing between studs. Coordinate with stud installation to locate backing members.
   2. For steel-framed partitions, use self-tapping screws fastened to steel framing or to concealed steel reinforcements.
   3. For steel-framed partitions, use toggle bolts installed through flanges of steel framing or through concealed steel reinforcements.

3.3 ADJUSTING AND CLEANING

A. Touchup Painting: Immediately after erection, clean field welds, bolted connections, and abraded areas of shop paint, and paint exposed areas with the same material as used for shop painting to comply with SSPC-PA 1 requirements for touching up shop-painted surfaces.
B. Galvanized Surfaces: Clean field welds, bolted connections, and abraded areas, and repair galvanizing to comply with ASTM A 780/A 780M.

END OF SECTION 055213

SECTION 061053 - MISCELLANEOUS ROUGH CARPENTRY

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:
   1. Rooftop equipment bases and support curbs.
   2. Wood blocking and nailers.

1.2 ACTION SUBMITTALS

A. Product Data: For each type of process and factory-fabricated product.

1.3 INFORMATIONAL SUBMITTALS

A. Evaluation Reports: For the following, from ICC-ES:
   1. Fire-retardant-treated wood.
   2. Power-driven fasteners.

PART 2 - PRODUCTS

2.1 WOOD PRODUCTS, GENERAL

A. Lumber: DOC PS 20 and applicable rules of grading agencies indicated. If no grading agency is indicated, provide lumber that complies with the applicable rules of any rules-writing agency certified by the ALSC Board of Review. Provide lumber graded by an agency certified by the ALSC Board of Review to inspect and grade lumber under the rules indicated.
   1. Factory mark each piece of lumber with grade stamp of grading agency.
   2. For exposed lumber indicated to receive a stained or natural finish, mark grade stamp on end or back of each piece
   3. Dress lumber, S4S, unless otherwise indicated.

B. Maximum Moisture Content of Lumber: 15 percent unless otherwise indicated.

2.2 FIRE-RETARDANT-TREATED MATERIALS

A. Fire-Retardant-Treated Lumber and Plywood by Pressure Process: Products with a flame-spread index of 25 or less when tested according to ASTM E 84, and with no evidence of significant progressive combustion when the test is extended an additional 20 minutes, and with the flame front not extending more than 10.5 feet (3.2 m) beyond the centerline of the burners at any time during the test.
   1. Exterior Type: Treated materials shall comply with requirements specified above for fire-retardant-treated lumber and plywood by pressure process after being subjected to accelerated weathering according to ASTM D 2898. Use for exterior locations and where indicated.
   2. Interior Type A: Treated materials shall have a moisture content of 28 percent or less when tested according to ASTM D 3201 at 92 percent relative humidity. Use where exterior type is not indicated.
   3. Design Value Adjustment Factors: Treated lumber shall be tested according to ASTM D 5664, and design value adjustment factors shall be calculated according to ASTM D 6841. For enclosed roof framing, and where high-temperature fire-

retardant treatment is indicated, provide material with adjustment factors of not less than 0.85 modulus of elasticity and 0.75 for extreme fiber in bending for Project's climatological zone.

B. Kiln-dry lumber after treatment to a maximum moisture content of 15 percent.
C. Identify fire-retardant-treated wood with appropriate classification marking of qualified testing agency.
D. Application: Treat items indicated on Drawings, and the following:
   1. Concealed blocking.
   2. Roof framing and blocking.
   3. Wood nailers, curbs, equipment support bases, blocking, and similar members in connection with roofing.

2.3 DIMENSION LUMBER FRAMING

A. Non-Load-Bearing Interior Partitions: Construction or No. 2 grade of any species.

2.4 MISCELLANEOUS LUMBER

A. General: Provide miscellaneous lumber indicated and lumber for support or attachment of other construction, including the following:
   1. Blocking.
   2. Nailers.
   3. Rooftop equipment bases and support curbs.
B. Dimension Lumber Items: Construction or No. 2 grade lumber of any species.
C. Concealed Boards: 15 percent maximum moisture content of any of the following species and grades:
   1. Mixed southern pine or southern pine, No. 2 grade; SPIB.
   2. Eastern softwoods, No. 2 Common grade; NELMA.
   3. Northern species, No. 2 Common grade; NLGA.

2.5 FASTENERS

A. General: Provide fasteners of size and type indicated that comply with requirements specified in this article for material and manufacture.
   1. Where carpentry is exposed to weather, in ground contact, pressure-preservative treated, or in area of high relative humidity, provide fastener with hot-dip zinc coating complying with ASTM A 153/A 153M.
B. Screws for Fastening to Metal Framing: ASTM C 1002, length as recommended by screw manufacturer for material being fastened.
C. Power-Driven Fasteners: Fastener systems with an evaluation report acceptable to authorities having jurisdiction, based on ICC-ES AC70.

2.6 MISCELLANEOUS MATERIALS

A. Flexible Flashing: Composite, self-adhesive, flashing product consisting of a pliable, butyl rubber or rubberized-asphalt compound, bonded to a high-density polyethylene film, aluminum foil, or spunbonded polyolefin to produce an overall thickness of not less than 0.025 inch (0.6 mm).

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

A. Framing Standard: Comply with AF&PA's WCD 1, "Details for Conventional Wood Frame Construction," unless otherwise indicated.
B. Set carpentry to required levels and lines, with members plumb, true to line, cut, and fitted. Fit carpentry accurately to other construction. Locate nailers, blocking, and similar supports to comply with requirements for attaching other construction.
C. Do not splice structural members between supports unless otherwise indicated.
D. Comply with AWPA M4 for applying field treatment to cut surfaces of preservative-treated lumber.
E. Securely attach carpentry work to substrate by anchoring and fastening as indicated, complying with the following:
    1. Table 2304.9.1, "Fastening Schedule," in ICC's International Building Code.
    2. Table R602.3(1), "Fastener Schedule for Structural Members," and Table R602.3(2), "Alternate Attachments," in ICC's International Residential Code for One- and Two-Family Dwellings.
    3. ICC-ES evaluation report for fastener.

3.2 PROTECTION

A. Protect wood that has been treated with inorganic boron (SBX) from weather. If, despite protection, inorganic boron-treated wood becomes wet, apply EPA-registered borate treatment. Apply borate solution by spraying to comply with EPA-registered label.

END OF SECTION 061053

SECTION 075423 - THERMOPLASTIC POLYOLEFIN (TPO) ROOFING

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:
   1. Adhered thermoplastic polyolefin (TPO) roofing system.
   2. Roof insulation
   3. Cover board.

1.2 DEFINITIONS

A. Roofing Terminology: Definitions in ASTM D 1079 and glossary in NRCA's "The NRCA Roofing and Waterproofing Manual" apply to work of this Section.

1.3 PREINSTALLATION MEETINGS

A. Preinstallation Roofing Conference: Conduct conference at **Project site**.

1.4 ACTION SUBMITTALS

A. Product Data: For each type of product.
B. Shop Drawings: For roofing system. Include plans, elevations, sections, details, and attachments to other work.
C. Samples for Verification: For the following products:
   1. Sheet roofing, of color required.
   2. Walkway pads or rolls, of color required.

1.5 INFORMATIONAL SUBMITTALS

A. Research/Evaluation Reports: For components of roofing system, from ICC-ES.
B. Sample Warranties: For manufacturer's special warranties.

1.6 CLOSEOUT SUBMITTALS

A. Maintenance Data: For roofing system to include in maintenance manuals.

1.7 QUALITY ASSURANCE

A. Installer Qualifications: A qualified firm that is approved, authorized, or licensed by roofing system manufacturer to install manufacturer's product and that is eligible to receive manufacturer's special warranty.

1.8 WARRANTY

A. Special Warranty: Manufacturer agrees to repair or replace components of roofing system that fail in materials or workmanship within specified warranty period.
   1. Warranty Period: 20 years from date of Substantial Completion.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
   1. Carlisle SynTec Incorporated.
   2. Firestone Building Products.
   3. GenFlex Roofing Systems.
   4. Johns Manville; a Berkshire Hathaway company.
   5. Verisico Incorporated
   6. Duro-Last Roofing, Inc.
   7. Stevens Roofing Systems
B. Source Limitations: Obtain components including **roof insulation, fasteners** for roofing system from **same manufacturer as membrane roofing or manufacturer approved by membrane roofing manufacturer**.

2.2 PERFORMANCE REQUIREMENTS

A. Accelerated Weathering: Roofing system shall withstand 2000 hours of exposure when tested according to ASTM G 152, ASTM G 154, or ASTM G 155.
B. Impact Resistance: Roofing system shall resist impact damage when tested according to ASTM D 3746 or ASTM D 4272.
C. Energy Star Listing: Roofing system shall be listed on the DOE's ENERGY STAR "Roof Products Qualified Product List" for **low**-slope roof products.
D. Energy Performance: Roofing system shall have an initial solar reflectance of not less than **0.70** and an emissivity of not less than **0.75** when tested according to CRRC-1.
E. Exterior Fire-Test Exposure: ASTM E 108 or UL 790, **Class A**; for application and roof slopes indicated; testing by a qualified testing agency. Identify products with appropriate markings of applicable testing agency.
F. Fire-Resistance Ratings: Comply with fire-resistance-rated assembly designs indicated. Identify products with appropriate markings of applicable testing agency.

2.3 TPO ROOFING

A. Fabric-Reinforced TPO Sheet: ASTM D 6878, internally fabric- or scrim-reinforced, uniform, flexible **fabric-backed** TPO sheet.
   1. Thickness: 60 mils (1.5 mm), nominal.
   2. Exposed Face Color: **Tan**.

2.4 AUXILIARY ROOFING MATERIALS

A. General: Auxiliary materials recommended by roofing system manufacturer for intended use and compatible with roofing.
   1. Liquid-type auxiliary materials shall comply with VOC limits of authorities having jurisdiction.
B. Sheet Flashing: Manufacturer's standard unreinforced TPO sheet flashing, 60 mils (1.5 mm) thick, minimum, of same color as TPO sheet.
C. Solar Panel Cradle Slip Sheet: Manufacturer's standard unreinforced TPO sheet flashing, 60 mils (1.5 mm) thick, minimum, of same color as TPO sheet. Additional membrane to be loose laid in continuous strips, full width at solar panel locations.
D. Bonding Adhesive: Manufacturer's standard.

E. Slip Sheet: Manufacturer's standard, of thickness required for application.
F. Fasteners: Factory-coated steel fasteners and metal or plastic plates complying with corrosion-resistance provisions in FM Global 4470, designed for fastening roofing to substrate, and acceptable to roofing system manufacturer.
G. Miscellaneous Accessories: Provide metal termination bars, metal battens, pourable sealers, preformed cone and vent sheet flashings, preformed inside and outside corner sheet flashings, T-joint covers, lap sealants, termination reglets, and other accessories.

2.5 ROOF INSULATION

A. Polyisocyanurate Board Insulation: ASTM C 1289, **Type II, Class 1, Grade 2**, felt or glass-fiber mat facer on both major surfaces.
   1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
      a. Carlisle SynTec Incorporated.
      b. GAF Materials Corporation.
      c. Johns Manville; a Berkshire Hathaway company.
B. Provide preformed saddles, crickets, tapered edge strips, and other insulation shapes where indicated for sloping to drain. Fabricate to slopes indicated.

2.6 INSULATION ACCESSORIES

A. Fasteners: Factory-coated steel fasteners and metal or plastic plates complying with corrosion-resistance provisions in FM Global 4470, designed for fastening roof insulation **and cover boards** to substrate, and acceptable to roofing system manufacturer.
B. Insulation Adhesive: Insulation manufacturer's recommended adhesive formulated to attach roof insulation to substrate or to another insulation layer.
C. Cover Board: ASTM C 1177/C 1177M, glass-mat, water-resistant gypsum substrate, 1/2 inch (13 mm)] [5/8 inch (16 mm)] thick.
   1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
      a. CertainTeed Corporation.
      b. Georgia-Pacific Building Products.
      c. National Gypsum Company.
D. Protection Mat: Woven or nonwoven polypropylene, polyolefin, or polyester fabric, water permeable and resistant to UV degradation, type and weight as recommended by roofing system manufacturer for application.

2.7 WALKWAYS

A. Flexible Walkways: Factory-formed, nonporous, heavy-duty, slip-resisting, surface-textured walkway **pads or rolls**, approximately 3/16 inch (5 mm) thick and acceptable to roofing system manufacturer.

PART 3 - EXECUTION

3.1 ROOFING INSTALLATION, GENERAL

A. Install roofing system according to roofing system manufacturer's written instructions.

B. Complete terminations and base flashings and provide temporary seals to prevent water from entering completed sections of roofing system at the end of the workday or when rain is forecast. Remove and discard temporary seals before beginning work on adjoining roofing.

3.2 SUBSTRATE BOARD INSTALLATION

A. Install substrate board with long joints in continuous straight lines, perpendicular to roof slopes with end joints staggered between rows. Tightly butt substrate boards together.
   1. Fasten substrate board to top flanges of steel deck to resist uplift pressure at corners, perimeter, and field of roof according to roofing system manufacturers' written instructions.

3.3 INSULATION INSTALLATION

A. Coordinate installing roofing system components so insulation is not exposed to precipitation or left exposed at the end of the workday.
B. Install tapered insulation under area of roofing to conform to slopes indicated.
C. Install insulation under area of roofing to achieve required thickness. Where overall insulation thickness is 2.7 inches (68 mm) or greater, install two or more layers with joints of each succeeding layer staggered from joints of previous layer a minimum of 6 inches (150 mm) in each direction.
   1. Where installing composite and noncomposite insulation in two or more layers, install noncomposite board insulation for bottom layer and intermediate layers, if applicable, and install composite board insulation for top layer.
D. Mechanically Fastened Insulation: Install each layer of insulation and secure to deck using mechanical fasteners specifically designed and sized for fastening specified board-type roof insulation to deck type.
   1. Fasten insulation to resist uplift pressure at corners, perimeter, and field of roof.
E. Install cover boards over insulation with long joints in continuous straight lines with end joints staggered between rows. Offset joints of insulation below a minimum of 6 inches (150 mm) in each direction. Loosely butt cover boards together **and fasten to roof deck**.
   1. Fasten cover boards to resist uplift pressure at corners, perimeter, and field of roof.
F. Install slip sheet over **cover board** and immediately beneath roofing.

3.4 ADHERED ROOFING INSTALLATION

A. Adhere roofing over area to receive roofing according to roofing system manufacturer's written instructions. Unroll roofing and allow to relax before retaining.
B. Accurately align roofing, and maintain uniform side and end laps of minimum dimensions required by manufacturer. Stagger end laps.
C. Bonding Adhesive: Apply to substrate and underside of roofing at rate required by manufacturer, and allow to partially dry before installing roofing. Do not apply to splice area of roofing.
D. In addition to adhering, mechanically fasten roofing securely at terminations, penetrations, and perimeter of roofing.

E. Seams: Clean seam areas, overlap roofing, and hot-air weld side and end laps of roofing and sheet flashings according to manufacturer's written instructions, to ensure a watertight seam installation.
   1. Test lap edges with probe to verify seam weld continuity. Apply lap sealant to seal cut edges of sheet.
   2. Verify field strength of seams a minimum of twice daily, and repair seam sample areas.
   3. Repair tears, voids, and lapped seams in roofing that do not comply with requirements.
F. Spread sealant bed over deck-drain flange at roof drains, and securely seal roofing in place with clamping ring.

3.5 MECHANICALLY FASTENED ROOFING INSTALLATION

A. Mechanically fasten roofing over area to receive roofing according to roofing system manufacturer's written instructions. Unroll roofing and allow to relax before retaining.
B. Accurately align roofing, and maintain uniform side and end laps of minimum dimensions required by manufacturer. Stagger end laps.
C. Mechanically fasten or adhere roofing securely at terminations, penetrations, and perimeter of roofing.
D. Apply roofing with side laps shingled with slope of roof deck where possible.
E. In-Seam Attachment: Secure one edge of TPO sheet using fastening plates or metal battens centered within seam, and mechanically fasten TPO sheet to roof deck.
F. Seams: Clean seam areas, overlap roofing, and hot-air weld side and end laps of roofing and sheet flashings according to manufacturer's written instructions to ensure a watertight seam installation.
   1. Test lap edges with probe to verify seam weld continuity. Apply lap sealant to seal cut edges of sheet.
   2. Verify field strength of seams a minimum of twice daily, and repair seam sample areas.
   3. Repair tears, voids, and lapped seams in roofing that do not comply with requirements.
G. Spread sealant bed over deck-drain flange at roof drains, and securely seal roofing in place with clamping ring.

3.6 BASE FLASHING INSTALLATION

A. Install sheet flashings and preformed flashing accessories, and adhere to substrates according to roofing system manufacturer's written instructions.
B. Apply bonding adhesive to substrate and underside of sheet flashing at required rate, and allow to partially dry. Do not apply to seam area of flashing.
C. Flash penetrations and field-formed inside and outside corners with cured or uncured sheet flashing.
D. Clean seam areas, overlap, and firmly roll sheet flashings into the adhesive. Hot-air weld side and end laps to ensure a watertight seam installation.
E. Terminate and seal top of sheet flashings **and mechanically anchor to substrate through termination bars**.

3.7 WALKWAY INSTALLATION

A. Flexible Walkways: Install walkway products in locations indicated. Heat weld to substrate or adhere walkway products to substrate with compatible adhesive according to roofing system manufacturer's written instructions.

3.8 PROTECTING AND CLEANING

A. Protect roofing system from damage and wear during remainder of construction period. When remaining construction does not affect or endanger roofing, inspect roofing for deterioration and damage, describing its nature and extent in a written report, with copies to Architect and Owner.
B. Correct deficiencies in or remove roofing system that does not comply with requirements, repair substrates, and repair or reinstall roofing system to a condition free of damage and deterioration at time of Substantial Completion and according to warranty requirements.
C. Clean overspray and spillage from adjacent construction using cleaning agents and procedures recommended by manufacturer of affected construction.

END OF SECTION 0754230

SECTION 076200 - SHEET METAL FLASHING AND TRIM

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes formed sheet metal fabrications and trim.

1.2 PREINSTALLATION MEETINGS

A. Preinstallation Conference: Conduct conference at Project site.

1.3 SUBMITTALS

A. Product Data: For each type of product.
B. Shop Drawings: For sheet metal fabrications and trim, including plans, elevations, sections and attachment details. Distinguish between shop- and field-assembled work.
C. Samples: For each exposed product and for each color and texture specified.
D. Maintenance data.

1.4 QUALITY ASSURANCE

A. Fabricator Qualifications: Employs skilled workers who custom fabricate sheet metal flashing and trim similar to that required for this Project and whose products have a record of successful in-service performance.
B. Mockups: Build mockups to verify selections made under Sample submittals to demonstrate aesthetic effects and to set quality standards for fabrication and installation.

1.5 WARRANTY

A. Special Warranty on Finishes: Manufacturer agrees to repair finish or replace sheet metal flashing and trim that shows evidence of deterioration of factory-applied finishes within specified warranty period.
   1. Finish Warranty Period: 20 years from date of Substantial Completion.

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

A. General: Sheet metal fabrications and trim assemblies shall withstand wind loads, structural movement, thermally induced movement, and exposure to weather without failure due to defective manufacture, fabrication, installation, or other defects in construction. Completed sheet metal fabrications and trim shall not rattle, leak, or loosen, and shall remain watertight.
B. Sheet Metal Standard for Flashing and Trim: Comply with SMACNA's "Architectural Sheet Metal Manual" requirements for dimensions and profiles shown unless more stringent requirements are indicated.
C. Thermal Movements: Allow for thermal movements from ambient and surface temperature changes.

2.2 SHEET METALS

A. General: Protect mechanical and other finishes on exposed surfaces from damage by applying strippable, temporary protective film before shipping.
B. Aluminum Sheet: ASTM B 209 (ASTM B 209M), alloy as standard with manufacturer for finish required, with temper as required to suit forming operations and performance required.

1. Color and Finish: Match existing metal siding.
2. Exposed Coil-Coated Finish:
   a. Two-Coat Fluoropolymer: AAMA 2605. Fluoropolymer finish containing not less than 70 percent PVDF resin by weight in color coat. Prepare, pretreat, and apply coating to exposed metal surfaces to comply with coating and resin manufacturers' written instructions.

2.3 MISCELLANEOUS MATERIALS

A. General: Provide materials and types of fasteners, protective coatings, sealants, and other miscellaneous items as required for complete sheet metal flashing and trim installation and as recommended by manufacturer of primary sheet metal unless otherwise indicated.
B. Fasteners: Wood screws, annular threaded nails, self-tapping screws, self-locking rivets and bolts, and other suitable fasteners designed to withstand design loads and recommended by manufacturer of primary sheet metal.
   1. General: Use blind fasteners whenever possible.
   2. Fasteners for Aluminum Sheet: Aluminum or Series 300 stainless steel.

2.4 FABRICATION, GENERAL

A. General: Custom fabricate sheet metal flashing and trim to comply with details shown and recommendations in cited sheet metal standard that apply to design, dimensions, geometry, metal thickness, and other characteristics of item required. Fabricate sheet metal flashing and trim in shop to greatest extent possible.
   1. Obtain field measurements for accurate fit before shop fabrication.
   2. Form sheet metal flashing and trim to fit substrates without excessive oil canning, buckling, and tool marks; true to line, levels, and slopes; and with exposed edges folded back to form hems.
   3. Conceal fasteners and expansion provisions where possible. Do not use exposed fasteners on faces exposed to view.
B. Expansion Provisions: Form metal for thermal expansion of exposed flashing and trim.
   1. Form expansion joints of intermeshing hooked flanges, not less than 1 inch (25 mm) deep, filled with butyl sealant concealed within joints.
   2. Use lapped expansion joints only where indicated on Drawings.
C. Sealant Joints: Where movable, nonexpansion-type joints are required, form metal to provide for proper installation of elastomeric sealant according to cited sheet metal standard.
D. Fabricate cleats and attachment devices from same material as accessory being anchored or from compatible, noncorrosive metal.
E. Fabricate cleats and attachment devices of sizes as recommended by cited sheet metal standard for application, but not less than thickness of metal being secured.
F. Seams for Aluminum: Fabricate nonmoving seams with flat-lock seams. Form seams and seal with epoxy seam sealer. Rivet joints where necessary for strength.

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

A. General: Anchor sheet metal flashing and trim and other components of the Work securely in place, with provisions for thermal and structural movement. Use fasteners, solder, protective coatings, separators, sealants, and other miscellaneous items as required to complete sheet metal flashing and trim system.

1. Install sheet metal flashing and trim true to line, levels, and slopes. Provide uniform, neat seams with minimum exposure of solder, welds, and sealant.
2. Install sheet metal flashing and trim to fit substrates and to result in watertight performance. Verify shapes and dimensions of surfaces to be covered before fabricating sheet metal.
3. Space cleats not more than 12 inches (300 mm) apart. Attach each cleat with at least two fasteners. Bend tabs over fasteners.
4. Install exposed sheet metal flashing and trim with limited oil canning, and free of buckling and tool marks.
5. Torch cutting of sheet metal flashing and trim is not permitted.

B. Metal Protection: Where dissimilar metals contact each other, or where metal contacts pressure-treated wood or other corrosive substrates, protect against galvanic action or corrosion by painting contact surfaces with bituminous coating or by other permanent separation as recommended by sheet metal manufacturer or cited sheet metal standard.
   1. Coat concealed side of uncoated-aluminum sheet metal flashing and trim with bituminous coating where flashing and trim contact wood, ferrous metal, or cementitious construction.

C. Expansion Provisions: Provide for thermal expansion of exposed flashing and trim. Space movement joints at maximum of 10 feet (3 m) with no joints within 24 inches (600 mm) of corner or intersection.
   1. Form expansion joints of intermeshing hooked flanges, not less than 1 inch (25 mm) deep, filled with sealant concealed within joints.
   2. Use lapped expansion joints only where indicated on Drawings.

D. Fasteners: Use fastener sizes that penetrate substrate not less than recommended by fastener manufacturer to achieve maximum pull-out resistance.

E. Conceal fasteners and expansion provisions where possible in exposed work and locate to minimize possibility of leakage. Cover and seal fasteners and anchors as required for a tight installation.

F. Seal joints as required for watertight construction. Prepare joints and apply sealants to comply with requirements in Section 079200 "Joint Sealants."

G. Rivets: Rivet joints in uncoated aluminum where necessary for strength.

3.2 CLEANING AND PROTECTION

A. Clean exposed metal surfaces of substances that interfere with uniform oxidation and weathering.

B. Clean off excess sealants.

C. Remove temporary protective coverings and strippable films as sheet metal flashing and trim are installed unless otherwise indicated in manufacturer's written installation instructions.

END OF SECTION 076200

SECTION 079200 - JOINT SEALANTS

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:
   1. Silicone joint sealants.
   2. Urethane joint sealants.
   3. Joint sealant backer rod.

1.2 PRECONSTRUCTION TESTING

A. Preconstruction Compatibility and Adhesion Testing: Submit to joint-sealant manufacturers six samples of materials that will contact or affect joint sealants.
   1. Use ASTM C 1087 or manufacturer's standard test method to determine whether priming and other specific joint preparation techniques are required to obtain rapid, optimum adhesion of joint sealants to joint substrates.
   2. Submit not fewer than six pieces of each type of material, including joint substrates, shims, joint-sealant backings, secondary seals, and miscellaneous materials.
   3. Schedule sufficient time for testing and analyzing results to prevent delaying the Work.
   4. For materials failing tests, obtain joint-sealant manufacturer's written instructions for corrective measures including use of specially formulated primers.
   5. Testing will not be required if joint-sealant manufacturers submit joint preparation data that are based on previous testing of current sealant products for adhesion to, and compatibility with, joint substrates and other materials matching those submitted.

B. Preconstruction Field-Adhesion Testing: Before installing sealants, field test their adhesion to Project joint substrates as follows:
   1. Locate test joints where indicated on Project or, if not indicated, as directed by Architect.
   2. Conduct field tests for each application indicated below:
      a. Each type of elastomeric sealant and joint substrate indicated.
      b. Each type of nonelastomeric sealant and joint substrate indicated.
   3. Notify Architect seven days in advance of dates and times when test joints will be erected.
      a. Test Method: Test joint sealants according to Method A, Field-Applied Sealant Joint Hand Pull Tab, in Appendix X1 in ASTM C 1193.
         1) For joints with dissimilar substrates, verify adhesion to each substrate separately; extend cut along one side, verifying adhesion to opposite side. Repeat procedure for opposite side.
   4. Report whether sealant in joint connected to pulled-out portion failed to adhere to joint substrates or tore cohesively. Include data on pull distance used to test each type of product and joint substrate. For sealants that fail adhesively, retest until satisfactory adhesion is obtained.
   5. Evaluation of Preconstruction Field-Adhesion-Test Results: Sealants not evidencing adhesive failure from testing, in absence of other indications of noncompliance with requirements, will be considered satisfactory. Do not use sealants that fail to adhere to joint substrates during testing.

1.3 ACTION SUBMITTALS

A. Product Data: For each joint-sealant product indicated.

B. Samples: For each kind and color of joint sealant required.

C. Joint-Sealant Schedule: Include the following information:
   1. Joint-sealant application, joint location, and designation.
   2. Joint-sealant manufacturer and product name.
   3. Joint-sealant formulation.
   4. Joint-sealant color.

1.4 INFORMATIONAL SUBMITTALS

A. Product test reports.

B. Preconstruction compatibility and adhesion test reports.

C. Preconstruction field-adhesion test reports.

D. Field-adhesion test reports.

E. Warranties.

1.5 QUALITY ASSURANCE

A. Testing Agency Qualifications: Qualified according to ASTM C 1021 to conduct the testing indicated.

B. Preinstallation Conference: Conduct conference at Project site.

C. Mockups: Build mockups incorporating sealant joints, as follows, to verify selections made under sample submittals and to demonstrate aesthetic effects and set quality standards for materials and execution:
   1. Joints in mockups of assemblies specified in other Sections that are indicated to receive elastomeric joint sealants, which are specified by reference to this Section.

1.6 PROJECT CONDITIONS

A. Do not proceed with installation of joint sealants under the following conditions:
   1. When ambient and substrate temperature conditions are outside limits permitted by joint-sealant manufacturer.
   2. When joint substrates are wet.
   3. Where joint widths are less than those allowed by joint-sealant manufacturer for applications indicated.
   4. Contaminants capable of interfering with adhesion have not yet been removed from joint substrates.

1.7 WARRANTY

A. Special Installer's Warranty: Manufacturer's standard form in which Installer agrees to repair or replace joint sealants that do not comply with performance and other requirements specified in this Section within specified warranty period.
   1. Warranty Period: Two years from date of Substantial Completion.

B. Special Manufacturer's Warranty: Manufacturer's standard form in which joint-sealant manufacturer agrees to furnish joint sealants to repair or replace those that do not comply with performance and other requirements specified in this Section within specified warranty period.

1. Warranty Period: 5 years from date of Substantial Completion.

PART 2 - PRODUCTS

2.1 MATERIALS, GENERAL

A. VOC Content of Interior Sealants: Sealants and sealant primers used inside the weatherproofing system shall comply with the following limits for VOC content when calculated according to 40 CFR 59, Subpart D (EPA Method 24):
1. Architectural Sealants: 250 g/L.
2. Sealant Primers for Nonporous Substrates: 250 g/L.
3. Sealant Primers for Porous Substrates: 775 g/L.

B. Liquid-Applied Joint Sealants: Comply with ASTM C 920 and other requirements indicated for each liquid-applied joint sealant specified, including those referencing ASTM C 920 classifications for type, grade, class, and uses related to exposure and joint substrates.

C. Stain-Test-Response Characteristics: Where sealants are specified to be nonstaining to porous substrates, provide products that have undergone testing according to ASTM C 1248 and have not stained porous joint substrates indicated for Project.

D. Suitability for Immersion in Liquids. Where elastomeric sealants are indicated for Use I for joints that will be continuously immersed in liquids, provide products that have undergone testing according to ASTM C 1247 and qualify for the length of exposure indicated by reference to ASTM C 920 for Class 1 or 2. Liquid used for testing sealants is deionized water, unless otherwise indicated.

2.2 SILICONE JOINT SEALANTS

A. Medium Modulus Silicone Joint Sealant **(Sealant A)** ASTM C 920.
1. Subject to compliance with requirements, provide one of the following:
   a. 795, by Dow Corning, Midland, MI
   b. Silglaze II 2800, by GE Silicones
   c. Tremsil 600, by Tremco Incorporated, Ontario, CN
2. Type: Single component, neutral curing
3. Grade: nonsag (NS)
4. Class: 25
5. Color: As selected by Architect from manufacturer's full range of standard colors.
6. Application: Joints within aluminum frame systems, around plumbing fixtures, at countertop perimeters, and other wet areas as indicated.

2.3 POLYURETHANE JOINT SEALANTS

A. Polyurethane Joint Sealant **(Sealant B):** ASTM C 920.
1. Subject to compliance with requirements, provide one of the following:
   a. Dymonic, by Tremco Incorporated, Ontario, CN
   b. Sikaflex – 15LM, by Sika Corporation, Lyndhurst, NJ
   c. Sonolastic NP-1, by BASF, Shakopee, MN
2. Type: Single component, moisture curing.
3. Grade: nonsag (NS)
4. Class: 25
5. Color: As selected by Architect from manufacturer's full range of standard colors.
6. Application: Exterior masonry joints, and where indicated.

2.4 JOINT SEALANT BACKING

A. Cylindrical Sealant Backings: ASTM C 1330, Type C (closed-cell material with a surface skin) Type O (open-cell material) Type B (bicellular material with a surface skin) or any of the preceding types, as approved in writing by joint-sealant manufacturer for joint application indicated, and of size and density to control sealant depth and otherwise contribute to producing optimum sealant performance.

B. Bond-Breaker Tape: Polyethylene tape or other plastic tape recommended by sealant manufacturer.

2.5 MISCELLANEOUS MATERIALS

A. Primer: Material recommended by joint-sealant manufacturer where required for adhesion of sealant to joint substrates indicated, as determined from preconstruction joint-sealant-substrate tests and field tests.

B. Cleaners for Nonporous Surfaces: Chemical cleaners acceptable to manufacturers of sealants and sealant backing materials.

C. Masking Tape: Nonstaining, nonabsorbent material compatible with joint sealants and surfaces adjacent to joints.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Examine joints indicated to receive joint sealants, with Installer present, for compliance with requirements for joint configuration, installation tolerances, and other conditions affecting joint-sealant performance.

B. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 PREPARATION

A. Surface Cleaning of Joints: Clean out joints immediately before installing joint sealants to comply with joint-sealant manufacturer's written instructions.
   1. Remove laitance and form-release agents from concrete.
   2. Clean nonporous joint substrate surfaces with chemical cleaners or other means that do not stain, harm substrates, or leave residues capable of interfering with adhesion of joint sealants.

B. Joint Priming: Prime joint substrates where recommended by joint-sealant manufacturer or as indicated by preconstruction joint-sealant-substrate tests or prior experience. Apply primer to comply with joint-sealant manufacturer's written instructions. Confine primers to areas of joint-sealant bond; do not allow spillage or migration onto adjoining surfaces.

C. Masking Tape: Use masking tape where required to prevent contact of sealant or primer with adjoining surfaces that otherwise would be permanently stained or damaged by such contact or by cleaning methods required to remove sealant smears. Remove tape immediately after tooling without disturbing joint seal.

3.3 INSTALLATION

A. General: Comply with joint-sealant manufacturer's written installation instructions for products and applications indicated, unless more stringent requirements apply.

B. Sealant Installation Standard: Comply with recommendations in ASTM C 1193 for use of joint sealants as applicable to materials, applications, and conditions indicated.

C. Install sealant backings of kind indicated to support sealants during application and at position required to produce cross-sectional shapes and depths of installed sealants relative to joint widths that allow optimum sealant movement capability.
   1. Do not leave gaps between ends of sealant backings.
   2. Do not stretch, twist, puncture, or tear sealant backings.
   3. Remove absorbent sealant backings that have become wet before sealant application and replace them with dry materials.

D. Install bond-breaker tape behind sealants where sealant backings are not used between sealants and backs of joints.

E. Install sealants using proven techniques that comply with the following and at the same time backings are installed:
   1. Place sealants so they directly contact and fully wet joint substrates.
   2. Completely fill recesses in each joint configuration.
   3. Produce uniform, cross-sectional shapes and depths relative to joint widths that allow optimum sealant movement capability.

F. Tooling of Nonsag Sealants: Immediately after sealant application and before skinning or curing begins, tool sealants according to requirements specified in subparagraphs below to form smooth, uniform beads of configuration indicated; to eliminate air pockets; and to ensure contact and adhesion of sealant with sides of joint.
   1. Remove excess sealant from surfaces adjacent to joints.
   2. Use tooling agents that are approved in writing by sealant manufacturer and that do not discolor sealants or adjacent surfaces.
   3. Provide concave joint profile per Figure 8A in ASTM C 1193, unless otherwise indicated.

G. Acoustical Sealant Installation: Comply with ASTM C 919 and with manufacturer's written recommendations.

H. Clean off excess sealant or sealant smears adjacent to joints as the Work progresses by methods and with cleaning materials approved in writing by manufacturers of joint sealants and of products in which joints occur.

3.4 JOINT-SEALANT SCHEDULE

A. Joint-Sealant Application: Silicone **(Sealant A)**
   1. Joint Locations:
      a. Joints between window frame pieces.
      b. Joints between metal panels.
      c. Joints in glass.
      d. Joints in metal sills.
      e. Other wet area joints as indicated.

B. Joint-Sealant Application: Polyurethane **(Sealant B)**
   1. Joint Locations:
      a. Control and expansion joints in unit masonry.
      b. Joints between different materials listed above.
      c. Perimeter joints between materials listed above and frames of doors, windows, and louvers.
      d. Other joints as indicated.

END OF SECTION 079200

SECTION 099600 - HIGH-PERFORMANCE COATINGS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

A. This Section includes surface preparation and field application of high-performance coating systems to existing window lintels and shelf angles.

1.3 DEFINITIONS

A. Standard coating terms defined in ASTM D 16 apply to this Section.

1.4 SUBMITTALS

A. Product Data: For each coating system indicated.
   1. Material List: An inclusive list of required coating materials. Indicate each material and cross-reference the specific coating, finish system, and application. Identify each material by manufacturer's catalog number and general classification.
   2. Manufacturer's Information: Manufacturer's technical information, including label analysis and instructions for handling, storing, and applying each material specified.

B. Certification by manufacturer that products supplied comply with requirements indicated that limit the amount of VOCs in coating products.

C. Samples for Initial Selection: Manufacturer's color charts showing the full range of colors available for each type of finish-coat material indicated.
   1. After color selection, Architect will furnish color chips for surfaces to be coated.

D. Samples for Verification: For each color and material to be applied, with texture to simulate actual conditions, on representative samples of the actual substrate.

1.5 QUALITY ASSURANCE

A. Applicator Qualifications: Engage an experienced applicator who has completed high-performance coating system applications similar in material and extent to those indicated for Project and whose work has a record of successful in-service performance.

B. Source Limitations: Obtain primers and undercoat materials for each coating system from the same manufacturer as the finish coats.

C. Benchmark Samples (Mockups): Provide a full-coat benchmark finish sample of each type of coating and substrate required. Comply with procedures specified in PDCA P5. Duplicate finish of approved sample Submittals.
   1. Final approval of colors will be from benchmark samples.

1.6 DELIVERY, STORAGE, AND HANDLING

A. Deliver materials to Project site in manufacturer's original, unopened packages and containers bearing manufacturer's name and label with the following information:
   1. Name or title of material.
   2. Product description (generic classification or binder type).
   3. Manufacturer's stock number and date of manufacture.

4. Contents by volume, for pigment and vehicle constituents.
5. Thinning instructions.
6. Application instructions.
7. Color name and number.
8. Handling instructions and precautions.

B. Store materials not in use in tightly covered containers in a well-ventilated area at a minimum ambient temperature of 45 deg F. Maintain containers used in storage in a clean condition, free of foreign materials and residue.
   1. Keep storage area neat and orderly. Remove oily rags and waste daily. Take necessary measures to ensure that workers and work areas are protected from fire and health hazards resulting from handling, mixing, and applying coatings.

1.7 PROJECT CONDITIONS

A. Apply coatings only when temperature of surfaces to be coated and surrounding air temperatures are between 45 and 95 deg F.
B. Do not apply coatings in snow, rain, fog, or mist; when relative humidity exceeds 85 percent; at temperatures less than 5 deg F above the dew point; or to damp or wet surfaces.
   1. Allow wet surfaces to dry thoroughly and attain temperature and conditions specified before proceeding with or continuing coating operation.
   2. Work may continue during inclement weather only if areas and surfaces to be coated are enclosed and temperature within the area can be maintained within limits specified by manufacturer during application and drying periods.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

A. Products: Subject to compliance with requirements, provide one the product indicated in the coating system descriptions.
B. Manufacturers' Names: The following manufacturer is referred to in the coating system descriptions by shortened versions of their names shown in parenthesis:
   1. ICI Devoe High Performance Coatings (Devoe).

2.2 COATINGS MATERIALS, GENERAL

A. Material Compatibility: Provide primers, undercoats, and finish-coat materials that are compatible with one another and substrates indicated under conditions of service and application, as demonstrated by manufacturer based on testing and field experience.
B. Material Quality: Provide manufacturer's highest grade of the various high-performance coatings specified. Materials not displaying manufacturer's product identification are not acceptable.
   1. Proprietary Names: Use of manufacturer's proprietary product names to designate colors or materials is not intended to imply that products named are required to be used to the exclusion of equivalent products of other manufacturers. Furnish manufacturer's material data and certificates of performance for proposed substitutions.
C. VOC Classification: Provide high-performance coating materials, including primers, undercoats, and finish-coat materials, that have a VOC classification of 450 g/L or less.

2.3 COLORS

A. Colors: As selected by Architect from manufacturer's full range.

2.4 EXTERIOR HIGH-PERFORMANCE COATING SYSTEMS

A. Product:
   1. Devthane 378 Aliphatic Urethane Semi-Gloss; Devoe High Performance Coatings (to be used at exposed locations.)
B. Description: High performance, multi-purpose, surface tolerant, two-component chemically-cured epoxy semi-gloss coating.
   1. Exceptional corrosion protection.
   2. Suitable for salt and fresh water immersion.
   3. Low temperature cure to 0 degrees F.
C. Cleanup Solvent: As recommended per manufacturer, T-10 Thinner.
D. Recommended Film Thickness: As recommended per manufacturer, 4 to 8 mils dry and 5.9 to 11.7 mils wet.
E. Remove paint and rust by sand blast or chemical stripper as recommended by finish manufacturer.
F. Provide finish coats as recommend per finish manufacturer.

PART 3 - EXECUTION

3.1 EXAMINATION

A. With Applicator present, examine substrates and conditions under which high-performance coatings will be applied, for compliance with coating application requirements.
   1. Apply coatings only after unsatisfactory conditions have been corrected and surfaces to receive coatings are thoroughly dry.
   2. Start of application is construed as Applicator's acceptance of surfaces within that particular area.
B. Coordination of Work: Review other Sections in which primers or other coatings are provided to ensure compatibility of total systems for various substrates. On request, furnish information on characteristics of specified finish materials to ensure compatible primers.
   1. If a potential incompatibility of primers applied by others exists, obtain the following from the primer Applicator before proceeding:
      a. Confirmation of primer's suitability for expected service conditions.
      b. Confirmation of primer's ability to be top coated with materials specified.
   2. Notify Architect about anticipated problems before using the coatings specified over substrates primed by others.

3.2 PREPARATION

A. Cleaning: Before applying high-performance coatings, clean substrates of substances that could impair bond of coatings.
   1. Schedule cleaning and coating application so dust and other contaminates from cleaning process will not fall on wet, newly coated surfaces.
B. Surface Preparation: Clean and prepare surfaces to be coated according to manufacturer's written instructions for each substrate condition and as specified.
   1. Use abrasive non-blast-cleaning methods to remove deleterious matter on steel surfaces.
   2. Provide barrier coats over incompatible primers or remove primers and reprime substrate.
   3. Ferrous-Metal Substrates: Clean ferrous-metal surfaces that have not been shop coated; remove oil, grease, dirt, loose mill scale, and other foreign substances. Use solvent or mechanical cleaning methods that comply with SSPC recommendations.

a. Clean steel surfaces as recommended by coating manufacturer and according to SSPC-SP 10/NACE No. 2.
b. Clean galvanized surfaces as recommended by coating manufacturer and according to SSPC-SP-1.

C. Material Preparation: Carefully mix and prepare coating materials according to manufacturer's written instructions.
1. Maintain containers used in mixing and applying coatings in a clean condition, free of foreign materials and residue.
2. Stir materials before applying to produce a mixture of uniform density. Stir as required during application. Do not stir surface film into the material. Remove film and, if necessary, strain coating material before using.
3. Use only the type of thinners approved by manufacturer and only within recommended limits.

D. Tint each undercoat a lighter shade to facilitate identification of each coat if multiple coats of the same material are to be applied. Tint undercoats to match color of finish coat, but provide sufficient difference in shade of undercoats to distinguish each separate coat.

3.3 APPLICATION

A. General: Apply high-performance coatings according to manufacturer's written instructions.
1. Use applicators and techniques best suited for the material being applied.
2. Do not apply high-performance coatings over dirt, rust, scale, grease, moisture, scuffed surfaces, or conditions detrimental to forming a durable coating film.
3. Coating colors, surface treatments, and finishes are indicated in the coating system descriptions.
4. Provide finish coats compatible with primers used.
5. The term "exposed surfaces" includes areas visible when permanent steel items are exposed after installation. Extend coatings in these areas to maintain system integrity and provide desired protection.

3.4 CLEANING

A. Cleanup: At end of each workday, remove rubbish, empty cans, rags, and other discarded materials from Project site.
1. After completing coating application, clean spattered surfaces. Remove spattered coatings by washing, scraping, or other methods. Do not scratch or damage adjacent finished surfaces.

3.5 PROTECTION

A. Protect work of other trades, whether being coated or not, against damage from coating operation. Correct damage by cleaning, repairing, replacing, and recoating, as approved by Architect, and leave in an undamaged condition.
1. Provide "Wet Paint" signs to protect newly coated finishes. After completing coating operations, remove temporary protective wrappings provided by others to protect their work.
2. At completion of construction activities of other trades, touch up and restore damaged or defaced coated surfaces. Comply with procedures specified in PDCA P1.

END OF SECTION 099600

SECTION 23 05 19

GAGES AND METERS

PART 1 GENERAL

1.1 SECTION INCLUDES

A. Pressure gages and Pressure gage taps.

B. Thermometers and thermometer wells.

1.2 REFERENCES: Material and/or equipment specified in this section shall meet or exceed one or more of the property requirements or installation requirements of the following specifications/publications as applicable to the specific product or end use:

A. ASME - B40.1 - Gages - Pressure Indicating Dial Type - Elastic Element.

B. ASTM E1 - Specification for ASTM Thermometers.

C. ASTM E77 - Verification and Calibration of Liquid-in-Glass Thermometers.

D. UL 404 - Gages, Indicating Pressure, for Compressed Gas Service.

1.3 SCOPE

A. The work covered by this specification consists of furnishing all labor, equipment, materials and performing all operations required, for the correct and complete fabrication and installation of gages and meters in accordance with the applicable project specifications, drawings, codes, regulations and standards.

1.4 ENVIRONMENTAL REQUIREMENTS

A. Do not install instrumentation when areas are under construction, except for required rough-in, taps, supports and test plugs.

PART 2 PRODUCTS

2.1 PRESSURE GAGES

A. Gage: ASME B40.1, UL 393 drawn steel case, phosphor bronze bourdon tube, rotary brass movement, brass socket, with front recalibration adjustment, black scale on white background.
   1. Case: Steel with brass bourdon tube.
   2. Size: 4½ inch diameter.
   3. Mid-Scale Accuracy: One percent.
   4. Scale: psi .

2.2 PRESSURE GAGE ACCESSORIES

A. Gage Cock: Ball valve.

B. Pulsation Damper: Pressure snubber, brass with 1/4 inch connection.

C. Siphon: ¼ inch angle or straight pattern.

2.3 STEM TYPE THERMOMETERS

A. Thermometer: ASTM E1, adjustable angle, liquid-in-glass, lens front tube, cast aluminum case with enamel finish, cast aluminum adjustable joint with positive locking device.
   1. Size: 9 inch scale.
   2. Window: Acrylic.
   3. Stem: die-cast zinc, length to suit.
   4. Accuracy: ASTM E77 1 percent.
   5. Calibration: Both degrees F and degrees C.
   6. Tube: Non-toxic, blue-reading organic filled, magnifying lens front.

2.4 DIAL THERMOMETERS

A. Thermometer: ASTM E1, stainless steel case, vapor or liquid actuated with brass or copper bulb, copper or bronze braided capillary, white with black markings and black pointer glass lens.
   1. Size: 4½ inch.
   2. Lens: Clear glass Lexan.
   3. Length of Capillary: Minimum 5 feet.
   4. Accuracy: 2 percent.
   5. Calibration: Both degrees F and degrees C.

2.5 THERMOMETER SUPPORTS

A. Socket: Brass separable sockets for thermometer stems with or without extensions as required, and with cap and chain.

B. Flange: 3 inch outside diameter reversible flange, designed to fasten to sheet metal air ducts, with brass perforated stem.

2.6 TEST PLUGS

A. Test Plug: Similar to Petes Plug, ¼ inch or ½ inch brass fitting and cap for receiving 1/8 inch outside diameter pressure or temperature probe with Nordel or Viton core for temperatures up to 275 degrees F.

B. Test Kit: Carrying case, internally padded and fitted containing two 3 ½ inch diameter pressure gages, two gage adapters with 1/8 inch probes, two 1 ½ inch dial thermometers.

PART 3 EXECUTION

3.1 INSTALLATION

A. Install in accordance with manufacturer's instructions.

B. Provide one pressure gage per pump, installing taps on suction and discharge of pump. Pipe to gage.

C. Install pressure gages with pulsation dampners. Provide gage cock to isolate each gage. Provide siphon on gages in steam systems. Extend nipples and siphons to allow clearance from insulation.

D. Install thermometers in piping systems in sockets in short couplings. Enlarge pipes smaller than 2½ inch for installation of thermometer sockets. Ensure sockets allow clearance from insulation.

E. Install thermometer sockets adjacent to controls systems thermostat, transmitter, or sensor sockets, where thermometers are provided on local panels.

F. Provide instruments with scale ranges selected according to service with largest appropriate scale.

G. Install gages and thermometers in locations where they are easily read from normal operating level. Install vertical to 45 degrees off vertical.

H. Adjust gages and thermometers to final angle, clean windows and lenses, and calibrate to zero.

I. Locate test plugs adjacent to thermometers and thermometer sockets, adjacent to pressure gages and pressure gage taps, and adjacent to control device sockets.

END OF SECTION

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SECTION 23 05 53

HVAC IDENTIFICATION

PART 1 GENERAL

1.1 SECTION INCLUDES

A. Nameplates.

B. Tags.

C. Stencils.

D. Pipe Markers.

1.2 REFERENCES: Material and/or equipment specified in this section shall meet or exceed one or more of the property requirements or installation requirements of the following specifications/publications as applicable to the specific product or end use:

A. ANSI or equal standards for the Identification of Piping Systems.

PART 2 PRODUCTS

2.1 NAMEPLATES

A. Description: Laminated three-layer plastic with engraved black letters on light contrasting background color. Furnish and install on all mechanical equipment.

2.2 TAGS

A. Metal Tags: Brass with stamped letters; tag size minimum 1½ inch diameter with smooth edges.

B. Chart: Typewritten letter size list in anodized aluminum frame.

2.3 STENCILS

A. Stencils: With clean cut symbols and letters of following size:
   1. ¾ to 1¼ inch Outside Diameter of Insulation or Pipe: 8 inch long color field, ½ inch high letters.
   2. 1½ to 2 inch Outside Diameter of Insulation or Pipe: 8 inch long color field, ¾ inch high letters.
   3. 2½ to 6 inch Outside Diameter of Insulation or Pipe: 12 inch long color field, 1¼ inch high letters.
   4. 8 to 10 inch Outside Diameter of Insulation or Pipe: 24 inch long color field, 2½ inch high letters.
   5. Over 10 inch Outside Diameter of Insulation or Pipe: 32 inch long color field, 3½ inch high letters.

B. Stencil Paint shall be semi-gloss enamel, colors conforming to ASME A13.1.

2.4 PIPE MARKERS

A. Color: Match existing or conform to ANSI/OSHA standards.

B. Plastic Pipe Markers: Factory fabricated, flexible, semi- rigid plastic, preformed to fit around pipe or pipe covering; minimum information indicating flow direction arrow and identification of fluid being conveyed.

C. Plastic Tape Pipe Markers: Flexible, vinyl film tape with pressure sensitive adhesive backing and printed markings.

D. Underground Plastic Pipe Markers: Bright colored continuously printed plastic ribbon tape, minimum 6 inches wide by 4 mil thick, manufactured for direct burial service.

2.5 CEILING TACKS

A. Description: Steel with ¾ inch diameter color coded head.

B. Color code as follows:
   1. Yellow - HVAC equipment
   2. Red - Fire dampers/smoke dampers
   3. Green - Plumbing valves
   4. Blue - Heating/cooling valves

PART 3 EXECUTION

3.1 PREPARATION

A. Degrease and clean surfaces to receive adhesive for identification materials.

B. Prepare surfaces as required by manufacturer's installations for stencil painting.

3.2 INSTALLATION

A. Install plastic nameplates with corrosive-resistant mechanical fasteners, or adhesive. Apply with sufficient adhesive to ensure permanent adhesion and seal with clear lacquer.

B. Install tags with corrosion resistant chain.

C. Install plastic pipe markers in accordance with manufacturer's instructions.

D. Install plastic tape pipe markers complete around pipe in accordance with manufacturer's instructions.

E. Identify each piece of equipment with plastic nameplates. Small devices, such as in-line pumps, may be identified with tags.

F. Identify control panels and major control components outside panels with plastic nameplates.

G. Identify valves in main and branch piping with tags.

H. Tag automatic controls, instruments, and relays. Key to control schematic.

I. Identify piping, concealed or exposed, with plastic tape pipe markers or stenciled painting. Identify service, flow direction, and pressure. Install in clear view and align with axis of piping. Locate identification not to exceed 10 feet on straight runs including risers and drops, adjacent to each valve and tee, at each side of penetration of structure or enclosure, and at each obstruction.

END OF SECTION

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SECTION 23 05 93

TESTING, ADJUSTING, AND BALANCING

PART 1 GENERAL

1.1 SECTION INCLUDES

A. Testing, adjustment, and balancing of hydronic systems.

B. Measurement of final operating condition of HVAC systems.

1.2 RELATED SECTIONS AND DRAWINGS

A. All drawings and specification sections apply to work in this section. Furnish all items, articles, materials, equipment, operations or methods that are mentioned, listed or scheduled on drawings or are in this specification including all labor, equipment, materials and miscellaneous incidentals necessary and/or required for the completion of this project. The work covered under this section of the specifications is in no way complete within itself but is supplementary to the entire specification and drawings.

1.3 REFERENCES: Material and/or equipment specified in this section shall meet or exceed one or more of the property requirements or installation requirements of the following specifications/publications as applicable to the specific product or end use:

A. AABC - National Standards for Total System Balance.

B. ASHRAE 111 - Practices for Measurement, Testing, Adjusting, and Balancing of Building Heating, Ventilation, Air-conditioning, and Refrigeration Systems.

C. NEBB - Procedural Standards for Testing, Adjusting, and Balancing of Environmental Systems.

1.4 SUBMITTALS

A. Submit electronic draft copies of report for review prior to final acceptance of Project. Provide electronic final copies for Architect/Engineer review and for inclusion in operating and maintenance manuals.

B. Provide reports in 3-ring binder manuals, complete with index page and indexing tabs, with cover identification at front and side. Include set of reduced drawings with air outlets and equipment identified to correspond with data sheets, and indicating thermostat locations. Binder shall be high quality hard cover type.

C. Include detailed procedures, agenda, sample report forms and copy of AABC National Project Performance Guaranty prior to commencing system balance.

D. Test Reports: Indicate data on AABC National Standards for Total System Balance forms or forms approved in writing by Architect/Engineer.

1.5 PROJECT RECORD DOCUMENTS

A. Record actual locations of flow measuring stations and/or balancing valves and rough setting.

1.6 QUALITY ASSURANCE

A. Perform total system balance in accordance with AABC National Standards for Field Measurement and Instrumentation, Total System Balance.

B. Maintain one copy of each document on site.

C. The final air balance report shall be approved by the Architect/Engineer prior to final payment to the Contractor. The Engineer reserves the right to ask for and be furnished any additional information he deems necessary to be shown on air/water balance report.

1.7 QUALIFICATIONS

A. Agency: Independent company (not associated with the systems installing contractor) specializing in the testing, adjusting, and balancing of systems specified in this Section with minimum three years experience and NEBB certified. The test and balance agency selected by the Contractor shall be approved by the Engineer. The Mechanical Trades shall be responsible for any cost differences between the test and balance agency selected by the Contractor and the test and balance agency approved by the Engineer.

1.8 SEQUENCING AND SCHEDULING

A. Sequence work to commence after completion of systems and schedule completion of work before Substantial Completion of Project. Coordinate project schedule with contractor. The Mechanical Trades shall coordinate and schedule the on-site balancing with the Engineer to allow the Engineer the ability to be at the project site during the time of the balancing. If the Engineer is not scheduled to oversee the balance of systems, the Mechanical Trades shall be responsible for rebalancing the system in the presence of the Engineer and be responsible for all costs for such.

B. The Test and Balance Agency shall schedule/coordinate (through the Mechanical Contractor) with the Temperature Control Contractor. The Temperature Control Contractor should be on site during the air balance to verify proper operation of the system required for the air balance.

C. Acceptable Test and Balance Contractors.
   1. HiTech Test and Balance (Freeland, MI)
   2. Absolute Balance Company (South Lyon, MI)
   3. Enviro-Aire/Total Balance Company (St Clair Shores, MI)
   4. Ener-Tech Testing (Holly, MI)
   5. International Test & Balance (Southfield, MI)
   6. Pro-Mec Engineering Services, Inc. (Grand Ledge, MI)

PART 2 PRODUCTS - Not used

PART 3 EXECUTION

3.1 EXAMINATION

A. Verify that systems are complete and operable before commencing work. Ensure the following conditions:
   1. Systems are started and operating in a safe and normal condition.
   2. Temperature control systems are installed complete and operable.
   3. Proper thermal overload protection is in place for electrical equipment.
   4. Hydronic systems are flushed, filled, and vented.
   5. Pumps are rotating correctly.
   6. Proper strainer baskets are clean and in place.
   7. Service and balance valves are open.

B. Submit field reports. Report defects and deficiencies noted during performance of services which prevent system balance.

C. Beginning of work means acceptance of existing conditions.

3.2 PREPARATION

A. Provide a review of proposed design drawings and advise appropriate trades about additional balancing devices required to attain design conditions.

B. Advise Engineer about additional balancing devices required to attain design conditions.

C. Provide instruments required for testing, adjusting, and balancing operations. Make instruments available to Architect/Engineer to facilitate spot checks during testing.

3.3 INSTALLATION TOLERANCES

A. Hydronic Systems: Adjust to within plus or minus 10 percent of design.

3.4 ADJUSTING

A. Ensure recorded data represents actual measured or observed conditions.

B. Permanently mark settings of adjustment devices allowing settings to be restored. Set and lock memory stops.

C. After adjustment, take measurements to verify balance has not been disrupted or that such disruption has been rectified.

D. Leave systems in proper working order, replacing belt guards, closing access doors, closing doors to electrical switch boxes, and restoring thermostats to specified settings.

E. At final inspection, recheck random selections of data recorded in report. Recheck points or areas as selected and witnessed by the Owner.

F. Check and adjust systems approximately six months after final acceptance and submit report.

3.5 WATER SYSTEM PROCEDURE

A. Adjust water systems to provide required or design quantities.

B. Use calibrated Venturi tubes, orifices, or other metered fittings and pressure gages to determine flow rates for system balance. Where flow metering devices are not installed, base flow balance on temperature difference across various heat transfer elements in the system.

C. Adjust systems to provide specified pressure drops and flows through heat transfer elements prior to thermal testing. Perform balancing by measurement of temperature differential in conjunction with air balancing.

D. Effect system balance with automatic control valves fully open to heat transfer elements.

E. Effect adjustment of water distribution systems by means of balancing cocks, valves, and fittings. Do not use service or shut-off valves for balancing unless indexed for balanced point.

F. Where available pump capacity is less than total flow requirements or individual system parts, full flow in one part may be simulated by temporary restriction of flow to other parts.

G. Advise Mechanical Contractor about additional balancing devices required to attain design conditions.

H. If pump impellor trimming or size change is recommended to improve reliability or reduce operating cost, include the recommendation in the draft copy of the report, to allow the Owner to be informed of, and be responsible for, the recommendation for the change.

3.6 SCHEDULES

A. Equipment Requiring Testing, Adjusting, and Balancing shall include but not be limited to: hydronic systems such as pumps, chillers, flow control valves, coils, etc. See drawings for equipment utilized for this project and submit applicable report forms for this project air and/or water system(s).

B. Report Forms
   1. Title Page:
      a. Name of Testing, Adjusting, and Balancing Agency
      b. Address of Testing, Adjusting, and Balancing Agency
      c. Telephone number of Testing, Adjusting, and Balancing Agency
      d. Project name
      e. Project location
      f. Project Architect
      g. Project Engineer
      h. Project Contractor
      i. Project altitude
      j. Report date

2. Summary Comments:
   a. Design versus final performance
   b. Notable characteristics of system
   c. Description of systems operation sequence
   d. Summary of outdoor and exhaust flows to indicate amount of building pressurization
   e. Nomenclature used throughout report
   f. Test conditions
3. Instrument List:
   a. Instrument
   b. Manufacturer
   c. Model number
   d. Serial number
   e. Range
   f. Calibration date

4. Electric Motors:
   a. Manufacturer
   b. Model/Frame
   c. HP/BHP
   d. Phase, voltage, amperage; nameplate, actual, no load
   e. RPM
   f. Service factor
   g. Starter size, rating, heater elements
   h. Sheave Make/Size/Bore
5. Pump Data:
   a. Identification/number
   b. Manufacturer
   c. Size/model
   d. Impeller
   e. Service
   f. Design flow rate, pressure drop, BHP
   g. Actual flow rate, pressure drop, BHP
   h. Discharge pressure
   i. Suction pressure
   j. Total operating head pressure
   k. Shut off, discharge and suction pressures
   l. Shut off, total head pressure
   m. Heat output

END OF SECTION

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SECTION 23 07 16

MISCELLANEOUS EQUIPMENT INSULATION

PART 1 GENERAL

1.1 SECTION INCLUDES

A. Insulation of miscellaneous equipment such as storage tanks, air separators, chilled water pump impellor housings, etc. and any other miscellaneous items that drawings call for to be insulated.

1.2 REFERENCES

A. Thermal insulation materials shall meet the property requirements of one or more of the following specifications as applicable to the specific product or end use:

1. American Society for Testing of Materials Specifications:

a. ASTM C533, "Standard Specification for Calcium Silicate Pipe & Block Insulation"
b. ASTM C533, "Standard Specification for Mineral Fiber Blanket and Felt Insulation"
c. ASTM C612, "Standard Specification for Mineral Fiber Block and Board Thermal Insulation"
d. ASTM C1136, "Standard Specification for Barrier Material, Vapor," Type 1 or 2 (jacket only).

B. Insulation materials, including all weather and vapor barrier materials, closures, hangers, supports, fitting covers, and other accessories shall be furnished and installed in strict accordance with project drawings, plans and specifications.

1.3 SCOPE

A. The work covered by this specification consists of furnishing all labor, equipment, materials and accessories, and performing all operations required, for the correct fabrication and installation of thermal insulation applied to the following commercial systems, in accordance with applicable project specifications and drawings, subject to the terms and conditions of the contract:
1. Cold systems, fluid temperatures below 105°F

1.4 DEFINITIONS

A. The term "mineral fiber" as defined by the above specifications includes fibers manufactured of glass, rock, or slag processed from a molten state with or without binder.

1.5 SYSTEM PERFORMANCE

A. Insulation materials furnished and installed hereunder should meet the minimum economic insulation thickness requirements of the North American Insulation Manufacturers' Association (NAIMA) (formerly known as TIMA), to ensure cost-effective energy conservation performance. Alternatively, materials should beet the minimum thickness requirements of National Voluntary Consensus Standard 90.1 (1989), Energy Efficient Design of New Buildings", of the American Society of Heating, Refrigeration, and Air Conditioning Engineers (ASHRAE). However, if other factors such as condensation control or personnel protection are to be considered, the selection of the thickness of insulation should satisfy the controlling factor.

1. Insulation materials furnished and installed hereunder shall meet the fire hazard requirements of any one of the following specification:

a.	American Society for Testing of Materials	ASTM E84
b.	Underwriters' Laboratories, Inc.	UL 723
c.	National Fire Protection Association	NFPA 255

B. Calcium silicate products shall include a visual identification system to permit positive field determination of their asbestos-free characteristic.

1.6 QUALITY ASSURANCE

A. The contractor shall use whatever means are necessary to protect the insulation materials and accessories before, during, and after installation. No insulation material shall be installed that has become damaged in any way. The contractor shall also use all means necessary to protect work and materials installed by other trades.

B. If any insulation material has become wet because of transit or job site exposure to moisture or water, the contractor shall not install such material, and shall remove it from the job site. An exception may be allowed in cases where the contractor is able to demonstrate that wet insulation when fully dried out (either before installation, or afterward following exposure to system operating temperatures) will provide installed performance that is equivalent in all respects to new, completely dry insulation. In such cases, consult the insulation manufacturer for technical assistance.

PART 2 PRODUCTS

2.1 VESSELS, TANKS AND EQUIPMENT

A. Vessels, tanks, and equipment operating at temperatures up to 450°F shall be insulated with glass fiber or calcium silicate insulation selected to conform readily to the surface to which it will be applied.

B. For temperatures over +400°F, insulation shall be applied in double layers, staggering the joints of both the insulation and the lagging (if used) wherever practical. Observe manufacturer recommendations on maximum temperature/ thickness combinations, but should not be less than that specified for the piping system it is associated with. Outdoor installations require weather protection of insulation jacketing. Insulation may be one of the following type, depending on project requirements:

1. Small diameter tanks and vessels with diameters less than 30" in diameter may be insulated with any of the following, depending on the service class required.

   a. Heavy density Fiberglas pipe insulation with factory applied all service jacket (ASJ) and Doublesure* two-component adhesive closure system, rated for a maximum service temperature of 850°F. For large pipe sizes where SSL-II is not available, the single adhesive SSL closure may be substituted.

   b. Unjacketed Fiberglas heavy density pipe insulation rated for maximum operating temperature of 850°F may be installed using appropriate banding and then covered with metal or PVC jacketing or otherwise jacketed and/or finished in accordance with details shown.

   c. Owens-Corning Fiberglas pipe and tank insulation, heavy density fiberglass insulation with end-grain factory-applied to ASJ all-service jacket, for systems operating at temperatures to +650°F and where moderate abuse resistance is required.

   d. Owens-Corning Pink Calcium Silicate, rigid hydrous asbestos-free calcium silicate insulation for systems operating at temperatures from +300°F to +1200°F, where the equipment is expected to be exposed to impact or abuse. The insulation shall be protected from the effects of weather, water, moisture, or mechanical and chemical abuse with either metal or PVC jacketing or otherwise jacketed and/or finished in accordance with details shown.

2.2 ACCESSORY MATERIALS

A. Accessory materials installed as part of insulation work under this section shall include (but not be limited to):

   1. Closure Materials - Butt strips, bands, wires, staples, mastics, adhesives; pressure sensitive tapes.

   2. Field-applied jacketing materials - Sheet metal, plastic, canvas, fiberglass cloth, insulating cement; PVC fitting covers.

   3. Support Materials - Hanger straps, hanger rods, saddles.

   4. Fasteners, weld pins/studs, speed clips, insulation washers.

   5. Metal mesh or expanded metal lagging.

B. All accessory materials shall be installed in accordance with project drawings and specifications, manufacturer's instructions and/or in conformance with the current edition of the Midwest Insulation Contractors Association (MICA) "Commercial & Industrial Insulation Standards".

PART 3 EXECUTION

3.1 SITE INSPECTION

A. Before starting work under this section, carefully inspect the site and installed work of other trades and verify that such work is complete to the point where installation of materials and accessories under this section can begin.

B. Verify that all materials and accessories can be installed in accordance with project drawings and specifications and material manufacturers' recommendations.

C. Verify by inspecting product labeling, submittal data, and/or certifications which may accompany the shipments that all materials and accessories to be installed on the project comply with applicable specifications and standards and meet specified thermal and physical properties.

3.2 PREPARATION

A. Ensure that all tank, vessel, and equipment surfaces over which insulation is to be installed are clean and dry.

B. Ensure that insulation is clean, dry, and in good mechanical condition with all factory-applied vapor or weather barriers intact and undamaged. Wet, dirty, or damaged insulation shall not be acceptable for installation.

C. Ensure that pressure testing of tanks, vessels, and equipment has been completed prior to installing insulation.

3.3 INSTALLATION

A. General

1. Install all insulation materials and accessories in accordance with manufacturer's published instructions and recognized industry practices to ensure that it will serve its intended purpose.

2. Install insulation on tanks, vessels, and equipment subsequent to installation of heat tracing, painting, testing, and acceptance tests.

3. Install insulation materials with smooth and even surfaces. Rework poorly fitted joints. Do not use joint sealer or mastic as filler for joint gaps and excessive voids resulting from poor workmanship. Apply using staggered joint method for both single and double layer installation, applying each layer of insulation separately.

4. Coat insulated surfaces where specified on contract drawings with layer of insulating cement, troweled in a workmanlike manner, leaving a smooth and continuous surface. Fill in seams, broken edges, and depressions. Cover over wire mesh and joints with cement sufficiently thick to remove surface irregularities.

5. Maintain the integrity of factory-applied vapor barrier jacketing on all insulation, protecting it against puncture, tears or other damage.

6. Where specification calls for field-applied all-service vapor barrier jacketing, it shall be neatly fitted and tightly secured. Lap seams 2" (min.). Seal all joints with adhesive. Tape with 3" matching pressure-sensitive tape or 3" glass fabric and mastic.

B. Removable insulation

1. Provide removable insulation sections to cover parts of equipment which must be opened periodically for maintenance, such as vessel covers, fasteners, flanges, frames and accessories.

C. Areas left uninsulated

1. Items such as boiler manholes, handholes, clean-outs, ASME stamp, and manufacturers' nameplates, may be left uninsulated unless omitting insulation would cause a condensation problem. When such is the case, appropriate tagging shall be provided to identify the presence of these items. Provide neatly beveled edges at interruptions of insulation.

D. Equipment exposed to weather

1. Protect outdoor insulation from weather by installation of weather barrier mastic protective finish or jacketing as recommended by the jacketing manufacturer.

3.4 FIELD QUALITY ASSURANCE

A. Upon completion of all insulation work covered by this specification, visually inspect the work and verify that it has been correctly installed. This may be done while work is in progress, to assure compliance with requirements herein to cover and protect insulation materials during installation.

3.5 PROTECTION

A. Replace damaged insulation which cannot be satisfactorily repaired, including insulation with vapor barrier damage and moisture-saturated insulation.

B. The insulation contractor shall advise the general and/or the mechanical contractor as to requirements for protection of the insulation work during the remainder of the construction period, to avoid damage and deterioration of the finished insulation work.

3.6 SAFETY PRECAUTIONS

A. Insulation contractor's employees shall be properly protected during installation of all insulation. Protection shall include proper attire when handling and applying insulation materials, and shall include (but not be limited to) disposable dust respirators, gloves, hard hats, and eye protection.

B. The insulation contractor shall conduct all job site operations in compliance with applicable provisions of the Occupational Safety and Health Act, as well as with all state and/or local safety and health codes and regulations that may apply to the work.

END OF SECTION

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SECTION 23 07 19

HVAC PIPE SYSTEM INSULATION

PART 1 GENERAL

1.1 SECTION INCLUDES PIPE INSULATION FOR:

A. Chilled ice storage water supply and return piping system.

B. Outdoor piping.

C. Valves and fittings.

D. Miscellaneous tanks, valves, chilled water ice pump impellor housings, piping, etc.

1.2 RELATED SECTIONS

A. All drawings and specification sections apply to work in this section. Furnish all items, articles, materials, equipment, operations or methods that are mentioned, listed or scheduled on drawings or are in this specification, including all labor, equipment, materials and miscellaneous incidentals necessary and/or required for the completion of this project. The work covered under this section of the specifications is in no way complete within itself, but is supplementary to the entire specification and drawings.

1.3 REFERENCES

A. Thermal insulation materials shall meet the property requirements of the following specifications as applicable to the specific product or end use:

B. American Society for Testing of Materials Specifications:
   1. ASTM C547, "Standard Specification for Mineral Fiber Preformed Pipe Insulation"
   2. ASTM C533, "Standard Specification for Calcium Silicate Pipe & Block Insulation"
   3. ASTM C585, "Recommended Practice for Inner and Outer Diameters of Rigid Pipe Insulation for Nominal Sizes of Pipe and Tubing (NPS System)"
   4. ASTM C1136, "Standard Specification for Barrier Material, Vapor," Type 1 or 2 (jacket only)

C. Insulation materials, including all water and vapor barrier materials, closures, hangers, supports, fitting covers, and other accessories, shall be furnished and installed in strict accordance with project drawings, plans, and specifications.

1.4 SCOPE

A. The work covered by this specification consists of furnishing all labor, equipment, materials and accessories, and performing all operations required, for the correct fabrication and installation of thermal insulation applied to the following commercial piping systems, in accordance with the applicable project specifications and drawings, subject to the terms and conditions of the contract:

1. Cold Piping – Fluid temperature below 105°F.

B. Insulation, vapor barriers, jacketing, hangers, supports, accessory materials, etc. shall be installed according to manufacturers recommendations.

1.5 DEFINITIONS

A. The term "mineral fiber" as defined by the above specifications includes fibers manufactured of glass, rock, or slag processed from a molten state, with or without binder.

1.6 SYSTEM PERFORMANCE

A. Insulation material furnished and installed hereunder shall meet the minimum thickness requirements of Standard 90.1 (2007), "Energy Efficient Design of new Buildings" of the American Society of Heating, Refrigeration, and Air-Conditioning Engineers (ASHRAE) except minimum thickness shall be 1". However, if other factors such as condensation control or personnel protection are to be considered, the selection of the thickness of insulation should satisfy the controlling factor.

B. Insulation materials furnished and installed hereunder shall be Class A maximum of 25 flame spread, 35 fuel contributed and 50 smoke developed rating and shall meet the fire hazard requirements of each of the following specifications:

1.	American Society for Testing of Materials	ASTM E84
2.	Underwriters' Laboratories, Inc.	UL 723
3.	National Fire Protection Associations	NFPA 255

C. Calcium silicate products shall include a visual identification system to permit positive field determination of their asbestos-free characteristic.

1.7 QUALITY ASSURANCE

A. The contractor shall use whatever means are necessary to protect the insulation materials and accessories before, during and after installation. No insulation material shall be installed that has become damaged in any way. The contractor shall also use all means necessary to protect work and materials installed by other trades.

B. If any insulation material has become wet because of transit or job site exposure to moisture or water, the contractor shall not install such material, and shall remove it from the job site. An exception may be allowed in cases where the contractor is able to demonstrate that wet insulation when fully dried out (either before installation, or afterward following exposure to system operating temperatures) will provide installed performance that is equivalent in all respects to new, completely dry insulation. In such cases, consult the insulation manufacturer for technical assistance.

PART 2 PRODUCTS

2.1 PIPE INSULATION ON INDOOR SYSTEMS

A. Molded pipe insulation shall be manufactured to meet ASTM C585 for sizes required in the particular system.

B. Molded fibrous glass pipe insulation shall comply with the requirements of ASTM C547. Heavy density Fiberglas pipe insulation with factory applied all-service jacket (ASJ) and Doublesure* two-component adhesive closure system, or Fiberglas Pipe and Tank Insulation, heavy density fiberglass insulation with end grain adhered to ASJ all service jacket. Joints shall be sealed by butt strips having a two-component sealing system or by applying staples and pressure sensitive tape. When self-sealing lap systems are used, sufficient thickness of insulation shall be used to maintain the outer surface temperature of the operating system below +150°F. Manufacturer's data regarding thickness constraints in relation to operating temperature shall be followed. When multiple layers are required, all inner layer(s) shall be unjacketed.

C. Fittings and valves shall be insulated with preformed fiberglass fittings, fabricated sections of fiberglass pipe insulation, fiberglass pipe and tank insulation, fiberglass blanket insulation, or insulating cement. Thickness shall be equal to adjacent pipe insulation. Finish shall match that used on straight sections.

D. Flanges, couplings, chilled water pump impeller housings, valve bonnets etc, shall be covered with an oversized pipe insulation section sized to provide the same insulation thickness as on the main pipe section. An oversized insulation section shall be used to form a collar between the two insulation sections with sections of insulation being used to fill gaps. Jacketing shall match that used on straight pipe sections. Rough cut ends shall be coated with a suitable vapor resistant mastic.

E. On cold systems, vapor barrier performance is extremely important. Particular care must be given to vapor sealing the fitting cover or finish to the pipe insulation vapor barrier. Valve stems shall be sealed with caulking to allow free movement of the stem but provide a seal against moisture incursion. All penetrations of the ASJ and exposed ends of insulation shall be sealed with vapor barrier mastic.

F. All insulated, exposed piping inside the building within 8'-0" above the floor shall be additionally jacketed with a multi-ply, fabric reinforced, self adhesive insulation cladding material with a vapor barrier and a thickness of 0.015". Jacketing system shall be Venture Clad Plus #1579CW-E or equal.

2.2 PIPE INSULATION ON OUTDOOR SYSTEMS

A. Piping located outdoors, with installation temperature above 40°F, shall be insulated and covered with a weatherproof metal jacket as per the following:

1. Insulate outdoor piping with closed-cell, fiber-free elastomeric foam equal to Armaflex type AP insulation. Insulation shall be flexible elastomeric thermal insulation, black in color, flame-spread rating of 25 or less and a smoke developed rating of 50 or less as tested by ASTM E84-91A "Method of Test Surface Burning Characteristics of Building Materials." Thickness shall be as listed.

2. Fitting covers shall be fabricated from miter-cut sections. In all cases, butt joints and seams shall be sealed with Armstrong 520 adhesive. 520 adhesive is a contact adhesive; therefore, in all cases, both surfaces to be joined are to be coated with adhesive with installation temperature above 40°F.

3. On outdoor cold pipes, the insulation system shall be completely vapor sealed before the weather-resistant jacket is applied. The outer jacket shall not compromise the vapor barrier by penetration of fasteners, etc.

4. Jacketing shall be a multi-ply, fabric reinforced, self adhesive insulation cladding material with a vapor barrier and a thickness of 0.015". Jacketing system shall be Venture Clad Plus #1579CW-E or equal with moisture barrier, installed in accordance with the jacket manufacturer's recommendations. Each section of jacketing shall overlap the adjoining section by 3". Al seams shall be taped with Venture Clad joining/seaming tape.

2.3 SUPPORT FOR PIPE WITH INSULATION

A. All piping shall be supported in such a manner that neither the insulation or the vapor/weather barrier is compromised by the hanger or the effects of the hanger. In all cases, hanger spacing shall be such that butt joints may be made outside the hanger.

1. On all size piping of cold systems, the pipe hanger saddles shall be separated away from the pipe by utilizing inserts. The vapor barrier shall be continuous, including material covered by the hanger saddle.

3. For cold piping systems larger than 3" in diameter, Owens-Corning Calcium Silicate pipe insulation shall be used for high density inserts. Piping saddles for piping larger than 3" shall not be in contact with the piping.

4. Owens-Corning Calcium Silicate pipe insulation may be used to support the entire weight of the piping system provided the hanger saddle is designed so the maximum compressive load does not exceed 100 psi.

5. Where pipe shoes and roller supports are required, insulation shall be inserted in the pipe shoe to minimize pipe heat loss. Where possible, the pipe shoe shall be sized to be flush with the outer pipe insulation diameter.

6. Thermal expansion and contraction of the piping and insulation system can generally be taken care of by utilizing double layers of insulation and staggering both longitudinal and circumferential joints. Where long runs are encountered, expansion joints may be required where single layers of the insulation are being used.

7. On vertical runs, insulation support rings shall be used.

2.4 ACCESSORY MATERIALS

A. Accessory materials installed as part of insulation work under this section shall include (but not be limited to):

1. Closure Materials - Butt strips, bands, wires, staples, mastics, adhesives; pressure-sensitive tapes.

2. Field-applied jacketing materials - Sheet metal, plastic, canvas, fiberglass cloth, insulating cement; PVC fitting covers.

3. Support materials - Hanger straps, hanger rods, saddles.

B. All accessory materials shall be installed in accordance with project drawings and specifications, manufacturer's instructions, and/or in conformance with the current edition of the Midwest Insulation Contractors Association (MICA) "Commercial & Industrial Insulation Standards".

2.5 INSULATION THICKNESSES

A. Fittings, including valves, flanges, unions, etc. shall be insulated with the same thickness as the required pipe insulation and covered with PVC fitting cover as specified.

B. Fiberglass insulation thickness shall be as follows:

Piping System	Pipe Size	Insulation Thickness	Insulation Conductivity BTU in H-Ft2-F
Chilled water	Up thru 3" 4" and larger	1" 1½"	0.28
Chilled Water Air Separator Tank	All Sizes	2"	0.28

C. Elastomeric thermal insulation thickness shall be equivalent to fiberglass insulation thickness as indicated above or as indicated on drawing.

PART 3 EXECUTION

3.1 SITE INSPECTION

A. Before starting work under this section, carefully inspect the site and installed work of other trades and verify that such work is complete to the point where installation of materials and accessories under this section can begin.

B. Verify that all materials and accessories can be installed in accordance with project drawings and specifications and material manufacturers' recommendations.

C. Verify by inspecting product labeling, submittal data, and/or certifications which may accompany the shipments that all materials and accessories to be installed on the project may comply with applicable specifications and standards and meet specified thermal and physical properties.

3.2 PREPARATION

A. Ensure that all pipe and fitting surfaces over which insulation is to be installed are clean and dry.

B. Ensure that insulation is clean, dry, and in good mechanical condition with all factory-applied vapor or weather barriers intact and undamaged. Wet, dirty, or damaged insulation shall not be acceptable for installation. All damaged insulation installed will be removed and replaced by the Contractor at no extra cost to the Owner.

C. Ensure that pressure testing of piping and fittings has been completed prior to installing insulation.

3.3 INSTALLATION

A. General

1. Install all insulation materials and accessories in accordance with manufacturer's published instructions and recognized industry practices to ensure that it will serve its intended purpose.

2. Install insulation on piping subsequent to installation of heat tracing, painting, testing, and acceptance tests.

3. Install insulation materials with smooth and even surfaces. Insulate each continuous run of piping with full-length units of insulation, with single cut piece to complete run. Do not use cut pieces or scraps abutting each other. Butt insulation joints firmly to ensure complete, tight fit overall piping surfaces.

4. Maintain the integrity of factory-applied vapor barrier jacketing on all pipe insulation, protecting it against puncture, tears or other damage. All staples used on cold pipe insulation shall be coated with suitable sealant to maintain vapor barrier integrity.

B. Fittings

1. Cover valves, fittings, and similar items in each piping system using one of the following:
   a. Mitered sections of insulation equivalent in thickness and composition to that installed on straight pipe runs.
   b. Insulation cement equal in thickness to the adjoining insulation.
   c. PVC fitting covers insulated with material equal in thickness and composition to adjoining insulation.

C. Penetrations
1. Extend piping insulation without interruption through walls, floors, and similar piping penetrations, except where otherwise specified.

D. Joints
1. Butt pipe insulation against hanger inserts. For hot pipes, apply 3" wide vapor barrier tape or band over butt joints. For cold piping apply wet coat of vapor barrier lap cement on butt joints, and seal joints with 3" wide vapor barrier tape or band.
2. All pipe insulation ends shall be tapered and sealed, regardless of service.

3.4 FIELD QUALITY ASSURANCE

A. Upon completion of all insulation work covered by this specification, visually inspect the work and verify that it has been correctly installed. This may be done while work is in progress, to assure compliance with requirements herein to cover and protect insulation materials during installation.

3.5 PROTECTION

A. Replace damaged insulation which cannot be satisfactorily repaired, including insulation with vapor barrier damage and moisture-saturated insulation.

B. The insulation contractor shall advise the general and/or the mechanical contractor as to requirements for protection of the insulation work during the remainder of the construction period, to avoid damage and deterioration of the finished insulation work.

3.6 SAFETY PRECAUTIONS

A. Insulation contractor's employees shall be properly protected during installation of all insulation. Protection shall include proper attire when handling and applying insulation materials, and shall include (but not be limited to) disposable dust respirators, gloves, hard hats, and eye protection.

B. The insulation contractor shall conduct all job site operations in compliance with applicable provisions of the Occupational Safety and Health Act, as well as with all state and/or local safety and health codes and regulations that may apply to the work.

END OF SECTION

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SECTION 23 21 00

HYDRONIC PIPING

PART 1 GENERAL

1.1 SECTION INCLUDES

A. Pipe and pipe fittings.

B. Valves.

C. Chilled water piping system.

1.2 REFERENCES: Material and/or equipment specified in this section shall meet or exceed one or more of the property requirements or installation requirements of the following specifications/publications as applicable to the specific product or end use.

A. ASME - Boiler and Pressure Vessel Codes, SEC 9 - Qualification Standard for Welding and Brazing Procedures, Welders, Brazers, and Welding and Brazing Operators.

B. ASME B16.3 - Malleable Iron Threaded Fittings Class 150 and 300.

C. ASME B16.18 - Cast Copper Alloy Solder Joint Pressure Fittings.

D. ASME B16.22 - Wrought Copper and Copper Alloy Solder Joint Pressure Fittings.

E. ASTM A53 - Pipe, Steel, Black and Hot-Dipped, Zinc Coated Welded and Seamless.

F. ASTM A234 - Piping Fittings of Wrought Carbon Steel and Alloy Steel for Moderate and Elevated Temperatures.

G. ASTM B32 - Solder Metal.

H. ASTM B88 - Seamless Copper Water Tube.

I. ASTM F708 - Design and Installation of Rigid Pipe Hangers.

J. ASTM F1476 - Standard Specification for the Performance of Gasketed Mechanical Couplings for Use in Piping Applications.

K. AWS A5.8 - Brazing Filler Metal.

L. AWS D1.1 - Structural Welding Code.

M. MSS SP58 - Pipe Hangers and Supports - Materials, Design and Manufacture.

N. MSS SP69 - Pipe Hangers and Supports - Selection and Application.

O. MSS SP89 - Pipe Hangers and Supports - Fabrication and Installation Practices.

P. ANSI/AWWA C606 - Grooved and Shouldered Joints.

PART 2 PRODUCTS

2.1 CHILLED/ICE WATER PIPING, ABOVE GRADE

A. Chilled water piping 3" and smaller shall be:
1. Copper tubing: ASTM B88, Type L, hard drawn.
   a. Fittings: ASME B16.18 cast bronze tee tap or ASME B16.22 solder wrought copper.
   b. Tee Connections: Mechanically extracted collars with notched and dimpled branch tube.
   c. Joints: 95-5 tin-antimony or tin and silver with melting range 430°F to 535°F.
   d. Chilled water piping 2" through 3" may be Victaulic 'CTS' grooved piping system using EPDM gasketing as an option to soldering.
      1. Roll grooved ends as appropriate to type L hard drawn tubing, pressures, size and method of joining, Tubing ends shall be grooved in accordance with manufacturers current listed standards to copper tube dimensions. (flaring of tubing ends to accommodate alternate sized couplings is not allowed.
      2. Victaulic Style 607H Installation-Ready couplings shall consist of ductile iron housings, conforming to ASTM A395 and A536, cast with offsetting, angle-pattern bolt pads, coated with grade EHP gasket suitable for water temperatures to +250 degrees F, copper colored alkyd enamel, complete with type synthetic rubber gasket.
         a. Installation ready, for direct stab installation without field disassembly.
      3. Valves Victaulic Style 608 butterfly valve with grooved ends manufactured to copper tube dimensions.
      4. Victaulic 'CTS' Grooved End Fittings: ASME B16.18 bronze sand cast or ASME B16.22 wrought copper. Manufactured to copper tube dimensions. (Flaring of fitting end to IPS dimensions is not allowed).
      5. Gasketing shall be Grade "EHP" EPDM compound (red & green color coded) conforming to ASTM D-2000. Temperature operating range -30°F to +250°F.

B. Chilled/ice water piping 4" and larger shall be steel pipe: ASTM A53, Schedule 40, black steel, beveled ends for welding.
1. Fittings: ASME B16.3, malleable iron or ASTM A234, forged steel welding type.
2. Joints: AWS D1.1 welded.

C. Chilled water piping 2" and smaller may be Victaulic Vic Press 304™ System using EPDM "E" O-ring as an option to soldering, threading or flanging.

1. Piping shall be stainless steel schedule 10S pipe conforming to ASTM A312, Type 304/304L [316/316L]. Working pressures to 500 psi.

2. Coupling and fitting housings shall be Vic Press 304™ products formed of precision cold drawn stainless steel, with self contained O-ring seals in the coupling/fitting ends.

3. O-Ring Seals - O-ring seals shall be molded of synthetic rubber, Grade "E" EPDM recommended for water services from -30°F to +230°F.

4. Valves - Victaulic or equal Style P589 Vic Press 304™ end ball valve, 300 psi, ½" through 2" size range, forged brass body, ASTM B-16 chrome plated ASTM B283 brass ball and stem, TFE seats and stem washer, Fluoroelastomer O-ring.

5. Assembly- Pipe ends must be marked according to instructions supplied and fully inserted into the coupling/fitting housing up to the pipe stop. Fitting ends shall be pressed onto the pipe using only a Pressfit Tool (PFT-510 series) equipped with the proper size pressing jaws in accordance with the latest Pressfit System Product Assembly and Tool Operation Manual.

6. Pipe Preparation - Stainless steel pipe shall be square cut plus or minus 0.030", properly deburred and cleaned to ensure leak-tight O-ring seal, in accordance with latest Victaulic Vic Press 304™ System published information.

D. Chilled water piping 2½" and larger may be Victaulic grooved piping system using EPDM gasketing as an option to welding, threading or flanging.

1. Piping shall be ASTM A53, schedule 40 black steel with mechanical grooves.

2. All grooved components shall be of one manufacturer and shall conform to local code approval and/or as listed by ANSI B31.1, B31.9, ASME, UL/FM IAMPO or BOCA. Grooved end product manufacturer to be ISO-9001 certified.

3. Roll or cut grooved ends as appropriate to pipe material, wall thickness, pressures, size and method of joining. Pipe ends shall be grooved in accordance with manufacturers current listed standards conforming to ANSI/AWWA C606. Grooving tools shall be of the same manufacturer as the grooved components.

4. Mechanical couplings shall consist of ductile iron housings, conforming to ASTM A395 and A536, complete with synthetic rubber gasket.

   a. Victaulic style 07 (zero-flex) rigid coupling. Housings cast with offsetting, angle-pattern bolt pads to provide system rigidity for support and hanging in accordance with ANSI B31.1, B31.9 and NFPA 13. Victaulic style HP-70 rigid coupling for high pressure service.
      1. Installation ready, for direct stab installation without field disassembly, including grade EHP gasket. Victaulic Style 107H.
   b. Victaulic style 177 “Installation-Ready” and style 77 or 75 coupling shall be used where system flexibility is desired at pumps and other mechanical equipment to reduce noise and vibration. Noise and vibration reduction is achieved by installing (3) flexible couplings near the vibration source.
   c. 14” and Larger: Victaulic AGS series two segment couplings with lead-in chamfer on housing key and wide width FlushSeal® gasket.
      1. Rigid Type: Housing key shall fill the wedge shaped AGS groove and provide rigidity and system support and hanging in accordance with ANSI B31.1 and B31.9. Victaulic Style W07.

2. Flexible Type: Housing key shall fit into the wedge shaped AGS groove and allow for linear and angular pipe movement. Victaulic Style W77.

5. Mechanical reducing couplings shall be Victaulic Style 750 or equal for pipe runs for reducers.

6. Victaulic grooved end fittings manufactured from ASTM A395 and A536, ductile iron; ASTM A234 forged steel; or factory-fabricated from carbon steel pipe conforming to ASTM A53. Grooved ends in accordance with ANSI/AWWA C606.

7. Gasketing shall be grade EHP gasket suitable for water temperatures to +250°F or Grade "E" EPDM compound (green color coded) conforming to ASTM D-2000 designation 2CA615A25B24F17Z. Temperature operating range -30°F to +230°F.

2.2 EQUIPMENT DRAINS AND OVERFLOWS

A. Equipment drains, cooling coil drains, overflows and piping from relief valves 1" and smaller shall be Copper Tubing: ASTM B88, Type L, hard drawn.
1. Fittings: ASME B16.18 cast brass tee tap or ASME B16.22 solder wrought copper.
2. Joints: Solder, lead free, 95-5 tin-antimony, or tin and silver, with melting range 430 to 535 degrees F.

B. Equipment drains, cooling coil drains, overflows and piping from relief valves 1¼" thru 2" shall be ASTM A53, schedule 40 black steel with threaded joints.

2.3 PIPE HANGERS AND SUPPORTS

A. Refer to Section 23 05 00.

2.4 UNIONS, FLANGES, AND COUPLINGS

A. Unions for Pipe 3 Inches and Under:
1. Copper Pipe: Bronze, soldered joints.
2. Stainless Steel Pipe: Type 304/304L stainless steel, threaded-type, with Vic Press 304™ ends. Victaulic Style P584.
3. On piping systems where grooved joint mechanical couplings are used, unions are not required. (Couplings shall serve as unions).

B. Flanges for Pipe 4 Inches and Larger:
1. Ferrous Piping: 150 psig forged steel, slip-on.
2. Gaskets: 1/16 inch thick preformed neoprene.

C. Flange Adapters for Grooved Pipe and Fittings 2 ½ Inches and Larger:
1. Ferrous Piping: Class 125/150 for use with grooved end pipe and fittings. Victaulic Style 741/W741.

D. Grooved and Shouldered Pipe End Couplings when approved by Architect/Engineer:
1. Housing Clamps: Two ductile iron to engage and lock, designed to permit some angular deflection, contraction, and expansion where required.

2. Sealing Gasket: C-shape elastomer composition for operating temperature range from -30 degrees F to 230 degrees F for EPDM Grade E gaskets, and EPDM-HP for operating temperature range from -30 degrees F to 250 degrees F.
3. Accessories: Electroplated steel bolts, nuts, and washers conforming with ASTM A449.
4. Basis of Design: Victaulic Style 47.

E. Dielectric Connections

1. Dielectric nipples shall be non-conducting for connection of dissimilar piping materials. Dielectric nipples shall be similar to Victaulic Style 647 or Style 47. A brass adaptor dielectric union is not acceptable.

2.5 GATE VALVES

A. Up To and Including 3 Inches:
1. Bronze body, bronze trim, screwed bonnet, rising stem, handwheel, inside screw with backseating stem, solid wedge disc, alloy seat rings, solder ends.

B. Over 3 Inches:
1. Iron body, bronze trim, bolted bonnet, rising stem, handwheel, outside screw and yoke, solid wedge disc with bronze seat rings, flanged or grooved ends. (Grooved ends only if approved by Architect/Engineer.) Basis of Design: Victaulic Series 771V.

2.6 GLOBE OR ANGLE VALVES

A. Up To and Including 3 Inches:
1. Bronze body, bronze trim, screwed bonnet, rising stem and handwheel, inside screw with backseating stem, renewable composition disc and bronze seat solder ends.

B. Over 3 Inches:
1. Iron body, bronze trim, bolted bonnet, rising stem, handwheel, outside screw and yoke, rotating plug-type disc with renewable seat ring and disc, flanged ends.

2.7 BALL VALVES

A. Up To and Including 2 Inches:
1. Bronze one piece body, stainless steel ball, teflon seats and stuffing box ring, lever handle with balancing stops, solder ends.
2. Forged brass, two piece body, chrome plated brass ball and stem, PTFE seats and stem washer, lever handle, Vic Press 304™ ends. Victaulic Series P589.

B. Over 2½ Inches:

1. Cast steel body, chrome plated steel ball, teflon seat and stuffing box seals, lever handle, or gear drive handwheel for sizes 10 inches and over, flanged.
2. Ductile iron body, chrome plated carbon steel ball and stem, TFE seats, lever handle or gear operator, grooved ends. Victaulic Series 726.

2.8 BUTTERFLY VALVES

A. Body: PPS (Polypphenylene Sulfide) or enamel coated cast or ductile iron with resilient replaceable pressure responsive EPDM seat or disc mounted seal, wafer or lug ends or grooved ends if Victaulic grooved end fittings are used. Stem shall be offset from the disc centerline to provide full 360 degree circumferential seating.

B. Disc: Aluminum bronze, electroless-nickel or PPS coated ductile iron or stainless steel.

C. Operator: 10 position lever handle up to 4". Larger than 4" shall have gear drive handwheel.

D. Basis of Design: Victaulic MasterSeal™ or AGS-Vic300.

2.9 SWING CHECK VALVES

A. Up To and Including 3 Inches:
   1. Bronze body, bronze trim, bronze rotating swing disc, with composition disc, solder ends.

B. Over 3 Inches:
   1. Iron body, bronze trim, bronze or bronze faced rotating swing disc, renewable disc and seat, flanged ends or grooved ends if Victaulic grooved end fittings are used.

2.10 SPRING LOADED CHECK VALVES

A. Iron body, bronze trim, split plate, hinged with stainless steel spring, resilient seal bonded to body, wafer or threaded lug ends.

B. Ductile iron body, stainless steel spring and shaft, aluminum-bronze disc with elastomer seal or elastomer coated ductile iron disc with welded-in nickel seat, grooved ends. Basis of Design: Victaulic Series 716.

C. 14” through 24” Sizes: Ductile iron body, stainless steel spring, shaft, and dual disc(s), with EPDM seat, and AGS grooved ends. Victaulic Series W715.

PART 3 EXECUTION

3.1 PREPARATION

A. Ream pipe and tube ends. Remove burrs. Bevel or groove plain end ferrous pipe.

B. Remove scale and dirt on inside and outside before assembly.

C. Prepare piping connections to equipment with flanges, grooved joint couplings, or unions.

D. Keep open ends of pipe free from scale and dirt. Protect open ends with temporary plugs or caps.

3.2 INSTALLATION

A. Install in accordance with manufacturer's instructions.

B. Install piping to ASME B31.5 and B31.9.

C. Route piping in orderly manner, parallel to building structure, and maintain gradient.

D. Install piping to conserve building space, and not interfere with use of space.

E. Group piping whenever practical at common elevations.

F. Sleeve pipe passing through partitions, walls and floors.

G. Slope piping and arrange to drain at low points. Use eccentric reducers to maintain top of pipe level.

H. Install piping to allow for expansion and contraction without stressing pipe, joints, or connected equipment.
   1. For water systems, use adequate numbers of Victaulic Style 77 flexible couplings in header piping to accommodate thermal growth and contraction, and for the elimination of expansion loops. (In accordance with Victaulic instructions and as approved by the engineer). Where expansion loops are required, use Victaulic Style 77 couplings ion the loops.

I. Where more than one piping system material is specified, ensure system components are compatible and joined to ensure the integrity of the system is not jeopardized. Provide necessary joining fittings. Ensure flanges, union and couplings for servicing are consistently provided.

J. Grooved ends shall be clean and free from indentations, projections, and roll marks in the area from pipe end to groove.

K. The grooved coupling manufacturer's factory trained representative shall provide on-site training for contractor's field personnel in the use of grooving tools and installation of grooved joint products. The representative shall periodically visit the jobsite and review contractor is following best recommended practices in grooved product installation. (A distributor's representative is not considered qualified to conduct the training or jobsite visit(s)).

L. Use grooved mechanical couplings and fasteners as approved by the Architect/Engineer.

M. Use unions, flanges, and couplings downstream of valves and at equipment or apparatus connections. Do not use direct welded or threaded connections to valves, equipment or other apparatus.

N. Use non-conducting dielectric nipples or couplings, whenever joining dissimilar metals.

O. Provide pipe hangers and supports in accordance with ASTM B31.9 unless indicated otherwise.

P. Use gate, ball or butterfly valves for shut-off and to isolate equipment, part of systems, or vertical risers. All branch piping take-offs from mains, risers or branch piping shall have valves installed to allow isolation of branch piping and equipment/areas being served.

Q. Use globe, ball or butterfly valves for throttling, bypass, or manual flow control services.

R. Use butterfly valves interchangeably with gate and globe valves.

S. Use only butterfly valves in chilled and condenser water systems for throttling and isolation service.

T. Use lug or grooved end butterfly valves to isolate equipment.

U. Use check valves or triple duty valves on discharge of pumps where shown on drawings.

V. Use ¾ inch ball valves with cap for drains at main shut-off valves, low points of piping, bases of vertical risers, and at equipment. Pipe to nearest floor drain.

W. Pipe Hangers and Supports:
1. Install in accordance with ASTM B31.9, ASTM F708 and MSS SP89.
2. Support horizontal piping as scheduled.
3. Install hangers to provide minimum ½ inch space between finished covering and adjacent work.
4. Place hangers within 12 inches of each horizontal elbow.
5. Use hangers with 1½ inch minimum vertical adjustment. Design hangers for pipe movement without disengagement of supported pipe.
6. Support vertical piping at every floor. Support riser piping independently of connected horizontal piping.
7. Where several pipes can be installed in parallel and at same elevation, provide multiple or trapeze hangers.
8. Provide copper plated hangers and supports for copper piping.
9. Prime coat exposed steel hangers and supports. Hangers and supports located in crawl spaces, pipe shafts, and suspended ceiling spaces are not considered exposed.

X. Provide clearance in hangers and from structure and other equipment for installation of insulation and access to valves and fittings.

Y. Provide access where valves and fittings are not exposed. Coordinate size and location of access doors.

Z. Where pipe support members are welded to structural building framing, scrape, brush clean, and apply one coat of zinc rich primer to welds.

AA. Apply one coat of primer and one coat of paint to all unfinished exposed pipe, fittings, supports and accessories. For example, unfinished piping exposed within a mechanical room, outdoors, within any room shall be primed and painted.

BB. Install valves with stems upright or horizontal, not inverted.

CC. Provide balancing devices where indicated on drawings, as required to attain design quantities, and as recommended by balancing agency.

DD. After filling system, check for leaks and repair to leak-tight condition.

EE. After completion, clean strainers, flush and fill systems and test system to be sure all air is eliminated from piping, coils, etc.

3.3 TESTING

A. Hydrostatically test at 100 psi in excess of the working pressure for four (4) hours. This pressure to be on piping only, not on equipment.

END OF SECTION

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SECTION 23 21 16

HYDRONIC SPECIALTIES

PART 1 GENERAL

1.1 SECTION INCLUDES

A. Expansion tanks.

B. Air vents.

C. Combination air and sediment separator.

D. Strainers.

E. Pump suction fittings.

F. Combination fittings.

G. Flow indicators, controls, meters.

H. Radiator valves.

I. Relief valves.

J. Temperature control valves.

K. Glycol specialties.

1.2 REFERENCES: Material and/or equipment specified in this section shall meet or exceed one or more of the property requirements or installation requirements of the following specifications/publications as applicable to the specific product or end use.

A. ASME - Boilers and Pressure Vessel Codes, SEC 8-D-Rules for Construction of Pressure Vessels.

PART 2 PRODUCTS

2.1 AIR CONTROL SYSTEM

A. Furnish and install as shown on the plans and as follows a complete Air Control System consisting of an ASME Compression Tank with Airtrol Fitting, Tank Drain and Gauge Glass Set. The installer shall remove and clean the system strainers after 24 hours operation and after 30 days operation. Furnish National Board Form U-1 denoting compliance with ASME Code.

B. SRS Combination Air & Sediment Separator

1. Furnish and install, as shown on the plans, a centrifugal type air and sediment removal separator. The unit shall have inlet and outlet connections tangential to

the vessel shell. Vessel shell diameter is to be three times the nominal inlet/outlet pipe diameter. The unit shall have a solid separation efficiency of 98% of 200 mesh sand and water solution, and be capable of heavier-than-water, undissolved sediment separation of at least 40 microns. The unit shall be capable of air separation and elimination.

2. The unit shall have a welded sump at the bottom to collect sediment separated out by centrifugal action. Connections are to be provided by the contractor to purge the unit of collected sediment either manually of automatically.

3. The air and sediment removal separator must be designed, constructed and stamped for 125 psig @ 350F in accordance with Section VIII, Division I of the ASME Boiler and Pressure Vessel Code, and registered with the National Board of Boiler and Pressure Vessel Inspectors.

4. The air and sediment removal separator shall be manufactured by Bell & Gossett or equal by Patterson Pump Co.

C. Compression Tank

1. Furnish and install as shown on plans, a horizontal compression tank with two ½" NPT gauge glass tapings in one head and a minimum of two NPT tapings in the shell. The tank must be designed, constructed and stamped for at least 125 psig @ 650 F in accordance with Section VII, Division I of the ASME Boiler and Pressure Vessel Code, and registered with The National Board of Boiler and Pressure Vessel Inspectors. The Compression tank shall be painted with one shop coat of air-dry enamel.

2. Each compression tank shall be manufactured by Bell & Gossett, Wessels, or engineer's pre-approved alternate.

3. Each tank shall be furnished with a Bell & Gossett model "Airtrol" Tank fitting and on tanks 135 gallon and less, a Bell & Gossett model "Drain-O-Tank" fitting.

D. The Airtrol Tank Fittings and Air Separator are to be guaranteed for 20 years from the date of installation against defects in material and workmanship.

2.2 SAFETY RELIEF VALVES

A. Furnish and install as shown on plans a diaphragm-assisted operated bronze body ASME rated and nameplated safety relief valve with fail-safe disc to assure normal operation under emergency conditions. The valve shall have a low blowdown differential and shall be designed to relieve system pressure in excess of the operating pressure specified for the system, within the maximum operating limitations of the valve. The ASME safety relief valve shall be engineered to prevent the system fluid from entering the spring chamber under normal operating conditions. The permanent valve nameplate shall display the BTUH and relief pressure ratings certified by the National Board of Boiler and Pressure Vessel Inspectors. Manufacturer: Bell and Gossett or equal.

2.3 AIR VENTS

A. Manual Type: Short vertical sections of 2 inch diameter pipe to form air chamber, with ball valve and Bell & Gossett #87 or equal automatic air vent piped to accessible location.

2.4 TRIPLE DUTY VALVE

A. Furnish and install, as shown on plans, Bell & Gossett or equal (select one: straight or angle) pattern triple duty valves designed to perform the functions of a center guided nonslam check valve, shutoff valve and calibrated balancing valve.

B. The valve shall be of heavy-duty cast iron (NPT & flanged models) or ductile iron (grooved models) construction for operating temperatures up to 250 F and working pressure up to 175 psi. The valve shall be fitted with a bronze seat, replaceable bronze disc with EPDM seat insert or stainless steel stem, and chatter preventing stainless steel spring. The valve design shall permit repacking under full system pressure.

C. Cv rating shall be provided at every 10% increment opening for the straight and angle valve. Manufacturer shall supply the Cv rating for read-out of flow determination and system pressure drop.

D. The valve shall be equipped with brass readout valves (with integral check valve) to facilitate taking differential pressure readings across the orifice for accurate system balance. The valve shall be produced at an ISO 9001 approved facility.

E. Triple Duty Valves shall be warranted for a period of one year from date of start-up, or eighteen months from installation, whichever occurs first.

F. Triple-Duty Valve Assembly: Straight pattern, 300 psig pressure rating, ductile-iron body, pump discharge assembly consisting of a Victaulic MasterSeal butterfly valve with memory stop feature for shut-off and balancing and a Series 716 spring actuated check valve. Where flow measurement is required, a Victaulic Series 779 Venturi-check shall be used in lieu of the Series 716 check valve.
   a. For 14" and larger sizes, AGS-Vic300 butterfly valve with a Series W715 check valve.

2.5 SUCTION DIFFUSER

A. Furnish and install a Bell & Gossett or Patterson Pump Co. model SD or Victaulic Series 731 and W731 (for grooved end strainers) suction diffuser per size and capacities shown on plans.

B. The suction diffuser is an angle pattern flow straightening fitting equipped with a combination diffuser-strainer-orifice cylinder, stainless steel flow straightening vanes, start up strainer, permanent magnet and base support boss on adjustable support foot. The diffuser shall have a total free area equal to five times the cross sectional area of the pump suction opening. The length of the flow straightening vanes shall be no less than 2½ times the diameter of the pump suction connection. Strainer shall have 5/32 or

3/16 perforations. Start up strainer shall be 20 mesh stainless steel. Straightening vanes shall run the full length of the diffuser.

C. The suction diffuser shall be warranted to be free from defects in materials and/or workmanship for a period of one year from date of start-up, or eighteen months from installation, whichever occurs first.

2.6 STRAINERS

A. Size 2 inch and Under:
   1. Screwed brass body for 175 psig working pressure, Y pattern with 1/32 inch stainless steel perforated screen.

B. Size 2½ inch to 4 inch:
   1. Flanged or grooved ductile iron body for 300 psig working pressure, Y pattern with 3/64, 1/16, or 1/8 inch stainless steel perforated screen. Basis of Design: Victaulic Style 732.

C. Size 5 inch and Larger:
   1. Flanged iron body for 175 psig working pressure, basket pattern with 1/8 inch stainless steel perforated screen.
   2. Grooved end ductile iron body for 300 psig working pressure, wye-pattern with 1/16 or 1/8 inch stainless steel frame and mesh. Basis of Design: Victaulic Style 732.
   3. AGS grooved end factory-fabricated steel body with T-bolt hinged closure for 300 psig working pressure with 4x4 or 6x6 mesh stainless steel frame and mesh basket. Basis of Design: Victaulic Style W730.

2.7 BALANCE VALVES AND ACCESSORIES

A. Calibrated Manual Balance Valves

   1. Are only required on air handling units with multiple coils served by one control valve, and on pump discharges in lieu of the triple duty valve.
   2. Furnish and install as shown on plans with manufacturers recommendations model CB calibrated balance valves as manufactured by Victaulic / TA Hydronics. Other acceptable manufacturers: ITT Bell & Gossett, Griswold Controls, Preso Meters.
   3. Pre-Set Balance Procedure – Valves to be designed to allow installing contractor to pre-set balance points for proportional system balance prior to start-up in accordance with pre-set balance schedule.
   4. Valve Design Construction – All valves ½" to 2" pipe size to be of DZR brass (Ametal) body and 2-1/2" to 12" ductile iron body / globe valve construction or bronze body/brass ball construction with glass and fiber TFE seat rings. Valves to have differential pressure read out ports across valve seat area. Read our ports to be fitted with internal EPT inserts and check valves. Valve bodies to have ¼" NPT tapped drain/purge port. Valves to have memory stop feature to allow valve to be closed for service and then reopened to set point without disturbing balance position. All valves to have calibrated nameplates to assure specific valve settings. Valves

shall be designed for positive shutoff. Basis of Design: Victaulic Series 786 and 787 and 788 and 789.

5. Valves shall be designed for positive shutoff.
6. Design Pressure Temperature – All ½" – 3" NPT connection valves are rated for 300 psig at 230 degrees F. All ½" – 2" Sweat connection valves are rated for 200 psig at 230 degrees F.
7. Coil-Hook-up Connections: Victaulic Koil-Kits Series 799 or 79V may be used at coil connections. The kit shall include a Series 786/787/78K circuit balancing valve, Series 78Y Strainer-Ball, Series 78U Union-Port fitting, with Series 78T ball valve and required coil hoses. A Style 793 and/or 794 differential pressure controller shall be provided as required. A meter shall be provided by the valve manufacturer that shall remain with the building owner after commissioning.
8. 2 ½" – 16" Furnish and install as shown on the job plans, TA Series 788/789 balancing valves with provision for connecting to a portable differential (ft. of Head) pressure meter. Each meter connection shall have pressure/temperature probes. The balancing valves shall by Y-pattern globe style design with ductile iron body, all other wetted parts of nonferrous, pressure die cast Ametal®. Each valve shall provide three (3) functions. (1) precision flow measurement, (2) precision flow balancing, (3) shut-off feature, eliminating the need for an additional isolation valve. These valves shall have eight (1), twelve (12), sixteen (16), twenty (20) or twenty two (22) 360˚ adjustment turns of the handwheel for precise setting with hidden memory feature to program the valve with precision tamper-proof balancing setting. Handwheel shall have digital readout. The handwheel can be installed n any position without affecting performance.
9. 300 psi/2065 kPa, Y-pattern, globe type with flanged or grooved ends, ASTM A536 ductile iron body, all other metal parts of Ametal® brass copper alloy, EPDM O-ring seals. 8,12,16,20 or 22 turn digital readout handwheel for balancing, hidden memory feature with locking tamper proof setting, and connections for portable differential meter. TA Series 788-STAF or 789-STAG.

B. Automatic Flow Control Valves

Acceptable Manufacturers: Victaulic, Griswold, ITT Bell & Gossett, Victaulic

1. Required where shown on drawings and also in the piping arrangement to each 3-way valve equipment coil to balance the flow in the common return of 3-way valves, domestic hot water returns, and condensate or boiler feed pump discharges. All other systems are balanced by the temperature control valves. Flow limiting valves are to be factory tagged for terminal unit that it is being installed on.
2. Automatic flow control valve cartridges shall automatically control flow rates with ±5% accuracy over an operating pressure differential range of at least 14 times the minimum required for control. Two operating pressure ranges shall be available with the minimum range requiring less than 2 PSID to actuate the mechanism.
3. Valve internal control mechanism shall consist of a stainless steel one-piece cartridge with segmented port design and full travel linear coil spring, or the valve housing shall be made of DZR brass.

4. Manufacturer shall be able to provide certified independent laboratory tests verifying accuracy of performance. (Consult the factory for details).
5. All flow control valve cartridges shall be warranted by the manufacturer for five years from date of sale.
6. Body Styles
    a. Isolator Series Valve
        i) Isolator series valves, sizes 1/2" through 1-1/2", shall have a ASTM brass alloy body, rated at no less than 400PSI/250°F. Isolator series valves, sizes 1-1/2" Large through 3", shall have a CAST brass alloy body, rated at no less than 275PSI/250°F. These sizes shall be constructed in a one-piece body to include a handle ball valve, a flow control cartridge assembly, dual pressure or pressure/temperature test valves for verifying accuracy of flow performance for all sizes combined with a manual air vent, and a union end which will accept various end pieces. Available flow rates shall be from 0.25 GPM to 160.0 GPM.
        ii) The body design shall allow inspection or removal of cartridge or strainer without disturbing piping connections.
        iii) The body design shall allow inspection or repair of handle operated stem without disturbing piping connections. The repairable stem shall include two Teflon seals and one EPDM o-ring for protection against chemicals and modulating temperature.
        iv) The valve shall come fully assembled and be permanently marked to show direction of flow; shall have a body tag to indicate flow rate and model number.
    b. Victaulic Series
        i) Series 76T ½ – 2"/15 – 50mm: The valve shall operate by means of an automatic balancing cartridge with replaceable orifice plate and internal diaphragm. The pressure class of the valve shall be 365 psi/PN25. The valve housing shall be made of DZR brass. Available with sweat adapters upon request (Series 76S).
        ii) Series 76K ½ – 2"/15 – 50mm: The valve shall operate by means of an automatic balancing cartridge with replaceable orifice plate and internal diaphragm. The pressure class of the valve shall be 365 psi/PN25. The valve housing shall be made of DZR brass. The housing shall have one fixed threaded end and one union end. Available with sweat adapters upon request (Series 76S).
        iii) Series 76B With Ball Valve Kit (Series 722) ½ – 2"/15 – 50mm: The valve shall operate by means of an automatic balancing cartridge with replaceable orifice plate and internal diaphragm. The pressure class of the valve shall be 365 psi/PN25. The valve housing shall be made of DZR brass. The valve includes a factory-installed and leak tested ball valve with handle. Available with sweat adapters upon request (Series 76S).

iv) Series 76V With Ball Valve Kit (Series 722) ½ – 2"/15 – 50mm: The valve shall operate by means of an automatic balancing cartridge with replaceable orifice plate and internal diaphragm. The pressure class of the valve shall be 365 psi/PN25. The valve housing shall be made of DZR brass. The housing shall have one fixed threaded end and one union end. The valve includes a factory-installed and leak tested ball valve with handle. Available with sweat adapters upon request (Series 76S).

c. Wafer Style Valves

i) Class 150 Wafer valves shall consist of a gray iron (ASTM A126-61T, Class 30) body and stainless steel flow control cartridge assemblies; shall be rated at 200 PSI/250°F; shall be mechanically compatible with ANSI B16.5-1968 150 lb. steel flanges; valve shall be supplied with dual pressure or pressure/temperature test valves for verifying accuracy of flow performance for all sizes; shall be permanently marked to show direction of flow, shall have body tag to indicate model number and flow rate; shall have single or multiple, parallel-installed stainless steel cartridge assemblies to provide rated flow rate; shall include all plated steel studs required for installation; shall be available in 3", 4", 6", 8", 10", 12", 14", 16", 18", 20", and 24" sizes, with flow rates from 14.0 GPM to 11,000.0 GPM.

d. Grooved End Valves shall consist of steel pipe, schedule 40 or greater, and stainless steel flow control cartridge assembly (assembled with grooved end clamp on 1" to 3" sizes); shall be rated at 400PSI/200°F; shall be supplied with dual pressure or pressure/temperature test valves for verifying accuracy of flow performance for all sizes; shall have grooved ends compatible with Victaulic grooved end clamps; shall be permanently marked to show direction of flow, shall have body tag to indicate model number and flow rate; shall be available in 1-1/4" through 20" sizes with flow rates from 3.0 GPM to 6,800.0 GPM.

e. Or Series 76G 2½ – 12"/65 – 300mm: The valve shall operate by means of automatic balancing stainless steel cartridges with replaceable orifice plate and internal EPDM diaphragm. The pressure class of the valve shall be PN16/PN25. The valve housing shall be made of ductile iron type GGG40. The valve shall comply with flanges according to EN/ANSI standards. Features a No. 45R Flanged Adapter Nipple featuring a ductile iron body and hardware composed of zinc plated alloy steel.

f. Flange End

i) Class 150 Flange End Valves shall consist of steel pipe with flange ends, and stainless steel flow control cartridge assembly; 230PSIG/300ºF shall be supplied with dual pressure or pressure/temperature test valves for verifying accuracy of flow performance for all sizes; shall have flange ends compatible with ANSI B 16.5-1968 150 lb. Steel flanges; shall be permanently marked to show direction of flow, shall have body tag to indicate

model number and flow rate; shall be available in 2" through 20" sizes with flow rates from 14.0 GPM to 6,800.0 GPM.

ii) Or Victaulic Series 76F 2 – 32"/50 – 800mm The valve shall operate by means of automatic balancing stainless steel cartridges with replaceable orifice plate and internal EPDM diaphragm. The pressure class of the valve shall be PN16/PN25. The valve housing shall be made of ductile iron type GGG40. The valve shall comply with flanges according to EN/ANSI standards.

g. Threaded Iron Valves

i) Threaded flange valves shall consist of gray iron (ASTM A126-61T, Class 30) body and stainless steel flow control cartridge assembly; shall be rated at 300 PSI/275°F shall have female NPT threaded flange end connections; shall be supplied with plated steel studs and nuts; shall be supplied with dual pressure or pressure/temperature test valves for verifying accuracy of flow performance for all sizes; shall be permanently marked to show direction of flow; shall have body tag to indicate model number and flow rate; shall be available in 1/2", 2" and 2-1/2" sizes, with flow rates from 14.0 GPM to 150.0 GPM.

ii) Threaded high capacity valves shall consist of gray iron (ASTM A126-61T, Class 30) body and stainless steel flow control cartridge assembly; shall be rated at 200 PSI/250°F; shall have female NPT threaded end connections; shall be supplied with dual pressure or pressure/temperature test valves for verifying accuracy of flow performance for all sizes; shall be permanently marked to show direction of flow, shall have body tag to indicate model number and flow rate; shall be available in 3" size, with flow rates from 14.0 GPM to 450.0GPM.

7. Strainers

a. Isolator or Victaulic 78Y - Strainer (Combination Union Ball Valve and Y-Strainer)

i) Strainer shall be supplied a part of a Coil Piping Package on the inlet to each terminal device whether it is two-way or three-way. These packages shall be factory shrink wrapped and tagged along with the control valve or balance valve at the factory for easy field identification and installation.

ii) Strainer shall be Y-type configuration made of DZR brass. Maximum pressure rating of 400 PSI. Strainer shall include a union end which will accept various end pieces.

iii) The body design shall allow inspection or removal of 20 mesh stainless steel strainer without disturbing piping connections and hose end connection for proper draining.

iv) The body design shall allow inspection or repair of handle operated stem without disturbing piping connections. The repairable stem

shall include two Teflon seals and one EPDM o-ring for protection against chemicals and modulating temperature.

v) A pressure/temperature test valve and manual air vent shall be standard.

vi) Isolator S shall be offered with blow down option.

8. Differential Pressure Controllers
   a. Differential Pressure Control Valves 1/2" through 2":
      i) Maximum differential pressure is 51 psi / 350 kPa, maximum temperature is 248°F / 120°C for use in heating and cooling systems only. NPT threaded valve body and bonnet shall be manufactured of Ametal® copper alloy, O-rings, seat seal, and membrane manufactured of HBNR. Shall have adjustable differential control, single pressure temperature port, dead end service shut off capabilities, stainless steel spring, polymide handle, and drain if required by project engineer.

      ii) Shall be capable of stabilizing ΔpV ranges of 1.5- 8.7 psi/10-60 kPa in sizes 3/4-1"/15-25 mm or 2.9- 11.6 psi/23-80 kPa in sizes 11/4-2"/32-50 mm, as determined by project engineer or certified Victaulic/TA representative. TA Series 786- STAD, TA Series 787-STAS, TA Series 788-STAG, TA Series 789-STAF dependent on system size and connection requirements.

      iii) Capillary tube, hose kit, and all connection fittings shall be manufactured by Tour and Andersson to ensure proper operation of installed STAP valves. Mechanical contractor and balancing contractor shall be trained on installation, connection, and balancing procedures by certified Victaulic/TA representative.

   b. Differential Pressure Control Valves 21/2" through 4":
      i) Maximum differential pressure 51 psi/350 kPa, maximum temperature is 176°F / 80°C for use in heating and cooling systems only. ANSI Class 150 flange body to be cast of ductile iron and bonnet shall be manufactured of Ametal® copper alloy, O-rings, seat seal, and membrane manufactured of EPDM. Shall have adjustable differential control, single pressure temperature port, dead end service shut off capabilities, stainless steel spring, polymide handle, and drain if required by project engineer.

      ii) Shall be capable of stabilizing ΔpV ranges of 2.9-11.6 psi/20-80 kPa for spring option 1 and 5.8-23.3 psi/40-160 kPa for spring option 2, as determined by project engineer or certified Victaulic/TA representative. TA Series 786- STAD, TA Series 787-STAS, TA Series 788-STAG, TA Series 789-STAF dependant on system size and connection requirements. Capillary tube, hose kit, and all connection fittings shall be manufactured by Tour and Andersson to ensure proper operation of installed STAP valves. Mechanical

contractor and balancing contractor shall be trained on installation, connection, and balancing procedures by certified Victaulic/TA representative.

c. Differential Pressure Controller Assembly
   i) The manufacturer shall provide assistance to the mechanical and balancing contractors to aid in the installation, initial setup and adjustment of DP controller assembly devices. This assistance shall be provided only by the manufacturer's authorized representative.
   ii) The initial flow rate balancing setup information shall be calculated on factory-approved hydraulic software for each device by the manufacturer and provided to the contractors. The manufacturer shall identify each component with installation location.
   iii) The manufacturer shall provide on-site assistance to the contractors during installation and balancing of the project.

9. Accessories

   a. Meter kit shall be provided if scheduled as either a permanently mounted or as a single-hose portable or double-hose portable kit; pressure gauge with 4-1/2" dial shall have range of -14.7 to 150 PSI; portable kits shall be available with end connections for either pressure only or pressure/temperature test valves and shall include carrying cases; all kits shall include flow rate chart for determining flow rate.

   b. Identification tags shall be available for all valves; tags shall be indelibly marked with flow rate, model number, zone identification: tags shall be 3" x 3" aluminum.

   c. Pressure/temperature test valves or pressure only test valves shall be available at 1/4" NPT for measuring pressure or temperature in fluid systems.

   d. Hoses

      i) All hoses shall be equipped with swivel end connections at terminal unit. All end connections shall be crimped to meet stated pressure ratings. Serrated/slip fit connections are not acceptable.

      ii) Flame Retardant Hoses

         I. Hose materials shall be stainless steel braided over an EPDM liner.

         II. Hoses shall meet or exceed the ASTM-D380-83 standard and withstand working pressures of 375 PSI (1/2"), 300 PSI (3/4", 1", 1-1/4") at 211°F and 300 PSI (1-1/2", 2") at 200°F

         III. Hoses shall meet or exceed flame retardant testing per standards UL #723, NEPA #225, ANSI 2.5, UBC 42-1, and ASTM-E84A. after ten minutes and produce less than 5% smoke as compared to Red Oak flooring (100%)

      iii) Insulated Hoses

I. Hose materials shall be high quality polyethylene pipe insulation over a stainless steel braided inner core and withstand working pressure of of 375 PSI (1/2"), 300 PSI (3/4", 1", 1-1/4") at 211°F and 300 PSI (1-1/2", 2") at 200°F.

2.8 FLOW METERS (If shown or noted on drawings)

D. Orifice principally by-pass circuit with direct reading gage, soldered or flanged piping connections for 125 psig working pressure, with shutoff valves, and drain and vent connections.

E. Direct reading with insert pitot tube, threaded coupling, for 150 psig working pressure, maximum 240°F, 5 percent accuracy.

F. Cast iron, wafer type, orifice insert flow meter for 250 psig working pressure with read-out valves equipped with integral check valves with gasketed caps.

G. Carbon steel, grooved end orifice flow meters may be used in applicable grooved end piping systems. Flow meters shall be suitable for 250 psig working pressure with read-out valves equipped with integral check valves with gasketed caps. Victaulic Style 734.

H. Calibrated, plug type balance valve with precision machined orifice, readout valves equipped with integral check valves and gasketed caps, calibrated nameplate and indicating pointer.

I. Cast iron or bronze, globe style, balance valve with handwheel with venire type ring setting and memory stop, drain connection, readout valves equipped with integral check valves and gasketed caps.

J. Portable meter consisting of cast containing one, 3 percent accuracy pressure gage with 0-60 feet pressure range for 500 psig maximum working pressure, color coded hoses for low and high pressure connections, and connectors suitable for connection to read-out valves.

K. Manufacturer's representative shall be responsible for selecting proper size and capacities based on design and drawings and shall be responsible for final balance of the system including pumps balancing. Manufacturer's representative shall furnish water balance report. See testing and balancing section of specification.

2.9 TEMPERATURE CONTROL VALVES

A. Control valves shall be furnished by Temperature Control Contractor and installed by Mechanical Contractor. See Temperature Control System section for requirements.

2.10 GLYCOL FEED UNIT

A. Furnish and install the glycol feed unit according to plans and manufacturer's instructions. Unit shall consist of one phenolic plastic receiver including fill opening and level markings. Contractor shall drill top openings as required for system relief valve discharge tube, glycol pump discharge hose and power cord. 15' long power cord, 15'

long relief valve discharge tube and 15' long glycol pump discharge hose shall be furnished with feed unit. Contractor shall set the receiver on a concrete housekeeping pad.

B. The glycol feed pump shall be a submersible model SE85 as manufactured by Bell & Gossett. The pump casing and impeller shall be cast iron construction, and the shaft shall be corrosion resistant stainless steel. The mechanical seal shall be silicon carbide by silicon carbide sealing faces, with BUNA-N elastomers. The motor shall be fully submerged in high-grade turbine oil for lubrication and efficient heat transfer. Motor shall be ¾ horsepower, 115 volt, with Class B insulation, built-in overload with automatic reset, and capacitor start.

C. The diaphragm operated expansion tank, shall be factory pre-charged at 25 psig (field adjustable), 60 psig maximum operating pressure, with baked epoxy finish. Note: Contractor shall connect tank between PRV and fill connection. Contractor shall field set the pre-charge pressure as recommended by the feed system manufacturer.

D. The pressure reducing valve shall be furnished with the feed unit and installed by the Contractor. It shall be diaphragm operated with inlet side pressure check valve and inlet side strainer. The strainer must be easily removed without system shut-down. The valve seat, strainer and stem must be removable and of non-corrosive material. Body to be of brass construction. PRV shall be adjusted by the contractor as recommended by the feed system manufacturer . Contractor shall furnish and install ball valve in bypass around PRV and ball shutoff valve ahead of bypass and PRV.

E. The check valve shall be of the spring loaded silent type mounted by the Contractor on the pump discharge.

F. Low level cutoff shall be a mechanical, non-mercury float switch furnished and factory wired to pump.

G. A pressure operated limit switch shall be furnished with the feed units and installed by the Contractor to maintain a positive fill pressure equal to or greater than 25 psig.

H. All wiring shall be the responsibility of the Electrical Trades who will furnish and install a manual motor starter, wire the starter to the pressure switch and connect the pump power cord to the pressure switch.

I. Unit shall be manufactured by Wessels or Bell & Gossett.

2.11 GLYCOL SOLUTION

A. Contractor shall fill the glycol piping systems and the glycol feed tank with a mixture of ethylene glycol and water. Mixture shall be 33% glycol for chilled water systems. Glycol shall be Dowtherm as manufactured by the Dow Chemical Co. or equal, with annual testing service offered by the manufacturer. System and feed tank shall be full at completion of project. A pressure relief valve shall be furnished with the feed unit and installed by the Contractor. Relief valve discharge shall be piped into the top of the glycol feed tank.

B. If glycol/water mixture is required, clean and flush glycol system before adding glycol solution. Feed glycol solution to system through make-up line with pressure regulator, venting system high points. Perform tests determining strength of glycol and water solution and submit written test results.

PART 3 EXECUTION

3.1 INSTALLATION

A. Install specialties in accordance with manufacturer's instructions.

B. Grooved end installations
   1. All grooved couplings, fittings, valves, and specialties shall be the products of a single manufacturer. Grooving tools shall be of the same manufacturer as the grooved components.
   2. All castings used for coupling housings, fittings, valve bodies, etc. shall be date stamped for quality assurance and traceability.
   3. Grooved ends shall be clean and free from indentations, projections, and roll marks in the area from pipe end to groove.

C. Where large air quantities can accumulate, provide enlarged air collection standpipes.

D. Provide manual air vents at system high points that could “trap” air in piping system and as indicated.

E. For automatic air vents in ceiling spaces or other concealed locations, provide vent tubing to nearest drain.

F. Provide air separator on suction side of system circulation pump and connect to expansion tank.

G. Provide valved drain and hose connection on strainer blow down connection.

H. Provide pump suction fitting on suction side of base mounted centrifugal pumps where indicated. Remove temporary strainers after cleaning systems.

I. Provide combination pump discharge valve on discharge side of base mounted centrifugal pumps where indicated.

J. Support pump fittings with floor mounted pipe and flange supports.

K. Provide relief valves on pressure tanks, low pressure side of reducing valves, heat exchangers, and expansion tanks.

L. Select system relief valve capacity so that it is greater than make-up pressure reducing valve capacity. Select equipment relief valve capacity to exceed rating of connected equipment.

M. Where one line vents several relief valves, make cross sectional area equal to sum of individual vent areas.

N. After completion, clean strainers, flush and fill systems.

3.2 TESTING

A. Hydrostatically test piping at 100 psi for four (4) hours. This pressure to be on piping only, not on equipment.

END OF SECTION

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SECTION 23 21 23

HVAC PUMPS

PART 1 GENERAL

1.1 SECTION INCLUDES

A. Circulating pumps.

B. Miscellaneous pump equipment.

1.2 REFERENCES

A. UL 778 - Motor Operated Water Pumps.

B. NFPA 70 - National Electrical Code.

1.3 PERFORMANCE REQUIREMENTS

A. Ensure pumps operate at specified system fluid temperatures without vapor binding and cavitation, are non-overloading in parallel or individual operation, and operate within 25 percent of midpoint of published maximum efficiency curve.

1.4 REGULATORY REQUIREMENTS

A. Products Requiring Electrical Connection: Listed and classified by UL as suitable for the purpose specified and indicated.

PART 2 PRODUCTS

2.1 CIRCULATING PUMP.

A. Refer to drawings and furnish all.

2.2 BASE MOUNTED PUMP

A. Furnish and install, as shown on plans, Bell & Gossett Series 1510 end suction base mounted centrifugal pumps with sizes, capacities, and characteristics as listed on equipment schedules.

B. Pumps shall be base mounted, single stage, end suction design with integrally cast pedestal volute support to allow removal and service of the entire rotating assembly without disturbing the pump piping, electrical motor connections or pump to motor alignment. Pumps with bearing assembly supports only shall not be acceptable.

C. Pump bearings shall be re-greaseable without removal of the bearings from the bearing assembly. Pumps shall be rated for 175 psi at 225 F. Working pressures shall not be de-rated at temperatures up to 250 F.

D. Pump volute shall be Class 30 cast iron with integral gauge tapping at suction and discharge flanges, vent tapping and volute drain. The impeller shall be cast bronze of the enclosed type, dynamically balanced, keyed to the shaft and secured with a locking capscrew.

E. The liquid cavity shall be sealed off at the pump shaft by an internally flushed mechanical seal with ceramic seat and carbon seal ring, suitable for continuous operation at 225 F. A replaceable bronze shaft sleeve shall completely cover the wetted area under the seal. Thermal expansion of the shaft toward the impeller shall be prevented via an inboard thrust bearing.

F. Pump base shall be fabricated steel channel, fully enclosed, with securely welded cross members. Pump motor shall be mounted directly to a steel saddle. Grouting area shall be fully open. The combined pump and motor baseplate shall be sufficiently stiff as to limit the susceptibility of vibration. The minimum baseplate stiffness shall conform to ANSI/HI 1.3.4-1997 for Horizontal Baseplate Design standards.

G. A flexible type, center drop-out design coupler, capable of absorbing torsional vibration, shall be employed between the pump and motor. Pumps for variable speed application shall be provided with a suitable coupler sleeve. The coupling shall be shielded by a dual rated ANSI B15.1, Section 8 & OSHA 1910.219 compliant coupling guard and contain viewing windows for inspection of the coupling.

H. Motor shall meet NEMA and EPACT'92 (where applicable) specifications and shall be of the size, enclosure, voltage and RPM as shown in motor specification section and plans, completely adequate for the maximum load for which the pump will operate. Motors shall be non-overloading across the entire operating range of the impeller. Pump and motor shall be factory aligned and hydrostatically tested per Hydraulic Institute standards. It shall be thoroughly cleaned and painted with at least one coat of high grade paint prior to shipment.

I. The pumps shall be manufactured, assembled and tested in an ISO 9001 approved facility.

J. All pumps with horsepower as noted below shall be laser aligned in the field by a manufacturer's representative prior to being put into service. The Alignment shall be performed after the pump piping has been completed and the baseplate has been grouted. Maximum acceptable shaft tolerances shall be as follows:

Motor Speed	Horsepower	Angularity in Mils/Inch	Offset in Mils
3600	All	.5 / 1"	3.0
1800	7.5 & Up	.7 / 1"	5.0
1200	15 & Up	1.0 / 1"	7.0

K. Test equipment printed report indicating the final pump shaft tolerances shall be furnished to the engineer prior to project completion. "Rim-face" methods using single dial indicators, and "Reverse dial" methods using double indicators shall not be accepted.

L. Pumps shall be warranted for a period of one year from date of start-up, or eighteen months from installation, whichever occurs first.

H. Pumps shall be Series 1510 as manufactured by ITT Bell & Gossett or Patterson Pump Co.

2.3 MISCELLANEOUS PUMP EQUIPMENT

A. Pump Change Over Panel:

1. Pump changer over panel shall be furnished with each pair of primary pumps designed to allow one pump to run at a time, and if the pump should fail for any reason, a controller shall energize the second pump after a 20 second delay, a red pilot light shall indicate the failure and remain until a reset button is pressed. All controls shall be mounted in a surface mounted panel with necessary pilots, relays, differential pressure controller, and, an additional set of contacts provided for external outdoor pump cutout control.

B. Flexible Pump Connectors shall be Metroflex SS or Neoprene as recommended by the manufacturer.

1. Stainless steel flexible connectors shall be manufactured of 300 series stainless steel convoluted metal bellows with 150# AS drilled bolts. All of the bellows are to be filled with Sioflex rubber and the integral gaskets are to be vulcanized to the flange surfaces. The connectors shall be sized (eg. 3") with the O/A dimension to be full live length. They shall be pressure tested at 225 psi and suitable for 300°F.

2. Neoprene connectors shall be Model MSRC Cablesphere.

C. Pump Pressure Indicator System:

1. Provide Flow Conditioning Corp. Hydronic Indicator Systems as shown on plans. These systems shall consist of Hydoronic Indicators and Trumpet Valves to provide accurate pressure indications where necessary.

2. Hydronic Indicator shall meet ASA Grade A specifications for pressures gauges, accurate to 1%. Case shall be 4-1/2" diameter, stem mounted, heavy steel with screwed ring and unbreakable crystal. Indicator shall have recalibrator, compound scale calibrated both in pounds and feet from full vacuum to selected pressure, and quick set dial for pressure comparison. Maximum indicator pressure shall at least equal pump shut off head (when system pressure is at relief valve setting) and shall exceed this minimum by no more than 50 psi.

3. Trumpet valve shall be spring return pushbutton manifold of rugged brass construction with ports for connection to system at indicated points and with test port connection for gauge calibration..

4. Hydronic Indicator System shall be attached to system piping with heavy bracket and convenient height to permit easy pushbutton operation and dial observation.

D. Inertia Bases

1. Base mounted pumps shall be mounted on a reinforced concrete inertia base when not installed on slab on grade. Concrete shall be poured within a steel channel perimeter frame. The steel channel perimeter frame shall be supplied by the isolation manufacturer and shall incorporate channel mounting template drilled for proper positioning of the pumps. 1" x 1" welded-in-place stiffening members running in two directions on nine inch centers. The inertia base thickness shall be determined from the following "weight ratio" table, but in no case shall be less than six inches in thickness.

Motor Horsepower	Concrete "Weight Ratio"
Up to 15	
20-50	1:1
60-100	2:1
125 & up	3:1

2. The height saving brackets shall be located to provide a one inch clearance between the base and floor slab. Inertia bases shall provide support for elbows or suction diffusers, and have a minimum static deflection of 1". The inertia base shall be supported by type "S" spring isolators.

3. Inertia bases shall be model "SN-OST" as manufactured by Vibration Eliminator Co. or equal.

PART 3 EXECUTION

3.1 PREPARATION

A. Verify that electric power is available and of the correct characteristics.

3.2 INSTALLATION

A. Install in accordance with manufacturer's instructions.

B. Provide access space around pumps for service. Provide no less than minimum as recommended by manufacturer.

C. Decrease from line size with long radius reducing elbows or reducing couplings. Support piping adjacent to pump such that no weight is carried on pump casings. For close coupled or base mounted pumps, provide supports under elbows on pump suction and discharge line sizes 4 inches and over.

D. Provide line sized shut-off valve and pump suction fitting on pump suction, and line sized combination pump discharge valve on pump discharge.

E. Provide air cock and drain connection on horizontal pump casings.

F. Provide drains for bases and seals, piped to and discharging into floor drains.

G. Check, align, and certify alignment of base mounted pumps prior to start-up.

H. Install close coupled and/or base mounted pumps on concrete housekeeping base, with anchor bolts, set and level, and grout in place.

I. Lubricate pumps before start-up.

J. Prior to initial start-up the pump representative shall be notified that all pumps are wired, lubricated, system filled, and ready for check test and alignment. A complete report shall be submitted to the Engineer covering the following:

1. Rotation Check
2. Base Grouted
3. Approved Piping
4. Voltage Check _____ Volts
5. Suction Pressure _____ psig
6. Discharge Pressure _____ psig
7. Actual Pump gpm _____ head_____ ft.
8. Amps L1____ L2____ L3____
9. Motor Hp _____
10. Any difficulties of operation.

K. Complete instructions/training on operation and maintenance of the circulating pump system shall be provided to the Owner by the circulating pump representative to the satisfaction of the Owner/Engineer prior to project close-out and final payment.

END OF SECTION

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SECTION 23 25 00

HVAC SYSTEMS TESTING, CLEANING, WATER TREATMENT AND STARTUP

PART 1 - GENERAL

1.1 SECTION INCLUDES

A. Testing of piping systems.

B. Cleaning of piping systems.

C. Chemical feeder equipment.

D. Chemical treatment.

E. Substantial completion check list and sign-off forms.

1.2 PRODUCTS FURNISHED, BUT NOT INSTALLED, UNDER THIS SECTION

A. Chemical shot feeder, glycol feed system, placement of water coupon rack, etc. shall be furnished by the contractor responsible for chemical treatment of the systems, installed by the Mechanical Trade. Shot feeder shall be installed at a serviceable, low height.

1.3 QUALIFICATIONS

A. The chemical treatment company shall specialize in water treatment of mechanical systems. The company shall have local representatives with water analysis laboratories and full time service personnel.

1.4 REGULATORY REQUIREMENTS

A. Conform to applicable code for addition of non-potable chemicals to building mechanical systems, and for public sewage systems.

B. Products requiring electrical connection and listed and classified by UL as suitable for the purpose specified and indicated.

1.5 MAINTENANCE SERVICE

A. Furnish service and maintenance of treatment systems and system water for one year from date of substantial completion.

B. Provide monthly technical service visits to perform field inspections and make water analysis on site. Detail findings in writing on proper practices, chemical treating requirements, and corrective actions needed. Submit two copies of field service report to Owner after each visit.

C. Provide laboratory and technical assistance services during this maintenance period.

D. Provide training course for Owner's personnel, instructing them on installation, care, maintenance, testing, and operation of the water treatment systems. Arrange course at startup of systems.

E. Provide on-site inspections of equipment during scheduled or emergency shutdown to properly evaluate success of water treatment program, and make recommendations in writing based on these inspections.

1.6 MAINTENANCE MATERIALS

A. Provide sufficient chemicals for treatment and testing during warranty period.

PART 2 PRODUCTS

2.1 BYPASS (POT) FEEDER

A. 6.0 gallon quick opening cap for working pressure of 175 psig. See drawings for additional information.

2.2 DRIP FEEDER

A. Plastic reservoir with coil of capillary tubing with probe, weight, charging syringe, and clip.

2.3 SOLUTION METERING PUMP

A. Positive displacement, diaphragm pump with adjustable flow rate, thermoplastic construction, continuous duty fully enclosed electric motor and drive, and built in relief valve.

2.4 SOLUTION TANKS

A. 50 gallon capacity, polyethylene, self-supporting, 5 gallon graduated markings; molded fiberglass cover with recess for mounting pump, agitator, and liquid level switch.

2.5 AGITATOR

A. Totally enclosed electric motor, cast iron clamp and motor mount, 5/8 inch diameter Type 316 stainless steel propeller.

2.6 LIQUID LEVEL SWITCH

A. Polypropylene housing with integrally mounted PVC air trap, receptacles for connection to metering pump, and low level alarm.

2.7 CONDUCTIVITY CONTROLLER

A. Packaged monitor controller with solid state circuiting, five percent accuracy, linear dial adjustment, built-in calibration switch, on-off switch and light, control function light, output to control circuit and recorder.

2.8 WATER METER

A. Displacement type cold water meter with sealed, tamper-proof magnetic drive, impulse contact register, single pole, double throw dry contact switch.

2.9 SOLENOID VALVES

A. Forged brass body globe pattern, normally open or closed as required, general purpose explosion-proof and watertight solenoid enclosure, and continuous duty coil.

2.10 TIMERS

A. Electronic timers, infinitely adjustable over full range, 150 second and five minute range, mounted together in cabinet with hands-off-automatic switches and status lights.

2.11 TEST EQUIPMENT

A. Provide white enamel test cabinet with local and fluorescent light, capable of accommodating 4-10 ml, zeroing titrating burettes and associated reagents.

B. Provide the following test kits:
   1. Alkalinity titration test kit.
   2. Chloride titration test kit.
   3. Sulphite titration test kit.
   4. Total hardness titration test kit.
   5. Low phosphate test kit.
   6. Conductivity bridge, range 0-10,000 microhms.
   7. Creosol red pH slide complete with reagent.
   8. Portable electronic conductivity meter.
   9. High nitrite test kit.

PART 3 - EXECUTION

3.1 CHILLED WATER SYSTEMS

A. Testing
   1. Before equipment is connected, hydrostatically test at 1.5 times the maximum system pressure, but not less than 100 psig in excess of the working pressure for four hours. This pressure to be on piping only, not equipment.

B. Cleaning and flushing
   1. System shall be operational, filled, started and vented prior to cleaning. Use water meter to record capacity in system.
   2. Place terminal control valves in open position during flushing and cleaning.
   3. Verify electric power is available and of correct characteristics.
   4. Install cleaning chemicals. Concentration shall be one pound per 100 gallons of water or as recommended by the chemical manufacturer.
      a. Utilize liquid alkaline compound with emulsifying agents and detergents to remove grease and petroleum products.

b. Utilize biocide; chlorine release agents such as sodium hypochlorate or calcium hypochlorite, or micro biocides such as quartenary ammonial components, tributyl tin oxide, methylene bis (thiocyanate), or isothiazolores.

5. Circulate for 48 hours, then drain system as quickly as possible. Refill with clean water and circulate for 24 hours, then drain. Flush for one hour and refill with clean water and drain. Repeat until system cleaner and all material is removed. Water shall be clear upon last drain.
6. Use neutralizer agents as recommended by the system cleaner supplier.
7. Remove, clean and replace all strainer screens.
8. Inspect, remove sludge, and flush low points of piping system with clean water after cleaning process is completed. Include disassembly of components as required.
9. Install sequestering agent to reduce deposits, and adjust pH. Install corrosion inhibitors and conductivity exchangers. If system is to utilize a water glycol mixture, glycol shall have sequestering and corrosion inhibitors. All chemical types and concentrations shall be as recommended by the chemical treatment contractor.

C. System Water Treatment
1. Provide one bypass feeder on each system. Install isolating and drain valves and necessary piping. Install around balancing valve downstream of circulating pumps unless indicated otherwise.
2. Introduce chemicals through bypass feeder when required or indicated by a test.
3. Provide ¾" water coupon rack around circulating pumps with space for four test specimens.

3.2 SYSTEM COMPLETION CHECKLIST

A. The checklist which follows this specification section is to be considered part of the specifications.

B. The checklist is to be completed by the Installing Contractor and the prime Mechanical Contractor for each item as directed.

END OF SECTION

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SYSTEMS COMPLETION CHECKLIST

Inspection/Review Item	Notice Required	Installing Contractor		Date	Owner's Representative Signature	Remarks
		Name	Signature			
HVAC Piping and Circulating Pump Systems						
Flushing and testing of chilled water piping system	48 hours					Flushed and tested per specification.
Valving	When completed					Verify that all valves have been installed at all branch locations.
Pipe and Fitting Insulation	When Completed					Verify all piping and fittings are per specification.
Circulating pumps installation complete, check, tested and started	7 days					Verify circulating pump rotation, operation and control are correct. Verify check, test and start-up of circulating pumps by manufacturer's representative.
Circulating pump V.F.D. System	7 days					Verify installation complete for all control components, system check tested and started by manufacturer's representative.
Glycol feed unit	7 days					Verify installation complete, system check, test and startup by manufacturer's representative.
Air Vents	When completed					Verify air vents at all high points of hydronic piping systems and all air bled from system.
Labeling and valve tagging identification	When completed					Verify system identification is complete per specification.
Owner's training	When completed					Verify that Owner has been instructed on operation and maintenance of systems.

By signing this form, the Contractor is certifying that he has personally witnessed completion of that item, and it is complete and complies with all respects to the drawings and specifications.

All items are to be signed off on and submitted to MacMillan Associates Inc. before a final project walk-thru by the Engineer is requested. If the Engineer discovers items incomplete and/or not in accordance with this checklist, the drawings, or the specifications, the Contractor will be backcharged for the Engineer's time and expenses.

SYSTEMS COMPLETION CHECKLIST						
Inspection/Review Item	**Notice Required**	**Installing Contractor**		**Date**	**Owner's Representative Signature**	**Remarks**
		Name	**Signature**			
Miscellaneous Requirements						
As-built drawings of all systems	At completion of installation					Per specification
Operation and Maintenance manuals	At completion of installation					Per specification
Water Balance Report	At completion of installation					Per specification
One complete set of shop drawings for Owner	At completion of project					Per specification
Inspection, local authority approvals, etc.	At completion of project					

By signing this form, the Contractor is certifying that he has personally witnessed completion of that item, and it is complete and complies with all respects to the drawings and specifications.

All items are to be signed off on and submitted to MacMillan Associates Inc. before a final project walk-thru by the Engineer is requested. If the Engineer discovers items incomplete and/or not in accordance with this checklist, the drawings, or the specifications, the Contractor will be backcharged for the Engineer's time and expenses.

SECTION 23 71 19

ICE STORAGE

PART 1 GENERAL

1.1 SECTION INCLUDES

A. Ice Storage Tank

1.2 REFERENCES: Material and/or equipment specified in this section shall meet or exceed one or more of the property requirements or installation requirements of the following specifications/publications as applicable to the specific product or end use.

A. ARI Guidelines for Specifying the Thermal Performance of Cool Storage.

PART 2 PRODUCTS

2.1 SUMMARY

A. The contractor shall furnish and install ice storage system (Off Peak Air Conditioning OPAC system) as scheduled on the drawings.

B. Approved Manufacturers

1. CALMAC to match existing equipment.

2.2 GENERAL UNIT DESCRIPTION

A. The Off Peak Air Conditioning (OPAC) system shall be CALMAC and match the existing CALMAC system. The OPAC system shall be modular in design. It shall be a closed circuit single source system including; package polyethylene glycol chiller unit(s) with factory mounted ice making controls, separate modular ice storage tanks, DDC control system, and heat transfer fluid providing twenty-four hour system performance as indicated in the plans and specifications. The OPAC system, including chiller and controls as specified elsewhere shall be provided by a single organization. This organization shall have factory trained service technicians who will be responsible for the start-up and first year parts and labor warranty of the system including warranties listed elsewhere in the bid documents. The OPAC system equipment and vendor must have been employed in at least 10 systems of 800 ton hours or more capacity within a radius of 150 miles of the job site, all of which have operated successfully for five years. All storage vessels shall be of one size to facilitate balancing and shall be filled with water as a freezing fluid, such that the OPAC tank heat exchanger is totally submerged. The OPAC tank heat exchangers in all vessels, shall be piped in parallel and a chilled solution (polyethylene glycol) shall be circulated through the tubes. In the charging mode of operation, sub cooled glycol solution shall cause ice to form and build on the tube surfaces. In the load mode of operation, the glycol solution shall be cooled by the melting ice from around the tube surfaces. Internal melt comes from the load mode of operation of the ice melting from the tube surface, inside the ice, out.

B. OPAC System Performance: Suppliers shall provide information in accordance with the current ARI Guideline for Specifying the Thermal Performance of Cool Storage that

proposed equipment will meet minimum performance specified. Each OPAC tank shall have FACTORY RATED AND PUBLISHED charge and discharge performance curves that clearly indicate usable ton-hours of storage at the system design temperatures shown in the plans and specifications.

C. Off Peak Air Conditioning Storage Vessels

1. The modular ice storage tank design shall incorporate structure and storage fluid containment in a one piece (sides and bottom) seamless tank designed for a minimum 25 year service life and shall be constructed solely of corrosion-resistant materials. Non-seamless tank designs may be considered provided manufacturer submits, in writing with the bid forms, compliance with all parts of the OPAC specification, performance and warranties.

2. The OPAC tanks and tank covers shall be suitable for installation above or below ground with a maximum 12 inch deep covering, and shall produce a floor loading of no more that 238 pounds per square foot.

3. The OPAC tank farm shall be modular and each capable of being individually isolated so that each may be serviced without interrupting the operation of the total systems for system reliability.

4. The OPAC tank shall consist of a seamless one piece design manufactured with high density rotationally molded corrosion resistant polyethylene with a minimum thickness of 3/8 inch. Buried tanks shall be one-third thicker and installed in accordance with manufacturers recommended procedures. The tank shall include a factory assembled thermally isolated expansion chamber to prevent expansion water from forming capacity reducing ice caps

5. Stainless steel vessels fabricated with 16 gage minimum thickness Type 304 or 316 sheet metal meeting requirements of ASTHMA A167 with continuous welded joints or stainless steel bolted construction with pool type containment liners will be considered in lieu of seamless polyethylene. Galvanized steel will also be considered provided all galvanized steel parts (heat exchanger, all sides of tanks and all supports) are coated with a cross linked epoxy-phenolic cured coating with an alkaline curing agent such as Plasite 7122HAR to eliminate long term corrosion due to sweating and/or outdoor weather. Galvanized surfaces shall be cleaned and properly etched with a standard solution such as Galvaprep or a phosphating solution. After the surface is etched it shall be thoroughly rinsed with water and dried prior to applying protective coating. Coated galvanized steel tanks shall be reinforced with full width structural angles underneath on all four sides, and all seams are welded to ensure water tight construction. Non continuously welded tanks shall be provided with dual containment pool type liners with a ten year containment warranty for reliability and safety. Partially buried or totally buried galvanized steel tanks shall be surface coated with Ameron D9, 2-4 mils, and an intermediate coat 6-8 mils of Ameron 385 epoxy, and to coated with Ameron 450HS Urethane, 2-4 mils to minimize corrosion.

6. The fluid containment barriers shall each have a minimum tear resistance of 12,000 lbs./inch minimum in BOTH directions according to ASTM-1004. A zinc rich compound shall be applied to all exposed edges and welds. OPAC tank and fluid containment shall be warranted as designated under warranty section.

7. The phase change water containment integrity shall be totally repairable without removing the internal OPAC tank heat exchanger. Indoor installations shall require no more than three foot of overhead clearance for heat exchanger repair. Galvanized steel tanks shall enough room for a side removal of heat exchanger for tube repair.

8. The OPAC tank shall contain a spiral-wound, mat type heat exchanger consisting of translucent 5/8 inch O.D. tubbing arranged in multiple parallel circuits with opposite direction of flow in adjoining tubes for even ice making and burning. Tubes shall be connected to internal headers with compression fittings. One quarter inch glued heat exchanger "U" shaped tubes will be considered if manufacturer provides a self cleaning 5 micron glycol fluid filter and strainer system to filter glycol solution entering tank farm to eliminate tube blockages at bottom of 1/4 inch O.D. "U" tube. Steel heat exchanger tubes (1.05" O.D.) may be used provided steel frame work is hot dip galvanized after fabrication and coated as directed above in tank specification with PLASITE 7122 HAR. All OPAC heat exchangers shall be warranted as specified elsewhere. The heat exchanger must withstand a 90 psi maximum operating pressure and have a burst pressure rating of 300 psi. To avoid capacity reducing ice caps, heat exchanger tubes shall be totally submerged in the freezing liquid, and shall be kept evenly spaced by plastic spacer strips.

9. Glycol solution temperature drops across the heat exchanger in the charging mode must be large enough to permit full fluid flow through the ice making chiller.

10. The modular thermal storage vessels shall be piped parallel in reverse return for self balancing. At design conditions the OPAC tank flow shall not change greater than 3% by varying the pressure across the tank farm by one foot (.043psi). Manufacturer must provide pressure drop curves of OPAC tank with submittal package. Repair of a leak in the OPAC tank heat exchanger shall not require removal from the tank.

11. Each heat exchanger and its associated piping shall be factory hydrostatically pressure tested.

12. Connections to the tanks heat exchanger form the main headers shall be with 4-ply steel braided rubber hose having a burst pressure of 360 psi. The flexible connection hose must be long enough to permit one inch of movement in all directions. Follow manufacturers recommendations.

13. Covers shall be provided for all OPAC tanks. Covers for vessels shall be designed to support architectural landscaping wood chips, or other similar material, having a maximum depth of twelve inches. Covers shall also support the weight of an average adult person (200 pounds) at any point on the tank farm.

14. Covers shall be in modular sections that can be readily lifted, removed, and replaced by two men. Each section shall weigh no more than 200 pounds, and shall have smoothed edges or handles for easy and safe gripping.

15. Each vessel shall have at least one inspection port in the cover which can be used for visual inspection, determining liquid level, and for filling the vessel with water, without removing the cover(s). Each buried tank's inspection port shall have a Schedule 80 PVC pipe extending to six inches above grade, with a gasketed and easily removable cap.

16. Covers for stainless steel vessels shall be a minimum of 16 gauge stainless or 14 gauge for hot dipped galvanized steel tanks of same type used on sides and bottom.

17. The bottom, sides and cover(s) of each vessel shall be factory insulated. Insulation on the interior of the structural containment vessel is unacceptable.

18. Manufacturer must provide adequate insulation to limit standby losses not to exceed one percent of the total stored capacity when in an 85 degree F. environment for a period of twenty-four hours.

19. For plastic vessels that freeze solid the bottom and the sides of the tank shall be insulated externally with a minimum of two inches of extruded polystyrene or polyurethane applied in overlapping layers having a minimum R- factor of 9. Insulation of sides shall be covered with a .032 inch thick aluminum jacket for protection and reflectance.

20. The tops of all vessel types shall have a minimum of three inches of insulation applied to the interior cavity of the cover and have an R- factor of 24.

21. For stainless steel or galvanized vessels that do not freeze solid, insulation meeting the standby loss criteria shall be applied between the exterior of the containment wall or pool type liner and the interior of the structural support system. Insulation of sides and bottom of vessel shall be covered with a minimum 30 mil thick PVC or EPDM impermeable liner, with all seams and joints double lapped and solvent welded. All fastening materials used to hold the liner in place shall be non-corrosive plastic, or stainless steel.

D. OPAC System

1. A lug type, full flow shut off valve shall be included by the contractor in the supply and return lines of each tank on the system side of the removable flexible connector.

2. System leak protection shall be provided by liquid level and/or pressure switches in the expansion tank.

3. Tank bottoms shall be level and supported over the entire area and insulated from their supporting surface with insulation supplied by the tank manufacturer. Non plastic tanks must be set on pressure treated Douglas Fir sleepers. Follow manufacturers installation recommendations for partially buried or totally buried tanks. Metal tank manufacturers must provide a factory applied mastic coating for corrosion protection and a field installed cathodic corrosion protection system for each tank.

4. The thermal storage system shall be provided with an ice inventory measuring device which will indicate the amount of ice available at any time within an accuracy of +/- 5 percent. This inventory measuring device shall also be equipped with an electric transducer capable of producing a 4 - 20 ma. signal which can interface with the building automation system. This device is for indication only, not for control of ice system.

5. Hydrostatically flush clean and field pressure test all piping external to thermal storage tanks as specified elsewhere to remove welding slag, flux, and dirt. If hydrostatic test is with water the OPAC tanks must not be a part of this test and shall be valved off to eliminate filling the OPAC tanks with water which cannot be easily replaced with the pre-mixed glycol solution. After successful completion of the test, drain the system and add premixed glycol solution to the system as described in another part of the specification. Upon completion of the filling and removal of air, pressure test OPAC tanks in accordance with manufacturers recommendations.

E. Treatment Of Phase Change Water

1. The OPAC tank manufacturer shall supply ten years of water treatment chemicals required for treatment of the phase change water. The treatment must eliminate algae, bacteria, and metal corrosion (if metal tanks supplied). The submittal documents must contain the name(s), and quantities required for the ten year chemical treatment. Rules for handling, storing, amount of room required for storing, rules for handling, and rules for application must also be provided.

F. OPAC Tank Warranty

1. Manufacturer of OPAC tanks to warranty phase change fluid containment, insulation, corrosion, and structure of tank for ten years and free floating OPAC tank heat exchanger integrity for five years (ten years if heat exchanger is mechanically mounted to tank) from start up not to exceed 12 months from shipment to job site.

2.3 BUILDING MANAGEMENT SYSTEM

A. Provide Integrated Comfort System communication interface utilizing a single twisted wire pair link to existing JCI System. All operation codes, monitoring information, setpoint adjustments, chiller sequencing and diagnostic shall be available at Tracer display.

B. Provide 4-20 mA control signal from building automation system for leaving water temperature and demand limiting setpoint adjustment.

PART 3 EXECUTION

3.1 INSTALLATION

A. Install in accordance with manufacturer's instructions.

3.2 MANUFACTURER'S FIELD SERVICES

A. Supply service of factory trained representative for a period of two days to supervise testing, start-up, and instruction on operation and maintenance to Owner.

END OF SECTION

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SECTION 26 01 00

BASIC ELECTRICAL REQUIREMENTS

PART 1 GENERAL

1.1 SECTION INCLUDES

A. Basic electrical Requirements specifically applicable to Division 26 Sections, in addition to Division 1 - General Requirements.

B. Information in this section is intended to clarify or make additions to the requirements set forth in the General Conditions, Supplementary Conditions and Division 1 of these specifications. Any conflict between Division 26 and those in the General Conditions or within the Division 26 drawings, Supplementary Conditions and Division 1 shall be brought to the attention of the Architect/Engineer in writing as a request for addendum prior to the bid opening.

C. Furnish all equipment, materials, articles, items, operations or methods listed, mentioned or scheduled on drawings, these specifications, manufacturer's installation instructions and include all labor materials, equipment and incidentals necessary for complete installation and operation.

D. All information contained in this section applies to all sections within Division 26 as it was part of each section.

E. Final walk-thru. Electrical Contractor shall submit in writing to the Architect's office or the Construction Manager advising that all of the Division 26 work has been completed in accordance with the plans and specifications. The intent is to acknowledge the Contractor is ready for a walk-thru. Open items that are part of the required construction work should be completed prior to the final walk-thru to avoid developing a so called construction completion list. The engineer reserves the right to reschedule the final walk-thru as determined accordingly.

F. Pre-bid questions. All pre-bid questions, clarifications, etc. must be submitted in writing to the Architect Office or the Construction Manager. All phone calls, faxes or e-mails from bidders and manufacturers, etc. directly received by the Engineers office during the bidding phase will be deferred back to the Architect Office or the Construction Manager.

G. Electrical Contractor shall review all of the project plans and specifications and not rely solely on the electrical drawings to establish a project bid. Refer to the structural and mechanical drawings for final mechanical equipment locations. Mechanical drawings shall govern over the electrical drawing locations.

H. The new electrical distribution shall be Series Rated to comply with 2014 NEC and the specifications sections. Contractor shall be responsible to obtain assistance from the manufacturer to provide Series Rated electrical distribution.

I. Unit Pricing: Contractor shall furnish pricing as listed in the Bid Proposal Forms.

J. The Contractor shall include in their bid any cost for requesting AutoCAD backgrounds for their use from the Architect or Engineer. The cost will be $150.00 for the first plan, and $50.00 for each additional plan that may be requested for AutoCAD use. A waiver of responsibility for the Architect and Engineer related to Contractor use of the CAD files shall be signed by the Contractor.

1.2 LAYOUT OF THE WORK

A. Examine the site and all the drawings before proceeding with the layout and installation of this work. Verify all door swings and clearances to cabinets, etc., before locating switch and outlet boxes. Locate conduit, boxes, etc., essentially as shown on the drawings but in exact layout determined on the job to suit actual conditions. Confer and cooperate with the other trades on the job so all parts will be installed in proper relationship. Precise locations of parts to coordinate with other work is the responsibility of the Contractor.

B. The Electrical Trades shall complete all cutting and patching for the electrical work, unless noted or specified otherwise. Division 26 Contractor shall be responsible to coordinate with the site Restoration Contractor for the new underground electrical work.

C. Arrange exposed work as closely as practicable to wall or ceiling surfaces in an accurate alignment. Locate concealed work so fittings, connectors and other projections will clear surfaces. Exposed work is defined as non-finished spaces, such as mechanical / electrical rooms or as indicated on architectural room schedules. All finished spaces, installation shall be concealed. Refer to Architectural drawing for room finish schedules.

D. During the bidding phase, if any design or discrepancy issues are discovered between the electrical drawings, specifications and other project plans, the contractor shall notify the Architect/Engineer. The intent is to resolve any issues during the bidding phase. For pertinent issues, addendums will be issued accordingly. After entering into a contract, it shall be considered there are no identified conflicts.

E. No drilling of existing laminated beams for new work is permitted without review with the project Structural Engineer

1.3 INTERFERENCES

A. The Electrical Contractor shall examine the plans of mechanical trades, the architectural and structural drawings and shall notify the Architect/ Engineer to resolve such interference or discrepancy. The Electrical Contractor bid shall not be based solely on the Electrical Plans and Specifications. Contractor shall obtain and review all project documents. The Contractor, when directed, shall make such changes or off-sets as required so that the work shall be properly located and coordinated with the other trades. Failure to comply with the foregoing will not relieve contractor's responsibilities of making such changes. Such changes shall be completed at no additional cost to the Owner.

B. All changes in location of equipment, fixtures, distribution equipment, receptacles, etc., from those shown on plans, shall be made without charge when directed by the

Architect/Engineer before installation. At this time, an agreement shall be made if such a change is an additional cost to the owner.

C. The Electrical Contractor shall confer with other trades regarding location and size of pipes, equipment, fixtures, conduit, duct openings, switches, outlets, etc., in order that there may be no interference in the installation of the work of any trades or delay in the progress of any work.

D. Any changes made, necessary through failure to make proper arrangement to avoid interference, shall not be considered as extra.

E. The Electrical Contractor shall cooperate with those performing work under other divisions in his preparation of interference drawings, to the extent that the location of plumbing piping, heating piping, and/or ventilation ducts, with respect to the installation of other trades, shall be mutually agreed on by those performing work under other divisions.

F. In the event the described work on the drawings doesn't match requirements described in the specification, the more stringent shall be provided.

G. Electrical Contractor shall review the Architectural work station, casework details and section drawings that show raceway details. Furnish the raceway as detailed.

H. Contractor shall carefully review the code sections pertaining to safe working clearances to avoid piping, ducts interferences and other equipment. Install the electrical equipment to meet Code requirements. Adjust the locations shown as required.

1.4 MATERIALS AND WORKMANSHIP

A. All materials and equipment furnished for installation on this project shall be new and in strict accordance with this specification. All packaged materials shall be delivered in the original containers which show the manufacturer's name and the identifying designations as to size, quality, etc. Materials delivered to the job in unmarked or mutilated packages will be ordered to be removed from the site at once. Materials or equipment judged as "damaged" by the Architect or Engineer shall be removed from the job. All electrical equipment shall bear the Underwriter's Label.

B. All work shall be performed in a professional manner under the supervision of a Contractor's manager. The project manager shall be considered the main point of contact for the Architect/Owner's daily communication.

C. Should any dispute arise as to the quality or fitness of the materials or workmanship, Architect, Owner, Engineer and Electrical Contractor shall mutually agree work is non-acceptable and shall be reworked at no additional cost to the Owner.

D. Division 26 equipment schedule descriptions shall govern if it is found that the manufacturer's catalog numbering shown on the drawing is not current, or changed by the manufacturer without notification. Division 26 Contractor shall notify the Architect/Engineer with any conflicts during the bidding phase to get clarifications. After entering into a Contract, it shall be considered the equipment schedules provide the information to meet the intended specifications for quality and performance.

1.5 GUARANTEES

A. All equipment and work performed under Division 26, 27 & 28 shall be guaranteed for one (1) year from time of substantial completion of project, unless directed otherwise in Division 1.

1.6 VOLUNTARY ALTERNATES

A. The Architect/Engineer will only accept voluntary alternate as a bid deduct. Alternate must maintain the same level of quality to meet the design intent. Voluntary alternates must be submitted with the bid for review by the Owner. Failure to comply will be no reason to accept any voluntary alternates after entering into a contract.

1.7 OWNERS ACCEPTANCE OF EQUIPMENT

A. Refer to Division 1.

B. Upon the Owner's written acceptance, the Electrical Contractor's guarantee period shall begin and the Owner shall accept the responsibility for operation and maintenance and the Contractor's liability shall be limited to the conditions covered in the guarantee as described in these specifications.

1.8 REFERENCES

A. Conform to requirements of 2012 Michigan Building Code, 2014 Electrical Code Rules Part 8, 2003 ICC/ANSI 117.1 and local code requirements.

1.9 SUBMITTALS

A. Submit 5 copies of shop drawings.

B. Proposed Products List: Include Products specified below:

1. Section 26 05 19 - Building Wire and Cable
2. PV Modules
3. Roof supports
4. Inverter
5. Data logger
6. Weather station
7. Provide PV module and rack support design calculations, including ballast weight for review.

C. Submit shop drawings and product data grouped to include complete submittals of related systems, products, and accessories in single submittals.

D. Mark dimensions and values in units to match those specified.

E. Shop drawings shall be reviewed and checked by the Electrical Contractor for specification compliance prior to release for the Engineer's review. Failure to comply will be no cause or reason for additional costs to the Owner with project delays.

F. Electrical distribution submittal shall include cut sheets for each piece of equipment. Written description is not acceptable.

G. Bill of materials shall be submitted as part of O&M Manual. Bill of Materials is not considered a shop drawing.

1.10 REGULATORY REQUIREMENTS

A. Conform to applicable Building Code.

B. Conform to requirements of 2012 Michigan Building Code, 2014 National Electrical Code, 2014 State of Michigan Code Rules Part 8, 2003 ICC/ANSI 117.1 and local code requirements.

C. Equipment: U.L. tested and approved for its purpose.

D. The Electrical Contractor shall obtain and pay for all permits and inspection fees. Copies of the Certificate of Inspection are to be provided to the Owner after final inspection and approval from authorities having jurisdiction.

E. State of Michigan, Bureau of Fire Services.

F. Equipment: Conform to requirements of 2012 Michigan Building Code, 2014 National Electrical Code, 2014 State of Michigan Code Rules Part 8, 2003 ICC/ANSI 117.1 and local code requirements.

G. Life Safety NFPA 101 – The State of Michigan current adopted edition.

H. Fire Alarm Code NFPA 72 – The State of Michigan current adopted edition.

I. State of Michigan Uniform Energy Code.

J. ASHRAE 90.1 2007 Edition

1.11 PROJECT/SITE CONDITIONS

A. Install Work in locations shown on drawings, unless prevented by project conditions.

B. All bidders shall personally inspect the site and acquaint themselves with all existing conditions involved in execution of this contract, and make all necessary measurements. No “extra” will be considered for additional work required because of bidder’s failure to do so.

C. Arc flash warning labels. Provide arc flash generic warning labels in accordance with 2011 NEC Section 110 requirements.

1.12 TEMPORARY SERVICES

A. Division 26 Trades shall provide and maintain wiring for all interior construction lighting and power to meet OSHA Standards. Division 26 Trade shall provide and maintain all

required lamps and guards. Contractor's power tools, cords, etc shall be in strict accordance with National Electrical Code 2011, Article 590.

B. Electrical Contractor shall be responsible to review Division 1 requirements to provide project temporary lighting and power requirements for the construction and demolition phases.

1.13 RECORD DRAWINGS

A. The Electrical Contractor shall furnish as-constructed drawings, including all Addendums, Bulletins and associated Field Directed Changes included as part of the record drawings.

1.14 OPERATION AND MAINTENANCE MANUALS

A. Verbal instruction and written operational instructions are to be given on all equipment and systems under this contract. A time is to be scheduled with the Architect/Engineer and Owner for these instructions and a time submitted in writing for instructions at the facility.

B. Two (2) bound sets of Operating and Maintenance Manuals are to be submitted to the Architect/Engineer for approval. Manuals are to include complete parts list and maintenance procedures as well as operating instructions on all equipment supplied under Division 26.

END OF SECTION

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SECTION 26 05 19

BUILDING WIRE AND CABLE

PART 1 GENERAL

1.1 SECTION INCLUDES

A. Building wire and cable.

B. PV rated module cables.

C. MC cable

D. Non-metallic sheath cable.

1.2 RELATED SECTIONS

A. All drawings and specification sections apply to work in this section. Furnish all items, articles, materials, equipment, operations or methods that are mentioned, listed or scheduled on drawings or are in this specification including all labor, equipment, materials and miscellaneous incidentals necessary and/or required for the completion of this project. The work covered under this section of the specifications is in no way complete within itself but is supplementary to the entire specification and drawings.

1.3 REFERENCES

A. Conform to requirements of 2012 Michigan Building Code, 2014 National Electrical Code, 2014 State of Michigan Code Rules Part 8, 2003 ICC/ANSI 117.1 and local code requirements.

1.4 PROJECT CONDITIONS

A. Verify that field measurements are as shown on Drawings.

B. Conductor sizes are based on copper.

C. Routing shown on Drawings is approximate unless dimensioned. Field route as required to best suit Project Conditions.

D. Where wire and cable routing is not shown, and only a load destination is shown, determine exact routing and lengths required.

1.5 COORDINATION

A. Coordinate Work under provisions of Division 1.

B. Determine required separation between cable and other work.

C. Determine cable routing to avoid interference with other work.

1.6 REGULATORY REQUIREMENTS

A. Conform to requirements of 2012 Michigan Building Code, 2014 National Electrical Code, 2014 State of Michigan Code Rules Part 8, 2003 ICC/ANSI 117.1 and local code requirements.

B. Furnish products listed and classified by Underwriters Laboratories, Inc. as suitable for purpose specified and indicated.

PART 2 PRODUCTS

2.1 BUILDING WIRE AND CABLE

A. Description: Single conductor insulated wire.

B. Conductor: Copper.

C. Insulation Voltage Rating: 600 volts.

D. Insulation: ANSI/NFPA 70, Type THW, THHN/THWN.

2.2 MC CABLE

A. Factory assembled multiple insulated conductors enclosed in armor of interlocking metal corrugated sheath.

B. Provide all clips and supports.

2.3 PV RATED MODULE CABLE

A. UL4703 rated Type XLPE -40˚ - 90˚C, 2000v.

PART 3 EXECUTION

3.1 EXAMINATION

A. Verify that interior of building has been protected from weather.

B. Verify that mechanical work likely to damage wire and cable has been completed.

3.2 PREPARATION

A. Completely and thoroughly swab raceway before installing wire.

3.3 INSTALLATION

A. Install products in accordance with manufacturer's instructions.

B. Use stranded conductors for control circuits.

C. Use conductor size not smaller than 12 AWG for power and lighting circuits.

D. Use 10 AWG conductors for 20 ampere, 120 volt branch circuits longer than 100 feet.

E. Use 10 AWG conductors for 20 ampere, 277 volt branch circuits longer than 200 feet.

F. Pull all conductors into raceway at same time.

G. Protect exposed cable from damage.

H. Support cables along roof module supports using UV-resistant zip ties.

I. Use suitable cable fittings and connectors.

J. Neatly train and lace wiring inside boxes, equipment, and panelboards.

K. Clean conductor surfaces before installing lugs and connectors.

L. Splices are not permitted.

M. All power wiring shall be installed in conduit. Low-voltage wiring shall utilize the cable tray or free-air method. Conduit drops for fire alarm devices and voice/data outlets shall be required. Low voltage cables installed in accessible ceiling space need to in conduit. However, the cables must be properly secured to the ceiling structure.

N. If the Division 26 Contractor elects, at their option, to combine homerun circuits installed in a single conduit, the derating 2014 NEC 310.15(b) Table must be utilized for allowable conductor ampacity values. If the derating method is utilized, then furnish and install properly derated cables and properly sized conduits to meet Code. The Division 26 Contractor shall be responsible to obtain inspection from the Electrical Inspector and pay all supplemental inspection and/or requested plan review fees.

O. Conform to NEC Section 690 to meet code requirements.

3.4 INTERFACE WITH OTHER PRODUCTS

A. Identify wire and cable under provisions of Section 26 05 53.

B. Identify each conductor with its circuit number or other designation indicated on Drawings.

3.5 FIELD QUALITY CONTROL

A. Perform field inspection and testing to assure proper operation.

B. Inspect wire and cable for physical damage and proper connection.

C. Measure tightness of bolted connections and compare torque measurements with manufacturer's recommended values.

D. Verify continuity of each branch circuit conductor.

MAI 2012-1529 SOLAR/ICE END OF SECTION

SECTION 26 05 26

GROUNDING AND BONDING

PART 1 GENERAL

1.1 SECTION INCLUDES

A. Grounding electrodes and conductors.

B. Equipment grounding conductors.

C. Bonding.

1.2 RELATED SECTIONS

A. All drawings and specification sections apply to work in this section. Furnish all items, articles, materials, equipment, operations or methods that are mentioned, listed or scheduled on drawings or are in this specification including all labor, equipment, materials and miscellaneous incidentals necessary and/or required for the completion of this project. The work covered under this section of the specifications is in no way complete within itself but is supplementary to the entire specification and drawings.

1.3 REFERENCES

A. Conform to requirements of 2012 Michigan Building Code, 2014 National Electrical Code, 2014 State of Michigan Code Rules Part 8, 2003 ICC/ANSI 117.1 and local code requirements.

1.4 PERFORMANCE REQUIREMENTS

A. Resistance: Meet the NEC Code requirements.

1.5 PROJECT RECORD DOCUMENTS

A. Accurately record actual locations of grounding electrodes.

1.6 REGULATORY REQUIREMENTS

A. Conform to requirements of 2012 Michigan Building Code, 2014 National Electrical Code, 2014 State of Michigan Code Rules Part 8, 2003 ICC/ANSI 117.1 and local code requirements.

B. Furnish products listed and classified by Underwriters Laboratories, Inc. as suitable for purpose specified and indicated.

PART 2 PRODUCTS

2.1 ROD ELECTRODE

A. Material: Copper-clad steel or copper-weld type.

B. Diameter: as scheduled on the drawings.

C. Length: as scheduled on the drawings.

2.2 MECHANICAL CONNECTORS

A. As scheduled on the drawings.

2.3 EXOTHERMIC CONNECTIONS

A. As scheduled on the drawings.

2.4 WIRE

A. Material: As scheduled on the drawings.

B. Foundation Electrodes: Size to meet NFPA 70 requirements.

C. Grounding Electrode Conductor: Size to meet NFPA 70 requirements.

PART 3 EXECUTION

3.1 EXAMINATION

A. Verify site soil conditions before driving rod electrodes.

3.2 INSTALLATION

A. Install Products in accordance with manufacturer's instructions.

B. Install rod electrodes at locations indicated. Install additional rod electrodes as required to achieve specified resistance to ground.

C. Provide bonding to meet Regulatory Requirements.

D. Provide supplemental grounding in accordance with 2014 NEC Section 690.

E. Equipment Grounding Conductor: Provide a separate grounding conductor for lighting and power circuits as noted or specified on the drawings.

F. Bond the paralleled service entrance conduits in accordance with NEC 2014 Section 310.10 requirements.

G. In the case of an isolation ground system, the metal raceway may be used as the equipment ground and an insulated grounding conductor as the isolated ground. If PVC conduit is utilized, then two insulated grounding conductors shall be installed.

3.3 FIELD QUALITY CONTROL

A. Inspect grounding and bonding system conductors and connections for tightness and proper installation.

B. Use suitable test instrument to measure resistance to ground of system. Perform testing in accordance with test instrument manufacturer's recommendations using the fall- of-potential method.

END OF SECTION

MAI 2012-1529 SOLAR/ICE

SECTION 26 05 29

SUPPORTING DEVICES

PART 1 GENERAL

1.1 SECTION INCLUDES

A. Conduit and equipment supports.

B. Anchors and fasteners.

C. PV module roof supports.

1.2 RELATED SECTIONS

A. All drawings and specification sections apply to work in this section. Furnish all items, articles, materials, equipment, operations or methods that are mentioned, listed or scheduled on drawings or are in this specification including all labor, equipment, materials and miscellaneous incidentals necessary and/or required for the completion of this project. The work covered under this section of the specifications is in no way complete within itself but is supplementary to the entire specification and drawings.

1.3 REFERENCES

A. Conform to requirements of 2012 Michigan Building Code, 2014 National Electrical Code, 2014 State of Michigan Code Rules Part 8, 2003 ICC/ANSI 117.1 and local code requirements.

1.4 REGULATORY REQUIREMENTS

A. Conform to requirements of 2012 Michigan Building Code, 2014 National Electrical Code, 2014 State of Michigan Code Rules Part 8, 2003 ICC/ANSI 117.1 and local code requirements.

B. Furnish products listed and classified by Underwriters Laboratories, Inc. as suitable for purpose specified and indicated.

PART 2 PRODUCTS

2.1 PRODUCT REQUIREMENTS

A. Materials and Finishes: Provide adequate corrosion resistance.

B. Provide materials, sizes, and types of anchors, fasteners and supports to carry the loads of equipment and conduit. Consider weight of wire in conduit when selecting products.

C. Anchors and Fasteners:
   1. Concrete Structural Elements: Use expansion anchors.
   2. Steel Structural Elements: Use beam clamps.
   3. Concrete Surfaces: Use self-drilling anchors and expansion anchors.

4. Hollow Masonry, Plaster, and Gypsum Board Partitions: Use toggle bolts and hollow wall fasteners.
5. Solid Masonry Walls: Use expansion anchors.
6. Sheet Metal: Use sheet metal screws.
7. Wood Elements: Use wood screws.

PART 3 EXECUTION

3.1 INSTALLATION

A. Attachments of electrical equipment to structural members are the responsibility of the installing trade. Structural members shall not be field cut, welded or otherwise modified without approval of the Architect/Engineer. Attachment to steel joist shall be made at panel points whenever possible. Structural members shall not be overloaded as a result of attachments. Attachment/equipment loading for all trades resulting in total load greater than an equivalent uniform 5 psf for any member shall be submitted to the Architect/Engineer for review. Electrical Trades are still responsible for design, layout, and fabrication and installation of electrical supports and support attachment methods. Electrical Trades shall submit attachment methods to the Structural Engineer for review.

B. Install products in accordance with manufacturer's instructions.

C. Do not fasten supports to pipes, ducts, mechanical equipment, and conduit.

D. Do not use spring steel clips and clamps.

E. Do not use powder-actuated anchors.

F. Do not drill or cut structural members without permission from Architect/Engineer.

G. Fabricate supports from structural steel or steel channel. Rigidly weld members or use hexagon head bolts to present neat appearance with adequate strength and rigidity. Use spring lock washers under all nuts.

H. Install surface-mounted cabinets and panelboards with minimum of four anchors.

I. Use sheet metal channel to bridge studs above and below cabinets and panelboards recessed in hollow partitions.

J. Construct generator and transformer concrete pad as detailed on the drawings.

K. No drilling of laminated wood beams without structural engineer review.

END OF SECTION

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SECTION 26 05 33.13

CONDUIT

PART 1 GENERAL

1.1 SECTION INCLUDES

A. Metal conduit.

B. Flexible metal conduit.

C. Liquidtight flexible non-metallic conduit.

D. Electrical metallic tubing.

E. Fittings and conduit bodies.

F. Conduit water sealant.

1.2 REGULATORY REQUIREMENTS

A. Conform to requirements of 2012 Michigan Building Code, 2014 National Electrical Code, 2014 State of Michigan Code Rules Part 8, 2003 ICC/ANSI 117.1 and local code requirements.

B. Furnish products listed and classified by Underwriters Laboratories, Inc. as suitable for purpose specified and indicated.

1.3 RELATED SECTIONS

A. All drawings and specification sections apply to work in this section. Furnish all items, articles, materials, equipment, operations or methods that are mentioned, listed or scheduled on drawings or are in this specification including all labor, equipment, materials and miscellaneous incidentals necessary and/or required for the completion of this project. The work covered under this section of the specifications is in no way complete within itself but is supplementary to the entire specification and drawings.

1.4 REFERENCES

A. ANSI C80.1 - Rigid Steel Conduit, Zinc Coated.

B. ANSI C80.3 - Electrical Metallic Tubing, Zinc Coated.

C. ANSI C80.3 - Rigid Aluminum Conduit.

D. ANSI/NEMA FB 1 - Fittings, Cast Metal Boxes, and Conduit Bodies for Conduit and Cable Assemblies.

E. Conform to requirements of 2012 Michigan Building Code, 2014 National Electrical Code, 2014 State of Michigan Code Rules Part 8, 2003 ICC/ANSI 117.1 and local code requirements.

F. NEMA RN 1 - Polyvinyl Chloride (PVC) Externally Coated Galvanized Rigid Steel Conduit and Intermediate Metal Conduit.

G. NEMA TC 2 - Electrical Plastic Tubing (EPT) and Conduit (EPC-40 and EPC-80).

H. NEMA TC 3 - PVC Fittings for Use with Rigid PVC Conduit and Tubing.

1.5 DESIGN REQUIREMENTS

A. Conduit Size: ANSI/NFPA 70.

1.6 PROJECT RECORD DOCUMENTS

A. Submit under provisions of Division 1.

1.7 DELIVERY, STORAGE, AND HANDLING

A. Deliver, store, protect, and handle Products to site.

B. Accept conduit on site. Inspect for damage.

C. Protect conduit from corrosion and entrance of debris by storing above grade. Provide appropriate covering.

D. Protect PVC conduit from sunlight.

1.8 PROJECT CONDITIONS

A. Verify that field measurements are as shown on Drawings.

B. Verify routing and termination locations of conduit prior to rough-in.

C. Conduit routing shown is diagrammatic, field route conduit to avoid interferences.

1.9 REGULATORY REQUIREMENTS

A. Conform to requirements of 2012 Michigan Building Code, 2014 National Electrical Code, 2014 State of Michigan Code Rules Part 8, 2003 ICC/ANSI 117.1 and local code requirements.

B. Furnish products listed and classified by Underwriters Laboratories, Inc. as suitable for purpose specified and indicated.

PART 2 PRODUCTS

2.1 CONDUIT REQUIREMENTS

A. Minimum Size: ¾ inch unless otherwise specified.

B. Underground Installations:

1. Use Schedule 40 PVC conduit for general underground installation.
2. Use Schedule 80 PVC conduit for heavy traffic areas.
3. Use direct burial seamless HDPE for underground installation.

C. Outdoor Locations, Above Grade: Use galvanized rigid steel conduit.

D. Wet and Damp Locations: Use galvanized rigid conduit or liquid-tight non-metallic flexible conduit.

E. Dry Locations:

1. Concealed: Use electrical metallic tubing.
2. Exposed: Use electrical metallic tubing.
3. Use minimum ¾" conduit for TV outlet and fire alarm drops.
4. Use flexible metal conduit for final wiring connections to motors, VFD units, light fixtures in accessible ceiling and interior transformers.
5. Use minimum 1" conduit for Cat 6 voice/data wiring.
6. Use minimum 1" conduit for Cat 5E voice/data wiring.

2.2 METAL CONDUIT

A. Rigid Steel Conduit: ANSI C80.1.

B. Fittings and Conduit Bodies: ANSI C80.5.

C. Intermediate Metal Conduit (IMC): Rigid Steel.

D. Fittings and Conduit Bodies: ANSI/NEMA FB 1; material to match conduit.

2.3 FLEXIBLE METAL CONDUIT

A. Description: Interlocked steel construction.

B. Fittings: ANSI/NEMA FB 1.

2.4 LIQUID-TIGHT NON-METALLIC FLEXIBLE METAL CONDUIT

A. Description: Type NM. Manufacturer with a spiral of rigid PVC embedded reinforcement with a flexible PVC wall.

B. Compatible fittings.

C. Use for wet or exterior location as final wiring connections to motors or electrical equipment, etc.

2.5 ELECTRICAL METALLIC TUBING (EMT)

A. Description: ANSI C80.3; galvanized tubing.

B. Fittings and Conduit Bodies: ANSI/NEMA FB 1; set screw type.

2.6 NONMETALLIC CONDUIT

A. Description: NEMA TC 2; Schedule 40 PVC.

B. Fittings and Conduit Bodies: NEMA TC 3.

2.7 WATER SEALANT

A. Use "Hydroblock" for a means and methods to seal leaking conduits. Follow the manufacturer's instructions.

PART 3 EXECUTION

3.1 INSTALLATION

A. Install nonmetallic conduit in accordance with manufacturer's instructions.

B. Arrange supports to prevent misalignment during wiring installation.

C. Support conduit using coated steel or malleable iron straps, lay-in adjustable hangers, clevis hangers, and split hangers.

D. Group related conduits; support using conduit rack. Construct rack using steel channel; provide space on each for 25 percent additional conduits.

E. Fasten conduit supports to building structure and surfaces under provisions of Section 26 05 29.

F. Do not support conduit with wire or perforated pipe straps. Remove wire used for temporary supports.

G. Do not attach conduit to ceiling support wires.

H. Arrange conduit to maintain headroom and present neat appearance.

I. Route conduit parallel and perpendicular to walls or building centerlines.

J. Route conduit installed above accessible ceilings parallel and perpendicular to walls. Install metal conduit sleeves or fire rated assembly in all fire rated wall as identified on the electrical or architectural life safety plans.

K. Maintain adequate clearance between conduit and piping.

L. Maintain 12 inch clearance between conduit and surfaces with temperatures exceeding 104 degrees F.

M. Cut conduit square using saw or pipecutter; de-burr cut ends.

N. Bring conduit to shoulder of fittings; fasten securely.

O. Join nonmetallic conduit using cement as recommended by manufacturer. Wipe nonmetallic conduit dry and clean before joining. Apply full even coat of cement to entire area inserted in fitting. Allow joint to cure for 20 minutes, minimum.

P. Use conduit hubs or sealing locknuts to fasten conduit to sheet metal boxes in damp and wet locations and to cast boxes.

Q. Install no more than equivalent of three 90-degree bends between boxes. Use conduit bodies to make sharp changes in direction, as around beams.

R. Provide suitable fittings to accommodate expansion and deflection where conduit crosses, control and expansion joints. Use a UL listed expansion joint. If expansion length exceeds the manufactured expansion fitting, the use of PVC coated metallic flexible conduit is an acceptable method.

S. Provide suitable pull wire in each empty conduit except sleeves and nipples.

T. Use suitable caps to protect installed conduit against entrance of dirt and moisture.

U. Ground and bond conduit under provisions of Section 26 05 26.

V. Identify conduit under provisions of Section 26 05 53.

3.2 INTERFACE WITH OTHER PRODUCTS

A. Install conduit to preserve fire resistance rating of partitions and other elements, using materials and methods consistent with facility standards or this project specification. Contractor is responsible to review the Architectural drawings to determine fire rated locations.

B. Route conduit through roof openings for piping and ductwork or through suitable roof jack with pitch pocket or detail to match roof type specified.

END OF SECTION

MAI 2012-1529 SOLAR/ICE

SECTION 26 05 33.16

BOXES

PART 1 GENERAL

1.1 SECTION INCLUDES

A. Wall and ceiling outlet boxes.

B. Pull and junction boxes.

C. Voice/data boxes.

1.2 RELATED SECTIONS

A. All drawings and specification sections apply to work in this section. Furnish all items, articles, materials, equipment, operations or methods that are mentioned, listed or scheduled on drawings or are in this specification including all labor, equipment, materials and miscellaneous incidentals necessary and/or required for the completion of this project. The work covered under this section of the specifications is in no way complete within itself but is supplementary to the entire specification and drawings.

1.3 REFERENCES

A. NEMA FB 1 - Fittings and Supports for Conduit and Cable Assemblies.

B. NEMA OS 1 - Sheet-steel Outlet Boxes, Device Boxes, Covers, and Box Supports.

C. NEMA 250 - Enclosures for Electrical Equipment (1000 Volts Maximum).

D. Conform to requirements of 2012 Michigan Building Code, 2014 National Electrical Code, 2014 State of Michigan Code Rules Part 8, 2003 ICC/ANSI 117.1 and local code requirements.

1.4 SUBMITTALS FOR REVIEW

A. Provide submittal as listed in Section 26 01 00.

1.5 REGULATORY REQUIREMENTS

A. Conform to requirements of 2012 Michigan Building Code, 2014 National Electrical Code, 2014 State of Michigan Code Rules Part 8, 2003 ICC/ANSI 117.1 and local code requirements.

B. Furnish products listed and classified by Underwriters Laboratories, Inc. as suitable for purpose specified and indicated.

PART 2 PRODUCTS

2.1 BRANCH DEVICE BOXES

A. Sheet Metal Outlet Boxes: 4" square stamped steel box with single gang device ring.

B. Nonmetallic Outlet Boxes: NEMA OS 2.

C. Cast Aluminum Boxes: for exterior location us a single gang shallow box with thread hub connection. Provide gasketed cover by box manufacturer.

D. Use masonry box in masonry walls.

E. Use in line non-metallic type box in non-metal surface raceway assembly as scheduled and detailed on the drawings.

F. Non-metallic branch device are not permitted for this project unless noted otherwise.

PART 3 EXECUTION

3.1 INSTALLATION

A. Install in locations as shown on Drawings, and as required for wire pulling, equipment connections and compliance with regulatory requirements.

B. Set wall mounted boxes at elevations to accommodate mounting heights indicated.

C. Electrical boxes are shown on Drawings in approximate locations unless dimensioned.

D. Orient boxes to accommodate wiring devices oriented as specified in Section 26 27 26.

E. Maintain headroom and present neat mechanical appearance.

F. Install pull boxes and junction boxes above accessible ceilings and in unfinished areas only.

G. Inaccessible Ceiling Areas: Install outlet and junction boxes no more than 6 inches from ceiling access panel or from removable recessed luminaire.

H. Install boxes to preserve fire resistance rating of partitions and other elements.

I. Coordinate mounting heights and locations of outlets for counters, backsplashes, benches in casework and workstations.

J. Locate outlet boxes to allow luminaires positioned as shown.

K. Align adjacent wall mounted outlet boxes for switches, etc.

L. Use flush mounting outlet box in finished areas. Surface mounted boxes are acceptable for non-finished spaces.

M. Locate flush mounting box in masonry wall to require cutting of masonry unit corner only. Coordinate masonry cutting to achieve neat opening.

N. Do not install flush mounting box back-to-back in walls; provide minimum 6 inches separation. Provide minimum 24 inches separation in acoustic rated walls.

O. Secure flush mounting box to interior wall and partition studs. Accurately position to allow for surface finish thickness.

P. Use stamped steel bridges to fasten flush mounting outlet box between studs.

Q. Install flush mounting box without damaging wall insulation or reducing its effectiveness.

R. Use adjustable steel channel fasteners for hung ceiling outlet box.

S. Do not fasten boxes to ceiling support wires.

T. Support boxes independently of conduit.

U. Use gang box where more than one device is mounted together. Do not use sectional box.

V. Use gang box with plaster ring for single device outlets.

W. Large Pull Boxes: Provide screwed cover or hinged enclosure in interior dry locations as noted or specified on the drawing.

3.2 INTERFACE WITH OTHER PRODUCTS

A. Coordinate installation of outlet box for equipment connected under other sections.

3.3 ADJUSTING

A. Adjust flush-mounting outlets to make front flush with finished wall material.

B. Install knockout closures in unused box openings.

END OF SECTION

MAI 2012-1529 SOLAR/ICE

SECTION 26 05 53

ELECTRICAL IDENTIFICATION

PART 1 GENERAL

1.1 SECTION INCLUDES

A. Nameplates and labels.

B. Wire and cable markers.

C. Conduit markers.

D. Labeling methods and standards.

E. Conductor color coding and identification.

F. PV signage per NEC 690.

G. Arc flash warning labels.

H. Electrical distribution equipment.

1.2 RELATED SECTIONS

A. All drawings and specification sections apply to work in this section. Furnish all items, articles, materials, equipment, operations or methods that are mentioned, listed or scheduled on drawings or are in this specification including all labor, equipment, materials and miscellaneous incidentals necessary and/or required for the completion of this project. The work covered under this section of the specifications is in no way complete within itself but is supplementary to the entire specification and drawings.

1.3 REFERENCES

A. Conform to requirements of 2012 Michigan Building Code, 2014 National Electrical Code, 2014 State of Michigan Code Rules Part 8, 2003 ICC/ANSI 117.1 and local code requirements.

1.4 REGULATORY REQUIREMENTS

A. Conform to requirements of 2012 Michigan Building Code, 2014 National Electrical Code, 2014 State of Michigan Code Rules Part 8, 2003 ICC/ANSI 117.1 and local code requirements.

B. Furnish products listed and classified by Underwriters Laboratories, Inc. as suitable for purpose specified and shown.

1.5 FACILITY STANDARDS

A. Refer also to specific labeling and identification requirements on the drawings in addition to these specifications.

B. Inspect labeling standards to confirm facility standards.

PART 2 PRODUCTS

2.1 NAMEPLATES AND LABELS

A. Nameplates:

1. Engraved three-layer laminated plastic, black letters on white background for normal power to match facility standard. Refer to labeling methods and standards for sizes.
2. Emergency power panels and associated equipment shall be white letters on red.

B. Locations:
1. Each electrical distribution panelboard, switchboard and power panel.
2. Each starter.
3. Each disconnect.
4. Inverters.
5. MDF/IDF frame patch panel ports.
6. Voice/data outlets.

C. Nameplate size minimum 1"x3" or match existing.
1. Match facility standards.

2.2 WIRE MARKERS

A. Manufacturers:
1. Brady or equal.

B. Description: Tape type wire markers.

C. Locations: Each conductor at panelboard gutters, pull boxes, outlet and junction boxes, and each load connection.

D. Legend:
1. Power and Lighting Circuits: Branch circuit or feeder number indicated on drawings.
2. Control Circuits: Control wire numbers.

2.3 CONDUIT MARKERS

A. Emergency raceway or specialty systems.

B. Location: Furnish stencil or painted stripe for each conduit longer than 10 feet. Stencil painted stripe shall not be less than 10" long (i.e. red or black).

C. Spacing: 20 feet on center.

D. Color:

1. 120, 208 or 480 Volt Normal Power System: Black.
2. 120, 208 or 480 volt Emergency Power Supply: Red.

E. Legend:

1. Normal Power Supply Panel Feeder: Indicate panel being fed and from where. (LPM fed from DP4)
2. Emergency Power Supply Panel Feeder: Emergency Power Supply LS, CB, EB respectively. (i.e. LSIA, CBIC, EBDP)

2.4 LABELING METHODS AND STANDARDS

A. Engraved Labels

1. All electrical panels, starters, disconnect switches, terminal cabinets, fire alarm panel, nurse call system cabinet, personnel patient TV system cabinet or similar central system cabinet shall be permanently identified using engraved labels. These labels shall be secured with double face type or mechanically fastened in applications where the tape may have a tendency to fail.

2. Normal power fed systems shall have white labels with black lettering. Emergency power fed systems shall have red labels with white lettering.

3. Lettering sizes may vary due to space constraints or to distinguish between main versus branch systems. Sizes should be consistent throughout the project, use the following guidelines:

Switchboard or Panelboard Main Label:	1” high minimum
Switchboard or Panelboard Branches	1/2" high minimum
Starters, Disconnects	1/2" high minimum
Manual Motor Starters	1/4" high minimum

4. All labels shall identify where panel or equipment is fed from. Ex (panel A fed from MDP)

B. Adhesive Tape Labels

1. All switches, receptacles, small manual motor starters or toggle switches shall have the circuit number identified on the device cover plate using clear adhesive tape labels with 1/4" high printed block characters in black. No handwritten or printed labeling will be accepted as final record, machine lettered adhesive tape labels shall be used upon project completion.

2. Provide circuit identification on junction or pull box covers for all circuits within.

3. Conductors in branch circuit panelboards shall have phase conductors, neutrals and grounds identified with adhesive labels within the panel at junction or pull boxes and at the device outlet box. Refer also to conductor color coding with respect to operating voltage.

2.5 CONDUCTOR COLOR CODING AND IDENTIFICATION

1. Feeder phase conductors shall be identified as to phase and operating voltage using colored tape as follows:

	480 Volt	120/208 Volt
Phase A	yellow	black
Phase B	brown	red
Phase C	orange	blue
Neutral	gray	white
Ground	green	green

2. Conductors from #18 up through #10 shall have colored insulating jackets to match the color code and phasing scheme as described above for feeders. Receptacle and lighting circuit conductors shall be #12 minimum for 15 or 20 amp circuits. Conductors #18 through #14 shall only be used for control circuits with colored jackets and wire numbers correlated to each system accordingly.

3. Spare conductors shall be clearly identified as such through color, labels, tags, etc.

PART 3 EXECUTION

3.1 PREPARATION

A. Degrease and clean surfaces to receive nameplates and labels.

3.2 APPLICATION

A. Install nameplate and label parallel to equipment lines.

B. Secure nameplate to equipment front using adhesive.

C. Secure nameplate to inside surface of door on panelboard that is recessed in finished locations.

D. Contractor shall review the drawings to confirm all label schemes or ID requirements listed or noted on the drawings. Review mechanical drawings for equipment ID designation to provide a ID tag that corresponds to the mechanical equipment.

E. Provide arc flash generic warning label on all electrical distribution equipment in accordance with NEC 2014 requirements.

F. Panelboard, switchboards, transformers, etc. shall include their source of power included in nameplate label. (i.e. LPA feed from PP2).

G. Provide proper signage to all solar PV equipment, disconnects, inverters, etc. to meet NEC 690.

END OF SECTION

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SECTION 26 05 83

EQUIPMENT CONNECTIONS

PART 1 GENERAL

1.1 SECTION INCLUDES

A. Mechanical equipment.

B. PV modules.

C. Inverters.

D. Data logger.

1.2 RELATED SECTIONS

A. All drawings and specification sections apply to work in this section. Furnish all items, articles, materials, equipment, operations or methods that are mentioned, listed or scheduled on drawings or are in this specification including all labor, equipment, materials and miscellaneous incidentals necessary and/or required for the completion of this project. The work covered under this section of the specifications is in no way complete within itself but is supplementary to the entire specification and drawings.

1.3 REFERENCES

A. NEMA WD 1 - General Purpose Wiring Devices.

B. NEMA WD 6 - Wiring Device Configurations.

C. Conform to requirements of 2012 Michigan Building Code, 2014 National Electrical Code, 2014 State of Michigan Code Rules Part 8, 2003 ICC/ANSI 117.1 and local code requirements.

1.4 COORDINATION

A. Coordinate work under provisions of Division 1.

B. Obtain and review shop drawings, product data, and manufacturer's instructions for equipment furnished under other sections.

C. Determine connection locations and requirements.

D. Sequence rough-in of electrical connections to coordinate with installation schedule for equipment.

E. Sequence electrical connections to coordinate with start-up schedule for equipment.

F. Mechanical Trades shall be responsible to furnish and install all temperature control components, associated conduit, wiring and 120 volt power supplies. Electrical Trades shall reserve 120 volt circuit breaker as scheduled in the panels for this purpose.

G. All VFD programming shall be completed as part of the Mechanical Trades work.

1.5 REGULATORY REQUIREMENTS

A. Conform to requirements of 2012 Michigan Building Code, 2014 National Electrical Code, 2014 State of Michigan Code Rules Part 8, 2003 ICC/ANSI 117.1 and local code requirements.

B. Furnish products listed and classified by Underwriters Laboratories, Inc. as suitable for purpose specified and indicated.

PART 2 PRODUCTS

2.1 CORDS AND CAPS

A. Manufacturers:

1. Hubbell, Pass & Seymour, Leviton or equal.

B. Attachment Plug Construction: Conform to NEMA WD 1.

C. Configuration: NEMA WD 6; match receptacle configuration at outlet provided for equipment.

D. Cord Construction: ANSI/NFPA 70, Type SO multi-conductor flexible cord with identified equipment grounding conductor, suitable for use in damp locations.

E. Size: Suitable for connected load of equipment, length of cord, and rating of branch circuit over current protection.

PART 3 EXECUTION

3.1 EXAMINATION

A. Verify conditions under provisions of Division 1.

B. Verify that equipment is ready for electrical connection, wiring, and energization.

3.2 ELECTRICAL CONNECTIONS

A. Make electrical connections in accordance with equipment manufacturer's instructions.

B. Make conduit connections to equipment using metallic flexible conduit for all dry interior locations. Use liquid tight non-metallic flexible conduit with watertight connectors in damp or wet locations and kitchen areas.

C. Make wiring connections using wire and cable with insulation suitable for temperatures encountered in heat producing equipment.

D. Provide the NEMA configuration that matches receptacle.

E. Provide suitable strain-relief clamps and fittings for cord connections at outlet boxes and equipment connection boxes.

F. Install disconnect switches, power relays, motor starters and as noted on the drawings.

G. Provide and install fuses in mechanical trades furnished fused disconnects and combination starters per manufacturer's requirements.

H. Electrical Contractor shall complete all main power wiring to the mechanical equipment shown and noted.

I. VFD control wiring and programming shall be completed as part of the Mechanical Trades bid. VFD shall be factory installed with the equipment unless noted or specified otherwise.

END OF SECTION

MAI 2012-1529 SOLAR/ICE

SECTION 26 24 19

MOTOR CONTROL CENTER

PART 1 GENERAL

1.1 SECTION INCLUDES

A. Existing motor control centers.

1.2 RELATED SECTIONS

A. All drawings and specification sections apply to work in this section. Furnish all items, articles, materials, equipment, operations or methods that are mentioned, listed or scheduled on drawings or are in this specification including all labor, equipment, materials and miscellaneous incidentals necessary and/or required for the completion of this project. The work covered under this section of the specifications is in no way complete within itself but is supplementary to the entire specification and drawings.

1.3 REFERENCES

A. Conform to requirements of 2012 Michigan Building Code, 2014 National Electrical Code, 2014 State of Michigan Code Rules Part 8, 2003 ICC/ANSI 117.1 and local code requirements.

B. UL 198C - High-Interrupting Capacity Fuses; Current Limiting Type.

C. UL 198E - Class R Fuses.

D. NEMA AB 1 - Molded Case Circuit Breakers.

E. NEMA ICS 2 - Industrial Control Devices, Controllers, and Assemblies.

F. NEMA ICS 2.3 - Instructions for the Handling, Installation, Operation, and Maintenance of Motor Control Centers.

1.4 SUBMITTALS

A. Provide submittal as listed in Section 26 01 00.

B. Shop Drawings: Include front and side views of enclosures with overall dimensions shown; conduit entrance locations and requirements; nameplate legends; size and number of bus bars per phase, neutral, and ground; electrical characteristics including voltage, frame size and trip ratings, withstand ratings, and time/current curves of all equipment and components.

C. Test Reports: Indicate field test and inspection procedures and test results.

D. Manufacturer's Installation Instructions: Indicate application conditions and limitations of use stipulated by Product testing agency specified under Regulatory Requirements.

Include instructions for storage, handling, protection, examination, preparation, installation, and starting of Product.

1.5 OPERATION AND MAINTENANCE DATA

A. Submit under provisions of Division 1.

B. Maintenance Data: Include spare parts data listing; source and current prices of replacement parts and supplies; and recommended maintenance procedures and intervals.

1.6 REGULATORY REQUIREMENTS

A. Conform to requirements of 2012 Michigan Building Code, 2014 National Electrical Code, 2014 State of Michigan Code Rules Part 8, 2003 ICC/ANSI 117.1 and local code requirements.

B. Furnish products listed and classified by Underwriters Laboratories, Inc. as suitable for purpose specified and indicated.

PART 2 PRODUCTS

2.1 MOTOR CONTROL CENTER FUSING

A. As scheduled on the drawings.

PART 3 EXECUTION

3.1 INSTALLATION

A. Install fuses in fusible switches.

B. Select and install heater elements in motor starters to match installed motor characteristics.

C. Provide engraved plastic nameplates under the provisions of Section 26 05 53.

3.2 FIELD QUALITY CONTROL

A. Field inspection and testing will be performed for proper operation.

B. Inspect and test motor control center and each controller to NEMA ICS 2.

END OF SECTION

MAI 2012-1529 SOLAR/ICE

SECTION 26 28 13

FUSES

PART 1 GENERAL

1.1 SECTION INCLUDES

A. Fuses.

1.2 RELATED SECTIONS

A. All drawings and specification sections apply to work in this section. Furnish all items, articles, materials, equipment, operations or methods that are mentioned, listed or scheduled on drawings or are in this specification including all labor, equipment, materials and miscellaneous incidentals necessary and/or required for the completion of this project. The work covered under this section of the specifications is in no way complete within itself but is supplementary to the entire specification and drawings.

1.3 REFERENCES

A. Conform to requirements of 2012 Michigan Building Code, 2014 National Electrical Code, 2014 State of Michigan Code Rules Part 8, 2003 ICC/ANSI 117.1 and local code requirements.

B. NEMA FU 1 - Low Voltage Cartridge Fuses.

1.4 SUBMITTALS

A. Provide submittal as listed in Section 26 01 00.

B. Product Data: Provide data sheets showing electrical characteristics including time-current curves.

1.5 PROJECT RECORD DOCUMENTS

A. Record actual fuse sizes.

1.6 REGULATORY REQUIREMENTS

A. Conform to requirements of 2012 Michigan Building Code, 2014 National Electrical Code, 2014 State of Michigan Code Rules Part 8, 2003 ICC/ANSI 117.1 and local code requirements.

B. Furnish products listed and classified by UL as suitable for purpose specified and indicated.

PART 2 PRODUCTS

2.1 MANUFACTURERS

A. Bussman or equal.

2.2 FUSE REQUIREMENTS

A. Dimensions and Performance: NEMA FU 1, Class as specified or indicated.

B. Voltage: Provide fuses with voltage rating suitable for circuit phase-to-phase voltage.

C. Main Service Switches Larger than 600 amperes: Class L (time delay).

2.3 CLASS RK1 (TIME DELAY) CURRENT LIMITING FUSES

A. Manufacturers:

1. Bussman or equal.

PART 3 EXECUTION

3.1 INSTALLATION

A. Install fuses in accordance with manufacturer's instructions.

B. Install fuse with label oriented such that manufacturer, type, and size are easily read.

C. Install spare fuse cabinet as shown on the drawing.

END OF SECTION

MAI 2012-1529 SOLAR/ICE

From: Brad VanGorder <bvangorder@bluespader.net>
Sent: Thursday, February 04, 2016 12:23 PM
To: Rodney R. Smith (rsmith@wtaarch.com);Ken Lemiesz (klemiesz@wtaarch.com);Lach, Adam (DTMB);Walts, Brian (DTMB);Noonan, Michael (DTMB);Miller, Jan (DTMB)
Cc: Dan Kalinowski
Subject: Flint SOB Re-Roofing, Ice Storage & Solar Panel Installation

Importance: High

Hi All,

We had the opportunity to meet onsite this morning with our subs (LaSalle and Central Fabricators) who are involved in the pull ahead work for the week of 2/15 to review the area and discuss as a group. After reviewing the scope in depth and reviewing the existing conditions onsite a number of questions/items came up. I wanted to share those with you all and also propose a plan for us to get in there on Monday 2/8 to begin prep work on this pull ahead work so we can make sure everything goes smoothly and is complete the week of 2/15. We determined today as a group whole that if we delay the start to 2/15 there is a very good chance we won't be completed by 2/22 date for carpet installation. There is a number of items/actions that need to take place in order to have this run smoothly and I fear if we start on 2/15 we won't meet the expectations. Here is our proposed plan for review and approval: Note that we had a very quick discussion with Mike Noonan and a B&B rep about this onsite and they both seemed to believe it would be OK for us to go on Monday 2/8.

2/8
- Mobilize tools/materials onsite
- Install temp. protection, as needed
- Begin disassembly of ceiling grid (PLEASE INFROM THEM TO INSTALL NO MORE CEILING PADS. IT LOOKED TODAY AS IF THEY WERE INSTALLING IN AREAS THAT ARE GOING TO BE AFFECTED BY THIS WORK)
- Identify which electrical and mechanical components need to be disconnected and removed.
    - This could just be 1 or 2 lights or diffusers once we determine if they are within the grid area that must come down
        - Who will be disconnecting these and removing/reinstalling? Reps with B&B or SOM? We don't have provisions for this within our scope for this work
- Begin fire proofing removal
- Get 220v power installed for welder for Wednesday 2/10 (SOM to handle)

2/9
- finalize fire proofing removal
- All lighting removed
- All HVAC diffusers removed
- Confirm 220V power

2/10
- Steel sub onsite to weld stiffeners, plates, etc. (Fire HOT permit notice to be submitted by weeks end for next week's work)

2/11
- Continue with welding efforts for stiffeners, plates, etc.

2/12
- Finalize all welding efforts
- Clean up

2/15 (Monday)

- Roofing subcontractor onsite for roof penetrations and top temp. patch for water tight
- Steel subcontractor onsite to bolt on stub columns (pending stub columns are back from galvanizer)

2/16

- Continue with steel stub columns and roof patching

2/17

- Continue with steel stub columns and roof patching, if needed.
- Begin repairing all fire proofing and ceiling gird

2/18

- Continue with fire proofing patching and ceiling grid, if needed
- Reinstall lighting and mech. diffusers (B&B or SOM?)

2/19

- Final clean up and demobilization from site

You can see by the timeline above we will need every bit of 2 weeks to get this work completed now that we have all had a chance to dive in and understand what needs to happen as a group.

A couple of things we learned today and request that I wanted to make everyone aware of:

1. Harrison Rd. will be shut down completely when we do our scheduled crane picks (Dates TBD but our crane rep was onsite today to take measurements, elevations shots, etc.)
2. 220V power will be required for the welding efforts on the 7th floor and also for the welding efforts on the roof when we erect the structure so two (2) 220v access points will be needed for two (2) separate welders.
3. There are Johnson control T-stats that are mounted on the columns we need to do our work on. Can we get them disconnected and removed prior so we don't risk damaging these during the work?

Adam,
I know you scheduled a kick off meeting Thursday next week with B&B but unfortunately that will be too late in the game if we want to accomplish all this scope of work. I can make myself and our superintendent available for a phone conference tomorrow anytime or we can have a quick meeting Monday morning onsite when we kick off LaSalle with the ceiling grid/fire proof demo. Either way, I think we need to discuss in depth as a group before we go at this Monday AM.

Jan,
Can you please forward me the security clearance form that I need to submit with names, etc. since guys will, be coming into the building as early as Monday next week. I would like to get that submitted later today or first thing tomorrow.

Please let me know on this ASAP so we can plan accordingly. My cell # is below if you need to reach me today.

Thank everyone!!

Brad VanGorder
Project Manager
248.732.9661

From: Rodney Smith <RSmith@wtaarch.com>
Sent: Thursday, February 04, 2016 1:11 PM
To: Brad VanGorder;Kenneth C. LeMiesz;Lach, Adam (DTMB);Walts, Brian (DTMB);Noonan, Michael (DTMB);Miller, Jan (DTMB)
Cc: Dan Kalinowski
Subject: RE: Flint SOB Re-Roofing, Ice Storage & Solar Panel Installation
Attachments: ASI-012.pdf

Brad,
Attached is ASI #12 that was issued to the interior contractor on the 15th. Of January. Is the area shown at each column adequate? If so we will send it again.
Rod

From: Brad VanGorder [mailto:bvangorder@bluespader.net]
Sent: Thursday, February 04, 2016 12:23 PM
To: Rodney Smith; Kenneth C. LeMiesz; Adam P. Lach (lacha@michigan.gov); Walts, Brian (DTMB); Noonan, Michael (DTMB); millerj1@michigan.gov
Cc: Dan Kalinowski
Subject: Flint SOB Re-Roofing, Ice Storage & Solar Panel Installation
Importance: High

Hi All,

We had the opportunity to meet onsite this morning with our subs (LaSalle and Central Fabricators) who are involved in the pull ahead work for the week of 2/15 to review the area and discuss as a group. After reviewing the scope in depth and reviewing the existing conditions onsite a number of questions/items came up. I wanted to share those with you all and also propose a plan for us to get in there on Monday 2/8 to begin prep work on this pull ahead work so we can make sure everything goes smoothly and is complete the week of 2/15. We determined today as a group whole that if we delay the start to 2/15 there is a very good chance we won't be completed by 2/22 date for carpet installation. There is a number of items/actions that need to take place in order to have this run smoothly and I fear if we start on 2/15 we won't meet the expectations. Here is our proposed plan for review and approval: Note that we had a very quick discussion with Mike Noonan and a B&B rep about this onsite and they both seemed to believe it would be OK for us to go on Monday 2/8.

2/8

- Mobilize tools/materials onsite
- Install temp. protection, as needed
- Begin disassembly of ceiling grid (PLEASE INFROM THEM TO INSTALL NO MORE CEILING PADS. IT LOOKED TODAY AS IF THEY WERE INSTALLING IN AREAS THAT ARE GOING TO BE AFFECTED BY THIS WORK)
- Identify which electrical and mechanical components need to be disconnected and removed.
    - This could just be 1 or 2 lights or diffusers once we determine if they are within the grid area that must come down
        - Who will be disconnecting these and removing/reinstalling? Reps with B&B or SOM? We don't have provisions for this within our scope for this work
- Begin fire proofing removal
- Get 220v power installed for welder for Wednesday 2/10 (SOM to handle)

2/9

- finalize fire proofing removal

- All lighting removed
- All HVAC diffusers removed
- Confirm 220V power

2/10

- Steel sub onsite to weld stiffeners, plates, etc. (Fire HOT permit notice to be submitted by weeks end for next week's work)

2/11

- Continue with welding efforts for stiffeners, plates, etc.

2/12

- Finalize all welding efforts
- Clean up

2/15 (Monday)

- Roofing subcontractor onsite for roof penetrations and top temp. patch for water tight
- Steel subcontractor onsite to bolt on stub columns (pending stub columns are back from galvanizer)

2/16

- Continue with steel stub columns and roof patching

2/17

- Continue with steel stub columns and roof patching, if needed.
- Begin repairing all fire proofing and ceiling gird

2/18

- Continue with fire proofing patching and ceiling grid, if needed
- Reinstall lighting and mech. diffusers (B&B or SOM?)

2/19

- Final clean up and demobilization from site

You can see by the timeline above we will need every bit of 2 weeks to get this work completed now that we have all had a chance to dive in and understand what needs to happen as a group.

A couple of things we learned today and request that I wanted to make everyone aware of:

1. Harrison Rd. will be shut down completely when we do our scheduled crane picks (Dates TBD but our crane rep was onsite today to take measurements, elevations shots, etc.)
2. 220V power will be required for the welding efforts on the 7th floor and also for the welding efforts on the roof when we erect the structure so two (2) 220v access points will be needed for two (2) separate welders.
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Adam,
I know you scheduled a kick off meeting Thursday next week with B&B but unfortunately that will be too late in the game if we want to accomplish all this scope of work. I can make myself and our superintendent available for a phone conference tomorrow anytime or we can have a quick meeting Monday morning onsite when we kick off LaSalle with the ceiling grid/fire proof demo. Either way, I think we need to discuss in depth as a group before we go at this Monday AM.

Jan,
Can you please forward me the security clearance form that I need to submit with names, etc. since guys will, be coming into the building as early as Monday next week. I would like to get that submitted later today or first thing tomorrow.

Please let me know on this ASAP so we can plan accordingly. My cell # is below if you need to reach me today.

Thank everyone!!

Brad VanGorder
Project Manager
248.732.9661

From: Brad VanGorder <bvangorder@bluespader.net>
Sent: Thursday, February 04, 2016 1:34 PM
To: Rodney Smith
Cc: Kenneth C. LeMiesz;Lach, Adam (DTMB);Walts, Brian (DTMB);Noonan, Michael (DTMB);Miller, Jan (DTMB);Dan Kalinowski
Subject: Re: Flint SOB Re-Roofing, Ice Storage & Solar Panel Installation

Yes. Area shown is adequate. Thanks.

Please excuses my typos. This email was sent from an iPhone device

Brad VanGorder
248.732.9661
bvangorder@bluespader.net

On Feb 4, 2016, at 1:10 PM, Rodney Smith <RSmith@wtaarch.com> wrote:

> Brad,
> Attached is ASI #12 that was issued to the interior contractor on the 15th. Of January. Is the area shown at each column adequate? If so we will send it again.
> Rod
>
> ---
>
> **From:** Brad VanGorder [mailto:bvangorder@bluespader.net]
> **Sent:** Thursday, February 04, 2016 12:23 PM
> **To:** Rodney Smith; Kenneth C. LeMiesz; Adam P. Lach (lacha@michigan.gov); Walts, Brian (DTMB); Noonan, Michael (DTMB); millerj1@michigan.gov
> **Cc:** Dan Kalinowski
> **Subject:** Flint SOB Re-Roofing, Ice Storage & Solar Panel Installation
> **Importance:** High
>
> Hi All,
>
> We had the opportunity to meet onsite this morning with our subs (LaSalle and Central Fabricators) who are involved in the pull ahead work for the week of 2/15 to review the area and discuss as a group. After reviewing the scope in depth and reviewing the existing conditions onsite a number of questions/items came up. I wanted to share those with you all and also propose a plan for us to get in there on Monday 2/8 to begin prep work on this pull ahead work so we can make sure everything goes smoothly and is complete the week of 2/15. We determined today as a group whole that if we delay the start to 2/15 there is a very good chance we won't be completed by 2/22 date for carpet installation. There is a number of items/actions that need to take place in order to have this run smoothly and I fear if we start on 2/15 we won't meet the expectations. Here is our proposed plan for review and approval: Note that we had a very quick discussion with Mike Noonan and a B&B rep about this onsite and they both seemed to believe it would be OK for us to go on Monday 2/8.
>
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> - Mobilize tools/materials onsite
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2/9

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2/10

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- Clean up

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- Continue with steel stub columns and roof patching

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Adam,
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Please let me know on this ASAP so we can plan accordingly. My cell # is below if you need to reach me today.

Thank everyone!!

Brad VanGorder
Project Manager
248.732.9661

<image001.png>

<ASI-012.pdf>

From: Miller, Jan (DTMB)
Sent: Thursday, February 04, 2016 2:25 PM
To: Lach, Adam (DTMB)
Subject: FW: Flint SOB Re-Roofing, Ice Storage & Solar Panel Installation

FYI. I will check and make sure everything is signed by tomorrow noon even though Blue Spader might not receive their copy by Monday morning, they should be good to go.
I will let you know when it gets signed.

From: Brad VanGorder [mailto:bvangorder@bluespader.net]
Sent: Thursday, February 04, 2016 1:52 PM
To: Miller, Jan (DTMB) <millerj1@michigan.gov>
Subject: Re: Flint SOB Re-Roofing, Ice Storage & Solar Panel Installation

Thanks. Yes, everything was sent out on Tuesday. Linda should have everything today and no later than tomorrow.

Please excuses my typos. This email was sent from an iPhone device

Brad VanGorder
248.732.9661
bvangorder@bluespader.net

On Feb 4, 2016, at 1:42 PM, Miller, Jan (DTMB) <millerj1@michigan.gov> wrote:

> Here is the security form. Have you sent in all the required paperwork to execute the contract?
>
> ---
>
> **From:** Noonan, Michael (DTMB)
> **Sent:** Thursday, February 04, 2016 1:35 PM
> **To:** Miller, Jan (DTMB) <millerj1@michigan.gov>
> **Cc:** Walts, Brian (DTMB) <WaltsB@michigan.gov>; Wright, Edward (DTMB) <WrightE@michigan.gov>
> **Subject:** Re: Flint SOB Re-Roofing, Ice Storage & Solar Panel Installation
>
> http://www.michigan.gov/dtmb/0,5552,7-150-9141_58786_58790-259177--,00.html
>
> Sent from my iPhone
>
> On Feb 4, 2016, at 1:17 PM, Miller, Jan (DTMB) <millerj1@michigan.gov> wrote:
>
> > Could one of you forward the security clearance form to Brad, see last item below. I've already sent him the Fire System Interruption form last week.
> > Thanks,
> > Jan
> >
> > ---
> >
> > **From:** Brad VanGorder [mailto:bvangorder@bluespader.net]
> > **Sent:** Thursday, February 04, 2016 12:23 PM
> > **To:** Rodney R. Smith (rsmith@wtaarch.com) <rsmith@wtaarch.com>; Ken Lemiesz (klemiesz@wtaarch.com) <klemiesz@wtaarch.com>; Lach, Adam (DTMB) <LachA@michigan.gov>; Walts, Brian (DTMB) <WaltsB@michigan.gov>; Noonan,

Michael (DTMB) <noonanm@michigan.gov>; Miller, Jan (DTMB) <millerj1@michigan.gov>
Cc: Dan Kalinowski <dkalinowski@bluespader.net>
Subject: Flint SOB Re-Roofing, Ice Storage & Solar Panel Installation
Importance: High

Hi All,

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2/8
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- Install temp. protection, as needed
- Begin disassembly of ceiling grid (PLEASE INFROM THEM TO INSTALL NO MORE CEILING PADS. IT LOOKED TODAY AS IF THEY WERE INSTALLING IN AREAS THAT ARE GOING TO BE AFFECTED BY THIS WORK)
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- Begin fire proofing removal
- Get 220v power installed for welder for Wednesday 2/10 (SOM to handle)

2/9
- finalize fire proofing removal
- All lighting removed
- All HVAC diffusers removed
- Confirm 220V power

2/10
- Steel sub onsite to weld stiffeners, plates, etc. (Fire HOT permit notice to be submitted by weeks end for next week's work)

2/11
- Continue with welding efforts for stiffeners, plates, etc.

2/12
- Finalize all welding efforts
- Clean up

2/15 (Monday)

- Roofing subcontractor onsite for roof penetrations and top temp. patch for water tight
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2/17
- Continue with steel stub columns and roof patching, if needed.
- Begin repairing all fire proofing and ceiling gird

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- Continue with fire proofing patching and ceiling grid, if needed
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2/19
- Final clean up and demobilization from site

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Adam,
I know you scheduled a kick off meeting Thursday next week with B&B but unfortunately that will be too late in the game if we want to accomplish all this scope of work. I can make myself and our superintendent available for a phone conference tomorrow anytime or we can have a quick meeting Monday morning onsite when we kick off LaSalle with the ceiling grid/fire proof demo. Either way, I think we need to discuss in depth as a group before we go at this Monday AM.

Jan,
Can you please forward me the security clearance form that I need to submit with names, etc. since guys will, be coming into the building as early as Monday next week. I would like to get that submitted later today or first thing tomorrow.

Please let me know on this ASAP so we can plan accordingly. My cell # is below if you need to reach me today.

Thank everyone!!

Brad VanGorder
Project Manager

248.732.9661

<image001.png>

From: Brad VanGorder <bvangorder@bluespader.net>
Sent: Thursday, February 04, 2016 4:31 PM
To: Lach, Adam (DTMB);Rodney R. Smith (rsmith@wtaarch.com);Ken Lemiesz (klemiesz@wtaarch.com);Walts, Brian (DTMB);Noonan, Michael (DTMB);Miller, Jan (DTMB)
Cc: Dan Kalinowski
Subject: RE: Flint SOB Re-Roofing, Ice Storage & Solar Panel Installation

Adam,

Just to recap from our phone conversation so all team members are up to speed on where we are. My comments are in PURPLE below. See you tomorrow at 8:30 onsite to review this work further. Thanks

Brad VanGorder
Project Manager
248.732.9661

From: Lach, Adam (DTMB) [mailto:LachA@michigan.gov]
Sent: Thursday, February 04, 2016 3:11 PM
To: Brad VanGorder <bvangorder@bluespader.net>; Rodney R. Smith (rsmith@wtaarch.com) <rsmith@wtaarch.com>; Ken Lemiesz (klemiesz@wtaarch.com) <klemiesz@wtaarch.com>; Walts, Brian (DTMB) <WaltsB@michigan.gov>; Noonan, Michael (DTMB) <noonanm@michigan.gov>; Miller, Jan (DTMB) <millerj1@michigan.gov>
Cc: Dan Kalinowski <dkalinowski@bluespader.net>
Subject: RE: Flint SOB Re-Roofing, Ice Storage & Solar Panel Installation

Brad-

I left you a voicemail to discuss, but wanted to note a couple of items below:

Adam P. Lach, RA, LEED AP
State of Michigan
DTMB FBSA Design and Construction Division
Project Field Representative
517.898.2524

HELP. CONNECT. SOLVE.

From: Brad VanGorder [mailto:bvangorder@bluespader.net]
Sent: Thursday, February 04, 2016 12:23 PM
To: Rodney R. Smith (rsmith@wtaarch.com) <rsmith@wtaarch.com>; Ken Lemiesz (klemiesz@wtaarch.com) <klemiesz@wtaarch.com>; Lach, Adam (DTMB) <LachA@michigan.gov>; Walts, Brian (DTMB) <WaltsB@michigan.gov>; Noonan, Michael (DTMB) <noonanm@michigan.gov>; Miller, Jan (DTMB) <millerj1@michigan.gov>
Cc: Dan Kalinowski <dkalinowski@bluespader.net>
Subject: Flint SOB Re-Roofing, Ice Storage & Solar Panel Installation
Importance: High

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We had the opportunity to meet onsite this morning with our subs (LaSalle and Central Fabricators) who are involved in the pull ahead work for the week of 2/15 to review the area and discuss as a group. After reviewing the scope in depth and reviewing the existing conditions onsite a number of questions/items came up. I wanted to share those with you all and also propose a plan for us to get in there on Monday 2/8 **(JAN WILL VERIFY THAT THE CONTRACTS ARE FULLY EXECUTED TOMORROW AS NO WORK CAN BEGINNING UNTIL ALL PAPER WORK IS COMPLETE)** JAN CONFIRMED CONTRACT WILL BE COMPLETED TODAY SO WE SHOULD BE ALL SET FROM MONDAY to begin prep work on this pull ahead work so we can make sure everything goes smoothly and is complete the week of 2/15. We determined today as a group whole that if we delay the start to 2/15 there is a very good chance we won't be completed by 2/22 date for carpet installation. There is a number of items/actions that need to take place in order to have this run smoothly and I fear if we start on 2/15 we won't meet the expectations. Here is our proposed plan for review and approval: Note that we had a very quick discussion with Mike Noonan **(THE SOM ELECTRICAL AND MECHANICAL TRADES WILL NEED TO BE COORIDNATED FOR THE DIFFUSER/LIGHT REMOVALS)** OK, I MENTIONED THIS TO EDDIE THIS MORNING BUT WE WILL DISCUSS FURTHER TOMORROW AM. and a B&B rep **(I WILL FOLLOW UP WITH B&B TO VERIFY THAT THEY HAVE NO ISSUES WITH AN EARLIER START DATE)** OK about this onsite and they both seemed to believe it would be OK for us to go on Monday 2/8.

2/8

- Mobilize tools/materials onsite **(THIS WILL NEED TO BE COORDINATED WITH B&B (AND BOD) TO VERIFY THAT NOTHING IS IN THERE WAY OF COMPLETING THEIR WORK)** OK
- Install temp. protection, as needed **(THIS WILL NEED TO BE COORDINATED WITH B&B (AND BOD) TO VERIFY THAT NOTHING IS IN THERE WAY OF COMPLETING THEIR WORK)** OK
- Begin disassembly of ceiling grid (PLEASE INFROM THEM TO INSTALL NO MORE CEILING PADS. IT LOOKED TODAY AS IF THEY WERE INSTALLING IN AREAS THAT ARE GOING TO BE AFFECTED BY THIS WORK) **THE CEILING GRID IS NOT A STANDARD CEILING GRID AND HAS INTEGRAL LOW VOLTAGE WIRING RUNNING THROUGH IT AND CAN NOT SIMPLY BE DISASSEMBLED – I BELIEVE THE INTENT WAS FOR IT TO REMAIN IN PLACE? ALSO, ROD SENT YOU CLARIFICATION ON THE PADS THAT B&B WERE DIRECTED NOT TO INSTALL** THE INTENT WAS ALWAYS TO DISASSEMBLE TO SOME DEGREE, KIM STEVENS DIFRECTED US ON THAT IN THE BEGINNING. WE WILL LOOK AT THIS FURTHER TOMORROW BUT I WOULD LIKE TO REQUEST TO PRODUT DATA INFO ON THIS GRID SYSTEM FROM WTA SO OUR CARPENTERS CAN REVIEW AND BE PREPARED FOR WHAT IT TAKES TO TAKE DOWN AND REINSTALL.
- Identify which electrical and mechanical components need to be disconnected and removed.
    - This could just be 1 or 2 lights or diffusers once we determine if they are within the grid area that must come down
- Who will be disconnecting these and removing/reinstalling? Reps with B&B or SOM? We don't have provisions for this within our scope for this work **THIS WILL BE SOM AND THIS WILL NEED TO BE COMMUNICATED TO BOD'S TRADES ON THE SPECIFIC ITEMS FOR DISCONNECTION/REMOVAL** OK
    -
- Begin fire proofing removal
- Get 220v power installed for welder for Wednesday 2/10 (SOM to handle) **VERIFY SOM BOD HAS IN PROCESS** OK, WILL CONFIRM WITH EDDIE AND BRIAN TOMORROW WHEN ONSITE

2/9

- finalize fire proofing removal
- All lighting removed **COORDINATE WITH BOD** OK
- All HVAC diffusers removed **COORDINATE WITH BOD** OK
- Confirm 220V power

2/10

- Steel sub onsite to weld stiffeners, plates, etc. (Fire HOT permit notice to be submitted by weeks end for next week's work) **ANY PROVISIONS POSSIBLE SHOULD BE TAKE TO MINIMIZE OR ELIMINATE ODOR FROM THIS WORK DURING WORKING HOURS** UNDERSTOOD. SMOKE HEATERS WILL BE PRESENT AND WE ALSO HAVE

DISCUSSED OTHER OPTIONS WITH VISQUEENING AREA OFF AND POTENTIALLY USING NEGATIVE AIR MACHINES. WILL DISCUSS FURTHER ONSITE TOMORROW AS A GROUP

2/11

- Continue with welding efforts for stiffeners, plates, etc. **ANY PROVISIONS POSSIBLE SHOULD BE TAKE TO MINIMIZE OR ELIMINATE ODOR FROM THIS WORK DURING WORKING HOURS** OK

2/12

- Finalize all welding efforts **ANY PROVISIONS POSSIBLE SHOULD BE TAKE TO MINIMIZE OR ELIMINATE ODOR FROM THIS WORK DURING WORKING HOURS** OK
- Clean up

2/15 (Monday)

- Roofing subcontractor onsite for roof penetrations and top temp. patch for water tight
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2/16

- Continue with steel stub columns and roof patching

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- Continue with steel stub columns and roof patching, if needed.
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- Continue with fire proofing patching and ceiling grid, if needed
- Reinstall lighting and mech. diffusers (B&B or SOM?)

2/19

- Final clean up and demobilization from site

You can see by the timeline above we will need every bit of 2 weeks to get this work completed now that we have all had a chance to dive in and understand what needs to happen as a group. **I WILL HAVE TO ADMIT THAT THIS SCHEDULE IS A BIT OF A SURPRISE TO ME AS WE WERE PLANNING TO START ON 2/15/16. TOMORROW, I WILL ATTEMPT TO VERIFY WITH ALL PARTY'S THE ACCEPTABILITY OF THIS PLAN.** AS DISCUSSED ON THE PHONE. THIS IS JUST A PROPOSED SCHEDULED. SOM/DTMB RESERVES THE RIGHT TO REJECT AND MODIFY BUT I HAVE CONCERNS WITH THE AMOUNT OF SCOPE INVOLVED IN THE SHORT AMOUNT OF TIME IF THE ABOVE IS NOT APPROVED. CAN DISCUSS FURTHER ONSITE TOMORROW.

A couple of things we learned today and request that I wanted to make everyone aware of:

1. Harrison Rd. will be shut down completely when we do our scheduled crane picks (Dates TBD but our crane rep was onsite today to take measurements, elevations shots, etc.) **WHEN ARE YOU PLANNING ON THIS HAPPENING? B&B HAS TWO LOCATIONS ON THE EXTERIOR OF THE BUILDING TO INSTALL AND WE NEED TO INSURE THAT YOU BOTH ARE NOT IN EACH OTHERS WAY.** TBD ON CRANE PICK WEEKENDS. WE NEED TO PIN DOWN LEAD TIMES ON ALL MATERIALS STILL BEFORE THIS CAN BE CORDINATED BUT I AM THINKING THERE COULD BE UP TO FOUR (4) SEPARATE ROAD CLOSURS AND CRANE PICKS – 1. ROOFING MATERIAL/EQUIPMENT 2. STEEL MATERIAL AND EQUIPMENT 3. MECHANICAL ICE STORAGE TANKS/EQUIPMENT 4. ELECTRICAL SOLAR PANEL MATERIAL/EQUIPMENT. THIS IS STILL A MOVING TARGET WITH OUR SUBS BUT WE ARE GOING TO DISCUSS WITH THEM OPTIONS ON HOW WE CAN POTENTIALLY PARTNER UP WITH CRANE PICKS SO WE ONLY HAVE TO DO IT TWICE IN LIEU OF FOUR (4) DIFFERENT TIMES, IF POSSIBLE
2. 220V power will be required for the welding efforts on the 7th floor and also for the welding efforts on the roof when we erect the structure so two (2) 220v access points will be needed for two (2) separate welders. **HAS THIS BEEN COORDINATED WITH BOD OR ARE THESE BLUE SPADER'S EFFORTS?** DISCUSSED WITH BOD THIS MORNING AND IS IN PROCESS
3. There are Johnson control T-stats that are mounted on the columns we need to do our work on. Can we get them disconnected and removed prior so we don't risk damaging these during the work? **NEEDS TO BE REVIEWED WITH BOD AND B&B.** OK, THIS ISN'T CRITICAL IF IT CAN'T HAPPEN BUT I THINK IT WOULD BE IN THE BEST INTEREST OF ALL PARTIES

Adam,
I know you scheduled a kick off meeting Thursday next week with B&B but unfortunately that will be too late in the game if we want to accomplish all this scope of work. I can make myself and our superintendent available for a phone conference tomorrow anytime or we can have a quick meeting Monday morning onsite when we kick off LaSalle with the ceiling grid/fire proof demo. Either way, I think we need to discuss in depth as a group before we go at this Monday AM. **I PLAN ON BEING ONSITE TOMORROW TO GO OVER THE SITE CONDITIONS/COORDINATION. IF AT ALL POSSIBLE, IT WOULD ALSO BE GOOD TO HAVE YOU AND SOMEONE FROM WTA ONSITE TO DISCUSS.** SCHEDULED TO BE THERE AT 8:30AM

Jan,
Can you please forward me the security clearance form that I need to submit with names, etc. since guys will, be coming into the building as early as Monday next week. I would like to get that submitted later today or first thing tomorrow.

Please let me know on this ASAP so we can plan accordingly. My cell # is below if you need to reach me today. **LEFT YOU A VOICEMAIL**

ALSO, I BELIEVE THAT WE NEED TO RESOLVE THE CREDIT FOR THE PAINTING OF THE STEEL AND COSTS FOR GALVANIZING AND SHOULD BE DONE PRIOR TO STARTING THE WORK. HAVE YOU SUBMITTED SHOP SUBMITTALS ON WHAT YOU ARE PLANNING ON USING FOR FIRE-PROOFING? PLEASE REMEMBER THAT NOT ONLY DO WE NEED THE SHOP SUBMITTALS, BUT BOD NEEDS ALL SDS SHEETS SUBMITTED PRIOR TO BRINGING MATERIALS ONSITE. STEEL SUB INFORMED ME THIS MORNING THAT IT IS ROUGHLY AN ADD OF $1,500.00 TO GO TO GALVANIZING ONCE THE CREDIT IT APPLIED FROM THE EPOXY PAINT. I HAVE REQUESTED THIS FROM HIM IN WRITING AND WILL FORWARD ONCE I RECEIVE. SUBMITTALS HAVE NOT BEEN SUBMITTED YET FOR FIRE PROOFING. WE WILL BE USING RUSSEL PLASTERING AND WILL FORWARD SUBMITTAL FOR REVIEW. UNDERSTOOD ON SDS SHEETS. WE WILL HAVE A COMPLETE SET OF ALL SDS SHEETS ONSITE AT ALL TIME

PLEASE REVIEW AND LET ME KNOW IF YOU HAVE ANY QUESTIONS. IF ANYONE ELSE HAS ANYTHING TO OFFER, PLEASE CHIME IN.

THANKS FOR PROVIDING A DETAILED PLAN FOR OUR REVIEW.

Thank everyone!!

Brad VanGorder
Project Manager
248.732.9661

Mechanical Insulation Inc.
3001 N. Martin Luther King Blvd
Lansing, Mi 48906
(517)323-4544

THERMAL INSULATION SUBMITTALS
230719

PROJECT NAME: Flint State Office Bldg - Ice Storage - Solar
LOCATION: Flint, Mi
CUSTOMER: William E Walter, Inc.
CONTRACT:
PREPARED BY: David Martin

SERVICE	LOCATION	MATERIAL	THICKNESS	JACKET	SECURED	FINISH	FITTINGS
Chilled Water	ALL	MANVILLE MICRO - LOK HP OR KNAUF EARTHWOOL 1000 PIPE COVERING(P/C)	0 Thru 3" = 1" Thk 4" & Larger = 1 1/2" Thk	FACTORY APPLIED ASJ-SSL II.	FACTORY APPLIED PRESSURE SENSI-TIVE ADHESIVE SYSTEM.	Venture Clad 1579 on the exterior	FIBERGLASS BLANKET INSERTS ON ELLS FINISHED WITH A PVC FITTING COVER TACKED IN PLACE. SEAL RAW EDGES WITH FOSTERS 30-80 MASTIC.
Domestic Cold Water	ALL	MANVILLE MICRO - LOK HP OR KNAUF EARTHWOOL 1000 PIPE COVERING(P/C)	ALL SIZES = 1"	FACTORY APPLIED ASJ-SSL II.	FACTORY APPLIED PRESSURE SENSI-TIVE ADHESIVE SYSTEM.	None	FIBERGLASS BLANKET INSERTS ON ELLS FINISHED WITH A PVC FITTING COVER TACKED IN PLACE. SEAL RAW EDGES WITH FOSTERS 30-80 MASTIC.

NOTE: ATTACHED PLEASE FIND THE LITERATURE EXPLAINING THE PRODUCTS WE PROPOSE TO USE ON THIS PROJECT.
WHERE SUFFICIENT SPACE IS NOT AVAILABLE MAXIMUM AMOUNT OF INSULATION WILL BE INSTALLED

Micro-Lok® *HP*

High Performance
Fiber Glass Pipe Insulation

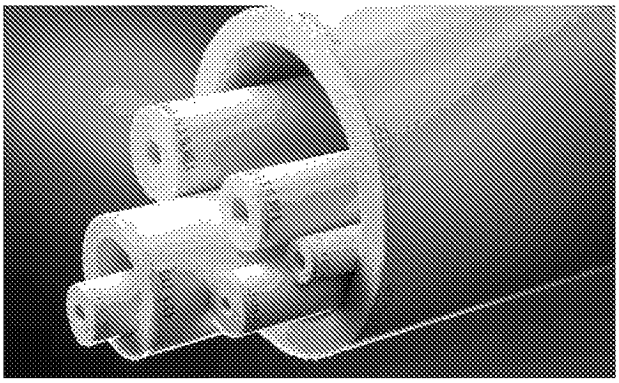
Description

Micro-Lok *HP* Fiber Glass Pipe Insulation is a high performance insulation made from rotary glass fibers bonded with a thermo-setting resin and produced in 36" (0.92 m) lengths. Micro-Lok *HP* is used to insulate standard iron pipe and copper tubing. The 3-foot (0.92 m) sections are available plain or with a factory-applied vapor-barrier jacket. The all-service (ASJ) vapor-retarder jacket includes a longitudinal, self-sealing closure lap. The jacket system is adhered to each fiber glass section using a specially formulated adhesive to ensure jacket securement. A latex paint may be applied to the Micro-Lok *HP* jacket after installation.

The factory-installed tape system permits installation at ambient temperatures down to 20°F (-7°C), and will not soften or separate when exposed to high ambient temperatures and humidity.

Uses

Micro-Lok *HP* fiber glass pipe insulation is suitable for installation over hot, cold, concealed and exposed piping systems with operating temperatures up to 850°F (454°C). Weather-protective jacketing is required for outdoor applications. Pipes operating below ambient temperatures require all joints to be sealed with the factory-applied, self-seal lap and butt strips.



Operating Temperature Limits: 0°F to 850°F (-18°C to 454°C)

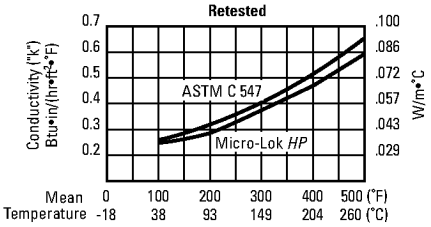
Specification Compliance

- ASTM C 547 Type I (Replaces HH-I-558B, Form D, Type III, Class 12, Class 13 up to 850°F [454°C])
- ASTM C 585 – Dimension Standard
- ASTM C 1136 (Jacketing) (Replaces HH-B-100B, Type I & II)
- MIL-I-22344D
- NRC 1.36, ASTM C 795, MIL-I-24244C
- Coast Guard/IMO Approved 164.109/56/0 (plain, unjacketed only – excluding ⅛ x ½ [22 mm x 13 mm], ½ x ½ [13 mm x 13 mm])
- New York City MEA # 330-85-M
- California Bureau of Home Furnishings and Thermal Insulation – Registry Number CA-T040 (CO)

Physical Properties

Service Temp. Range (ASTM C 411)	0°F to 850°F (-18°C to 454°C)
Moisture Sorption	<5% by weight
Alkalinity	<0.6% expressed as Na_2O
Corrosivity (ASTM C 665)	Does not accelerate
Capillarity	Negligible (after 24 hours)
Shrinkage (ASTM C 356)	None
Microbial Growth (ASTM C 1338)	Does not promote microbial growth
Surface Burning Characteristics	Composite FHC 25/50 per ASTM E 84, NFPA 255, CAN/ULC S102-M88
Limited Combustibility	NFPA 259
Jacketing	ASTM C 1136 (Type I)
Water Vapor Permeance (ASTM E 96 - Procedure A)	.02 perms max.
Burst Strength (ASTM D 774)	50 Beach Units (1.5 Joules min.)
Tensile Strength (ASTM D 828)	45 lbs./in. (7.9N/mm) width min. (MD) 30 lbs./in. (5.23N/mm) width min. (CD)

Thermal Conductivity ("k")



Green Building Attributes

Manufacturing Location	Defiance, Ohio (43512)	
Recycled Content	25%	
Volatile Organic Compounds (ASTM D 5116) (Analysis ASTM D 6196 & ASTM D 5197)	Total	0.15 g/l
Fiber Glass Pipe Insulation	Formaldehyde	0.009 ppm
	Aldehydes	0.009 ppm
Volatile Organic Compounds (Calculated)	Total	<49 g/l
Self-Sealing Lap & Butt Strips		

Green Building Certifications

GREENGUARD®	
• Indoor Air Quality	Certified
• Children and Schools	Certified
LEED® Credits LEED-NC	See JM.com/buildgreen JM LEED Credit Guide (HIG-1231)

GREENGUARD® certification is not intended for residential environments. Instead, the certification is intended only for buildings meeting ASHRAE 62.1-2007 commercial building ventilation rates. This certification is proof that the product meets the GREENGUARD Environmental Institute's indoor air quality standards and product emission standards for VOCs.

Micro-Lok® *HP*

High Performance
Fiber Glass Pipe Insulation

Size Availability

Insulation Thickness		Iron Pipe Size Range		Copper Tubing Size Range	
in.	mm	in.	mm	in.	mm
½	13	½ - 6	13 - 152	⅝ -4⅛ [5]	16 - 105
1	25	½ - 24	13 - 610	⅝ -6⅛	16 - 156
1½	38	½ - 24	13 - 610	⅝ -6⅛	16 - 156
2	51	½ - 24	13 - 610	1⅛ -6⅛	29 - 156
2½	64	1 - 24	25 - 610	1⅜ -6⅛	35 - 156
3	76	1 - 24	25 - 610	1⅜ -6⅛	35 - 156
3½	89	1½ - 24[1]	38 - 610	–	–
4	102	3 - 24[2]	76 - 610	–	–
4½	114	3 - 24[3]	76 - 610	–	–
5	127	3 - 20[4]	76 - 508	–	–

Notes:

[1] 2½" and 23" IPS not available in this insulation thickness.

[2] 22" and 23" IPS not available in this insulation thickness.

[3] 21", 22" and 23" IPS not available in this insulation thickness.

[4] 19" IPS not available in this insulation thickness.

[5] 3⅝" CTS not available in this insulation thickness.

Qualifications for Use

A sufficient thickness of insulation must be used to keep the maximum surface temperature of Micro-Lok *HP* below 150°F (66°C). In addition, at operating temperatures above 500°F (260°C), Micro-Lok *HP* pipe insulation must be applied in a thickness ranging from 2" (51 mm) minimum to 6" (152 mm) maximum.

During initial heat-up to operating temperatures above 350°F (177°C), an acrid odor and some smoke may be given off as the organic binders used in the fiber glass pipe insulation begin to decompose. When this occurs, caution should be exercised to ventilate the area well. This loss of binder does not directly affect the thermal performance of the pipe insulation, but the compressive strength and resiliency of the product are reduced. For applications with excessive physical abuse or vibration at high temperatures, consult your local Insulation Systems Market Development Manager for alternate material recommendations.

Chilled Water Systems

For chilled water systems, see Zeston® PVC Fitting Covers Brochure, CI-26.

Application Recommendations.*
Micro-Lok *HP* Pipe Insulation and Butt Strips.

1. Do not apply Micro-Lok *HP* if air temperature is below 20°F (-7°C) or above 130°F (54°C) due to the effect of temperature on tape performance. We recommend stapling when application falls outside this temperature range.

When stapling, we recommend mastic be applied over staples to prevent moisture penetration.

2. If stored below 20°F (-7°C) or above 130°F (54°C), insulation cartons should stand within the recommended temperature range for 24 hours prior to application.

3. Once release paper is removed, both adhesive and lap must be kept free of dirt and water, and the lap sealed immediately.

4. When adhered, the lap and butt strips must be pressurized by rubbing firmly with a plastic squeegee or the back of a knife blade to ensure positive closure.

* For complete application recommendations and installation instructions, see CI-32 brochure.

Johns Manville

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Denver, CO 80202
(800) 654-3103
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North American Sales Offices, Insulation Systems

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Defiance, OH 43512
(800) 334-2399
Fax: (419) 784-7866

Western Region & Canada
P.O. Box 5108
Denver, CO 80217
(800) 368-4431
Fax: (303) 978-4661

The physical and chemical properties of Micro-Lok® *HP* High Performance Fiber Glass Pipe Insulation listed herein represent typical, average values obtained in accordance with accepted test methods and are subject to normal manufacturing variations. They are supplied as a technical service and are subject to change without notice. Numerical flame spread and smoke developed ratings are not intended to reflect hazards presented by these or any other materials under actual fire conditions. Check with the Regional Sales Office nearest you to assure current information. **All Johns Manville products are sold subject to Johns Manville's standard Terms and Conditions including Limited Warranty and Limitation of Remedy. For a copy of the Johns Manville standard Terms and Conditions, Limited Warranty and Limitation of Remedy, and information on other Johns Manville thermal insulations and systems, call (800) 654-3103.**

CI-228 3-09 (Replaces 1-09)

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Earthwool™ 1000° Pipe Insulation

Submittal Date _____

Description

Knauf Insulation Earthwool™ 1000° Pipe Insulation is a molded, heavy-density, one-piece insulation made from inorganic glass fibers bonded with ECOSE® Technology. It is produced in 3' lengths with or without a factory-applied jacket.

ASJ+ is the newest generation all-service jacket composed of aluminum foil, reinforced with a glass scrim bonded to a kraft paper interleaving with an outer film layer leaving no paper exposed. A matching ASJ+ butt strip is furnished in the carton for each section. The jacket is white, and the longitudinal lap of the jacket has a self-sealing adhesive. The SSL+ Advanced Closure System creates a strong and lasting bond.

Earthwool

Earthwool is the new benchmark that stands apart for its genuine sustainability, unsurpassed performance and consistently high product quality.

ECOSE Technology

ECOSE Technology is a revolutionary binder based on rapidly renewable bio-based materials rather than non-renewable petroleum-based chemicals such as phenol, formaldehyde or acrylics. ECOSE Technology reduces Knauf Insulation's binder embodied energy and contains no phenol, formaldehyde, acrylics or artificial colors found in traditional fiber glass insulation.

Application

Earthwool 1000° Pipe Insulation is used to insulate iron and copper piping in industrial applications and in commercial and institutional buildings. Earthwool 1000° Pipe Insulation is suitable for hot, cold, concealed and exposed piping systems operating at temperatures from 0°F-1000°F (-18°C to 538°C). Additional weather protection is needed outdoors.

Features and Benefits

Energy Conservation

- Offers excellent resistance to heat loss or gain, which saves energy and lowers operating costs.
- A low thermal conductivity of .23 at 75°F (24°C).

Low-Cost Installation

- Available with self-sealing lap, which eliminates need for staples, additional material and tools.
- Fast, easy installation reduces labor costs.

Condensation Control

- Installed properly, the foil vapor retarder and pressure-sensitive lap assure a positive vapor seal.

UL Classified

- All Earthwool 1000° Pipe Insulation, plain or jacketed, meets the fire and smoke safety requirements of most federal, state and local building codes.

Easy Size Identification

- Pipe size, wall thickness and Proto 25/50 rated PVC fitting cover size are printed in a repeat pattern along the longitudinal lap.
- Easy identification at job site.
- Simplifies restocking.

ASJ+ SSL+

- Professional finished appearance — dimple and wrinkle resistant.
- Cleanable with a wet cloth and soapy water.
- Moisture resistant to intermittent, short duration liquid water exposure, such as precipitation during construction phase.
- ASJ+ has substantially less degradation and discoloration when exposed to UV.
- ASJ+ meets ASTM C1136 Type I, II, III, IV, and meets VIII based on the 85% better puncture resistance of ASJ+ (Mullen Burst).
- The SSL+ Advanced Closure System creates a strong and lasting bond.

Indoor Air Quality

- Certified for indoor air quality as a low emitting product by The GREENGUARD Environmental Institute to both the GREENGUARD Indoor Air Quality Certification Program℠ and the more stringent GREENGUARD Children and Schools standard and is verified to be formaldehyde free.

Sustainability

- Carbon negative: meaning Knauf Insulation products used for thermal insulating purposes recover the energy that it took to make them in just hours or a few days, depending on the application. Once installed, the product continues to save energy and reduce carbon generation as long as it is in place.
- Earthwool fiber glass insulation contains three primary ingredients:
- Sand, one of the world's most abundant and renewable resources
- A minimum 60% recycled post-consumer glass content and UL Environment verification every 6 months
- ECOSE Technology which reduces binder embodied energy by up to 70%
- It is anticipated to reduce its Global Warming Potential (GWP) by approximately 4%, a significant reduction in our carbon footprint

Specification Compliance

In U.S.:

- ASTM C 547; Type I, Type IV
- ASTM C 585
- ASTM C 795
- ASTM C 1136 (jackets); Type I, II, III, IV,VIII
- HH-I-558C; Form D, Type III, Class 12; Class 13 (to 1000°F, 538°C)
- GREENGUARD Certification
- GREENGUARD Children & Schools℠ Certification
- NFPA 90A and 90B
- MIL-I-PRF-22344E (except pH requirements)
- MIL-I-24244D
- NRC Reg. Guide 1.36 (certification needs to be specified at time of order)
- This product complies with Oregon Revised Statue 453.085 and contains less than 0.10% decabromdiphenyl ether (DecaBDE) by mass.

In Canada:

- CAN/ULC S102-M88
- CCG F1-304 (plain only)
- CGSB 51-GP-9M
- CGSB 51-GP-52M (jacket)

Technical Data - Earthwool 1000° Pipe Insulation

Surface Burning Characteristics

- UL Classified.
- Does not exceed 25 Flame Spread, 50 Smoke Developed when tested in accordance with ASTM E 84, CAN/ULC S102-M88, NFPA 255 and UL 723.

Temperature Range

- Pipe operating temperatures from 0°F to 1000°F (-18°C to 538°C) at a maximum recommended thickness of 6".

Corrosiveness (ASTM C 665)

- Does not accelerate corrosion on steel, copper or aluminum.

Corrosion (ASTM C 1617)

- The corrosion rate in mils/yr will not exceed that of 1 ppm chloride solution.

Microbial Growth (ASTM C 1338)

- Does not promote microbial growth.

Water Vapor Sorption (ASTM C 1104)

- Less than 0.2% by volume.

Linear Shrinkage (ASTM C 356)

- Negligible.

Technical Data - ASJ+

Surface Burning Characteristics

- UL Classified.
- Does not exceed 25 Flame Spread, 50 Smoke Developed when tested in accordance with ASTM E 84, CAN/ULC S102-M88, NFPA 255 and UL 723.

Specification Compliance

- ASTM C 1136 (jackets); Type I, II, III, IV, VIII

Water Vapor Transmission (ASTM E 96, Procedure A)

- Jacket has a water vapor permeance of .02 perms or less.

Water Vapor Sorption (ASTM C 1104)

- Less than 0.2% by volume.

Product Forms and Sizes

Produced in 3' (914 mm) sections:

- For iron pipe from ½" to 24" nominal pipe size (15 mm to 610 mm).
- For copper tube from ⅝" to 6 ⅛" (16 mm to 156 mm).
- Wall thicknesses from ½" to 6" (13 mm to 152 mm) in single layer (for most sizes).
- All insulation inner and outer diameters comply with ASTM C 585.

Packaging

- Four convenient carton sizes for easy ordering, inventory tracking and storage.
- Reinforced carton handles for strength and easy lifting.
- Bar-coded cartons for accurate shipments and tracking.
- Full product range stocked at distributors for fast availability.

Precautions

Hot Pipe

- May be installed while the system is in operation, at all temperatures up to 1000°F (538°C).
- Knauf Insulation recommends, for insulation thicknesses greater than 6" (152 mm) the temperature must be increased from 500°F (260°C) to maximum temperature at a rate not exceeding 100°F (56°C) per hour.

Knauf Insulation GmbH One Knauf Drive, Shelbyville, IN 46176 Tel: (800) 825-4434 ext. 8283 FAX: (317) 398-3675

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Earthwool 1000° Pipe Insulation

Submittal Date _____

- During initial heat-up to operating temperatures above 350°F (177°C), a slight odor and some smoke may be given off as a portion of the bonding material used in the insulation begins to undergo a controlled decomposition.
- If natural convection is not adequate in confined areas, forced ventilation should be provided in order to protect against any harmful fumes and vapors that might be generated.
- Care must also be taken when using sealants, solvents or flammable adhesive during installation.
- A maximum of 6" (152 mm) wall thickness is recommended.

Cold Pipe

- Use a continuous vapor retarder on piping operating below ambient temperatures.
- Seal all joints, surfaces, seams and fittings to prevent condensation.
- On below freezing applications, and in high-abuse areas, the ASJ+ jacket shall be protected with a PVC vapor retarding outer jacket. In addition, exposed ends of insulation shall be sealed with vapor barrier mastic installed per the mastic manufacturer's instructions. Vapor seals at butt joints shall be applied at every fourth pipe section joint and at each fitting to isolate any water incursion.
- On chilled water systems operating in high humidity conditions, it is recommended that the same guidelines be followed as listed above for below freezing applications.
- Exterior hanger supports are recommended.

Outside Application

- Do not expose pipe insulation to weather. It must be covered with appropriate jacketing, mastic or vapor retardant adhesives.
- All exposed surfaces must be protected. Proto® Indoor/Outdoor PVC Jacketing is recommended. See Knauf Insulaiton Guide Specifications for recommended PVC jacketing application guidelines.
- Apply jacketing, mastics or vapor retardant adhesives per manufacturer's instructions.

For metallic jackets, factory-applied condensate retarders are recommended.

ASJ+ SSL+

- Keep adhesive and contact surfaces free from dirt and water, and seal immediately once adhesive is exposed.
- Apply when ambient and insulation temperatures are between 20°F and 130°F (-6.7°C and 54°C).
- If stored below 20°F or above 130°F, allow insulation cartons to stand within recommended temperature range for 24 hours prior to application.
- Do not store product below -20°F (-29°C) or above 150°F (66°C).
- When using Knauf Insulation's SSL+ Advance Closure System, make sure the longitudinal and circumferential joints are properly sealed by rubbing the closure firmly with a squeegee. Use of staples is not recommended.
- When using Earthwool 1000° Pipe Insulation, the surface temperature of the insulation should be between -20°F and 150°F (-29°C and 66°C) during the life of the insulation.

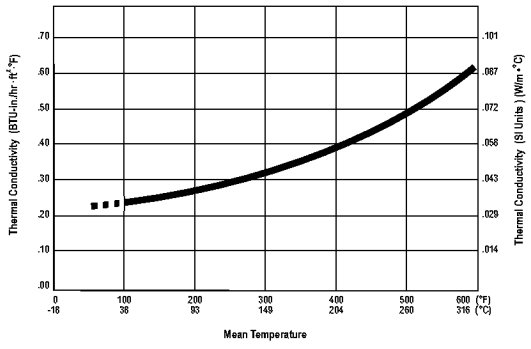
Fittings and Hangers

- Use Proto 25/50 Rated (ASTM E 84) PVC Fitting Covers, applying PVC fittings per Proto's Data Sheet.
- Fittings should be insulated to same thickness as the adjoining insulation.
- Apply fittings per manufacturer's instructions.
- When required by specification, a hard insert of sufficient length should be used to avoid compression of the insulation.

Additional Precautions

Fiber glass may cause temporary skin irritation. Wear long-sleeved, loose-fitting clothing, head covering, gloves and eye protection when handling and applying material. Wash with soap and warm water after handling. Wash work clothes separately and rinse washer. Use a disposable mask/respirator designed for nuisance-type dusts where sensitivity to dust and airborne particles may cause irritation to the nose or throat.

Thermal Efficiency (ASTM C 335)



Mean Temperature	k	k (SI)
75°F (24°C)	.23	.033
100°F (38°C)	.24	.035
200°F (93°C)	.28	.040
300°F (149°C)	.34	.049
400°F (204°C)	.42	.061
500°F (260°C)	.51	.074
600°F (316°C)	.62	.089

Application Guidelines

Storage

- Protect insulation from water damage or other abuse, welding sparks and open flame.
- Cartons are not designed for outside storage.

Preparation

- Apply only on clean, dry surfaces.
- Pipe or vessel should be tested and released before insulation is applied.

General Guidelines

- All sections should be firmly butted.
- Seal circumferential joint with a minimum 3" (76 mm) wide butt strip.
- Jackets, coating and adhesives should have a comparable F.H.C. rating.
- ASJ+ may be painted. As with traditional ASJ, Knauf Insulation does not encourage the painting of ASJ+ because the application of any paint may change the surface burning characteristics and will void the UL Classification and Knauf Insulation Limited Warranty. Where painting is necessary use common water, oil, or solvent-based paints. All paints should be tested for compatibility and adhesion before use.
- All piping should have continuous insulation.
- Position longitudinal lap downward to avoid dirt and moisture infiltration.
- Do not expose pipe insulation to excessive vibration or physical abuse.
- Faced insulation should not have a facing temperature above 150°F (66°C).

Recommended Thicknesses (ASHRAE 90.1-2010)

The minimum thicknesses are based on ASHRAE 90.1-2010 standards and do not necessarily represent the Economic Thickness of Insulation or the thickness required for proper condensation control. Rather, they serve as minimum recommendations for commercial applications. For recommended Economic Thickness, install according to Knauf Insulation or NAIMA 3E programs or as specified.

Fiber Glass and Mold

Fiber glass insulation will not sustain mold growth. However, mold can grow on almost any material when it becomes wet and contaminated. Carefully inspect any insulation that has been exposed to water. If it shows any sign of mold it must be discarded. If the material is wet but shows no evidence of mold, it should be dried rapidly and thoroughly. If it shows signs of facing degradation from wetting, it should be replaced.

Notes

The chemical and physical properties of Knauf Insulation Earthwool 1000° Pipe Insulation represent typical average values determined in accordance with accepted test methods. The data is subject to normal manufacturing variations. The data is supplied as a technical service and is subject to change without notice. References to numerical flame spread ratings are not intended to reflect hazards presented by these or any other materials under actual fire conditions. Check with your Knauf Insulation sales representative to assure information is current.

Johns Manville

Zeston® 2000 PVC

Insulated Fitting Covers and Jacketing

Description

Zeston 2000 fitting covers are designed to insulate and to provide a protective covering for pipe fittings. The fitting covers are supplied with Hi-Lo® Temp formaldehyde-free fiber glass insulation inserts from the factory. Zeston PVC jacketing provides a protective covering for insulated or bare pipes. Zeston 2000 PVC fitting covers and jacketing are manufactured from high-impact, gloss white, UV-resistant, polyvinyl chloride which provides a simple, quickly installed system.

Available Shapes and Sizes

Fitting Covers. Zeston 2000 Series PVC fitting covers are available for the following: 45° and 90° (0.8 and 1.6 rad.) short and long radius elbows, tees and valves, flanges, reducers, end caps, soil pipe hubs, traps and mechanical groove-type fittings.

Jacketing. Zeston PVC jacketing is available in rolls in thicknesses of 10, 15, 20 and 30 mil (0.3, 0.4, 0.5 and 0.8 mm).

Cut & Curled™ Jacketing. Zeston PVC Cut & Curled jacketing is available in thicknesses of 20 or 30 mil (0.5 mm or 0.8 mm) (30 mil [0.8 mm] recommended for outdoor applications). It is available in factory-cut sizes to fit up to 30" (762 mm) O.D. All sections of Zeston PVC Cut & Curled jacketing are 48" (1219 mm) in length and are factory curled to fit snugly.

Uses

Zeston 2000 PVC fitting covers and jacketing are ideally suited for indoor or outdoor use on chilled water, hot water, steam and other piping systems in commercial, institutional, and industrial applications. The fitting covers, when combined with Zeston PVC jacketing and Perma-Weld® solvent welding adhesive, form a completely sealed system which meets the requirements of the USDA and FDA for applications in food, beverage, and pharmaceutical facilities.

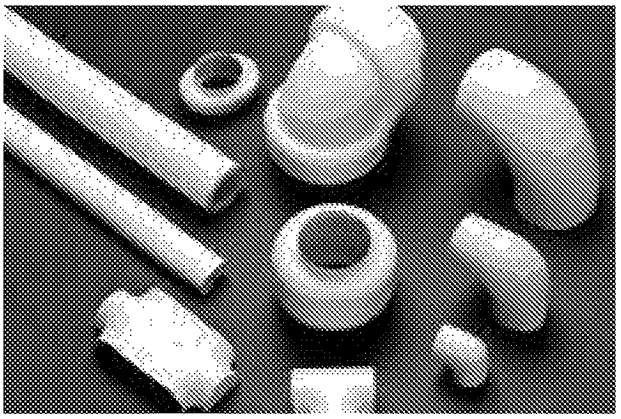
Qualifications for Use

Hot Systems

- PVC covers must be kept below 150°F (66°C) by use of proper insulation thickness.
- PVC covers should be kept away from contact with, or exposure to, sources of direct or radiated heat.
- For fittings where operating temperatures exceed 250°F (121°C), or where pipe insulation thickness is greater than 1½" (38 mm), two or more layers of Hi-Lo Temp insulation inserts are required beneath fitting cover.

Cold Systems

- An approved vapor retarder mastic compatible with PVC must be applied between pipe insulation and fitting cover, and on fitting cover throat overlap seam.
- For fittings where operating temperature is below 45°F (7°C) or where the pipe insulation thickness is greater than 1½" (38 mm), two or more layers of Hi-Lo Temp insulation inserts are required beneath fitting cover.



Operating Temperature Limits:
PVC: Up to 150°F (66°C)
Insert: 0°F to 450°F (-18°C to +232°C)
Flame Spread: 25 or less (up to 30 mil [0.8 mm])
Smoke Developed: 50 or less (up to 30 mil [0.8 mm])
Grade: Weatherable
Color: White
Finish: Gloss

Refrigerant Systems and Cold Systems in Severe Ambient Conditions

- Mitered pipe insulation segments. Fabricated or premolded insulation shapes may be used in lieu of Hi-Lo Temp insulation inserts.
- An intermediate vapor retarder compatible with PVC is required to completely seal the insulation prior to installing the Zeston 2000 PVC fitting cover. Care should be taken to ensure that the vapor barrier mastic is applied between the pipe insulation and the fitting cover, and on fitting cover throat overlap seam.

Totally Sealed Systems (USDA Approval)

- System requires that 20 or 30 mil (0.5 mm or 0.8 mm) Zeston PVC jacketing is applied to pipe insulation in conjunction with Zeston PVC fitting covers.
- All circumferential and longitudinal seams of jackets and fitting covers should be sealed with Zeston Perma-Weld solvent welding adhesive. Circumferential seams should be a minimum 1" (25 mm) overlap, and longitudinal seams should be 1½" to 2" (38 mm to 51 mm) overlap.
- Upon completion, all seams should visually be checked for seal and touched up, if necessary.
- Slip joints are required periodically between fixed supports and on continuous long runs of straight piping. Slip joints are achieved by increasing circumferential overlap to 8 to 10 inches (203 mm to 254 mm) and applying a flexible white caulking in the overlap area to maintain a sealed system.

Zeston® 2000 PVC

Insulated Fitting Covers and Jacketing

Physical Properties of Zeston 2000 PVC

Property	Value	ASTM Test Method
Specific Gravity	1.48	D 792
Tensile Strength at Yield, psi (kPa)	6,000 (41,370)	D 638
Elongation at Yield (M D), %	3.0	D 638
Tensile M odulus,psi (kPa)	470,000 (3,240,650)	D 638
Flexural Strength,psi (kPa)	11,600 (79,982)	D 638 (min. .125" [3 mm] thick specimen)
Flexural M odulus, psi (kPa)	460,000 (3,171,700)	D 790
Flame Spread	25 or less (up to 30 mil [0.8 mm])	E 84
Smoke Developed	50 or less (up to 30 mil [0.8 mm])	E 84
Electrical Conductance	Non-Conductor	D 257
Gardner—SPI Impact, in. lb./mil by Ductile Failure	10 mil (0.3 mm) 1.3 15 mil (0.4 mm) 1.4 20 mil (0.5 mm) 1.5 30 mil (0.8 mm) 1.6	D 3679 (4 lb. [1.8 kg] weight; 8 lb. [3.6 kg] for 30 mil [0.8 mm])

Note: Chemical resistance data available on request.

General Properties of Hi-Lo Temp Formaldehyde-Free Fiber Glass Insulation Insert

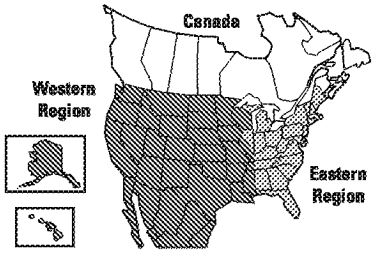
Thermal conductivity	Mean Temperature °F	Mean Temperature °C	"k" Btu•in/(hr•ft²•°F)	"k" W/m•°C
	75	24	.28	.040
	150	66	.34	.049
	300	149	.45	.065

Temperature limits	0°F to 450°F (-18°C to +232°C)
Sanitary	Odorless. Will not absorb odors. Provides no food for insects, rodents, or mildew.
Vibration resistant	Will not settle or separate.
Fire safety	Meets most requirements of federal, state and local codes. Accepted for commercial, institutional, industrial, and residential projects in all parts of U.S. The fiber glass inserts have UL 25/50 rating and are non-combustible per ASTM E 136.

Specification Compliance

USDA, Agriculture Canada
New York City M EA #7-87
ICBO
SBCCI
BOCA
ASTM D 1784, Class 16354-C
L-P-535E*, Composition A, Type II, Grade GU
L-P-1035A*, Composition A, Type II, Grade GU
Canada: CGSB 51-GP-53M
CAN/ULC S102-M 88

** Impact strength determined by Gardner-SPI test method rather than Izod, since Gardner is more appropriate for PVC sheeting materials.*



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Performance M aterials Division
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www.jm.com

The physical and chemical properties of Zeston® insulated fitting covers and jacketing represent typical, average values obtained in accordance with accepted test methods and are subject to normal manufacturing variations. They are supplied as a technical service and are subject to change without notice. Numerical flame spread and smoke developed ratings are not intended to reflect hazards presented by these or other materials under actual fire conditions. Check with the Regional Sales Office to assure current information. **All Johns Manville products are sold subject to Johns Manville's Limited Warranty and Limitation of Remedy. For a copy of the Johns Manville Limited Warranty and Limitation of Remedy, call the 800 number below.** For information on other Johns M anville thermal insulations and systems and a copy of the Spec-Line® CSI formatted specification, call **1-800-654-3103.**

CI-55 1-05 (Replaces 7-04)

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ITW Insulation Systems

PABCO - CHILDERS METALS

(SURE-FIT) (ELL-JACS)

ALUMINUM ELBOW COVERS

DESCRIPTION

ITW Insulation Systems Aluminum Sure-Fit (Pabco) or Ell-Jacs® (Childers) Insulation Fitting Covers are made in two precision formed matching halves and are sized to cover and weatherproof insulated 90° and 45° elbows along pipelines. They are manufactured from 1100 Aluminum alloy in .024" thickness. A moisture retarder coating is applied to the interior for resistance to electrolytic degradation, and a clear coating is applied to the exterior for corrosion protection.

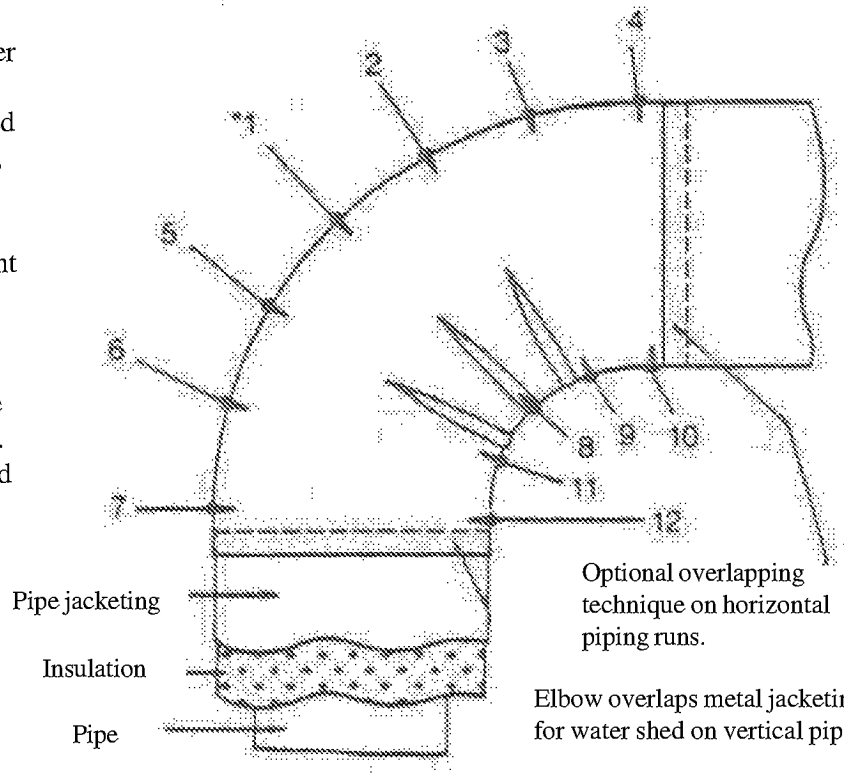
They can be used on long and short radius, butt weld, socket weld, and screwed pipe elbows from 1/2" to 12" Iron Pipe Size, inclusive. These insulation covers are also available in colors to harmonize with painted aluminum jacketing.

When ordering, long radius, short radius, 90° or 45° must be specified.

APPLICATION INSTRUCTIONS

ITW Elbow covers are made in two matching halves, and are applied over or under pipeline jacketing to shed water. The product should be applied using screws or rivets for hot piping, or strapping in conjunction with a vapor barrier for cold piping. Overlaps should be caulked with joint sealants.

The number of stainless steel screws (or rivets) are determined by the size of the elbow. Space screws 3" apart. The first screw on the elbow heel and throat must be started in the middle. Then, work from the center to the ends. Additional strapping at the ends is optional.



Note: See the O.D. chart on reverse side providing information on the maximum O.D. ITW's elbows will fit after allowing for a 7/16" overlap. There is an allowance for insulation that is oversized when measured against Table 3-A, ASTM C-585 designation.

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Pabco/Childers Metals

800-231-1024 Fax (713) 691-7492
www.itwinsulation.com

ALUMINUM ELBOW COVERS

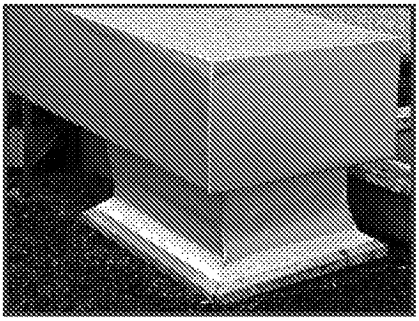
Insulation Size O.D. Chart

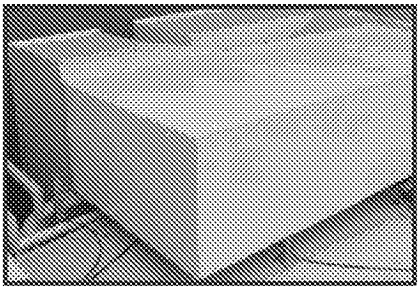
IPS	1/2"	1"	1-1/2"	2"	2-1/2"	3"	3-1/2"	4"
1/2"	2.375	3.0625	4.25	5.3125	7	8	8.9375	10.125
3/4"	2.375	3.0625	4.25	5.3125	7	8	8.9375	10.125
1"		3.6875	4.75	5.9375	7	8	8.9375	10.125
1-1/4"		3.6875	5.25	5.9375	7	8	8.9375	10.125
1-1/2"		4.1875	5.25	7	8	8.9375	10.125	11.0625
2"		4.8125	5.875	7	7.875	8.9375	10.125	11.0625
2-1/2"		5.3125	6.75	7.875	8.9375	10.125	11.0625	12.125
3"		5.9375	7	7.875	8.9375	10.125	11.0625	12.125
3-1/2"		6.8125	8	9	10.125	11.0625	12.125	13
4"		6.8125	8	9	10.125	11.0625	12.125	13
4-1/2"		8	9	10.125	11	12.125	13	14.50
5"		8	9	10.125	11	12.25	13	14.50
6"		9	10	11.125	12.25	13.125	14.50	15.50
7"		10	11.125	12.25	13.125	14.50	15.50	16.50
8"		11.125	12.25	13.25	14.375	15.25	16.50	17.50
9"		12.25	13.25	14.375	15.25	16.50	17.50	
10"		13.25	14.50	15.50	16.50	17.375	18.50	
11"		14.50	15.50	16.50	17.3125	18.50	19.50	
12"		15.3125	16.50	17.3125	18.50	19.50	20.375	
14"				18.50	19.50	20.375	21.50	
15"					20.375	21.50	22.50	
16"				20.375	21.50	22.50		
17"					22.50			
18"				22.50				

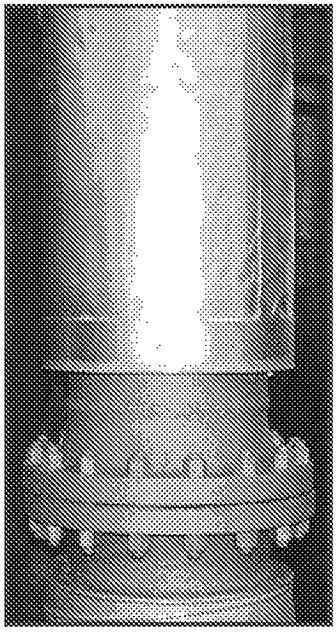
The O.D. chart provides information on the maximum O.D. ITW's elbows will fit after allowing for a 7/16" overlap. There is an allowance for insulation that is oversized when measured against Table 3-A, ASTM C-585 designation.

VentureClad™ Plus

JACKETING SYSTEM







VentureClad™ Plus (VentureClad™ 1579CW®) is a patented, zero permeability, absolute weather and vapor barrier for insulation cladding and jacketing applications. A 13-ply, self adhesive material is as tough as metal jacketing materials but installs quickly and easily with no special tools required.

VentureClad™ Plus exceeds most building code requirements and can be used for new construction as well as repair on existing structures.

Available in natural aluminum, white, and stucco embossed texture, both with and without adhesive, VentureClad™ Plus is the highest performing, highest value product on the market today.

FEATURES & BENEFITS

- *Flexible, strong, fabric reinforced insulation cladding product combines vapor barrier function with heavy-duty all weather mechanical protection*
- *Ultra high performance jacketing product performs well over a wide temperature range; -30°F to +300°F (-34°C to +149°C) service temperature*
- *Venture CW® cold weather acrylic adhesive applies easily at temperatures as cold as -10°F (-23°C)*
- *Zero permeability, absolute vapor barrier*
- *High puncture and tear resistance*
- *Contains tested and approved mold inhibiting agents*
- *Self adhesive material installs easily with no off-site fabrication required*
- *Ideal for use over all types of insulation materials including fiberglass, mineral wool, calcium silicate, perlite, urethane and polystyrene*
- *Exceeds standard exterior building design requirements (UL 723 50/75 Flame Spread/Smoke Rating)*

PRODUCT CONFIGURATIONS

- *Available in Natural Aluminum (1579CW®), Natural Aluminum Stucco Embossed (1579CW® - E), and White (1579CW® - W)*
- *Also available without adhesive in Natural Aluminum (1579NA) and White (1579NA - W)*
- *Standard widths: 23" (584mm), 30" (760mm), 35½" (900mm), and 46" (1170mm)*
- *Standard length: 25 yards (23m)*
- *Custom widths and lengths available, contact Venture Tape for specifications and requirements*

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VentureTape®

VentureClad™ Plus

JACKETING SYSTEM

TECHNICAL PRODUCT SPECIFICATIONS

Specification	Typical Value	Typical Value (Metric)	Test Method
Material Thickness	15.5 mils	393.7 µm	PSTC-133
Adhesive Peel Strength	100 oz/in	28.4 N/25mm	PSTC-101
Adhesive Shear Strength	>168 hours	>168 hours	PSTC-107
Tensile Strength	160 lb/in width	720 N/25mm	PSTC-131
Elongation	35%	35%	PSTC-131
Puncture Resistance	80 lb	360 N	ASTM D 1000
Tear Strength	16 lb	71.2 N	ASTM D 624
Burst Strength - Inside/Outside	522 psi	3599 kPa	ASTM D 774
Burst Strength - Outside/Inside	539 psi	3716 kPa	ASTM D 774
Application Temperature Range	-10°F to 248°F	-23°C to 120°C	
Minimum Continuous Use Temperature	-30°F	-34°C	
Maximum Continuous Use Temperature	300°F	149°C	
Flame Spread/Smoke Developed	50/75	50/75	UL 723
Water Vapor Permeability	0.0000 perms	0.0000 perms	ASTM E 96

PRODUCT & SPECIFICATION APPROVALS

- UL Classified
- Lloyds of London (1579NA)
- IMO 61
- Esso (ExxonMobil) Site Standard Installation Procedure QCP11
- Singapore Standards
- ROHS

APPLICATIONS

- Refineries
- Power Plants
- Onshore and Offshore LNG Facilities
- Municipal Buildings
- Gas and Oil Transmission Pipeline Maintenance and Repair
- Other Demanding Applications

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WR Ending October 16, 2015

Section Manager: Irene Henry, Project Management Section 'A'

Working on formatting PSC Services Manual. Provided historical material to the Archives of Michigan. Reviewing bulletin responses for Land Bank demolitions.

Bob Adams:

Accomplishments:

MDOC Hiawatha CF Video Management and Perimeter Surveillance Enhancements, Personal Emergency Location System, Perimeter Security and Sally Port Improvements, and Fire Alarm System Upgrades Projects (total approx. $3.75M) – All projects to reopen the closed Kinross/Hiawatha CF began in January 2015. The agency then shortened the entire project design and construction process from 22 months to 10 months. Despite the schedule change, transfer of over 1,200 inmates to Hiawatha CF began 10/19, two weeks ahead of schedule. The projects were spearheaded by 3 different project directors (Adams, Patel & Gregorski), but the accomplishment is a credit to many within DTMB-DCD that worked seamlessly together and served MDOC to make this happen.

New Projects:

MDOC Alger CF Asphalt Maintenance and Repairs – Held PPP meeting.

MDOC Alger CF Housing Unit Heating Boiler Replacement – Held PPP meeting.

DNR Porcupine Mountains SP Ski Chalet Roof – Received revised MOP to include construction funding. Requested final design schedule from OHM. Construction schedule for summer 2016.

DHS Bay Pines Boiler Replacement – Issued ISID project statement to IDI.

Bidding:

MDOC MBP Fence and Warehouse – PSC issued post bid addendum with scope reduction.

MDOC MBP Perimeter Security – Received bids, MDOC evaluating available funding.

MDOC Baraga CF Fence B Upgrades – Received bids; PSC performing Best Value interview and will provide recommendation to bring project within budget.

Construction:

MDOC Newberry CF Boilers 2 & 3 Abatement and Demolition – Conducted substantial completion meeting.

MDOC Alger CF Roof Restoration – Conducted substantial completion meeting.

DNR Conely Point BAS – Conducted final completion meeting.

DNR Union Bay BAS – Contractor mobilized and installed SESC measures, and began clearing and rock excavation.

DNR Union Bay Campground Toilet Shower – Overall approximately 85% complete. Ahead of schedule.

DNR Craig Lake SP – Processed PSC Mod requested by DNR for additional road drainage structure design.

Scott DeKorte:

Nothing significant to report.

Joel Gordon:

New Projects:

DNR Hoffmaster SP Dune Stair Reconstruction – A pre-construction meeting was conducted at the project site on 10/15. The contractor is scheduled to begin work on site the week of 10/26.

Potential Issues/Solutions:
DNR Wilderness SP Lakeshore Campground Redevelopment Phase 1 – Conducted an issues resolution meeting between the contractor, the PSC, DNR and DTMB on 10/16 in Gaylord. The purpose of the meeting was to resolve discrepancies between the contracted party's opinions about what constitutes additional work and should be paid by the owner. The meeting was successful and a resolution to everyone's satisfaction is expected late in the week of 10/19.

Jerry Gregorski:
New Projects:
MDOC Oaks CF Elastomeric Coating on Membrane Roof on Housing Units 4 & 5 – The bid advertisement was posted on Buy4Michigan with the pre-bid meeting and site walk-through scheduled for 10/19 and bids due 10/28. Construction will not begin until spring 2016 due to weather conditions required for proper coating application.

MDOC Personal Emergency Location Systems Phase-2 at Six Locations –The contract award recommendation for the Gus Harrison Correctional Facility to Midstate Security was approved on the 10/13 Ad Board. The pre-bid meeting and site walk-through for the Parnall Facility was attended by two bidders with bids due 10/21.
Construction Starts:
MDOC Personal Emergency Location Systems Phase-2 at Six Locations – The pre-construction kickoff meetings were held at both sites for the Central Michigan and E.C. Brooks combination contract. The contractor again voiced concerns about upcoming winter weather conditions and possible delays in directional boring and fiber-optic cable work.

DTMB Grand Tower AHU Replacement – The additional VAV controller and communication network work is in process and ahead of schedule. This change order involves a substantial amount of overhead work in the tenants' office areas and is being performed after hours to avoid disruption. A project team meeting was held to set the scope of work for the phase-2 design work. The scope is reduced per realistic funding expectations.

DMVA/Grand Rapids Home for Veterans Kitchen Exhaust Replacement – The pre-construction kickoff meeting was held with Pleune Services. The kitchen shutdown is being coordinated with the National Guard mobile kitchen which will be providing cooking services during this time. Target for completion is mid-November.

MDOC Gus Harrison CF Perimeter Security Enhancements – The contract change order was approved to remove all security systems related work from the contractor's scope and have them concentrate strictly on the fencing upgrades. The fencing work is now proceeding on the new schedule. The security systems work re-design has begun and will be re-bid as a separate contract.

Jan Miller:
Accomplishments:
DNR Island Lake Rec Area Connector Trail – Received the revised work order from DNR that added additional funds to cover professional fees. Contacted and debriefed all eight firms that submitted proposals 7/30. Submitted a recommendation to the Directors Agenda for the award of a contract to Nowak & Fraus Engineers.
Potential Issues/Solutions:
DTMB Flint State Office Building, Window Replacement and Exterior Renovations – Facilitated a conference call meeting with the AG Office, PSC (WTA), Pat Mullen, and myself to discuss the letter received from DAV Carrier's Surety Company. There is pending litigation between the contractor and one of their subcontractors and DTMB has requested review services of the Attorney General's Office.

Dave Sproul:
Accomplishments:
MSP to GOB, CAR – The Christman Company received bids for 12 separate work scope packages concerning the MSP move into the GOB. A quick summary evaluation of the apparent low bids indicates

the overall construction at approximately $6.2M. This is within our construction estimate and Christman Company is currently evaluating the bids to provide recommendation for award. We are still working to begin actual construction by 11/2.

DCH Hawthorn Center, Outdoor Sports Fields – Reviewed and accepted substantial completion of the outdoor sports fields project. The contractor did not complete this project within the required schedule and we are accessing liquidated damages in the amount of 7 days x $200/day or $1,400. Due to weather delays and failure of the contractor to maintain his schedule, Hawthorn Center has been without the use of this outdoor exercise area all summer.

MDOC Ionia Energy Project – Conducted additional walk-throughs for the Ionia Complex Energy Performance project concerning the mechanical retrofit. We also received bids on the asbestos abatement and our design professional is evaluating the proposals. In addition, we are assembling a separate bid package for the direct digital controls and natural gas service.

DHHS Walter P. Reuther Hospital Boiler Control Replacement – Released the advertisement to rebid the boiler control replacement at WPRPH and the bids are due on 11/18.

Construction Start:

MSP Northville Forensic Laboratory – Conducted the pre-construction meeting for the polygraph unit improvements and the work should be completed within 60 days.

DTMB, Energy Center – Conducted the pre-construction meeting to provide the additional access platforms at the Energy Center. This project will provide increased safety and maintenance access to existing equipment indoors and outdoors.

Potential Issues:

State Police, SEOC – Exterior and interior building scope continues to be the major focus. We are scheduling multiple meetings with DMVA, IT groups, and Agency Departments to review any new issues and maintain our schedule. The concrete support slab for the National Guard modules has been placed and the new utility vault construction has begun. We continue to strive for a mid-January move in.

Steve Urban:

Accomplishment:

DTMB Mason Building Renovations; ORS Wayfinding – Presented wayfinding design scheme to ORS for their comment and approval. Scope of work involves capital complex sign installation to direct visitors to ORS Customer Service Retirement Center located on 1st floor Mason Bldg.

New Projects:

MSP Forensic Lab Exhaust Damper Replacement – Met with Frank Kane from BOD to review scope of work. Will utilize ISID contract with Laux Construction for this work.

DTMB Mason Building Renovations, 1st Floor East Wing – It was decided that CSM will be assigned to do the tenant improvement work (engineering and construction) for this area which will be occupied by IT, Enterprise Architecture. Surplus contingency allowances from CAR build out of DIFS, ORS and MIOSHA build out will fund the construction. CSM will provide a price within a week.

Construction Starts:

DTMB GOB Parking Lot Repair – Held construction kick-off meeting with Moore-Trosper and BOD. Repair work to be conducted in 3 phases. 1st phase 10/18–10/20, 2nd phase 10/21-10/23, 3rd phase 10/24-10/26.

Projects Complete:

DTMB Mason Building Renovations, 1st Floor Lobby Toilet Rooms – Punch list inspection occurred 10/16 with minor issue. CSM to correct minor issues and will turn over toilet rooms to BOD on 10/20.

Section Manager: Harold Belcher, Project Management B

Shiawassee State Game Area Siphon Tube meeting.

Chris Bahjet

Accomplishments:

DHHS – Walter Reuther Hospital – Activity Building – Coordinating between Dickinson Wright; Attorney representing the SBA, DTMB Real Estate, PEA; site civil engineer, City of Westland, Consumer Energy, Daniels Building Co. and DTMB survey team to vacate existing and re-draw new water, tunnel, gas and roadway access easements.

DHHS – Walter Reuther Hospital – Site Drainage /Parking – Met with agency and civil engineer (PEA) to look into sink holes that are appearing in Reuther and hospital drives. PEA to submit a proposal through Hobbs + Black's Site/drainage contract.

DNR – Belle Isle Kayak /Canoe Launch – Contractor agreed to remove concrete sidewalk sections that didn't comply with ADA maximum slope requirements. Met with DNR and agreed to arrange to pave limited sections of dilapidated parking.

MDOC – Macomb Correctional Facility – Emergency Breakers Replacement – Worked with MDOC, G.E. and design /builder to finalize scope and arrangement to start work.

Tim Hall

Accomplishments:

MDOC Women's HVCF Utility Tunnel Upgrades – Contractor has completed phase II steam which will activate Housing Unit 5 heating with tie in scheduled with WHVCF Physical Plant on 10/19. This is the last crucial milestone that impacts housing units/residents.

MDOC Women's HVCF Prisoner Service Building Renovation – Participated in bi-weekly progress meeting and contractor has achieved approval of all submittals pertaining to large scope modifications and is progressing well with work toward the revised completion date early spring 2016.

MDOC Women's HVCF ADA Paving Upgrades – Contractor has completed final undercuts and will complete final installation and grading of stone with paving and completion of the project expected late next week.

Non-Project Related Activities:

Participated on interview panel evaluations which finalized a candidate recommendation to fill open field representative position.

Bruce Hassen

Nothing significant to report.

Chris Kulhanek

New Projects:

Shawono Center – Miscellaneous Projects – Contacted agency, PPP meeting scheduled.

Potential Issue/Solutions:

Rose Lake Shooting Range – New Education Building – Bids received on 10/14. Low bid is above budget. Since funding is by grant and donation, there are no other sources to draw from. Solution – DNR is considering options for scope reduction versus supplementing funds.

Matt Miles

Nothing significant to report.

Rashmi Patel

Nothing significant to report.

Sadi Rayyan

Accomplishments:

DEQ Estey Service Station Site – Reviewed and recommended an award of construction contract to Rohde Environmental services to remove and dispose of petroleum impacted soils and restore the site.

Projects Complete:
DEQ Richfield Landfill Site – Processed final payment request to close out the design build contract with Ryan, Inc. Prepared closeout change order/MOP.
Potential Issues/Solutions:
EVR Inc. – EVR decided to close their doors for business. Contacted by the surety Aegis with regard to 3 DEQ bonded projects under contracts with EVR, Inc. Two of these projects have been closed and final payments have been made. The construction activities on the third project are finished, but a final payment request has not been submitted by EVR. Advised Aegis to instruct EVR to obtain a consent of surety document before submitting any future payment requests for the sites.
Non-Project Related Activities:
2016 Environmental Expanded Triage ISID Contracts – Finalized scope of work/RFP/sample contract and advertised on Buy4Michigan website. Proposals are due 12/15.

Attended DEQ's "Environmental Remediation and Risk Management Conference" Workshop.

Jud Sorensen
Projects Complete:
Repairs and painting of the Pine Street Pedestrian Bridge are now complete. There are localized areas where water is seeping through cracks in the deck. It was not the intention of this project to repair those leaks. Cracks will likely need to be injected with chemical grout in order to reduce this seepage. In addition, although not required by contract documents, the contractor insulated downspouts at no additional cost. The quality of this insulation is less than acceptable. DTMB will look at issuing an assignment through one of the piping insulation ISID contracts to have these pipes insulated properly.

Terry O'Brien
Accomplishments:
SESC authorization for DNR Pontiac Lake Rec Area, DNR Stoney Creek and DNR Foch Lakes Flooding.

Bruce Watkins
Nothing significant to report.

Section Manager: Dennis Stamm, Project Supervision
Nothing significant to report.

Section Manager: Pat Mullen, Contract Services
Nothing significant to report.

WR Ending November 6, 2015
Section Manager: Irene Henry, Project Management Section 'A'
Nothing significant to report.

Bob Adams:
Design:
MDOC Baraga CF Roof Replacement – Adding services for non-destructive wet insulation testing/investigation.

MDOC Marquette BP Circulating Pump Replacement – Adding services for final design and construction administration.

MDOC Baraga Max Classroom – Held the 90% review meeting on site.
Bidding:
MDOC Marquette BP Fence and Warehouse Relocation – Held conference call with PSC and MDOC to review scope reduction options for re-bidding project.
Construction:
MDOC Chippewa CF Video Management and Perimeter Surveillance Enhancements – Held the pre-construction conference.
Projects Complete:
MSP Marquette Crime Lab – Processing contractor's final invoice.

DNR Union Bay Toilet/Shower – Conducted substantial completion meeting.

MDOC Camp Baraga Demo – Conducted substantial completion meeting.

MDOT Ironwood WC Roof – Processing final CCO.

Scott DeKorte:
Nothing significant to report.

Joel Gordon:
Nothing significant to report.

Jerry Gregorski:
Nothing significant to report.

Jan Miller:
Accomplishments:
DNR Silver Lake State Park Day Use & BAS Improvements – DNR has approved funding for phase 2 of the master plan which includes a toilet building, two (2) pavilions, sidewalks and playground. Awaiting the revised work order. Phase 1 is progressing on budget and on schedule.
Potential issues/Solutions:
Flint State Office Building, Interior Renovations – Metal panel subcontractor and fabricator have been replaced due to poor quality of workmanship. Met on site with PSC and contractor 11/3 to review and discuss acceptable quality of corrective work at the south entrance and matching the proposed work at the north entrance. Work in the lobby is progressing slow and not according to schedule. B&B is disputing the terrazzo work and has been told to proceed with the work according to the contract. They may submit a claim.

Dave Sproul:
Accomplishments:
MSP to GOB, CAR – Met to review and approve the bid tabulations with The Christman Company concerning the MSP move into the GOB. We are moving forward with a recommendation of award to subcontractors in the amount of $5,030,217. The first phase of the CJIC move is under way with the installation of the new high density filing system within GOB 1st floor.

DCH, Hawthorn Center, Boiler Replacement – Assisting Hawthorn Center with developing a probable cost estimate to replace several heating hot water boilers within the facility. Century A&E is helping with the request since they are currently working/finishing up on the outdoor sports fields. Hawthorn Center will be submitting the cost estimate to their leadership for direction on how to proceed.

DCH, Caro Center, Utility Backup Generator – Attended our regularly scheduled construction progress meeting and the contractor is proceeding with some minor schedule issues and should be complete by February 2016.

MDOC, Thumb Correctional Facility – Attended our regularly scheduled construction progress meeting and construction of the new water booster building is progressing. MDOC has requested that we integrate some control monitoring points with the new security system project.

MDOC, Ionia Energy Project – Released the construction bid documents to provide direct digital controls to be integrated with the mechanical retrofit project. In addition, we made recommendation for contract award concerning the asbestos abatement. The natural gas service installation work is also out for bids and we are scheduled to provide a pre-bid meeting on 11/18.

DSSH, Walter P. Reuther Hospital – Conducted the mandatory pre-bid Meeting concerning new boiler control replacement at WPRPH. Bids are still due on 11/18.

Non-Project Related Activities:

MDOC, Ionia Complex Tour – Conducted a tour of Michigan Reformatory and Bellamy Creek Correctional Facilities with Mike Turnquist. It gave Mike an opportunity to see firsthand a couple of Department of Corrections' facilities.

Potential Issues:

State Police, SEOC – Have conducted several tours of the overall construction progress and attended our regularly scheduled construction progress meeting as well. We are continuing to meet to review any new construction issues and resolve to maintain our completion schedule. The interior work of the addition and utility tunnel are the current main focus.

Steve Urban:

Accomplishment:

DTMB Lake Superior Hosting Center 208v/480v Power Upgrades Project – Construction documents posted on Buy4Michgan.

Projects Complete:

DNR Porter Ranch Facility Barn Re-roof – Conducted construction punch list inspection (minor comments) and received close out documents from the contractor (Ripman Construction).

Potential Issues/Solutions:

DTMB Mason Building Renovations – BOD has decided to install ceiling mounted LED fixtures in lieu of providing work station task lighting at select areas for ORS, DIF and MIOSHA. Low lighting levels at work stations resulted from the use of high office wall panels, tenants' choice of not installing upper cabinets at work stations and the office layouts relative to the new ceiling. Due to warranty issues CSM will manage the work, Centennial Electric will install the light fixtures (CSM's electrical subcontractor.)

Section Manager: Harold Belcher, Project Management B

DMVA Fort Custer Wind Funnel site visit; Kalamazoo River Valley Trail site visit; Silo presentation to Contract Section; Attended Michigan Energy Services Coalition awards event.

Chris Bahjet

Accomplishments:

MSP – Livonia Roof – Attended the progress meeting and reviewed the damage from roof leaks. Contractor was alerted and shown the damage and advised not to work on Saturday unless they give prior notice to MSP.

New Projects:

DTMB – Cadillac Place- Replace Air Handling Unit – Convened the PPP meeting for this project.

DNR – Belle Isle – Access To Fishing – Held the PSC selection meeting to select one of five proposals.

Tim Hall

Accomplishments:

DCH Center for Forensic Psychiatry Perimeter Lighting Upgrades – Conducted pre-construction meeting and issued Notice to Proceed. Preliminary projection for submittals and delivery time complete by year end and construction starting January 2016.

MDOC Women's HVCF Utility Tunnel Upgrades – Daniels pouring tunnel caps to re-open phase I and will follow immediately with phase II; preliminary demo for tie in and preparation to complete final phase. All connections affecting housing unit heat have been completed.

DTMB State Warehouse Facility Building 100 Renovation – Christman released bid documents to trade contractor for bidding, pre-bid meeting next week and bids due mid-November. Met with Kristi Thompson to review and discuss coordination of site utilization for Surplus operations.

MDOT Blue Water Bridge HVAC Replacement – Received all electronic closeout documents to accompany previously delivered paper copies; met with contractor to review reconciliation for final closeout change order.

Bruce Hassen

Accomplishments:

The formal bid walk-thru was held for the deconstruction of Highland Park High School on 11/4. Nearly 20 general contractors attended. Follow-up site inspections by bidders will be allowed, but time slots for these will be very limited.

Chris Kulhanek

Accomplishments:

Shawono Center – Improvement Projects – To expedite the project a D-B ISID project delivery was suggested and implemented. The D-B contractor visited the site within a few days of contact and by working with the facilities staff has already determined part of the project scope for a new generator is not necessary since the existing unit has enough capacity to do what they wanted. The Agency is pleased to be able to use the money saved by this on other parts of the project.

Potential Issue/Solutions:

MLHC – Automation Upgrade – Problems persist with the lighting controls as the warranty period draws closer to its end.

Solution – A meeting was held with the contracting team along with the engineers and manufacturer's rep to brainstorm a solution. The manufacturer has agreed to replace all controllers at no cost to the owner and restated their commitment for customer satisfaction with the system.

Kalamazoo Psychiatric Hospital – Improvement Projects – A special meeting was held to address several problems – bad soils and additional leaks at the tunnel where the porch is being replaced, and that some existing mechanical units were not tied into the controls system.

Solution – The bad soil replacement will be covered by the contingency. KPH addressed the leaks in-house. It was clarified that the controls issue was not in the project scope. A meeting is being set up with a sub-contractor to coordinate a solution.

Matt Miles

Nothing significant to report.

Rashmi Patel

Nothing significant to report.

Sadi Rayyan

Accomplishments:

DNR Otsego Dam Repairs Site – The second progress meeting held. Contractor completed the access road and collected soil samples from the river bed to help designing and installing cofferdam. Cofferdam configuration was proposed for review and approval.

DTMB Former Ithaca State Police Post Site – Signed and returned to DEQ an access agreement to conduct contamination screening of the site.

DEQ Commercial Street Industrial Site – Reviewed and recommended changes to the contract with DLZ to repair existing wells and install new monitoring wells.

DEQ Pioneer Auto Truck Stops Site – Reviewed and recommended changes to the contract with AECOM to modify the remedial investigation/focused feasibility study report.

DEQ Bob A Lu Market Site – Reviewed and recommended changes to the contract with Sagasser to conduct risk reduction activities and submit report.

DEQ Alexander Towing Site – Reviewed and recommended changes to the contract with Manik & Smith Group to provide installation, sampling and reporting of monitoring wells/soil vapor points.

DEQ Maeward, Inc. Site – Reviewed and recommended changes to the contract with ECT to abandon wells and procure restrictive covenants.

DEQ 1591 Oakman Site – Reviewed and recommended changes to the contract with AMEC to provide additional construction oversight services.

New Projects:

DEQ Cousins General Store Site – Assigned to Mannik and Smith under their ISID contract for soil/groundwater sampling services.

DEQ Simmons General Store Site – Assigned to Mannik and Smith under their ISID contract for soil/groundwater sampling services.

DEQ Herrick's Service and Grocery Site – Assigned to DLZ under their ISID contract to conduct remedial investigation services.

DEQ D&L Fuels Site – Assigned to DLZ under their ISID contract to conduct remedial investigation services.

DEQ Adams Plating Company Site – Assigned to Weston under their ISID contract for the installation/sampling of 2 soil borings/monitoring wells and reporting.

Non-Project Related Activities:

2016 Environmental Expanded Triage ISID Contracts – Received questions about the scope of work/RFP/sample contract and answered the questions in an addendum. Posted Addendum 1 on Buy4Michigan website.

Jud Sorensen

Potential Issues/Solutions:

A notice of claim in the amount of $35,947.83 was sent by Gary D. Quesada, the attorney representing B & B Construction Services, LLC to Mr. Donald White of Tower Pinkster indicating that the plans and specifications provided no indication that an automatic transfer switch was to be included in the project for the power plant substation. Tower Pinkster had indicated that this project represented a one for one replacement and as the existing substation includes an automatic transfer switch, a switch should also have been provided for the replacement switchgear. There is also a second issue in that B & B had initially listed Tri-County Electric as their electrical subcontractor prior to contract award and then switched to Shaw Electric at the time of the pre-construction meeting. Tri-County Electric has confirmed to Tower Pinkster

that their bid to B & B had included this automatic transfer switch. Per contract documents, the general contractor cannot switch a listed subcontractor if that results in additional cost or time to the project. Tower Pinkster now has 30 days to respond to the notice of claim letter.

In replacing the roof at Geagley Laboratory, the contractor is running into wet insulation scheduled to remain along with a number of other field conditions that could result in significant additional costs to the project. These costs are being monitored closely by the professional, but should these issues continue, contingency could be exceeded and may require reductions in work scope.

Terry O'Brien
Nothing significant to report.

Bruce Watkins
Nothing significant to report.

Section Manager: Dennis Stamm, Project Supervision
Nothing significant to report.

Section Manager: Pat Mullen, Contract Services
Nothing significant to report.

10/7/2014 Report					DRAFT
10/7/2014 Report					
Omar Alqurneh	(Detroit - Farmington)		Supervision	Remaining	
Project Name	File #	Index #	WO / MOP	Supervision	Remarks / Comments
Cadillac Place Air Economizers	07113030.MNB	44411	$ 17,316	$ 17,316	
Cadillac Place Sidewalk replacement	07112229.MNB	44111	$ 20,152	$ 11,416	
Cadillac Place fall projection Phase II	07112294.JNS	44411	$ 13,500	$ 9,314	
Callillac Place Façade inspection	07114210.MNB	44411	$ 1,140	$ 1,140	
Cadillac Place - Intermediate Level Office Renovation	27014312.JRC	20000	$ 1,255	$ 1,255	
Dodge 4 BAS Paving & Beach Erosion	75109294.JAN	59590	$ 33,364	$ 17,439	
Highland Regional Trail connection 24-3271	75111040.BDW	59120	$ 19,980	$ 13,792	
WP Reuther New Activity Building	39113046.MNB	53324 & 26	$ 128,922	$ 127,830	
WP Reuther critical exterior lighting	39114410.MNB	???	$ 9,615	$ 9,615	
WP Reuther Fire Protection	39114076.MNB	11790	$ 13,256	$ 13,256	
WP Reuther Smoke Detectors	39114072.MNB	11787	$ 3,517	$ 3,517	
WP Reuther Pschiatric Hospital Improvements	39113263.MNB	60000	$ 5,786	$ 5,786	
WP Reuther Psychiatric Hospital Replace Doors	39113264.MNB	60000	$ 29,766	$ 26,490	
WP Ruether Psychiatric Hospital Maint Projects	39113395.MNB	60800	$ 24,635	$ 24,635	
			$ 322,204	$ 282,801	

10/7/2014 Report					
Dean Barr	(Plymouth - Warren)		Supervision	Remaining	
Project Name	File #	Index #	WO / MOP	Supervision	Remarks / Comments
Belleville BAS	75114006.CAK	59130	$ 866	$ 866	No supv. Fee est. @ 2% of construction
Blue Water Bridge Admin HVAC replacement	59114140.THM	30125	$ 43,370	$ 43,370	
Camp Gilman & Camp Pontiac Prison Camp demolitions	Bruce Hassen	???	$ 8,736	$ 8,736	MOP coming soon - estimated supv
Hawthorn Center Installation of CO detectors	39114074.DCS	11789	$ 2,803	$ 2,803	
Hawthorn misc improvements	39113099.DCS	11748	$ 2,191	$ 2,191	
Hawthorn Cottage 1 demolition	39114146.DES	27100	$ 1,000	$ 1,000	
Holly Rec Area Camp Ground Toilet/Shower Bldg	75113164.JAN	59700	$ 20,773	$ 14,221	
Holly Rec. DNR Road Improvements	75112181.BDW	59700	$ 22,222	$ 22,222	Verify Supv balance
Inkster LEASE build out for DHS	Need a DTMB123	TBD	$ 7,500	$ 7,500	Estimated 1/2% of Construction
Fort Wayne DHS LEASE build out	Need a DTMB123	TBD	$ 1,250	$ 1,250	Estimated 1/2% of Construction
Southfield DHS LEASE renovation build out	Need a DTMB123	TBD	$ 1,250	$ 1,250	Estimated 1/2% of Construction
MSP Northville new boiler	55113004.DCS	11738	$ 3,707	$ 1,887	
Macomb Correctional Video management	47214017.RMP	30670	$ 24,957	$ 24,957	
Macomb Correctional Facility HVAC Replacement	47213410.MNB	30680	$ 4,395	$ 3,576	
Metro Region Office HVAC Replacement	59113279.GAG	30125	$ 24,012	$ 19,371	
Monroe Post Window Replacement	55113330.DES	32140	$ 6,000	$ 2,952	Total fee 5% for DTMB / DCD
Pointe Mouillee SP shop & restroom building	75114067.MNB	87905	$ 1,111	$ 1,111	
Thumb Corrections Video management system	47214099.RMP	34660	$ 24,957	$ 24,957	
Thumb Correctional Facility RPZ on Water Main	47213411.DCS	34660	$ 6,160	$ 6,160	
Selfridge DNR Paving	75106331.MNB	59590	$ 60,116	$ 38,731	
Shiawassee Prior Road Pump Station	75112201.BDW	87945	$ 9,861	$ 9,861	Verify Supv balance
Shiawassee Level Control Structure	75108274.BDW	87945	$ 4,960	$ 4,960	Verify Supv balance
Eight Locations - septic & logoon repairs (Logoon near Fenton)	75113198.GAG	50790	$ 8,188	$ 3,638	
Seven Lake DNR Lagoon (Near Fenton)	75113198.GAG	50797	$ 4,094	$ 4,094	Verify Supv balance
Waterford Fishery pave parking lot	75114186.BDW	82460	$ 600	$ 600	
* WAYNE STATE BIO-MED RESEARCH	Sproul - PD				
* OAKLAND UNIV - ENGINEERING CENTER	Mullen - PD			$ 4,368	Estimated supv cost
			$ 295,079	$ 256,631	

10/7/2014 Report					
Ken Dao	(Gaylord - Gaylord)		Supervision	Remaining	
Project Name	File #	Index #	WO / MOP	Supervision	Remarks / Comments
Cadilac Operations Center Parking lot paving	75113121.JAG	17749	$ 1,681	$ 1,681	
Camp Lehman Prison Camp demolition	47214059.BDH	11782	$ 10,950	$ 10,950	
Clear Lake SP project	75113234.JAG	53130	$ 21,691	$ 12,267	
Finance Operations Service Center Windows	75113374.CAK	25610	$ 966	$ 966	
Foch Lake Dam repairs	75114219.JAG	99060	$ 2,125	$ 2,125	
Hartwick Pines Project Ausable River bridges	75114184.CAK	54150	$ 433	$ 433	Estimate base on 2% of construction
Higgin Lake DNR Fire Fighting Center	75112385.CAK	53323	$ 48,070	$ 29,870	
Higgins Lake South State Park BAS	75112324.BDW	54100	$ 18,317	$ 9,763	
Roscommon OSC - Heating System Repairs	75114307.DCS	25610	$ 505	$ 505	
Hoeft SP - Pavillion Stone Restoration	75113162.JAG	51023	$ 21,691	$ 21,691	
Lake Ann Connector Bridge	75109474.RAN	75600	$ 1,901	$ 1,901	
Millersburg Ocqueoc River Bridge, Alpena	75110338.JAG	99071	$ 6,971	$ 6,971	
Missaukee County Cannons #1 flood area dam repair	75114188.JAG	86700	$ 1,028	$ 1,028	
Mitchell State Park – storm water system impr	75113198.GAG	50790	$ 280,000	$ 275,996	
Oden State Fish Hatchery Chamber Glass	75113366.JAG	83520	$ 1,869	$ 1,869	
Oden State Fish Visitor Center Build ADA Accessible dock	75113240.JAG	83520	$ 5,797	$ 5,797	
Operations Service Center Parking Lot Paving	75113121.JAG	11756	$ 2,164	$ 2,164	
8 Locations – septic tank and lagoon repairs	75113198.GAG	50790	$ 8,188	$ 4,184	8 locations divided between 4 FR's
Rainbow Bend & Castle Rock Dock Improvement	75108044.JAG	75200	$ 2,900	$ 2,900	
Stoney Creek Dam repair	75114185.JAG	86700	$ 841	$ 841	
Alpena Community College Electric power facility	Chris Kulhanek				Est based on anticipated time needed
			$ 438,087	$ 393,902	

10/7/2014 Report					
Chad Devereaux	(Secondary - Grand Ledge)		Supervision	Remaining	
Project Name	File #	Index #	WO / MOP	Supervision	Remarks / Comments
Brooks Correctional - New Chapel Facility	Dennis Stamm		Freebee	$ 4,368	Estimated cost of time envolvement
E. C. Brooks Correctional Facility Roof Restoration	47213300.SMD	11772	$ 38,720	$ 38,720	
E. C. Brooks Correctional Facility PPD Mandown system	47214136.GAG	37180	$ 27,675	$ 27,675	
Holland SP - Channel Accessibility & Amentities	75114189.SMD	57100	$ 3,738	$ 3,738	
Muskegon Correctional Facility Vocational Education building remod.	47213418.SMD	48700	$ 9,125	$ 9,125	
Mears State Park Day-Use Parking redevlopment	75114027.SMD	56080	$ 4,673	$ 942	
MDARD - Meterology Laboratory Parking Lot (Williamston)	79113369.RMP	60465	$ 1,573	$ 1,573	
Grand Rapids Forensic Lab HVAC Upgrade	55114007.SMD	46400	$ 7,470	$ 4,012	
Cassidy Lake SAI	47209178.HRB	26620	$ 3,000	$ 3,000	
MSP Training Academy pool area renovations	07114203.SJU	44202	$ 700	$ 700	
MSP PTA New Windows	07112266.CAK	44202	$ 27,000	$ 27,000	
LSHS Sec of State Primary disconnect switch	08414409.SJU	85702	$ 1,135	$ 1,135	
Surfacing Rail Trailsin Various Co's	75111293.BDW	73570	$ 1,870	$ 1,233	
Secondary Energy Center Condenser filtration	07111197.DCS	11726	$ 11,950	$ 11,950	
SEOC @ Secondary Complex	55113287.DCS	Sproul	$ 150,000	$ 150,000	
GSB Restroom and ACU 9 & 10 replacement	07113011.SMD	44208	$ 940	$ 940	Supv based on 2% of Construction
Energy Center Unified Plant Control System	07112044.DCS	43204	$ 4,500	$ 3,226	
GSB Roof Access Platform	07114092.JNS	44208	$ 1,122	$ 1,122	
Yankee Springs Shop Garage replacement	75114105.TMH	57180	$ 2,803	$ 2,803	
Grand Valley CC - New Science Building	Henry - PD				
			$ 297,994	$ 293,262	

10/7/2014 Report

Mike Handziak / **Adam Droste**

Project Name	File #	Index #	Supervision WO / MOP	Remaining Supervision	Remarks / Comments
Bellamy Creek Correctional Fuel Propane Blender	47213409.DES	62240	$ 2,175	$ 2,175	
Bellamy Creek Correctional Facility Fire Alarm Upgrade	47213434.SMD	45730	$ 3,650	$ 3,650	
Camp Tuhsmeheta Repairs to septic tanks	31313187.SMD	01520	$ 4,611	$ 2,063	Terry doing SESC - work 95%
Grand Rapids Vets Home - Network Access Control, Surveillance	51112312.GAG	64000	$ 45,005	$ 45,005	
Grand Rapids SOB rooftop cooling tower	07112203.JAG	44405	$ 8,960	$ 8,960	Supv. Est. 2% of $448,000
Grand Rapids Home for Veterans Chiller	51114002.GAG	64000	$ 7,400	$ 7,400	
Handlon Correctional Facility Fire Alarm Upgrade	47212418.SMD	39590	$ 19,300	$ 18,754	Next mtg July 3, 2014 work 75%
Handlon Correctional Facility Video Surveillance	47212220.RMP	39570	$ 25,425	$ 25,152	
Handlon Correctional - Perimeter Security System upgrades	47214331.SMD	39590	$ 5,992	$ 5,992	
Handlon Correctional - Perimeter Buffer Fence & road improvements	47214332.SMD	39590	$ 1,130	$ 1,130	
Michigan Reformatory Replacement of Sally Port System	47214343.SMD	41670	$ 3,500	$ 3,500	
Ionia Correctional Facility Video Management	47212215.RMP	40630	$ 21,850	$ 21,577	
Ionia Corrections PPD System	47213168.GAG	40630	$ 19,859	$ 19,859	
Ionia Correctional Facility Restoration of roofs	47213262.RMP	11768	$ 16,940	$ 16,940	
Ionia Recreation Area Road Repairs	75114044.BDW	56160	$ 10,294	$ 9,930	
Ionia RMI Gym Roof replacement	47214011.SMD	11785	$ 6,380	$ 6,380	
8 Locations – septic tank and lagoon repairs	75113198.GAG	50790	$ 8,188	$ 4,184	8 locations divided between 4 FR's
Little Manistee Weir	75113112.GAG	81760	$ 5,797	$ 5,433	
Little Manistee WET- catwalk replacement	75110302.JAG	81810	$ 325	$ 325	
Ludington SP camp Utility replacement upgrade	75111087.JAN	55060	$ 34,205	$ 18,371	
Michigan Reformatory Closure of RMI Pond	47212420.DCS	41670	$ 1,490	$ 1,490	
Michigan Reformatory Video Management & Perimeter Surveillance	47214425.RMP	41670	$ 25,160	$ 25,160	
Michigan Reformatory ATS	47212429.BDW	41670	$ 19,000	$ 19,000	
Rail Trail Clinton, Ionia, & Shiawassee	75111293.BDW	73570	$ -	$ -	Design
DMVA Belmont Armory renovations (Rockford - an old church)	51114062.SMD			$ 1,456	? Joel thought this was his? MOU Est.
Alma Armory renovations DMVA	51113007.CAK	13721		$ 1,456	MOU est. of supv.
			$ 296,636	$ 275,342	

10/7/2014 Report					
Bill Kunkel	(Secondary - Eaton Rapids)		Supervision	Remaining	
Project Name	File #	Index #	WO / MOP	Supervision	Remarks / Comments
Battle Creek MRS Office Expansion	64109333.SJU	30832	$ 2,645	$ 2,645	
Camp Waterloo Demolition	472 13052.BDH	11743	$ 9,000	$ 9,000	
Dansville Shooting Range	75113111.BDW	28350	$ 5,797	$ 5,797	
Egler Corrections Roof Repairs	47214100.SMD	20180	$ 1,364	$ 1,364	
Grand Haven Entrance and Parking lot project	75112051.JAG	56140	$ 17,289	$ 10,919	
GSB Restrooms	07113011.SMD	62240	$ 719	$ 719	
Lakeland Correctional Facility Perimeter Road Repairs	47214337.SMD	45730	$ 1,825	$ 1,825	
Lakelance Correctional Sally Port Security improvements	47214398.SMD	45730	$ 730	$ 730	
MDOT - Region Lab Renovation	59114112.TMH	30030	$ 33,000	$ 33,000	
Cassidy Lake tank removal	Hassen	???			
Hoffmaster Dune Access Stair replacement	75113109.JAG	56120	$ 8,128	$ 8,128	
MCTI Career Tech - Boiler & AC	64111110.CAK	31000/69003	$ 20,000	$ 4,166	
MCTI Replace Pool Building Roof	43113365.CAK	11776	$ 25,121	$ 25,121	
MCTI Tridium Integration & Commission to Solidyne	43114039.BDW	11781	$ 1,236	$ 1,236	
Jackson Regional Site Re-Development	47213063.BDH	11751	$ 9,500	$ 36	
Jackson Reg. & Cooper Street Corr. Facilities	47213064.BDH	11750	$ 4,570	$ 4,570	
Jackson Corrections Energy Performance contract	Sorensen				
Kalamazoo Phy - new IP survalance	391/12349.CAK	46000	$ 14,097	$ 2,085	
Kalamazoo River Lake Sturgeon Habitat	75113124.JAG	82390	$ 3,738	$ 3,738	
Kalamazoo Comm. For the Blind - Exterior renovations	64114224.BDW	36400	$ 929	$ 929	
Lakeland Correctional Facility Window Replacement	47213379.SMD	45730	$ 9,125	$ 9,125	
Lakeland Correctional AST upgrade	47212430.BDW	45730	$ 19,000	$ 19,000	
New Buffalo Weigh Station Renovations EB & WB I-94	55113373.CAK	36262	$ 6,512	$ 6,512	
Maple River Unit B Parking	75110303.BDW	87550	$ 928	$ 928	
Waterloo Camp new pole barn	75113235.BDW	87930	$ 1,396	$ 1,396	
Warren Dunes SP - Day use area	75111275.JAG	57150	$ 22,705	$ 22,705	
Kalamazoo CC - Healthy Living project	33213291.PEM			$ 2,184	Est. time cost for involvement
			$ 219,353	$ 177,857	

10/7/2014 Report					
Gene Page / **Troy Kuiper**	(Flint - Davison)		Supervision	Remaining	
Project Name	File #	Index #	WO / MOP	Supervision	Remarks / Comments
Carson City Correctional Facility Surveillance	472/12213.RMP	51220	$ 12,475	$ 1,009	
Carson City Correctional Facility PPD System	47213165.GAG	51220	$ 21,782	$ 19,689	
Carson City Correctional Facility Perimeter fence upgrades	47214202.RMP	51220	$ 5,720	$ 5,720	
Rose Lake Field Office - Building Renovations	75114178.TMH	87760	$ 2,243	$ 2,243	
St. Louis Correctional Facility Roof Restoration	47213299.SJU	11771	$ 9,680	$ 9,680	
Carson City Correctional Internal Security Video Upgrades	47214442.RMP	51220	$ 4,100	$ 4,100	
Central Michigan Corrections - Perimeter Secutity System upgrades	47214323.RMP	61220	$ 1,825	$ 1,825	
St. Louis Correctional new entrance door system	47214354.SJU	60220	$ 2,500	$ 2,500	
Muskegon Correctional Interior Yard Control Fencing	47214346.SMD	38570	$ 3,650	$ 3,650	
Muskegon Correctional replacemetnt of interior perimeter security	47214347.SMD	38570	$ 5,475	$ 5,475	
Grayling DNR Field Office	75114196.DES	11803	$ 1,545	$ 1,545	
Bellamy Creek Propane	47213409.DES	62240	$ 4,070	$ 4,070	
MSP Hanger Door Heating Project	55113342.DES	37300	$ 1,023	$ 1,023	
Ionia Correctional Facility Energy Performance Contract	Spoul				
St. Louis Camera and Survalence System	47213117.RMP	60230	$ 12,475	$ 12,202	
8 Locations – septic tank and lagoon repairs	75113198.GAG	50790	$ 8,188	$ 3,638	8 locations divided between 4 FR's
Camp Grayling Barracks Phase II	Kulhanek - PD			$ 8,736	Estimated supv cost
Central Michigan University Biosciences OAC	Irene Henry - PD				Biosciences OAC
* DMVA - GRAYLING	Kulhanek - PD			$ 8,736	Estimated supv cost
			$ 96,751	$ 95,841	

10/7/2014 Report					
Dan Parker	(Saginaw - Bay City)		Supervision	Remaining	
Project Name	File #	Index #	WO / MOP	Supervision	Remarks / Comments
Bay City DEQ 50kw wind turbine repairs	76111423.SAR	25708	$ 3,428	$ 3,428	
Caro Center new fire alarm in Rec building	391/12372.DCS	40000	$ 39,804	$ 14,779	
Caro Center Maintenance Projects	39113397.DCS	40000	$ 78,311	$ 78,311	
Flint SOB Window Replacement	07112253.JAN	44407	$ 25,974	$ 21,606	
Flint Office Renovations	071/12354.JAN	53322	$ 128,706	$ 29,061	
Saginaw Corrections Fire Alarm upgrade	47213428.SJU	46630	$ 6,145	$ 6,145	
East Pier Upgrade & Toilet Building - Pt. Austin	75104145.MNB	59660	$ 108,940	$ 1	
Harrisville Toilet / Shower Building	75112180.BDW	54180	$ 19,323	$ 2,579	
Harrisville Dredging Project	Harold Belcher	???			
Merritt Michigan DNR Barn - Reroof	75114402.SJU	85960	$ 1,121	$ 1,121	
Lake George & Peach Lakes BAS Paving	75109218.CAK	54260	$ -	$ -	
Port Austin State Harbor West Pier Upgrades	75113261.MNB	59660	$ 72,093	$ 21,133	
Saginaw Corrections PPD system	47213172.GAG	46630	$ 19,859	$ 19,859	
Saginaw Correctional Facility Prison Renovations	47213246.SJU	11766	$ 22,000	$ 22,000	
Saginaw Correctional Facility Fire Alarm Upgrades	39113430.DCS	40000	$ 24,330	$ 24,330	
Saginaw Corrections Building ren. Pole bldg	47213415.JAG	46630	$ 1,825	$ 1,825	
* MID MICHIGAN CC - CAMPUS UNIFICATION	??????			$ 2,184	Est cost of FR involvement
* DMVA BAY CIITY ARMORY	??????			$ 2,184	Est cost of FR involvement
			$ 551,859	$ 250,546	

10/7/2014 Report					
Anup Shah	(Lansing - East Lansing)		Supervision	Remaining	
Project Name	File #	Index #	WO / MOP	Supervision	Remarks / Comments
Cass Building new electrical feeder for pump	07114117.SJU	44101	$ 608	$ 608	
Cooper Street Correctional Facility Security CCTV	47212217.RMP	70110	$ 23,840	$ 6,914	
Cooper Street Correctional Facility Camera replacement	47214190.RMP	70110	$ 1,496	$ 1,496	
Cooper Street Correctional Facility Chiller Unit	47213380.JNS	70110	$ 9,986	$ 9,622	
Cooper Street Correctional Facility PPD mandown system	47214138.GAG	70110	$ 27,675	$ 27,675	
Cotton DOC HVAC upgrades @ Admin	47213381.JNS	19150	$ 9,125	$ 9,125	
Detroit MSP Forensic Lab	55112270.DCS	53313	$ 75,000	$ 41,148	
DCH - State Lab, Security Improvements	39114159.SMD	11799	$ 1,599	$ 1,599	
Egeler Correcions Video managerment	47214016.RMP	20130	$ 21,238	$ 21,238	
Egeler Corrections PPD system	47213174.GAG	00008	$ 19,859	$ 19,859	
LSHC Sec of State - Primary Disconnect Switch	07114311.SJU	44201	$ 275	$ 275	Supv based on 2% of construction
GOB Replace air ducts	07113055.DCS	11746	$ 1,766	$ 1,766	
Joint Lab Paint Booth HVAC	07113013.RMP	44206	$ 2,568	$ 930	
MLHC 1st floor restroom replacement	07113014.CAK	11801	$ 5,625	$ 5,625	
MLHC Automation Upgrade of control	07113018.CAK	11734	$ 12,500	$ 12,500	
MLHC Automation Upgrade of control (additional MOP)	07112196.CAK	44121			Get more information
MDOT photo lab repair leaking transformer	07112049.RMP	44209	$ 3,100	$ 3,009	
Newborn Screening Rooms 02 & 02B Renovation	39113392.SMD	76050 76220	$ 1,260	$ 987	
Parnell Correctional Facility PPD mandown system	47214137.GAG	21100	$ 27,675	$ 27,675	
Williams Bldg Restroom renovations	07113044.SMD	11740	$ 20,000	$ 10,172	
Grand Tower HVAC upgrades and chiller system improvements	07113034.GAG	44120	$ 9,000	$ 9,000	
MSP Marshall Regional Law Facility (Lease)	55114276.DES	32540	$ 8,000	$ 8,000	
			$ 281,312	$ 219,223	

10/7/2014 Report					
Dave Woods	(Ypsilanti - Dexter)				
Project Name	File #	Index #	WO / MOP	Supervision	Remarks / Comments
Bruin Lake phase 1 campgournd improvement	751 11116.BDW	58090	$ 21,256	$ 8,334	
Bruin Lake water system improvements	751 11088.BDW	58090	$ 5,060	$ 5,060	
Egeler Duane Waters ? Corrections - Entrance road to unit C	472 13290.RMP	11769	$ 22,290	$ 21,380	
Forensic Center, Yps - Construct New Warehouse	391 14077.JAN	11791	$ 19,323	$ 19,323	
Forensic Center, Yps - Modify existing lift station	391 14075.JAN	11786	$ 5,607	$ 5,607	
Forensic Center, Yps - Install CO detectors	391 14074.JAN	11789	$ -	$ -	Suplimental funding only
Forensic Center, Yps - Replace DVR Camera security system	391 14073.JAN	11788	$ 9,346	$ 9,346	
Jackson SOB - Repave parking lot 6	071 12219.RMP	46576	$ 12,106	$ 1	
Jackson Energy Performance Contract	Jud Sorensen		$ 11,648	$ 11,648	Est. based on 1 day/wk over 16 wks
Gus Harrison roof restoration	472 13329.SJU	11774	$ 47,430	$ 47,430	
Gus Harrison North Sally Port Gate Replacement	47214333.SMD	24590	$ 1,550	$ 1,550	
WHVCF - Primary Electrical distribution replacement	47214406.JNS	59110	$ 54,673	$ 54,673	
Maxey new pole barn	43114281.SJU	65660	$ 4,440	$ 4,440	
Parnall North Perimeter Fence Improvements	47213254.RMP	21110	$ 9,075	$ 9,075	
Southern Michigan Correctional - Masonry repairs	472 13413.RMP	18350	$ 2,890	$ 2,890	
Southern Michigan Correctional - Paving Improvements	472 13414.RMP	18350	$ 4,700	$ 4,700	
WHVCF ADA Toilet & Showers	47212425.DES	59110	$ 22,485.00	$ 2,192	
WHVCF Walkways & Parking ADA upgrades	47212424.DES	59110	$ 27,668.00	$ 13,472	
WHVCF Fire Alarm upgrades East side of site	47213429.RMP	50110	$ 17,480.00	$ 17,480	
WHVCF Prisoner Services Building renovation & roof	47213408.TMH	59110	$ 18,596.00	$ 18,596	
WHVCF Roof WO - Prisoner Services Building	47214010.TMH	???	$ 7,700.00	$ 7,700	
WHVCF Fire Alarm upgrades Unit 4 & 5	47212428.DES	33512	$ 11,375.00	$ 4,277	
WHVCF PPD System Installation	47213169.GAG	59110	$ 21,782.00	$ 21,782	
WHVCF Primary Electrical Study	47213412.JNS	59110	0	$ -	Study only
Washtenaw Armory Modification - phase II	51114081.CAK				
8 Locations – septic tank and lagoon repairs	75113198.GAG	50790	$ 8,188	$ 4,184	8 locations divided between 4 FR's
			$ 135,274	$ 89,683	

10/7/2014 Report					
Adam Lach	(Lansing)		Supervision	Remaining	
Project Name	File #	Index #	WO / MOP	Supervision	Remarks / Comments
Allegan Ramp Fencing	07113100.DES	46105	$ 2,750.00	$ 111	
Austin 1st floor renovations	27113384.SJU	24210	$ 5,130	$ 5,130	
Austin 1st floor renovations	07114066.SJU	44107	$ 10,000	$ 10,000	Est. 2% of $65000
Hannah / Ottawa Building Restroom updates	07114164.SMD	11800	$ 1,600	$ 1,600	
Lottery 1st floor renovations	27514170.JRC (DJM)	01150	$ 1,265	$ 1,265	
Lottery 2nd floor UPS replacement	27014211.SMD	20000	$ 1,500	$ 1,500	
Mason Building Façade Repairs	07111193.CAK	44103	$ 40,000	$ 37,270	Est. 2% of $2 mil
Mason Bldg Renovations	071/12355.SJU	53321	$ 247,175	$ 187,388	
Mason Bldg Renovations supplemental	071/13233.SJU	44103	Part of 12355	N/A	
DTMB Con Hall Re-stack	07113016.SJU	20132 / 44118	$ 99,973	$ 24,625	
DMTB Con Hall LARA relocation due to SEOC	07114094.SJU	11794	$ 29,298	$ 29,298	
DTMB Allegan Plaza Bridge repairs	07112042.JNS	44125	$ 6,603	$ 6,603	Est. 2% of $330,139
DTMB Building Signage project	07112343.PEM	43000/11796	$ 4,573	$ 4,573	
Austin Building 4th floor renovations	23113378.JRC	10029	$ 1,600	$ 1,600	
DTMB Records Storage roof replacement project	07114118.JNS	44315	Look up		
GOB restroom & piping upgrades	07114165.SMD	11802	$ 1,500	$ 1,500	Est. 2% of $75000
MSP Training Academy Outdoor Firing Range	55112410.CAK	22010	$ 3,740	$ 3,740	
MLHM Rotunda window replacement	07114098.CAK	44121	$ 6,926	$ 6,744	Est. 2% of $346,300
Photo Lab Building renovation	55114181.JRC (DJM)	21500	$ 1,100	$ 1,100	
U of M Flint Murchie Hall					
U of M Dearborn					
U of M Ann Arbor					
			$ 461,983	$ 323,936	

10/7/2014 Report	(Marquette / Marquette)				
Tom Pawlowski			Supervision	Remaining	
Project Name	File #	Index #	WO / MOP	Supervision	Remarks / Comments
Aloha State Park channel dredging	75112166.JAG	53060	$ 2,803	$ 1,802	
Cheboygan Lock and Dam	75113151.JAG	53010	$ 6,534	$ 6,170	
Wilderness SP project	75112165.JAG	53160	$ 18,580	$ 18,216	
Sault Armory Maintenance Shop Repairs/SSMarie	511/11121.RAA	13914	$ -	$ -	
Detour State Harbor Improvements/DeTour Village	751/04081.RAA	52230	$ 130,502	$ 1	Supv balance ($120,795)
Spring Trail Stair Improvements/Mackinac Island	751/11273.RAA	72100	$ 2,205	$ 1,113	
Snail Shell Harbor Upgrade/Fayette	751/11347.RAA	52090	$ 16,405	$ 10,217	
Cranberry Lake Flooding Dam Remvl/Chippewa Co.	751/12230.RAA	84445	$ 1,156	$ 1	Supv balance ($2,848)
Sault DNR Fld Office ADA Upgrades/SSMarie	751/12256.RAA	25530	$ 703	$ 1	Supv balance ($2,573)
Muskallonge St Pk Shoreline Evaluation/Luce Co.	751/13108.RAA	52190	10846	$ 8,844	
Straits St Pk Lower Campgnd T/S Bldgs/St Ignace	751/13163.RAA	52200	0	$ 1	Supv balance ($1,820)
Fayette St Pk Hotel Roof/Delta Co.	751/13196.RAA	51023	$ 3,626	$ 714	
Brimley St Pk Sewer Assessmt & Creek Daylighting	751/13197.RAA	52010	$ 2,983	$ 1	Supv balance ($566)
Thompson Fish Hatchery Asphalt Repair/Thompson	751/13207.RAA	83340	$ 1,375	$ 10	
Indian Lake St Pk Shoreline Restoration/Manistique	751/13241.RAA	52060	$ 2,803	$ 2,530	
Mackinac Island Morgue & Stewards Roof Imprvmts	751/13323.AGY	53010	1294	$ 1,294	
Mackinac Island & Hammond Bay Harbor Docks	751/14042.RAA	53010	2210	$ 1,118	
Fayette St Pk Furnace Structural Repair/Delta Co.	751/14043.RAA	51023	$ -	$ 1	Supv balance ($455)
Fayette St Pk Sanitn Stn, T/S Bldg, Sewage Syst	751/14045.RAA	52100	18120	$ 16,664	
Taquamenon Falls St Pk - Lwr Campgnd Imprvmts	751/14046.RAA	52130	0	$ 1	Supv balance ($2002)
Palms Book T/S Bldg Replacement/Schoolcraft Co.	751/14047.RAA	52070	$ 7,477	$ 6,749	
Seul Choix Pointe Light Stn Historic Structure Rpt	751/14049.RAA	51023	0	$ 1	Supv balance ($364)
Newberry Boiler Replacement/Newberry	472/13005.RAA	11737	$ 18,950	$ 1,478	
Camp Cusino Demo/Shingleton	472/13051.BDH	11742	$ 9,000	$ 9,000	
Newberry CF Select Demolition Project/Munising	472/13053.BDH	11744	$ 18,073	$ 12,067	
Kinross CF Personnel Emergency Locators	472/13167.GAG	53250/02500	$ 19,859	$ 19,677	
Alger CF Personnel Emergency Locators	472/13171.GAG	49220	$ 20,838	$ 18,381	
Alger CF Roof Restoration Project/Munising	472/13328.RAA	11773	$ 28,800	$ 24,796	
Chippewa CF Fire Alarm System Upgrades	472/13423.RAA	52260	$ 6,145	$ 3,688	
Kinross CF Fire Alarm System Upgrades	472/13424.RAA	53250	$ 4,410	$ 2,044	
Newberry CF Fire Alarm System Upgrades	472/13426.RAA	57670	$ 11,375	$ 9,100	
Pugsley CF Fire Alarm System Upgrades	472/13427.RAA	66220	$ 8,760	$ 5,848	
Alger CF Video/Perimeter Enhancements	472/12216.RMP	49220	$ 23,880	$ 22,697	
Kinross CF Video/Perimeter Enhancements	472/13119.RMP	53250	$ 21,850	$ 21,031	
Sault MSP HVAC Upgrades/Sault Ste Marie	551/12412.RAA	32820	$ 1,870	$ (4,227)	Supv balance ($4,227)
			$ 423,432	$ 221,028.65	

10/7/2014 Report					
John Patrick	(Wakefield / Wakefield)		Supervision	Remaining	
Project Name	File #	Index #	WO / MOP	Supervision	Remarks / Comments
Well House Improvements (3 state parks)	751/12005.RAA	51110	$ 10,967	$ 1	Supv balance ($5,322)
Snail Shell Harbor Upgrade Fayette S.P.	751/11303.RAA	25410	$ 2,477	$ 1	Supv balance ($6,077)
MSP 8th Districk Public Safety Consolidation	751/11347.RAA	52090	$ 16,405	$ 10,217	
Grand Marqis	751/11340.RAA		4000	$ 2,908	Estimate supv needed
Ford River BAS	751/09459.RAA	52160	$ -	$ -	
Omans Creek BAS	751/08100.RAA	53010	$ -	$ 1	Supv balance ($1,547)
Straigs Harbor	777/11050.RAA	53290	$ 5,000	$ 3,908	
Craig Lake S.P. Trailway	751/12071.RAA	51310	$ 10,747	$ 4,195	
St. Louis Creek	751/10371.RAA	74300	$ 6,542	$ 4,631	
Bewabic Campground Electrical	751/13128.RAA	51190	$ 8,460	$ 2,727	
Union Bay BAS	751/12089.RAA	51270	$ -	$ 1	Supv balance ($1,547)
Porcupine Mtns S.P. Toilet/Shower	751/13113.RAA	51270	$ -	$ -	
Bergland to Sidnaw	751/05154.RAA	74300	$ 22,355	$ 6,066	
Otter Lake Dam Repair	751/12177.RAA	81250	$ 242	$ 1	Supv balance ($1,123)
Stateline Bridge #20	751/13023.RAA	74400	$ 4,980	$ 66	
Stateline Bridge #21	751/12297.RAA	74400	$ 5,909	$ 1	Supv balance ($97)
Stateline Bridge #27	751/13020.RAA	73570	$ 6,762	$ 1,848	
Hancock to Calument Trail	751/14068.RAA	51110	$ 3,738	$ 3,738	
Eagle Harbor Boathouse re roof	751/14084.RAA	51023	$ 1,402	$ 1,402	
Baraga OSC Window replacement	751/13122.RAA	11749	$ 943	$ 397	
Baraga to Arnheim Trail	751/13243.RAA	51110	0	$ -	
PI DAM Repair	751/13306.RAA	86310	$ 1,495	$ 1,495	
Cedar River Dredge	751/13201.HRB	50790	$ 13,651	$ 13,287	
Fort Wilkins	751/13161.RAA	28600	0	$ -	
DHS Bay Pines Heat Pumps	431/12380.RAA	65010	$ 3,803	$ 1	Supv balance ($292)
DHS Bay Pines Lighting	431/12300.RAA	65730	$ 1,000	$ 1	Supv balance ($1002)
MSP Negaunee Re roof	551/13236.RAA	32810	$ 7,029	$ 7,029	
Marquette 8th Distrcit Consolidation	551/10364.RAA	46600	$ 34,057	$ 569	
MDOC Baraga Security	472/12214.RMP	50150	$ 21,850	$ 18,847	
Camp Baraga Demo	472/13050.RAA	11741	$ 9,000	$ 8,818	
Baraga PEL	472/13175.GAG	50150	$ 19,859	$ 17,766	
DMVA Sault St. Marie Maintenance	51111121.RAA	13614	$ -	$ 1	Supv balance ($16,107)
Marquette Perimeter Security	472/14015.RMP	54720	$ 24,957	$ 22,318	
BAY DE NOC - NURSING LAB & LEC HALL	332/11161.RAA	52536	$ 28,960	$ 1	Supv balance ($797)
MVA Ishpeming Paving	511/12332.RAA	13909	$ -	$ 1	Supb balance ($728)
Jacobetti Bath / Shower upgrades	511/09345.RAA	85000	$ 20,095	$ 1	Supv balance ($6,568)
* GOGEBIC - BUILDING RENOVATIONS				$ 3,640	Est base in time needed
* NMU - JAMRICH HALL REPLACEMENT				$ 4,368	Est base in time needed
			$ 296,685	$ 140,252	

From: Martin Gamble <martin.gamble@cardno.com>
Sent: Thursday, August 06, 2015 11:58 AM
To: Lach, Adam (DTMB)
Cc: 'o'brient@michigan.gov';Robert Smith;Michael Hauswirth
Subject: Bioaerosol in Ambient Air Microbial Evaluation
Attachments: Bioaerosol in Ambient Air Microbial Evaluation Flint Office Bldg, 125 Union Street, Flint, MI w Attachment.pdf

Adam,

Attached please find the subject report. Per our conversation yesterday, the results of the testing indicate that fungal reservoirs resulting from the water leak may still be present. Please do not hesitate to contact us if you have any questions concerning the information provided or if you would like us to perform additional services.

Sincerely,

Martin Gamble
SENIOR PROJECT MANAGER
CARDNO ATC

Cardno ATC
Shaping the Future

Phone (+1) 248-669-5140 Fax (+1) 248-669-5147 Mobile (+1) 248.896.7800
Address 46555 Humboldt Dr. , Suite 100, Novi, MI 48377
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Cardno ATC

Shaping the Future

Prepared for:

Mr. Terry O'Brien
DTMB Design & Construction Division
General Office Building 3B
7150 Harris Road
Dimondale, Michigan

Bioaerosol in Ambient Air Microbial Evaluation
Flint Office Building
125 Union Street
Flint, Michigan

Cardno ATC Project No: 188BS15361
Report Date: August 5, 2015

Prepared by:

Cardno ATC
46555 Humboldt, Suite 100
Novi, Michigan 48377

INTRODUCTION

The State of Michigan (Client) authorized Cardno ATC to perform air sampling for non-culturable mold spores in the Flint Office Building, located at 125 Union Street in Flint, Michigan. Based on information provided by the Client a water leak was identified and repaired in a pipe chase on the fourth floor during renovation activities. Water from a breached pipe in the pipe chase on the 4th floor traveled down the pipe chase to the 1st floor.

ASSESSMENT METHODS

On July 30, 2015, Cardno ATC conducted air sampling for non-culturable mold spores. The following methods were utilized.

Bioaerosol in Ambient Air – Total Countable Fungal Bioaerosols: Samples of ambient indoor and outdoor air were collected for laboratory analyses of bioaerosols (airborne particles that are living organisms or fragments that have originated from living organisms) in ambient air. Samples were collected by drawing air across an adhesive material within a "spore trap" cassette. Allergenco D cassettes were utilized. Ambient air was drawn over the spore trap using a high volume pump, calibrated to draw 15 liters of air per minute, for 10 minutes. Each spore trap was resealed and given a unique sample number. The sample number was entered onto the Chain of Custody at the conclusion of each sampling event.

Samples were submitted to IMS Analytical Laboratory for analysis of predominant mold species and estimated concentrations. IMS is accredited under the American Industrial Hygiene Association Environmental Microbiology Laboratory Accreditation Program (AIHA EMLAP) and participates in the AIHA Environmental Microbiology Proficiency Analytical Testing (EMPAT) quality control program.

BIOAEROSOL SAMPLING DATA FINDINGS

On July 30, 2015, Mr. Ryan Rae, Industrial Hygienist at Cardno ATC conducted bioaerosol sampling for non-culturable mold spores: in the 4th, 3rd , 1st floor pipe chase areas; 1st floor vending area and at the front entrance of the building exterior (for comparison to the natural environment).

Table 1: NON CULTURABLE MOLD AIR SAMPLE ANALYSIS (provided on the following page), summarizes the predominant fungal taxa reported for the non- culturable (spore-trap) sampling performed on July 30, 2015. The formal laboratory report prepared by IMS Analytical Laboratory is presented in Attachment A.

TABLE 1
NON CULTURABLE MOLD AIR SAMPLE ANALYSIS
125 UNION STREET, FLINT, MICHIGAN
JULY 30, 2015

Sample Number	Location	Total Spore Count/m^3	Dominant Mold Types Spores/m^3
E77150-1	Blank	0	No trace or fungal spores observed
E77150 - 2	4th Floor Pipe Chase Area	1,280	Pen/Asp group- 907 Basidiospores- 160 Cladosporium- 160 Chaetomium - 27 Mitospores-27
E777150-3	3rd Floor Pipe Chase Area	641	Pen/Asp group- 427 Basidiospores-187 Ascospores-27
E77150-4	2nd Floor Pipe Chase Area	374	Basidiospores-187 Cladosporium- 107 Pen/Asp group- 53 Ascospores-27
E77150-5	1st Floor Pipe Chase Area	2,930	Basidiospores-1,360 Pen/Asp group- 773 Cladosporium- 560 Ascospores-80 Smuts/Periconia/Myxomycetes-80 Alternaria-53 Epicoccum Nigrum-27
E77150-6	1st Floor Vending Area	1,680	Basidiospores-587 Pen/Asp group- 560 Cladosporium- 347 Ascospores-133 Ganoderma-27 Smuts/Periconia/Myxomycetes-27
E77150-7	Exterior- Front Entrance Area	47,900	Cladosporium-19,600 Basidiospores-18,800 Ascospores-8,590 Pen/Asp group- 373 Alternaria-80 Ganoderma-80 Mitospores-80 Smuts/Periconia/Myxomycetes-80 Cercospora Group-53 Epicoccum Nigrum-53 Rust-53 Torula-53 Stachybotrys-27

INTERPRETATION OF DATA

Bioaerosol Sample Data

The laboratory calculates estimated concentrations of fungal bioaerosols based on the number of identifiable spores observed in the sample trace and the volume of air drawn through the spore trap cassette.

The American Conference of Governmental Industrial Hygienists (ACGIH) considers comparison of indoor/outdoor (exterior) bioaerosol data a common method for evaluating indoor fungal reservoirs or concerns. In normal indoor environments, the total concentrations of fungi in the indoor air are commonly equal to, or less than, the total concentration outdoors (exterior). If indoor fungal bioaerosol concentrations are greater than those outdoors (exterior), then indoor fungal reservoirs are likely to be present. In addition, the types (i.e., taxa or groups) of fungal bioaerosols found inside a building should be qualitatively similar to the taxa recovered outdoors (exterior); presuming outdoor (exterior) air is the only source of indoor fungal bioaerosols. There are no regulatory standards or other widely accepted numerical guidelines available for interpretation of bioaerosol data. Current ACGIH guidelines (Macher, 1999) refrain from providing numerical thresholds for bioaerosols. A study by Horner, et al (2004) suggests that most indoor environments, with no history of water damage, exhibit the presence of species of Cladosporium and the Penicillium/Aspergillus group of molds, but that the presence of more than a very few spores of species of Stachybotrys, Chaetomium, and Ulocladium in an indoor sample indicates reservoirs of molds related to severe or prolonged water damage.

CONCLUSIONS

Results of the non-culturable (spore-trap) sampling indicated that total fungal taxa concentrations reported were lower in the interior of the building than the exterior of the building. However, the Penicillium/Aspergillus group concentrations were greater in the 4th, 3rd and 1st floor pipe chase areas and the 1st floor vending area, than the exterior sample, suggesting that fungal reservoirs may be present. Additionally, Chaetomium was identified in the 4th floor pipe chase sample and was not identified in any of the other samples, including the exterior sample. The presence of Chaetomium further suggest fungal reservoirs may be present, since this species is associated with prolonged and/or severe water damage, which would be consistent with the Client's indication that the water leak's origin was in the 4th floor pipe chase.

LIMITATIONS

This report has been prepared to assist State of Michigan in evaluating microbiological impact from the water leak in 4th floor pipe chase areas at the Flint Office Building located 125 Union Street in Flint, Michigan. Cardno ATC provided these services consistent with the level and skill ordinarily exercised by members of the profession currently practicing under similar conditions. This statement is in lieu of other statements either expressed or implied. This report is intended for the sole use of the State of Michigan. The intent of the report is to aid the building owner, architect, construction manager, general contractors, and potential demolition and abatement contractors in assessing microbiological impact. This report is not intended to serve as a bidding document nor as a project specification document and actual site should conditions and quantities be field-verified. The scope of services performed in execution of this evaluation may not be appropriate to satisfy the needs of other users, and use or re-use of this document, the findings, conclusions, or recommendations is at the risk of said user.

Other possible building material hazards such as asbestos and lead-based paint were not included as part of this evaluation and may require proper sampling for identification prior to disturbance. Other unidentified source of microbiological impact may be located within walls, ceiling cavities, below flooring or grade, and other non-accessible areas. Caution should be used during any remediation activities.

Additionally, the passage of time may result in a change in the environmental characteristics at this property. This report does not warrant against future operations or conditions that could affect the recommendations made. The results, findings, conclusions, and recommendations expressed in this report are based only on conditions that were observed during Cardno ATC's inspection of the site.

Thank you for this opportunity to be of service to State of Michigan. If you have any questions, please feel free to contact the undersigned at (248) 669-5140.

Sincerely,
Cardno ATC INC.

Ryan Rae
Industrial Hygienist

Martin Gamble
Senior Project Manager

Attachment A: IMS Laboratory Report

Cardno ATC
Shaping the Future

Attachment A

IMS Laboratory Report

Cardno ATC
Shaping the Future

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ims@imslaboratory.com

Laboratory Report

Prepared Exclusively For:

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248-669-5140
Michael.hauswirth@cardno.com

AIHA LAP, LLC
ACCREDITED LABORATORY
LAB # 172956

Project: Som - Flint - 125 Union Street Lab # E77150

Report Date: 07/31/2015 Sampled: 07/30/2015 Received: 07/30/2015 Analyzed: 07/31/2015

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This report has been prepared by IMS Laboratory, LLC at the request of and for the exclusive use of CARDNO ATC Inc. Read the important terms, conditions, and limitations that apply to this report carefully.

1 - IMS Laboratory, LLC

IMS Laboratory, LLC operates a state-of-the-art environmental laboratory, specializing in full service microbial, asbestos and radon analyses. We maintain the highest levels of quality and personalized service in the industry. Our analytical staff includes only Certified Indoor Air Quality Professionals, Ph.D. Microbiologists, Mycologists, Microbiologists, and Biochemists. Our team's extensive experience in indoor air quality sampling techniques, microbial identification, and analytical interpretation allows us to offer our clients expert personalized service and has made IMS Laboratory an industry leader.

IMS Laboratory is accredited through the American Industrial Hygiene Association (AIHA) for both viable and nonviable fungal identification and through the National Voluntary Laboratory Accreditation Program (NVLAP) for bulk asbestos. To maintain quality control and quality assurance, we use standardized procedures approved under strict AIHA and NVLAP guidelines. Client data information is compiled and stored in a specially designed computer management system for secure, redundant data and the ability to comply with AIHA and NVLAP quality system requirements. A portion of this quality system includes inter-analyst comparisons and statistical quality control using blind duplicate analyses and process blanks. Laboratory data is provided in compliance with AIHA and NVLAP policy modules and ISO 17025 guidelines.

This data is intended for use by professionals having the necessary knowledge of the testing methods to interpret them accurately.

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2 - Laboratory Results

Location: Blank

Sample # E77150 - 1

Medium Type: AllergencoD
Serial # 1391529
Exposure: 0.00 l/min. for 0.00 min.
Reporting Limit: 1 Spore/cu. m

Sample Identification	Raw Count	Spores/cu. m	Percent(%)
- Fungi -			
No Trace or Fungal Spores Observed	0	0	N/A%

Background Item	Level
(None)	N/A

Location: IWA - 4th Flr Chase

Sample # E77150 - 2

Medium Type: AllergencoD
Serial # 1391512
Exposure: 15.00 l/min. for 10.00 min.
Reporting Limit: 27 Spores/cu. m

Sample Identification	Raw Count	Spores/cu. m	Percent(%)
- Fungi -			
Pen/Asp group	34	907	70.80%
Basidiospores	6	160	12.49%
Cladosporium	6	160	12.49%
Chaetomium	1	27	2.11%
Mitospores	1	27	2.11%
Total Fungi	48	1,280	100.00%

Background Item	Level
Dust / Debris	Medium
Hyphal Fragments	Very Low
Opaque Particles	Low

Location: IWA - 3rd Flr Chase

Sample # E77150 - 3

Medium Type: AllergencoD
Serial # 1391527
Exposure: 15.00 l/min. for 10.00 min.
Reporting Limit: 27 Spores/cu. m

Sample Identification	Raw Count	Spores/cu. m	Percent(%)
- Fungi -			
Pen/Asp group	16	427	66.61%
Basidiospores	7	187	29.17%
Ascospores	1	27	4.21%
Total Fungi	24	641	100.00%

Background Item	Level
Dust / Debris	Low
Hyphal Fragments	Very Low
Opaque Particles	Very Low

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Location: IWA - 2nd Flr Chase

Sample # E77150 - 4

Medium Type: AllergencoD
Serial # 1391516
Exposure: 15.00 l/min. for 10.00 min.
Reporting Limit: 27 Spores/cu. m

Sample Identification	Raw Count	Spores/cu. m	Percent(%)
- Fungi -			
Basidiospores	7	187	50.00%
Cladosporium	4	107	28.61%
Pen/Asp group	2	53	14.17%
Ascospores	1	27	7.22%
Total Fungi	14	374	100.00%

Background Item	Level
Dust / Debris	Medium
Hyphal Fragments	Very Low
Opaque Particles	Low

Location: IWA - 1st Flr Chase

Sample # E77150 - 5

Medium Type: AllergencoD
Serial # 1391532
Exposure: 15.00 l/min. for 10.00 min.
Reporting Limit: 27 Spores/cu. m

Sample Identification	Raw Count	Spores/cu. m	Percent(%)
- Fungi -			
Basidiospores	51	1,360	46.37%
Pen/Asp group	29	773	26.36%
Cladosporium	21	560	19.09%
Ascospores	3	80	2.73%
Smuts/Periconia/Myxomycetes	3	80	2.73%
Alternaria	2	53	1.81%
Epicoccum nigrum	1	27	0.92%
Total Fungi	110	2,930	100.00%

Background Item	Level
Dust / Debris	Medium
Hyphal Fragments	Very Low
Opaque Particles	Medium

Location: OWA - 1st Floor Vending

Sample # E77150 - 6

Medium Type: AllergencoD
Serial # 1391533
Exposure: 15.00 l/min. for 10.00 min.
Reporting Limit: 27 Spores/cu. m

Sample Identification	Raw Count	Spores/cu. m	Percent(%)
- Fungi -			
Basidiospores	22	587	34.92%
Pen/Asp group	21	560	33.31%
Cladosporium	13	347	20.64%
Ascospores	5	133	7.91%
Ganoderma	1	27	1.61%
Smuts/Periconia/Myxomycetes	1	27	1.61%
Total Fungi	63	1,680	100.00%

- Sample data continued on next page -

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Background Item	Level
Dust / Debris	Low
Hyphal Fragments	Very Low
Opaque Particles	Very Low

Location: Exterior - Front Entrance

Sample # E77150 - 7

Medium Type: AllergencoD
Serial # 1391528
Exposure: 15.00 l/min. for 10.00 min.
Reporting Limit: 27 Spores/cu. m

NOTE: Estimated raw counts on Ascospores, Basidiospores and Cladosporium.

Sample Identification	Raw Count	Spores/cu. m	Percent(%)
- Fungi -			
Cladosporium	736	19,600	40.90%
Basidiospores	705	18,800	39.23%
Ascospores	322	8,590	17.92%
Pen/Asp group	14	373	0.78%
Alternaria	3	80	0.17%
Ganoderma	3	80	0.17%
Mitospores	3	80	0.17%
Smuts/Periconia/Myxomycetes	3	80	0.17%
Cercospora group	2	53	0.11%
Epicoccum nigrum	2	53	0.11%
Rust	2	53	0.11%
Torula	2	53	0.11%
Stachybotrys	1	27	0.06%
Total Fungi	1,798	47,900	100.00%
- Other -			
Pollen	2	53	100.00%

Background Item	Level
Dust / Debris	Low
Hyphal Fragments	Very Low
Opaque Particles	Very Low

Analytic Methods and Formulas:

IMS Laboratory Analytical Method: 2.2 (method for analyzing spore trap)
Results are rounded to 3 significant figures per AIHA policy module 2A.5.10.5
Spores per cubic meter is determined by: Total Spore Count x 4 x (1000/(sampling rate)x(sampling time))

Note that this report may use mold-specific units, such as Spores/cu. m and CFU/cu. m for Sample Identifications such as pollen, fiberglass fibers, and bacteria, which are not molds.

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Report Prepared For:	CARDNO ATC Inc
Project Name:	Som - Flint - 125 Union Street
Report Date:	07/31/2015
Lab Number:	E77150

IMS Laboratory, LLC is accredited through the American Industrial Hygiene Association (AIHA) and participates in Environmental Microbiology Proficiency Testing, EMPAT #172958. Data is provided in compliance with AIHA policy modules and ISO 17025 guidelines.

Analyst

07/31/2015

Patricia J. Idema, Lab Analyst

AIHA LAP, LLC ACCREDITED LABORATORY LAB # 172958

Reviewer

07/31/2015

Seth M. Norman, Lab Reviewer

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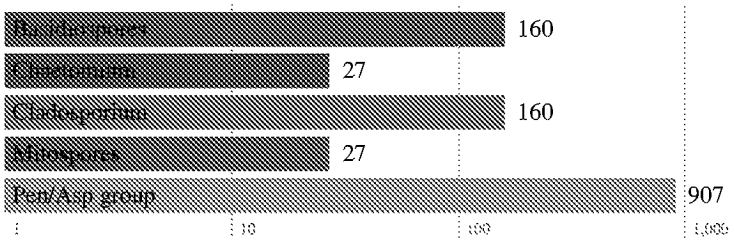
3 - Sample Comparison Graph

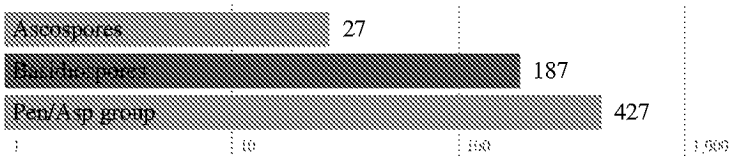
Spore Trap Samples - Spores per Cubic Meter

Blank
NO FUNGI FOUND

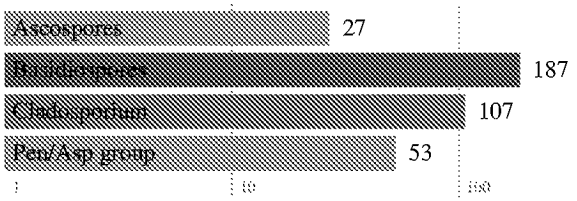
IWA - 4th Flr Chase



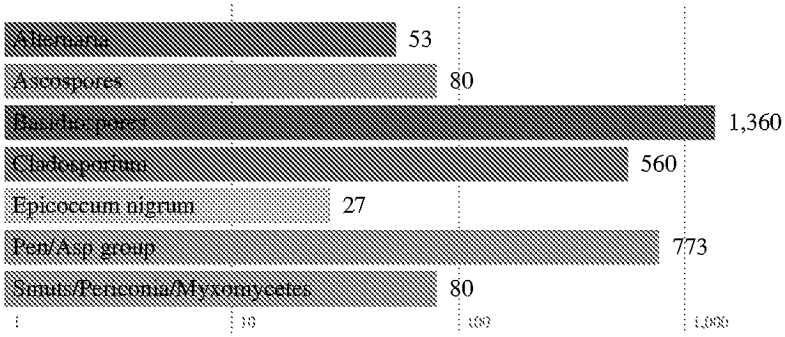
IWA - 3rd Flr Chase



IWA - 2nd Flr Chase



IWA - 1st Flr Chase



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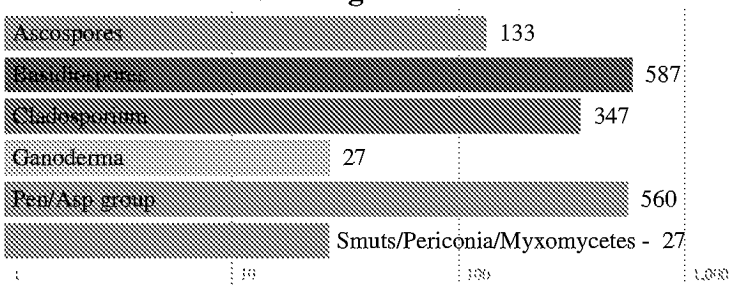
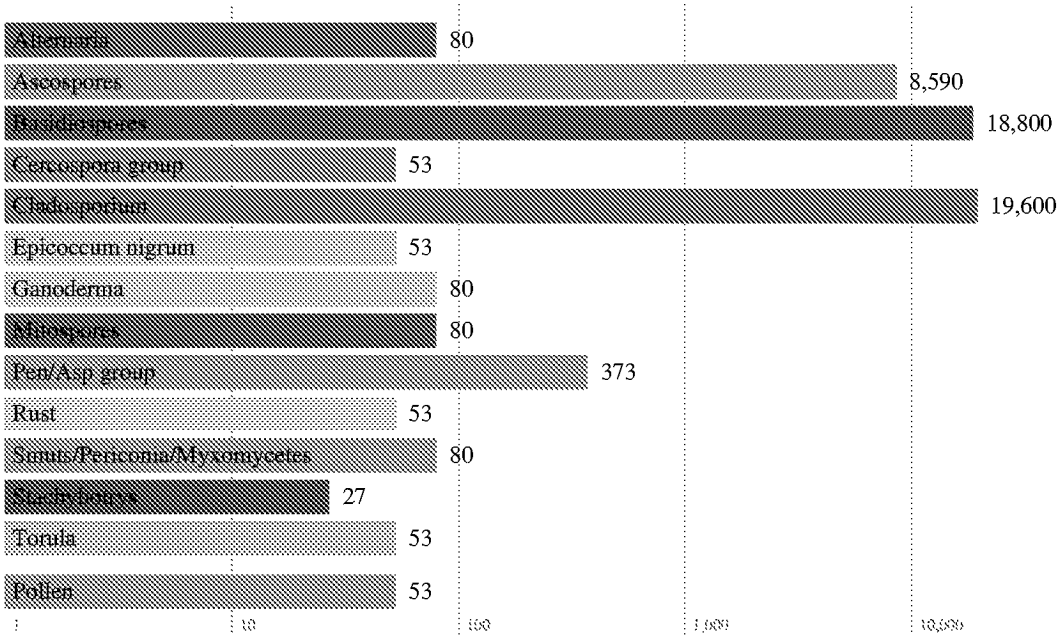
Spore Trap Samples - Spores per Cubic Meter

OWA - 1st Floor Vending



Exterior - Front Entrance



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4 - Understanding Laboratory Results

Laboratory findings must only be considered as part of an overall mold investigation. The interpretation of the findings must only be made by a qualified individual after reviewing all relevant data. Visual information and environmental conditions measured during the site assessment are crucial to any final interpretation of the results. A very good reference book which covers sampling and data interpretation has been published by The American Conference of Governmental and Industrial Hygienists and is entitled *Bioaerosols: Assessment and Control,* 1999.

Numerical guidelines cannot be used as the primary determinant as to whether a mold problem may exist. Concentrations of mold in the air will vary depending on weather conditions, building air flow, time of day and time of year. Comparisons between indoor and outdoor mold levels, types of mold found, visual information and environmental conditions are more important in interpreting results than reliance on specific numeric thresholds.

In *Indoor Air Quality in Office Buildings: A Technical Guide, Health Canada,* Revised 1995 (Pages 49-50), Health Canada set forth guidelines which can be used to better understand air testing results. The guidelines included these general principles. Significant numbers of certain pathogenic fungi should not be present in indoor air (e.g. Aspergillus fumigatus, Histoplasma, and Cryptcoccus). Bird or bat droppings in air intakes, ducts or rooms should be assumed to contain these pathogens. The persistent presence of significant numbers of toxigenic fungi (e.g. Stachybotrys atra, toxigenic Aspergillus, Penicillium and Fusarium species) indicate that further investigation and action should be taken. The confirmed presence of one or more fungal species occurring as a significant percentage of a sample in indoor air samples and not similarly present in concurrent outdoor samples is evidence of a fungal amplifier. The "normal" air mycoflora is qualitatively similar and quantitatively lower than that of outdoor air. The significant presence of fungi in humidifiers and diffuser ducts and on moldy ceiling tiles and other surfaces requires investigation and remedial action regardless of the airborne mold concentrations.

Generally, mold spores are present everywhere. As a general rule, "normal" air mycoflora is qualitatively similar and quantitatively lower than that of outdoor air. When the converse is true, it is likely that an indoor source of mold may exist. However, even this most basic rule may produce misleading results. Airborne mold spore levels vary widely due to factors such as weather conditions and activity levels. For example, in a "normal" home, indoor mold spore levels may be elevated above outdoor spore levels after vacuuming (when airborne indoor levels could be unusually high) or after a heavy snow (when outdoor levels could be unusually low).

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Surface Sampling primarily identifies the types and relative proportions of mold on a surface. Viable surface sampling will identify living mold, while nonviable surface sampling will identify all mold (but cannot distinguish between living or dead mold). Surface sampling may confirm that a substance is mold or identify the types of mold present on the surface. Because mold is everywhere, there is a high probability that a surface sample from a "clean" surface will still identify mold on that surface.

There are currently no state or federal standards or guidelines regarding results of fungal samples. There are no levels, which are typical or permissible. There are no recommended exposure limits, no permissible exposure limits, no threshold limit values and no short term exposure limits.

These guidelines are not intended, nor should they be used, for health evaluation purposes or to evaluate the safety of an occupied space. A physician should be consulted regarding health and/or safety questions.

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5 - Sample Identification Definitions

Alternaria

A genus of fungi that is extremely widespread and ubiquitous. It is commonly found in outdoor samples and may be isolated from samples of soil, seeds, and plants. Alternaria is also often found in carpets, textiles, window frames, and on horizontal surfaces in building interiors. It is both a plant pathogen and human pathogen. Alternaria produces large spores, suggesting that the spores from this fungus are deposited in the nose, mouth, and upper respiratory tract. It may be related to baker's asthma. Alternaria has been associated with hypersensitivity pneumonitis, sinusitis, deratomycosis, onychomycosis, subcutaneous phaeohyphomycosis, and invasive infection. It is a common cause of extrinsic asthma (immediate-type hypersensitivity: type I).

Found in these Sample Locations: (5) IWA - 1st Flr Chase (7) Exterior - Front Entrance

Ascospores

A large group of spores that are very ubiquitous in nature. They are frequently found in the air after a rain. Most ascospores are plant pathogens; a small portion have been known to cause infection in humans but are identified separately.

Found in these Sample Locations: (3) IWA - 3rd Flr Chase (4) IWA - 2nd Flr Chase (5) IWA - 1st Flr Chase (6) OWA - 1st Floor Vending (7) Exterior - Front Entrance

Basidiospores

A large group of spores that are very ubiquitous in nature. They are released from mushrooms, shelf fungi, puffballs, and a variety of other macro fungi. Basidiospores may be allergenic to those with seasonal allergies.

Found in these Sample Locations: (2) IWA - 4th Flr Chase (3) IWA - 3rd Flr Chase (4) IWA - 2nd Flr Chase (5) IWA - 1st Flr Chase (6) OWA - 1st Floor Vending (7) Exterior - Front Entrance

Cercospora group

A group of closely-related fungi that includes the genera Cercospora and Pseudocercospora. They are pathogenic to a variety of plants, particularly grapes and celery. Fungi in the Cercospora group are not known human pathogens.

Found in these Sample Locations: (7) Exterior - Front Entrance

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Chaetomium

A type of ascospore commonly isolated from soil. It is found on a variety of substrates including decomposing plant material and wood, dung, straw, and damp or water-damaged cellulose (e.g. paper on drywall). As a moisture-indicator fungi, Chaetomium only grows when the substrate has a current or previous severe moisture problem. There are over 100 documented species of Chaetomium, several of which are reported to be toxigenic; if not speciated, the genus Chaetomium should be assumed to be toxigenic. It has been known to cause systemic, cerebral, cutaneous, subcutaneous, and pulmonary infections, though usually only in the immunocompromised.

Found in these Sample Locations: (2) IWA - 4th Flr Chase

Cladosporium

One of the most commonly identified outdoor fungi. It is often found indoors in numbers less than outdoors. Cladosporium is also found on decaying plants and food, straw, paint, and textiles. It is generally regarded to be allergenic and can be a cause of extrinsic asthma (immediate type hypersensitivity: Type I). Cladosporium has been reported in cases of skin lesions, keratitis, onychomycosis, sinusitis, and pulmonary infections.

Found in these Sample Locations: (2) IWA - 4th Flr Chase (4) IWA - 2nd Flr Chase (5) IWA - 1st Flr Chase (6) OWA - 1st Floor Vending (7) Exterior - Front Entrance

Epicoccum nigrum

Epicoccum nigrum (also known as Epicoccum purpurascens) is the only species in the genus Epicoccum. It is very commonly isolated from plants, air, animals, foodstuffs, and textiles. Epicoccum nigrum is a known plant pathogen, but is not pathogenic to humans.

Found in these Sample Locations: (5) IWA - 1st Flr Chase (7) Exterior - Front Entrance

Ganoderma

A type of basidiospore from a genus of mushrooms known as shelf mushrooms or bracket fungi, which grow on wood. These spores may be allergenic to those with seasonal allergies.

Found in these Sample Locations: (6) OWA - 1st Floor Vending (7) Exterior - Front Entrance

Mitospores

A large group of morphologically-similar fungi which includes Alternaria, Stemphylium, Pithomyces, and Ulocladium. If hyphal fragments are not attached to the spores, the specific type of mitospore cannot be differentiated and is classified under this grouping. Because mitospores are large spores, they are more easily deposited in the nose, mouth, and upper respiratory tract,

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allowing them to be potentially very allergenic. Alternaria, Stemphylium, Pithomyces, and Ulocladium are all commonly found on plants, textiles, paper, and in soil. In building interiors, they are commonly isolated from horizontal surfaces (e.g. window sills, attic rafters). Alternaria is both a plant pathogen and human pathogen and is associated with asthma, hypersensitivity pneumonitis, sinusitis, deratomycosis, onychomycosis, subcutaneous phaeohyphomycosis, and invasive infection. Stemphylium is not a known human pathogen. Pithomyces is not a known human pathogen, but has been known to cause facial eczema on ruminants (e.g. cattle, goats, sheep). Ulocladium is generally not pathogenic, but has been known to cause cutaneous infections in the immunocompromised.

Found in these Sample Locations: (2) IWA - 4th Flr Chase (7) Exterior - Front Entrance

No Trace or Fungal Spores Observed

No visible trace or spores were observed in the sampling area.

Found in these Sample Locations: (1) Blank

Pen/Asp group

The spores of the genera Penicillium, Aspergillus, Gliocladium, and Trichoderma are quite similar when viewed under a microscope and are grouped together under the heading Pen/Asp. Penicillium species are among the most common fungi found in indoor environments, particularly basements. Certain species may cause infections of the eye, external ear, respiratory system, and urinary tract. Some species of Aspergillus are parasitic on insects, plants, and animals including humans. All Aspergillus species are allergenic. Various species can cause extrinsic asthma, pulmonary emphysema, opportunistic infections of the ears and eyes, and severe pulmonary infections. Many species of Penicillium and Aspergillus produce mycotoxins which may be associated with diseases in humans and animals. Several toxins are considered potential human carcinogens. The genus Gliocladium has not been reported to cause disease in man or animals. The genus Trichoderma has been reported to cause infections in immunocompromised individuals, patients undergoing dialysis, and individuals with chronic kidney failure or chronic lung disease.

Found in these Sample Locations: (2) IWA - 4th Flr Chase (3) IWA - 3rd Flr Chase (4) IWA - 2nd Flr Chase (5) IWA - 1st Flr Chase (6) OWA - 1st Floor Vending (7) Exterior - Front Entrance

Pollen

Pollen are coarse to fine particles/grains produced by various trees, weeds, and grasses. For individuals with seasonal allergies, pollen is often the causative agent.

Found in these Sample Locations: (7) Exterior - Front Entrance

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Rust

A plant pathogen that is commonly found on leaves, stems, fruits, and seeds of various plants. Not a known human pathogen.

Found in these Sample Locations: (7) Exterior - Front Entrance

Smuts/Periconia/Myxomycetes

A group of plant pathogens with similar morphology. They are commonly found in the outdoor environment in soil and on wood, grasses, cereal crops, and flowering plants. Myxomycete spores are considered to cause Type 1 allergies (hay fever and asthma).

Found in these Sample Locations: (5) IWA - 1st Flr Chase (6) OWA - 1st Floor Vending (7) Exterior - Front Entrance

Stachybotrys

A fungus naturally found on decaying plant and tree material. In the indoor environment, it grows on building material with a high cellulose and water content and a low nitrogen content (e.g. wet drywall). There are over 20 documented species of Stachybotrys, and at least two are reported to be toxigenic; if not speciated, the genus Stachybotrys should be assumed to be toxigenic. Specifically, it can produce the mycotoxin trichothecene (Satratoxin H), which is poisonous upon inhalation. Individuals with chronic exposure to the toxin produced by this fungus reported cold and flu symptoms, sore throats, diarrhea, headaches, fatigue, dermatitis, intermittent local hair loss, and general malaise. The toxin may suppress the immune system, affecting the lymphoid tissue and the bone marrow. It is also reported to be a liver and kidney carcinogen. Effects by absorption of the toxin in the human lung are known as pneumomycosis. Areas with relative humidity above 55% are subject to temperature fluctuations and are ideal for toxin production. Stachybotrys is rarely found in outdoor samples. It is usually difficult to find in indoor air samples unless it is physically disturbed.

Found in these Sample Locations: (7) Exterior - Front Entrance

Torula

No reports of human infection. Can cause Type I allergic reactions.

Found in these Sample Locations: (7) Exterior - Front Entrance

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6 - Glossary of Terms

Agar ~
A gelatinous medium used for growing microorganisms (e.g. mold, yeast, and bacteria).

Colony ~
A group of hyphae (filaments) of the same type of microorganism growing together. A colony can be seen with the naked eye.

Colony Forming Unit (CFU) ~
A unit of measure describing the number of colonies present in or on a surface of a sample.

Exposure ~
The exposure refers to the quantity of a sample collected for laboratory analysis. With reference to air tests, the exposure is determined by multiplying the flow rate of the collection device by the length of time the device was operating.

Fungus (fungi, pl) ~
Fungi are a form of life (eukaryotic) which can range from unicellular to filamentous. Fungi lack chlorophyll and absorb nutrients. Fungi can reproduce by sexual, asexual, or both means. Mold is a type of fungi.

Hypha (hyphae, pl) / hyphal fragment ~
Hypha is the tubular filament which is the vegetative, nutrient absorbing portion of the fungus.

Mold ~
A very large group of microscopic fungi. Most are filamentous organisms and produce spores that can be air-, water-, or insect-borne. Mold can be a common trigger for allergies. For people who are sensitive to mold, exposure can cause symptoms such as nasal stuffiness, eye irritation, or wheezing. People with serious allergies to mold may have more severe reactions. Severe reactions may occur among workers exposed to large amounts of molds in occupational settings. People with chronic illnesses, such as obstructive lung disease, may develop mold infections in their lungs. Mold growth in the home can be slowed by keeping humidity levels below 50% and ventilating showers and cooking areas.

Mycotoxin ~
A substance produced by fungi which can be toxic to man and/or animals.

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Opaque particle ~
Opaque particles are dark, non-biological, debris through which light will not pass.

Petri Dish ~
A dish containing agar for the culturing of microorganisms (e.g. fungi or bacteria).

Raw Count ~
The number of particles counted by an analyst during the examination of specimen.

Reporting Limit (RL) ~
The reporting limit (RL) is the limit of detection for an analyte that can be reliably reported by using a given analytical method. The RL is dependent on the time and volume of sampling.

Sample Medium ~
The sample medium refers to the type of test conducted (e.g. swab, spore trap air test, tape lift, etc.).

Serial Number ~
A manufacturer's specific identification code on a test medium (e.g. spore trap or tape lift).

Spore ~
A propagule/structure produced by fungi as a means of reproduction, survival, and dissemination. Spores can be single cellular or multicellular.

Spore Trap ~
A Spore trap is a collection device (or media) used to capture airborne spores and other airborne particulates. Spore traps are analyzed by microscopic means and do not distinguish between viable and non-viable cells.

Too Numerous To Count (TNTC) ~
TNTC is used to denote specimens in which a type of organism is present at an extremely high level or has grown together so that individual colonies cannot be distinguished.

Toxigenic fungi ~
Toxigenic fungi are fungi capable of producing toxic substances.

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8 - Warranties, Legal Disclaimers, and Limitations

IMS's scope of accreditation through the AIHA is for the following FoT(s)/Method(s): Fungal Air - Culturable (SOP 2.4 Cultured Air Sample Reporting); Fungal Bulk - Culturable (SOP 2.5); Fungal Surface - Culturable (SOP 2.5); Fungal Air - Direct Examination (SOP 2.2 and 2.3); Fungal Bulk - Direct Examination (SOP 2.6); and Fungal Surface - Direct Examination (SOP 2.1).

The study and understanding of molds is a progressing science. Because different methods of sampling, collection and analysis exist within the indoor air quality industry, different inspectors or analysts may not always agree on the mold concentrations present in a given environment. Additionally, the airborne levels of mold change frequently and by large amounts due to many factors including activity levels, weather, air exchange rates (indoors), and disturbance of growth sites. It is possible for report interpretations and ranges of accuracy to vary since comprehensive, generally accepted industry standards do not currently exist for indoor air quality inspections of mold in residential indoor environments. This report is intended to provide an analysis based upon samples taken at the site at the time of the inspection. Mold levels can and do change rapidly, especially if home building materials or contents remain wet for more than 24 hours, or if they are wet frequently. This report is not intended to provide medical or healthcare advice. All allergy or medical-related questions and concerns, including health concerns relating to possible mold exposure, should be directed to a qualified physician. If this report indicates indoor mold levels that are higher than in typical indoor living spaces relative to the outdoor environment, or indicates any findings that are of concern to you, further evaluation by a trained mold professional or a Certified Industrial Hygienist (CIH) may be advisable.

Results pertain only to the items tested. Unless otherwise noted in the body of this report, the condition of samples upon receipt was acceptable. Blank samples are reported in the same manner as all other samples. The results are not corrected for contamination.

This report is generated by IMS at the request of, and for the exclusive use of, the IMS client named on this report. The analysis of the test samples is performed by IMS. This report applies only to the samples taken at the time, place and location referenced in the report and received by IMS, and to the property and weather conditions existing at that time only. Please be aware, however, that property conditions, inspection findings and laboratory results can and do change over time relative to the original sampling due to changing conditions, the normal fluctuation of airborne mold, and many other factors. IMS does not furnish, and has no responsibility for, the inspector or inspection service that performs the inspection or collects the test samples. It is the responsibility of the end-user of this report to select a properly trained professional to conduct the inspection and collect appropriate samples for analysis and interpretation. Neither IMS, nor its

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- End of Lab Report Number E77150 -

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ADDENDUM NO. 1

STATE OF MICHIGAN
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET

INTERIOR RENOVATIONS TO:
FLINT STATE OFFICE BUILDING
125 EAST UNION STREET
FLINT, MICHIGAN 48502

FILE NO. 071/12354.JAN
INDEX NO. 53322
ARCHITECT'S PROJECT NO. 2012070

AUGUST 29, 2013

WIGEN TINCKNELL MEYER & ASSOCIATES, INC.
100 SOUTH JEFFERSON AVENUE, SUITE 601
SAGINAW, MICHIGAN 48607

ADDENDUM NO. 1

STATE OF MICHIGAN
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET

WINDOW REPLACEMENT AND EXTERIOR FACADE RENOVATIONS TO:
FLINT STATE OFFICE BUILDING
125 EAST UNION STREET
FLINT, MICHIGAN

File No. 071/12354.JAN
Index No. 53322
Architect Project No. 2012070
August 29, 2013

The following clarifications, modifications and/or revisions to the above project shall be considered part of the original drawings and specifications.

It shall be the responsibility of the contractor to notify their subcontractors and/or suppliers of the clarifications, modifications and/or revisions included herein.

ARCHITECTURAL

Item No. A1: The following drawings are attached to correct a printing issue where Keynotes were appearing blacked out. The attached drawings are for printing purposes only.

Sheets attached are: A2.1, A2.2, A2.3, A2.4, A2.5, A2.6, A2.7, A2.10, A2.11 and A8.6.

Item No. A2: Reference Specifications and add the following attached Sections.

a. Revised Table of Contents
b. Drawing Index
c. 057300 Decorative Metal Railings
d. 074243 Composite Wall Panels
e. 101400 Signage
f. 124813 Entrance Floor Mats and Frames

Item No. A3: Omit Specification Section 017123.16 Construction Staking by Contractor

Item No. A4: Reference Specification Section 055000 Metal Fabrications. Delete Part 3.2.

Item No. A5: Reference Specification Section 079200 Joint Sealants. Part 3.4, Item D.2, delete Items c and d.

Item No. A6: Reference Specification Section 102800 Toilet, Bath and Laundry Accessories, Part 2.2, B, revise to read:

B. Diaper-Changing Station:
   1. Basis-of-Design Product: Koala Kare; Product KB200-SS.
   2. Description: Horizontal unit that opens by folding down from stored position and with child-protection strap.

a. Engineered to support a minimum of 250-lb (113-kg) static load when opened.
3. Mounting: Recessed mounted.
4. Operation: By pneumatic shock-absorbing mechanism.
5. Material and Finish: HDPE with Type 304 brushed stainless steel flange. Color to be selected from manufacturer's standard.
6. Liner Dispenser: Built-in.

Item No. A7: Reference Specification Section 102113 – Toilet Compartments.

A. Part 1.1.A.1, revise to read:
1. Steel toilet compartments configured as toilet enclosures and urinal screens.
2. FRP (Fiberglass Reinforced Polyester) toilet compartments configured as toilet enclosures.

B. Part 2.2, revise to read as "Steel Units"

C. Part 2.2, Item J, revise to read:
J. Steel-Sheet Finish: Manufacturer's standard baked-on finish with one color in each room. Color as selected by Architect from manufacturer's full range.

Item No. A8: Reference Specification Section 102238 Operable Panel Partitions. Revise to read as follows:

A. Part 2.2, Item E:
E. STC: Not less than 51.

B. Part 2.4, delete Item E.

C. Part 2.3, delete Item B.

Item No. A9: Reference Drawing A8.4 Interior Elevations 12/A8.4. Revise detail designation 1/A8.6 to read 11/A8.6.

Item No. A10: Reference Drawing A3.5 sill detail 12/A3.5, provide and install a 1/2" fire-treated plywood on top of the existing wall construction. Increase depth of apron face 1/2".

STRUCTURAL

Item No. S1: Reference Specification Section 033000.
A. Revise Section 2.9.D to read:
1. Minimum Compressive Strength: 3500psi or 4500psi as indicated on structural drawings.
2. Maximum Water-Cementitious Materials Ratio: as indicated on structural drawings.
B. Omit Section 2.9.D.7 Synthetic Micro-Fiber.
C. Add the following to Section 3.4 Steel Reinforcement:

1. B. Furnish epoxy coated or hot dipped galvanized reinforcing bars in exterior slabs.

Item No. S2: Reference Specification Section 051200

A. Omit Section 2.2.E Shear Connectors.
B. Omit Section 2.2.I Clevises and Turnbuckles.
C. Omit Section 2.5.B Shear Connectors.

Item No. S3: Reference Specification Section 055000.

A. Omit Section 1.1.A.2 Shelf Angles.
B. Omit Section 2.8 Shelf Angles.

Item No. S4: Reference Specification Section 053100.

A. Revise Section 2.3.B.2 to read:
   2. Profile Depth: 1-1/2 inches, 0060 inches as indicated on structural drawings.
B. Revise Section 2.3.B.3 to read:
   3. Design Uncoated Steel Thickness: 0.0358 inch for 1-1/2 inch deck, 0.0295 inch for 0.60 inch deck.

END OF ADDENDUM NO. 1

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SECTION 057300 - DECORATIVE METAL RAILINGS

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:
   1. Alternate stainless-steel post-supported railing with glass panel infill.
B. Related Sections:
   1. Section 088000 "Glazing" for glass panel infill.

1.2 PERFORMANCE REQUIREMENTS

A. Delegated Design: Design railings, including comprehensive engineering analysis by a qualified professional engineer, using performance requirements and design criteria indicated.
B. Structural Performance: Railings shall withstand the effects of gravity loads and the following loads and stresses within limits and under conditions indicated:
   1. Handrails and Top Rails of Guards:
      a. Uniform load of 50 lbf/ft. (0.73 kN/m) applied in any direction.
      b. Concentrated load of 200 lbf (0.89 kN) applied in any direction.
      c. Uniform and concentrated loads need not be assumed to act concurrently.
   2. Infill of Guards:
      a. Concentrated load of 50 lbf (0.22 kN) applied horizontally on an area of 1 sq. ft. (0.093 sq. m).
      b. Infill load and other loads need not be assumed to act concurrently.
C. Control of Corrosion: Prevent galvanic action and other forms of corrosion by insulating metals and other materials from direct contact with incompatible materials.

1.3 PRECONSTRUCTION TESTING

A. Preconstruction Testing Service: Engage a qualified testing agency to perform preconstruction testing on laboratory mockups.
   1. Build laboratory mockups at testing agency facility; use personnel, materials, and methods of construction that will be used at Project site.
   2. Test railings according to ASTM E 894 and ASTM E 935.

1.4 SUBMITTALS

A. Product Data: For the following:
   1. Manufacturer's product lines of railings assembled from standard components.
B. Shop Drawings: Include plans, elevations, sections, details, and attachments to other work.
C. Samples: For each type of exposed finish required.
D. Delegated-Design Submittal: For installed products indicated to comply with performance requirements and design criteria, including analysis data and calculations signed and sealed by the qualified professional engineer responsible for their preparation.
E. Qualification Data: For qualified professional engineer.
F. Product Test Reports: Based on evaluation of comprehensive tests performed by a qualified testing agency, according to ASTM E 894 and ASTM E 935.
G. Preconstruction test reports.

1.5 QUALITY ASSURANCE

A. Product Options: Information on Drawings and in Specifications establishes requirements for system's aesthetic effects and performance characteristics. Do not modify intended aesthetic effects, as judged solely by Architect, except with Architect's approval.
B. Safety Glazing Labeling: Permanently mark glass with certification label of the SGCC. Label shall indicate manufacturer's name, type of glass, thickness, and safety glazing standard with which glass complies.

C. Mockups: Build mockups to verify selections made under sample submittals and to demonstrate aesthetic effects and set quality standards for fabrication and installation.
   1. Build mockups for each form and finish of railing consisting of two posts, top rail, infill area, and anchorage system components.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
   1. Stainless Steel Decorative Railing:
      a. Architectural Metal Works.
      b. Architectural Railings & Grilles, Inc.
      c. Atlantis Rail Systems; Division of Suncor Stainless.
      d. Blum, Julius & Co., Inc.
      e. Blumcraft of Pittsburgh.
      f. CraneVeyor Corp.
      g. C.R. Laurence Co., Inc.
      h. Forms+Surfaces
      i. Livers Bronze Co.
      j. Newman Brothers, Inc.
      k. P & P Artec.
      l. Pisor Industries, Inc.
      m. Platers Polishing Company; a division of Rippel Architectural Metals.
      n. Taco
      o. Wagner, R & B, Inc.; a division of the Wagner Companies.
      p. Wylie Systems.

2.2 METALS, GENERAL

A. Brackets, Flanges, and Anchors: Same metal and finish as supported rails unless otherwise indicated.

2.3 STAINLESS STEEL

A. Tubing: ASTM A 554, Grade MT 304.
B. Pipe: ASTM A 312/A 312M, Grade TP 304.
C. Castings: ASTM A 743/A 743M, Type 304L
D. Sheet, Strip, Plate, and Flat Bar: ASTM A 666, Type 304.
E. Bars and Shapes: ASTM A 276, Type 304.

2.4 GLAZING MATERIALS

A. Glazing Gaskets for Glass Infill Panels: Glazing gaskets and related accessories recommended or supplied by railing manufacturer for installing glass infill panels in post-supported railings.

2.5 FASTENERS

A. Fastener Materials: Unless otherwise indicated, provide the following:
   1. Stainless-Steel Components: Type 304 stainless-steel fasteners.
   2. Uncoated Steel Components: Plated-steel fasteners complying with ASTM B 633, Class Fe/Zn 25 for electrodeposited zinc coating where concealed; Type 304 stainless-steel fasteners where exposed.
   3. Dissimilar Metals: Type 304 stainless-steel fasteners.
B. Anchors, General: Anchors capable of sustaining, without failure, a load equal to six times the load imposed when installed in unit masonry and four times the load imposed when installed in concrete, as determined by testing according to ASTM E 488, conducted by a qualified independent testing agency.
C. Post-Installed Anchors: Torque-controlled expansion anchors.

2.6 FABRICATION

A. General: Fabricate railings to comply with requirements indicated for design, dimensions, member sizes and spacing, details, finish, and anchorage, but not less than that required to support structural loads.
B. Connections: Fabricate railings with nonwelded connections unless otherwise indicated.
C. Welded Connections: Cope components at connections to provide close fit, or use fittings designed for this purpose. Weld all around at connections, including at fittings.
   1. At exposed connections, finish exposed welds to comply with NOMMA's "Voluntary Joint Finish Standards" for Type 1 welds: no evidence of a welded joint.
D. Mechanical Connections: Connect members with concealed mechanical fasteners and fittings.
E. Form changes in direction by inserting prefabricated elbow fittings.
F. Bend members in jigs to produce uniform curvature for each configuration required; maintain cross section of member throughout entire bend without buckling, twisting, cracking, or otherwise deforming exposed surfaces of components.
G. Close exposed ends of hollow railing members with prefabricated end fittings.
H. Provide wall returns at ends of wall-mounted handrails unless otherwise indicated.
I. Brackets, Flanges, Fittings, and Anchors: Provide wall brackets, flanges, miscellaneous fittings, and anchors to interconnect railing members to other work unless otherwise indicated.

2.7 GLAZING PANEL FABRICATION

A. Infill Panels: Provide 1/2 inch thick laminated, tempered glass panels.

2.8 STAINLESS-STEEL FINISHES

A. Directional Satin Finish: No. 4.
B. Dull Satin Finish: No. 6.

PART 3 - EXECUTION

3.1 INSTALLATION

A. Perform cutting, drilling, and fitting required for installing railings. Set railings accurately in location, alignment, and elevation; measured from established lines and levels and free of rack.
   1. Set posts plumb within a tolerance of 1/16 inch in 3 feet (2 mm in 1 m).
   2. Align rails so variations from level for horizontal members and variations from parallel with rake of steps and ramps for sloping members do not exceed 1/4 inch in 12 feet (5 mm in 3 m).
B. Anchor posts to metal surfaces as indicated using fittings designed and engineered for this purpose.
C. Secure wall brackets to building construction as follows:
   1. For steel-framed partitions, use hanger or lag bolts set into fire-retardant-treated wood backing between studs.
   2. For steel-framed partitions, fasten brackets directly to steel framing or concealed steel reinforcements using self-tapping screws of size and type required to support structural loads.

END OF SECTION 057300

SECTION 074243 - COMPOSITE WALL PANELS

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes metal composite material (MCM) wall panels with rainscreen – principal installation.
   1. Zinc-faced.

1.2 PERFORMANCE REQUIREMENTS

A. Delegated Design: Design metal-faced composite wall panel assembly, including comprehensive engineering analysis by a qualified professional engineer, using performance requirements and design criteria indicated.
B. Structural Performance: Provide metal-faced composite wall panel assemblies capable of withstanding the effects of the following loads and stresses within limits and under conditions indicated, based on testing according to ASTM E 330:
   1. Wind Loads: Determine loads based on the following minimum design wind pressures:
      a. Uniform pressure of 24 lbf/sq. ft., acting inward or outward.
   2. Deflection Limits: Metal-faced composite wall panel assemblies shall withstand wind loads with horizontal deflections no greater than 1/175 of the span at the perimeter and 1/60 of the span anywhere in the panel of the span.

1.3 SUBMITTALS

A. Product Data: For each type of product indicated.
B. Shop Drawings: Show fabrication and installation layouts of metal-faced composite wall panels; details of edge conditions, joints, panel profiles, corners, anchorages, attachment system, trim, flashings, closures, and accessories; and special details. Distinguish among factory-, shop-, and field-assembled work.
C. Samples: For each type of exposed finish required.
D. Delegated-Design Submittal: For metal-faced composite wall panel assembly indicated to comply with performance requirements and design criteria, including analysis data and calculations signed and sealed by the qualified professional engineer responsible for their preparation.
E. Coordination Drawings: Exterior elevations, drawn to scale, on which the following items are shown and coordinated with each other.
F. Product test reports.
G. Maintenance data.
H. Samples of special warranties.

1.4 QUALITY ASSURANCE

A. Installer Qualifications: An entity that employs installers and supervisors who are trained and approved by manufacturer.
B. Exterior Wall Mockup: Provide MCM wall panel construction for exterior wall mockup specified in Section 014339.
C. Refer to Section 014000 Quality Requirements for Owner Quality Assurance Testing.
   1. Subject to compliance with requirements, approved field samples may become part of the completed Work if undisturbed at time of Substantial Completion.
D. Refer to Field Quality Control in Part 3.

1.5 DELIVERY, STORAGE, AND HANDLING

A. Deliver components, metal composite material panels, and other manufactured items so as not to be damaged or deformed. Package metal composite material panels for protection during transportation and handling.

B. Unload, store, and erect metal composite material panels in a manner to prevent bending, warping, twisting, and surface damage.

C. Stack metal composite material panels horizontally on platforms or pallets, covered with suitable weathertight and ventilated covering. Store metal composite material panels to ensure dryness, with positive slope for drainage of water. Do not store metal composite material panels in contact with other materials that might cause staining, denting, or other surface damage.

D. Retain strippable protective covering on metal composite material panels during installation.

E. Zinc Panels: Wear gloves when handling to prevent fingerprints and soiling of surface.

1.6 WARRANTY

A. Special Warranty: Manufacturer's standard form in which manufacturer agrees to repair or replace components of metal-faced composite wall panel assemblies that fail in materials or workmanship within specified warranty period.
   1. Warranty Period: Two years from date of Substantial Completion.

B. Special Warranty on Panel Finishes: Manufacturer's standard form in which manufacturer agrees to repair finish or replace metal-faced composite wall panels that show evidence of deterioration of factory-applied finishes within specified warranty period.
   1. Finish Warranty Period: 20 years from date of Substantial Completion.

PART 2 - PRODUCTS

2.1 METAL COMPOSITE MATERIAL WALL PANELS

A. Metal Composite Material Wall Panel Systems: Provide factory-formed and -assembled, metal composite material wall panels fabricated from two metal facings that are bonded to a solid, extruded thermoplastic core; formed into profile for installation method indicated. Include attachment assembly components, panel stiffeners, and accessories required for weathertight system.
   1. Basis-of-Design Product: Subject to compliance with requirements, provide Centria Architectural Systems Formabond Wall System or comparable product by one of the following:
      a. 3A Composites USA, Inc.
      b. Alcoa Inc.
      c. Citadel Architectural Products, Inc.
      d. Firestone Metal Products, LLC.
      e. Riverside Group.

B. Zinc-Faced Composite Wall Panels: Formed with two sheets of 0.050 inch thick zinc sheet facings.
   1. Exterior Finish Material: Architectural rolled zinc alloy, ASTM B69.
      a. Manufacturer: ALPOLIC Natural Metals Series, Zinc Composite metal (ZCM).
      b. Face Sheet Finish: VM Zinc Quartz Zinc Finish.
      c. Face Sheet Surface: Smooth.
   2. Panel Thickness: 0.236 inch.
   3. Core: Fire retardant.

2.2 MISCELLANEOUS METAL FRAMING

A. Miscellaneous Metal Framing, General: ASTM C 645, cold-formed metallic-coated steel sheet, ASTM A 653/A 653M, G60 (Z180) hot-dip galvanized or coating with equivalent corrosion resistance unless otherwise indicated.

B. Subgirts: Manufacturer's standard C- or Z-shaped sections 0.064-inch (1.63-mm) nominal thickness.

C. Zee Clips: 0.079-inch (2.01-mm) nominal thickness.

D. Base or Sill Angles: 0.079-inch (2.01-mm) nominal thickness.

E. Hat-Shaped, Rigid Furring Channels:
   1. Nominal Thickness: As required to meet performance requirements.
   2. Depth: As indicated.

F. Cold-Rolled Furring Channels: Minimum 1/2-inch- (13-mm-) wide flange.
   1. Nominal Thickness: 0.064 inch (1.63 mm).
   2. Depth: 3/4 inch (19 mm).

3. Furring Brackets: Adjustable, corrugated-edge type of steel sheet with nominal thickness of 0.040 inch (1.02 mm).
4. Tie Wire: ASTM A 641/A 641M, Class 1 zinc coating, soft temper, 0.062-inch- (1.57-mm-) diameter wire, or double strand of 0.048-inch- (1.22-mm-) diameter wire.

2.3 MISCELLANEOUS MATERIALS

A. Aluminum Extrusions: ASTM B 221 (ASTM B 221M).
B. Fasteners: Self-tapping screws, bolts, nuts, self-locking rivets and bolts, end-welded studs, and other suitable fasteners designed to withstand design loads. Provide exposed fasteners with heads matching color of metal-faced composite wall panels by means of plastic caps or factory-applied coating. Provide EPDM, PVC, or neoprene sealing washers.
C. Attachment System Components: Formed from extruded aluminum.
   1. Rain Screen System (Dry Joint): Include manufacturer's standard perimeter extrusions with integral weather stripping panel stiffeners panel clips and anchor channels for manufacturer's standard Rains Screen System.

2.4 ACCESSORIES

A. Wall Panel Accessories: Provide components required for a complete metal-faced composite wall panel assembly including trim, copings, fasciae, mullions, sills, corner units, clips, flashings, sealants, gaskets, fillers, closure strips, and similar items. Match material and finish of metal-faced composite wall panels unless otherwise indicated.
B. Flashing and Trim: Formed from 0.018-inch- (0.46-mm-) minimum thickness, zinc-coated (galvanized) steel sheet or aluminum-zinc alloy-coated steel sheet prepainted with coil coating. Provide flashing and trim as required to seal against weather and to provide finished appearance. Locations include, but are not limited to, bases, drips, sills, jambs, corners, endwalls, framed openings, rakes, fasciae, parapet caps, soffits, reveals, and fillers. Finish flashing and trim with same finish system as adjacent metal-faced composite wall panels.

2.5 FABRICATION

A. General: Fabricate and finish metal-faced composite wall panels and accessories at the factory to greatest extent possible, by manufacturer's standard procedures and processes, as necessary to fulfill indicated performance requirements demonstrated by laboratory testing. Comply with indicated profiles and with dimensional and structural requirements.
B. Fabricate metal-faced composite wall panels in a manner that eliminates condensation on interior side of panel and with joints between panels designed to form weathertight seals.
C. Metal-Faced Composite Wall Panels: Factory form panels in a continuous process with no glues or adhesives between dissimilar materials. Trim and square edges of sheets with no displacement of face sheets or protrusion of core material.
   1. Form panel lines, breaks, and angles to be sharp and true, with surfaces free from warp and buckle.
   2. Fabricate panels with sharply cut edges, with no displacement of face sheets or protrusion of core material.
   3. Fabricate panels with panel stiffeners, as required to comply with deflection limits, attached to back of panels with structural silicone sealant or bond tape.
   4. Dimensional Tolerances:
      a. Panel Bow: 0.8 percent maximum of panel length or width.
      b. Squareness: 0.25 inch (5 mm) maximum.
D. Sheet Metal Accessories: Fabricate flashing and trim to comply with recommendations in SMACNA's "Architectural Sheet Metal Manual" that apply to design, dimensions, metal, and other characteristics of item indicated.

PART 3 - EXECUTION

3.1 PREPARATION

A. Miscellaneous Framing: Install subgirts, base angles, sills, furring, and other miscellaneous wall panel support members and anchorage according to ASTM C 754 and metal-faced composite wall panel manufacturer's written instructions.

3.2 METAL-FACED COMPOSITE WALL PANEL INSTALLATION

A. Attachment System Installation, General: Install attachment system required to support metal-faced composite wall panels and to provide a complete weathertight wall system, including subgirts, perimeter extrusions, tracks, drainage channels, panel clips, and anchor channels.
   1. Include attachment to supports, panel-to-panel joinery, panel-to-dissimilar-material joinery, and panel-system joint seals.
   2. Do not begin installation until weather barrier and flashings that will be concealed by composite panels are installed.

B. Fasteners:
   1. Zinc Panels: Use zinc, aluminum, stainless-steel or hardware-bronze fasteners.

C. Metal Protection: Where dissimilar metals contact each other or corrosive substrates, protect against galvanic action as recommended in writing by metal composite material panel manufacturer.

D. Attachment Assembly, General: Install attachment assembly required to support metal composite material wall panels and to provide a complete weathertight wall system, including subgirts, perimeter extrusions, tracks, drainage channels, panel clips, and anchor channels.
   1. Include attachment to supports, panel-to-panel joinery, panel-to-dissimilar-material joinery, and panel-system joint seals.

E. Rainscreen-Principle Installation: Provide manufacturer's standard pressure-equalized, rainscreen-principle system with vertical channel that provides support and complete secondary drainage system, draining at base of wall. Notch vertical channel to receive support pins. Install vertical channels supported by channel brackets or adjuster angles and at locations, spacings, and with fasteners recommended by manufacturer. Attach wall panels by engaging horizontal support pins into notches in vertical channels and into flanges of wall panels. Leave horizontal and vertical joints with open reveal.
   1. Install wall panels to allow individual panels to "free float" and be installed and removed without disturbing adjacent panels.
   2. Do not apply sealants to joints unless otherwise indicated on Drawings.

3.3 ACCESSORY INSTALLATION

A. General: Install accessories with positive anchorage to building and weathertight mounting and provide for thermal expansion. Coordinate installation with flashings and other components.
   1. Install components required for a complete metal-faced composite wall panel assembly including trim, copings, corners, seam covers, flashings, sealants, gaskets, fillers, closure strips, and similar items.

B. Flashing and Trim: Comply with performance requirements, manufacturer's written installation instructions, and SMACNA's "Architectural Sheet Metal Manual." Provide concealed fasteners where possible, and set units true to line and level as indicated. Install work with laps, joints, and seams that will be permanently watertight and weather resistant.

C. Louvers: Coordinate and install louvers to seamlessly integrate with metal panel system. Provide concealed fasteners where possible, set units true to line and level as indicated. Install work with laps, joints, and seams that will be permanently watertight and weather resistant.

3.4 ERECTION TOLERANCES

A. Installation Tolerances: Shim and align metal-faced composite wall panel units within installed tolerance of 1/4 inch in 20 feet (6 mm in 6 m), nonaccumulative, on level, plumb, and location lines as indicated and within 1/8-inch (3-mm) offset of adjoining faces and of alignment of matching profiles.

3.5 CLEANING

A. Remove temporary protective coverings and strippable films, if any, as metal-faced composite wall panels are installed unless otherwise indicated in manufacturer's written installation instructions. On completion of metal-faced composite wall panel installation, clean finished surfaces as recommended by panel manufacturer. Maintain in a clean condition during construction.

B. After metal-faced composite wall panel installation, clear weep holes and drainage channels of obstructions, dirt, and sealant.

END OF SECTION 074243

SECTION 101400 - SIGNAGE

PART 1 - GENERAL

1.1 SUMMARY

A. This Section includes the following:
   1. Exterior illuminated building signs.

1.2 DEFINITIONS

A. ADA Accessibility Guidelines: U.S. Architectural & Transportation Barriers Compliance Board's "Americans with Disabilities Act (ADA) Accessibility Guidelines for Buildings and Facilities.

1.3 SUBMITTALS

A. Product Data: For each type of product indicated.
B. Shop Drawings: Show fabrication and installation details for signs.
   1. Show sign mounting heights, locations of supplementary supports to be provided by others, and accessories.
   2. Provide message list, typestyles, graphic elements, including tactile characters and Braille, and layout for each sign.
C. Samples: For each sign type and for each color and texture required.

1.4 QUALITY ASSURANCE

A. Regulatory Requirements: Comply with applicable provisions in ADA-ABA Accessibility Guidelines and ICC/ANSI A117.1.

PART 2 - PRODUCTS

2.1 MATERIALS

A. Aluminum Castings: ASTM B 26/B 26M, of alloy and temper recommended by sign manufacturer for casting process used and for use and finish indicated.
B. Acrylic Sheet: ASTM D 4802, Category A-1 (cell-cast sheet), Type UVA (UV absorbing).

2.2 ILLUMINATED CHANNEL LETTER SIGNAGE

A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
   1. ACE Sign Systems, Inc.
   2. Advance Corporation; Braille-Tac Division.
   3. Allen Industries Architectural Signage
   4. Allenite Signs; Allen Marking Products, Inc.
   5. APCO Graphics, Inc.
   6. ASI-Modulex, Inc.
   7. Best Sign Systems Inc.
   8. Bunting Graphics, Inc.
   9. Fossil Industries, Inc.
   10. Gemini Incorporated.
   11. Grimco, Inc.
   12. Innerface Sign Systems, Inc.
   13. InPro Corporation
   14. Matthews International Corporation; Bronze Division.
   15. Mills Manufacturing Company.
   16. Mohawk Sign Systems.
   17. Nelson-Harkins Industries.

18. Seton Identification Products.
19. Signature Signs, Incorporated.
20. Supersine Company (The)

B. Illuminated Channel Letter Signage: Provide 30" high channel letter signage as indicated on the drawings.
1. Profinished .040" x 5" aluminum returns, high reflective white interior.
2. Aluminum backs with high reflective white.
3. 3/16" acrylic face color to be selected from manufacturer's standard.
4. 1" trim cap.
5. UL certified LED module, super high brightness light uniformity 50,000 hours guarantee.
6. LED transformer 12V.
7. Energy-saving, environmental protection and colorful visible day and night.
8. Waterproof and rust resistant construction.
9. Font: To be selected, from manufacturer's standard.
10. Accessories, raceways and mounting device per manufacturer's recommendations.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Site Verification of Conditions: Verify installation conditions previously established under other sections are acceptable for product installation in accordance with manufacturer's instructions.

3.2 INSTALLATION

A. Install product in accordance with supplier's instructions.
B. Install product in locations indicated using mounting methods recommended by sign manufacturer and free from distortion, warp, or defect adversely affecting appearance.
C. Install product level, plumb, and at heights indicated.
D. Install signs within the following tolerances and in accordance with manufacturer's recommendations:

3.3 CLEANING, PROTECTION, AND REPAIR

A. Repair scratches and other damage which might have occurred during installation. Replace components where repairs were made but are still visible to the unaided eye from a distance of 5 feet.

3.4 FABRICATION

A. General: Provide manufacturer's standard signs of configurations indicated.
1. Welded Connections: Comply with AWS standards for recommended practices in shop welding. Provide welds behind finished surfaces without distortion or discoloration of exposed side. Clean exposed welded surfaces of welding flux and dress exposed and contact surfaces.
2. Mill joints to tight, hairline fit. Form joints exposed to weather to exclude water penetration.
3. Conceal fasteners if possible; otherwise, locate fasteners where they will be inconspicuous.

END OF SECTION 101400

SECTION 124813 - ENTRANCE FLOOR MATS AND FRAMES

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:
   1. Recessed level base frame with removable mat.

1.2 ACTION SUBMITTALS

A. Product Data: For each type of product.
B. Shop Drawings:
   1. Items penetrating floor mats and frames, including door control devices.
   2. Divisions between mat sections.
   3. Perimeter floor moldings.
   4. Custom Graphics: Scale drawing indicating colors.
C. Samples: For each floor mat, tread rail, and frame member.

1.3 CLOSEOUT SUBMITTALS

A. Maintenance data.

PART 2 - PRODUCTS

2.1 ENTRANCE FLOOR MATS AND FRAMES, GENERAL

A. Regulatory Requirements: Comply with applicable provisions in the U.S. Architectural & Transportation Barriers Compliance Board's ADA-ABA Accessibility Guidelines for Buildings and Facilities and ICC A117.1.

2.2 FLOOR MATS

A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
B. Basis-of-Design Product: Subject to compliance with requirements, provide Pedimat M1 level base frame with Peditred G4 insert with heavy duty carpet tread or a comparable product by one of the following:
   1. Arden Architectural Specialties, Inc.
   2. Balco, Inc.
   3. Construction Specialties, Inc..
   4. Kadee Industries, Inc.

2.3 MATERIALS

A. General: Provide colors, patterns and profiles of materials, including metals and metal finishes indicated or specified. Where not indicated, provide color, patterns and profiles selected by Architect from manufacturer's standards.
B. Model and Description: M1 Pedimat exposed hinge rail connectors shall be extruded 6063-T6 complete with penetrations for drainage. Tread rails shall be manufactured from high impact regrind PET-G complete with co-extruded soft-durometer cushion finish shall be manufacturer's standard mill finish.
C. Recessed Mat Frame: LB – level base frame shall be a 3/4" (19 mm) deep recessed frame in 6063-T5 aluminum alloy with 1¼" wide exposed surface. Black EPPM trim fillers shall be furnished when 2" (50.8 mm) tread spacing cannot be maintained. Frame door shall be manufacturer's standard mill finish.
D. Tread Insert: Peditred G4 EC – Exterior carpet shall be solution dyed polypropylene fibers with 50/50 blend of 600/R-Denier multi filament and 595/D1 monofilament, to be selected from manufacturer's standard colors. The texturized fibers shall have ultraviolet blockers and color as an integral part of the filament. Fiber and

monofilament shall be fusion-bonded to a rigid two-ply backing to prevent fraying, supplied in continuous splice-free length. Carpet weight shall be 32-oz/yd^2.

2.4 FABRICATION

A. Floor Mats: Shop fabricate units to greatest extent possible in sizes indicated. Unless otherwise indicated, provide single unit for each mat installation; do not exceed manufacturer's recommended maximum sizes for units that are removed for maintenance and cleaning. Where joints in mats are necessary, space symmetrically and away from normal traffic lanes. Miter corner joints in framing elements with hairline joints or provide prefabricated corner units without joints.

B. Coat concealed surfaces of aluminum frames that contact cementitious material with manufacturer's standard protective coating.

PART 3 - EXECUTION

3.1 INSTALLATION

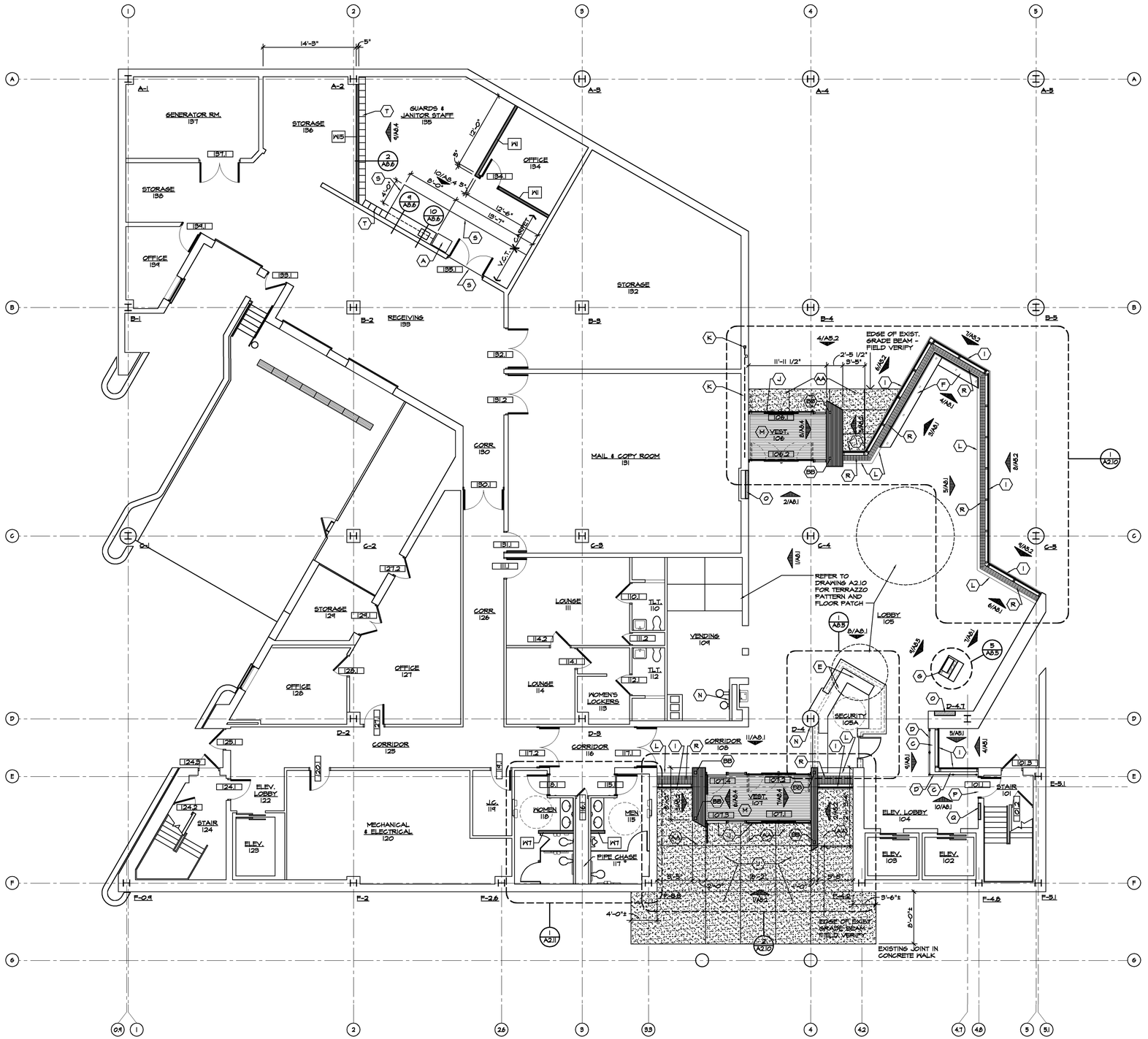
A. Install recessed mat frames to comply with manufacturer's written instructions. Set mat tops at height recommended by manufacturer for most effective cleaning action; coordinate tops of mat surfaces with bottoms of doors that swing across mats to provide clearance between door and mat.

B. Install surface-type units to comply with manufacturer's written instructions at locations indicated; coordinate with entrance locations and traffic patterns.

3.2 PROTECTION

A. After completing frame installation and concrete work, provide temporary filler of plywood or fiberboard in recesses and cover frames with plywood protective flooring. Maintain protection until construction traffic has ended and Project is near Substantial Completion.

END OF SECTION 124813



NORTH

FLOOR PLAN LEVEL 1

SCALE: 1/8" = 1'-0"

NEW WALL CONSTRUCTION TYPES:

- W1 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO SUSPENDED CEILING SYSTEM. PAINTED 5/8" GYPSUM BOARD BOTH SIDES. SOUND INSULATE.
- W2 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD BOTH SIDES. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W3 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. 5/8" MOISTURE RESISTANT GYPSUM BOARD WITH CERAMIC TILE FINISH ONE SIDE. PAINTED 5/8" GYPSUM BOARD ONE SIDE. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W4 6" METAL FRAMING @ 16"O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. 5/8" MOISTURE RESISTANT GYPSUM BOARD WITH CERAMIC TILE FINISH BOTH SIDES. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W5 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD ONE SIDE. PAINTED 5/8" GYPSUM BOARD WITH 3/4" PLYWOOD BACKER BOARD AT CONFERENCE SIDE OF WALL. NOTE: BACKER BOARD SHALL BE INSTALLED FULL LENGTH OF WALL FROM FINISH FLOOR TO A HEIGHT OF 8'-0" A.F.F.
- W6 SAME AS "W5" - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO SUSPENDED CEILING SYSTEM.
- W7 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO SUSPENDED GYPSUM BOARD CEILING SYSTEM. 5/8" MOISTURE RESISTANT GYPSUM BOARD WITH CERAMIC TILE FINISH BOTH SIDES.
- W8 6" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE, INSTALL DEFLECTION TRACK. 5/8" MOISTURE RESISTANT GYPSUM BOARD WITH CERAMIC TILE FINISH ONE SIDE. PAINTED 5/8" GYPSUM BOARD ONE SIDE. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W9 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. 5/8" MOISTURE RESISTANT GYPSUM BOARD ONE SIDE. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W10 SAME AS "W9" - DELETE SOUND INSULATION AND ACOUSTICAL SEAL.
- W11 SAME AS "W1" - DELETE SOUND INSULATION.
- W12 CLAD EXISTING WALL CONSTRUCTION WITH 3/4" PLYWOOD BACKER BOARD AND PAINTED 5/8" GYPSUM BOARD EXTEND GYPSUM BOARD FROM FINISH FLOOR TO A HEIGHT A MINIMUM OF 6" ABOVE SUSPENDED CEILING SYSTEM. EXTEND PLYWOOD FROM FINISH FLOOR TO 8'-0" ABOVE FINISH FLOOR.
- W13 9" WIDE WALL: 3 5/8" METAL FRAMING @ 16" O.C. STAGGERED - EXTEND FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD BOTH SIDES. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W14 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR T DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD WITH 3/4" PLYWOOD BACKER BOARD SIDES. NOTE: BACKER BOARD SHALL BE INSTALLED FULL LENGTH OF WALL FROM FINISH FLOOR TO A HEIGHT OF 8'-0" A.F.F..
- W15 1 HR CONSTRUCTION: 3 5/8" METAL FRAMING @ 16" O.C. EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD BOTH SIDES.
- W16 SAME AS W15, SOUND INSULATE AND SEAL.
- W17 SAME AS W16 WITH MOISTURE RESISTANT GYPSUM BOARD AND CERAMIC TILE FINISH ON TOILET ROOM SIDE OF WALL.

FLOOR PLAN KEYNOTES:

- A APPLIANCE / VENDING - BY OWNERS.
- B OPERABLE PARTITION.
- C NEW SOLID SURFACE STOOL. REFER TO DETAIL 12/A3.5.
- D NEW GLASS GUARD RAIL - REFER TO SPECIFICATIONS.
- E SECURITY DESK - REFER TO DETAILS.
- F COUNTER - REFER TO DETAILS.
- G DIRECTORY KIOSK - REFER TO DETAILS.
- H FIELD VERIFY DEPTH AND WIDTH OF POCKET TO RECEIVE OPERABLE PARTITION WITH MANUFACTURER.
- I NEW ALUMINUM CURTAIN WALL SYSTEM WITH 1" INSULATED GLASS.
- J METAL THRESHOLD.
- K REFER TO STRUCTURAL DRAWINGS FOR NEW COLUMN AND BEAM INSTALLATION. PATCH AND REPAIR WALLS TO MATCH EXISTING AT DEMOLITION AND NEW CONSTRUCTION POINTS.
- L EXISTING TERRAZZO CURB TO REMAIN REFER TO A7.1 AND MECHANICAL DRAWINGS FOR PATCHING AND VENT TRIM INSTALLATION.
- M RECESSED ENTRANCE MAT OVER NEW 6" CONCRETE SLAB. REFER TO STRUCTURAL DRAWINGS.
- N PATCH AND REPAIR WALL AT DEMOLITION AND NEW CONSTRUCTION POINT.
- O INFILL EXISTING OPENING AT REMOVED CABINET HEATER WITH BRICK VENEER - TOOTH INTO EXISTING AND MATCH COURSING.
- P INFILL EXISTING OPENING AT REMOVED FRAME WITH BRICK VENEER, METAL FRAMING AND GYPSUM BOARD - REFER TO DETAIL 1/A3.5. TOOTH INTO EXISTING AND MATCH COURSING.
- Q INFILL EXISTING OPENING AT REMOVED DISPLAY CASE WITH BRICK VENEER - TOOTH INTO EXISTING MATCH COURSING.
- R NEW GRILLE - REFER TO MECHANICAL DRAWINGS.
- S VINYL TRANSITION STRIP.
- T NEW METAL LOCKERS TYPE A. REFER TO SPECIFICATIONS.
- U NEW 4" THICK CONCRETE SIDEWALK WITH 6x6 W1.4xW1.4 W.W.F.
- V EXPANSION JOINT COVER.
- W NEW CONCRETE SLAB OVER 1 1/2" METAL DECK (REFER TO STRUCTURAL DRAWINGS). MATCH EXISTING FINISH FLOOR ELEVATION.
- X CONCRETE FLOOR INFILL MATCH EXISTING FINISH FLOOR ELEVATION.
- Y INFILL EXISTING OPENING AT REMOVED DOOR AND FRAME WITH BRICK VENEER, METAL FRAMING AND GYPSUM BOARD. TOOTH BRICK INTO EXISTING MATCH COURSING.
- Z REPAIR / REPLACE DAMAGED BRICK AND MORTAR AT REMOVED CURTAIN WALL BRACKETS. TUCKPOINT MORTAR AT ALL REMOVED ANCHORS.
- AA NEW 6" THICK CONCRETE SLAB WITH #4 @ 8" O.C. E.W. ON 6" DEEP FORM DECK - REFER TO STRUCTURAL DRAWINGS
- BB NEW COLUMN - REFER TO STRUCTURAL DRAWINGS
- CC SEMI-RECESSED FIRE EXTINGUISHER CABINET

NO.	REVISION	DATE

STATE OF MICHIGAN
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
FACILITIES AND BUSINESS SERVICES ADMINISTRATION
DESIGN AND CONSTRUCTION DIVISION
ROBERT C. HALL, RA, NCARB, DIRECTOR

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WIGEN TINCKNELL MEYER & ASSOCIATES, INC.
ARCHITECTS AND PLANNERS

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PROJECT TITLE

INTERIOR RENOVATIONS TO :

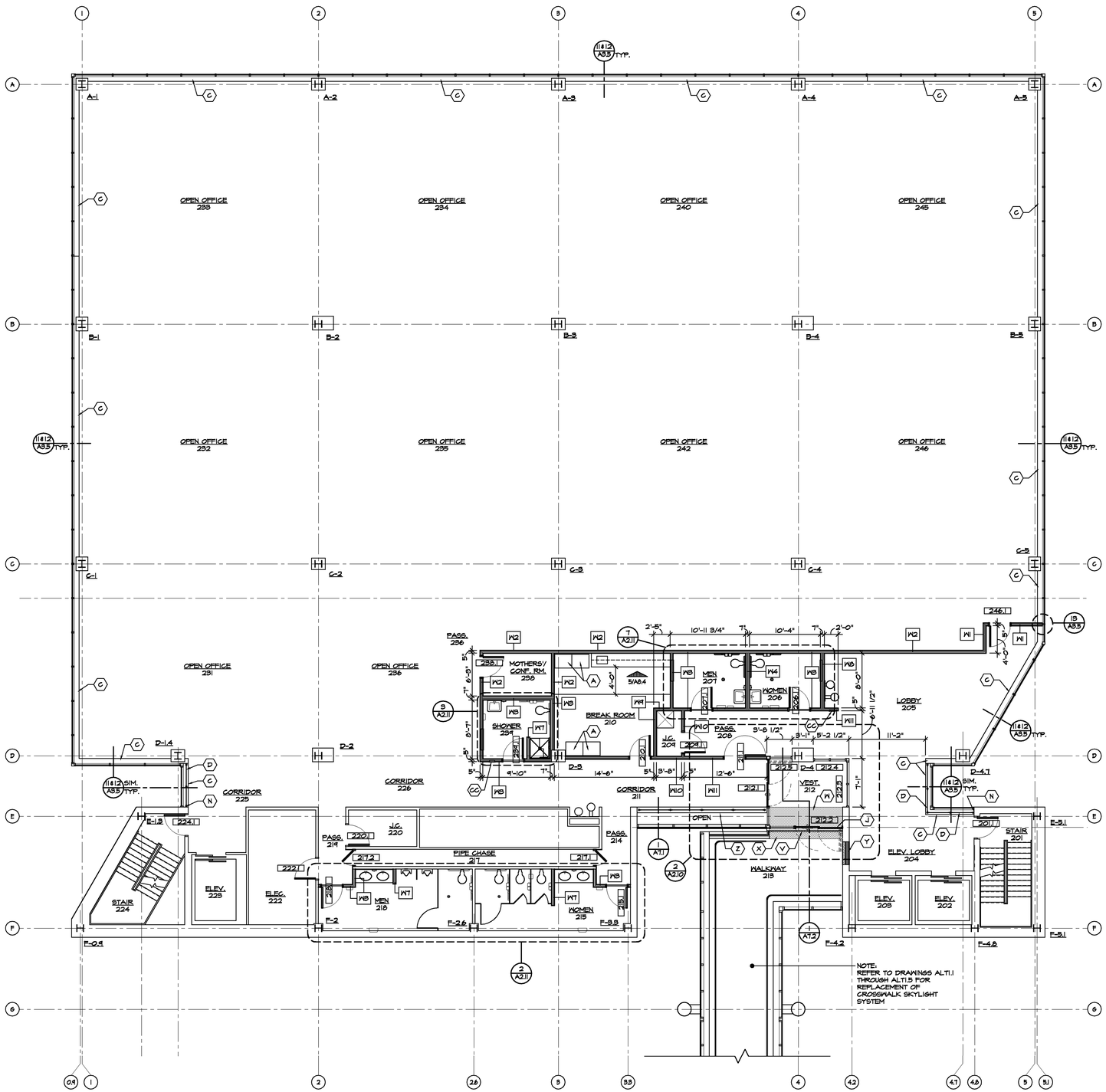
FLINT STATE
OFFICE BUILDING

FLINT, MICHIGAN

SHEET TITLE

FLOOR PLAN
LEVEL 1

ARCHITECTS PROJECT NUMBER	SHEET NUMBER
2012070	A2.1
PROJECT DATE: AUGUST 19, 2013	
CHECKED BY: K.S.L.	



FLOOR PLAN LEVEL 2

SCALE: 1/8" = 1'-0"

NEW WALL CONSTRUCTION TYPES:

- W1 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO SUSPENDED CEILING SYSTEM. PAINTED 5/8" GYPSUM BOARD BOTH SIDES. SOUND INSULATE.
- W1.1 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD BOTH SIDES. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W1.2 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. 5/8" MOISTURE RESISTANT GYPSUM BOARD WITH CERAMIC TILE FINISH ONE SIDE. PAINTED 5/8" GYPSUM BOARD ONE SIDE. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W1.3 6" METAL FRAMING @ 16"O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. 5/8" MOISTURE RESISTANT GYPSUM BOARD WITH CERAMIC TILE FINISH BOTH SIDES. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W1.4 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD ONE SIDE. PAINTED 5/8" GYPSUM BOARD WITH 5/4" PLYWOOD BACKER BOARD AT CONFERENCE SIDE OF WALL. NOTE: BACKER BOARD SHALL BE INSTALLED FULL LENGTH OF WALL FROM FINISH FLOOR TO A HEIGHT OF 8'-0" A.F.F.
- W1.5 SAME AS "W5" - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO SUSPENDED CEILING SYSTEM.
- W1.7 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO SUSPENDED GYPSUM BOARD CEILING SYSTEM. 5/8" MOISTURE RESISTANT GYPSUM BOARD WITH CERAMIC TILE FINISH BOTH SIDES.
- W1.8 6" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. 5/8" MOISTURE RESISTANT GYPSUM BOARD WITH CERAMIC TILE FINISH ONE SIDE. PAINTED 5/8" GYPSUM BOARD ONE SIDE. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W1.9 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD ONE SIDE. 5/8" GYPSUM BOARD WITH F.R.P. WALL FINISH ONE SIDE. EXTEND F.R.P. PANEL FROM FINISH FLOOR TO CEILING. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W1.10 SAME AS "W9" - DELETE SOUND INSULATION AND ACOUSTICAL SEAL.
- W1.11 SAME AS "W1" - DELETE SOUND INSULATION.
- W1.12 CLAD EXISTING WALL CONSTRUCTION WITH 5/4" PLYWOOD BACKER BOARD AND PAINTED 5/8" GYPSUM BOARD EXTEND GYPSUM BOARD FROM FINISH FLOOR TO A HEIGHT A MINIMUM OF 6" ABOVE SUSPENDED CEILING SYSTEM. EXTEND PLYWOOD FROM FINISH FLOOR TO 8'-0" ABOVE FINISH FLOOR.
- W1.13 9" WIDE WALL. 3 5/8" METAL FRAMING @ 16" O.C. STAGGERED - EXTEND FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD BOTH SIDES. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W1.14 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR T DECK ABOVE. INSTALL DEFLECTION TRACK, PAINTED 5/8" GYPSUM BOARD WITH 3/4" PLYWOOD BACKER BOARD SIDES. NOTE: BACKER BOARD SHALL BE INSTALLED FULL LENGTH OF WALL FROM FINISH FLOOR TO A HEIGHT OF 8'-0" A.F.F..
- W1.15 1 HR CONSTRUCTION. 3 5/8" METAL FRAMING @ 16" O.C. EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE, INSTALL DEFLECTION TRACK, PAINTED 5/8" GYPSUM BOARD BOTH SIDES.
- W1.16 SAME AS W1.15, SOUND INSULATE AND SEAL.
- W1.17 SAME AS W1.6 WITH MOISTURE RESISTANT GYPSUM BOARD AND CERAMIC TILE FINISH ON TOILET ROOM SIDE OF WALL.

FLOOR PLAN KEYNOTES:

- A APPLIANCE / VENDING - BY OWNERS.
- B OPERABLE PARTITION.
- C NEW SOLID SURFACE STOOL. REFER TO DETAIL 12/A5.5.
- D NEW GLASS GUARD RAIL - REFER TO SPECIFICATIONS.
- E SECURITY DESK - REFER TO DETAILS.
- F COUNTER - REFER TO DETAILS.
- G DIRECTORY KIOSK - REFER TO DETAILS.
- H FIELD VERIFY DEPTH AND WIDTH OF POCKET TO RECEIVE OPERABLE PARTITION WITH MANUFACTURER.
- I NEW ALUMINUM CURTAIN WALL SYSTEM WITH 1" INSULATED GLASS.
- J METAL THRESHOLD.
- K REFER TO STRUCTURAL DRAWINGS FOR NEW COLUMN AND BEAM INSTALLATION. PATCH AND REPAIR WALLS TO MATCH EXISTING AT DEMOLITION AND NEW CONSTRUCTION POINTS.
- L EXISTING TERRAZZO CURB TO REMAIN REFER TO A7.1 AND MECHANICAL DRAWINGS FOR PATCHING AND VENT TRIM INSTALLATION.
- M RECESSED ENTRANCE MAT OVER NEW 6" CONCRETE SLAB. REFER TO STRUCTURAL DRAWINGS.
- N PATCH AND REPAIR WALL AT DEMOLITION AND NEW CONSTRUCTION POINT.
- O INFILL EXISTING OPENING AT REMOVED CABINET HEATER WITH BRICK VENEER - TOOTH INTO EXISTING AND MATCH COURSING.
- P INFILL EXISTING OPENING AT REMOVED FRAME WITH BRICK VENEER, METAL FRAMING AND GYPSUM BOARD - REFER TO DETAIL 1/A8.5. TOOTH INTO EXISTING AND MATCH COURSING.
- Q INFILL EXISTING OPENING AT REMOVED DISPLAY CASE WITH BRICK VENEER - TOOTH INTO EXISTING MATCH COURSING.
- R NEW GRILLE - REFER TO MECHANICAL DRAWINGS.
- S VINYL TRANSITION STRIP.
- T NEW METAL LOCKERS TYPE A. REFER TO SPECIFICATIONS.
- U NEW 4" THICK CONCRETE SIDEWALK WITH 6x6 W1.4xW1.4 WWF.
- V EXPANSION JOINT COVER.
- W NEW CONCRETE SLAB OVER 1 1/2" METAL DECK (REFER TO STRUCTURAL DRAWINGS). MATCH EXISTING FINISH FLOOR ELEVATION.
- X CONCRETE FLOOR INFILL MATCH EXISTING FINISH FLOOR ELEVATION.
- Y INFILL EXISTING OPENING AT REMOVED DOOR AND FRAME WITH BRICK VENEER, METAL FRAMING AND GYPSUM BOARD. TOOTH BRICK INTO EXISTING MATCH COURSING.
- Z REPAIR / REPLACE DAMAGED BRICK AND MORTAR AT REMOVED CURTAIN WALL BRACKETS. TUCKPOINT MORTAR AT ALL REMOVED ANCHORS.
- AA NEW 6" THICK CONCRETE SLAB WITH #4 @ 8" O.C. E.W. ON 6" DEEP FORM DECK - REFER TO STRUCTURAL DRAWINGS
- BB NEW COLUMN - REFER TO STRUCTURAL DRAWINGS
- CC SEMI-RECESSED FIRE EXTINGUISHER CABINET

NO.	REVISION	DATE

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DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
FACILITIES AND BUSINESS SERVICES ADMINISTRATION
DESIGN AND CONSTRUCTION DIVISION
ROBERT C. HALL, RA, NCARB, DIRECTOR

FILE NO.
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PROJECT TITLE
INTERIOR RENOVATIONS TO :

FLINT STATE
OFFICE BUILDING

FLINT, MICHIGAN

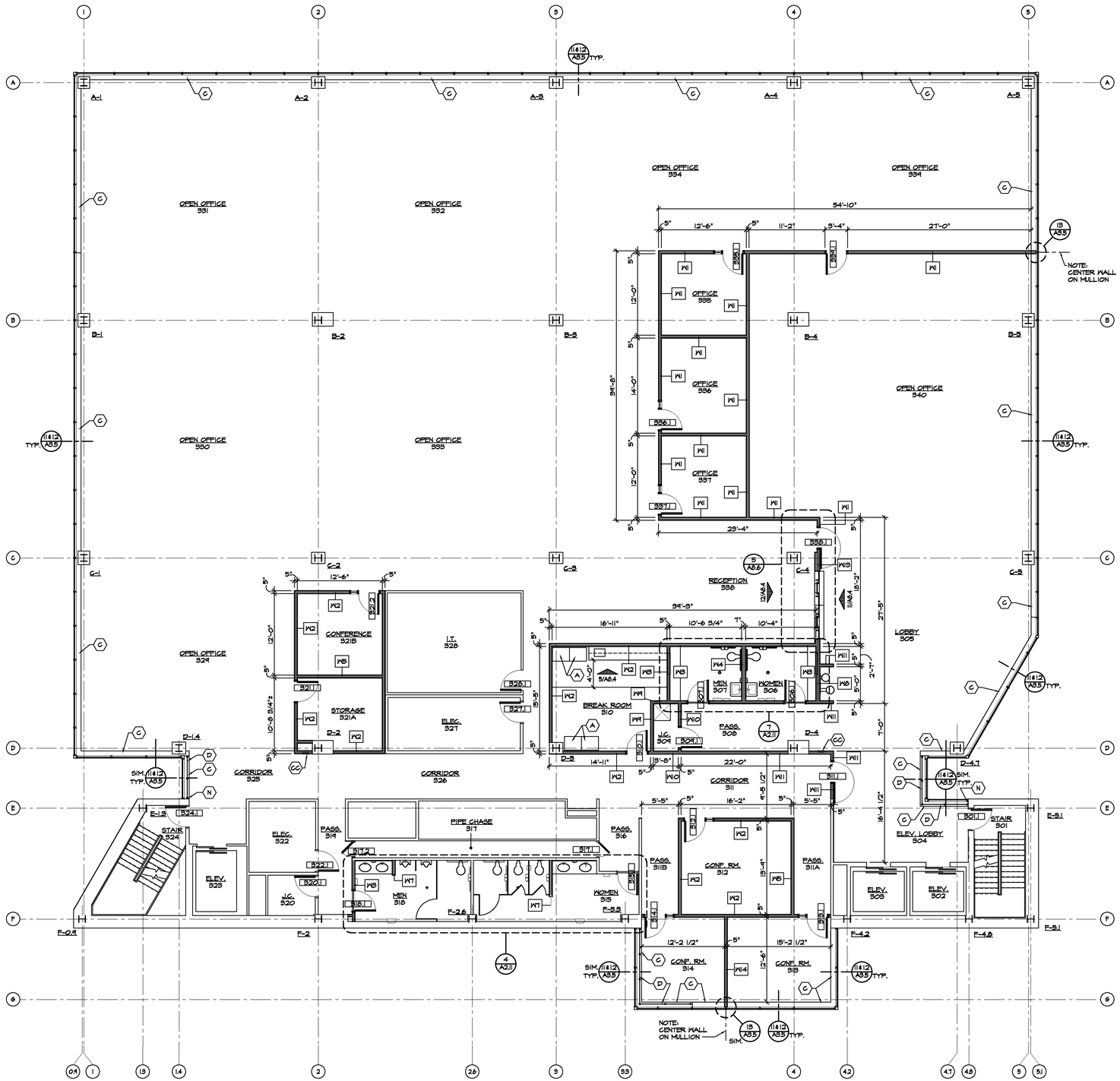
SHEET TITLE
FLOOR PLAN
LEVEL 2

ARCHITECTS PROJECT NUMBER
2012070

PROJECT DATE
AUGUST 19, 2013

CHECKED BY
K.S.L.

SHEET NUMBER
A2.2



FLOOR PLAN LEVEL 3

NORTH SCALE: 1/8" = 1'-0"

NEW WALL CONSTRUCTION TYPES:

- W1 — 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO SUSPENDED CEILING SYSTEM. PAINTED 5/8" GYPSUM BOARD BOTH SIDES. SOUND INSULATE.
- W2 — 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD BOTH SIDES. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W3 — 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. 5/8" MOISTURE RESISTANT GYPSUM BOARD WITH CERAMIC TILE FINISH ONE SIDE. PAINTED 5/8" GYPSUM BOARD ONE SIDE. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W4 — 6" METAL FRAMING @ 16"O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. 5/8" MOISTURE RESISTANT GYPSUM BOARD WITH CERAMIC TILE FINISH BOTH SIDES. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W5 — 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD ONE SIDE. PAINTED 5/8" GYPSUM BOARD WITH 3/4" PLYWOOD BACKER BOARD AT CONFERENCE SIDE OF WALL. NOTE: BACKER BOARD SHALL BE INSTALLED FULL LENGTH OF WALL FROM FINISH FLOOR TO A HEIGHT OF 8'-0" A.F.F.
- W6 — SAME AS "W5" - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO SUSPENDED CEILING SYSTEM.
- W7 — 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO SUSPENDED GYPSUM BOARD CEILING SYSTEM. 5/8" MOISTURE RESISTANT GYPSUM BOARD WITH CERAMIC TILE FINISH BOTH SIDES.
- W8 — 6" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE, INSTALL DEFLECTION TRACK. 5/8" MOISTURE RESISTANT GYPSUM BOARD WITH CERAMIC TILE FINISH ONE SIDE. PAINTED 5/8" GYPSUM BOARD ONE SIDE. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W9 — 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE, INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD ONE SIDE. 5/8" GYPSUM BOARD WITH F.R.P. WALL FINISH ONE SIDE, EXTEND F.R.P. PANEL FROM FINISH FLOOR TO CEILING. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W10 — SAME AS "W8" - DELETE SOUND INSULATION AND ACOUSTICAL SEAL.
- W11 — SAME AS "W1" - DELETE SOUND INSULATION.
- W12 — CLAD EXISTING WALL CONSTRUCTION WITH 3/4" PLYWOOD BACKER BOARD AND PAINTED 5/8" GYPSUM BOARD EXTEND GYPSUM BOARD FROM FINISH FLOOR TO A HEIGHT A MINIMUM OF 6" ABOVE SUSPENDED CEILING SYSTEM. EXTEND PLYWOOD FROM FINISH FLOOR TO 8'-0" ABOVE FINISH FLOOR.
- W13 — 9" WIDE WALL. 3 5/8" METAL FRAMING @ 16" O.C. STAGGERED - EXTEND FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD BOTH SIDES. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W14 — 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR T DECK ABOVE. INSTALL DEFLECTION TRACK, PAINTED 5/8" GYPSUM BOARD WITH 3/4" PLYWOOD BACKER BOARD SIDES. NOTE. BACKER BOARD SHALL BE INSTALLED FULL LENGTH OF WALL FROM FINISH FLOOR TO A HEIGHT OF 8'-0" A.F.F..
- W15 — 1 HR CONSTRUCTION: 3 5/8" METAL FRAMING @ 16" O.C. EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE, INSTALL DEFLECTION TRACK, PAINTED 5/8" GYPSUM BOARD BOTH SIDES.
- W16 — SAME AS W15, SOUND INSULATE AND SEAL.
- W17 — SAME AS W16 WITH MOISTURE RESISTANT GYPSUM BOARD AND CERAMIC TILE FINISH ON TOILET ROOM SIDE OF WALL.

FLOOR PLAN KEYNOTES:

- A — APPLIANCE / VENDING - BY OWNERS.
- B — OPERABLE PARTITION.
- C — NEW SOLID SURFACE STOOL. REFER TO DETAIL 12/A3.5.
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- F — COUNTER - REFER TO DETAILS.
- G — DIRECTORY KIOSK - REFER TO DETAILS.
- H — FIELD VERIFY DEPTH AND WIDTH OF POCKET TO RECEIVE OPERABLE PARTITION WITH MANUFACTURER.
- I — NEW ALUMINUM CURTAIN WALL SYSTEM WITH 1" INSULATED GLASS.
- J — METAL THRESHOLD.
- K — REFER TO STRUCTURAL DRAWINGS FOR NEW COLUMN AND BEAM INSTALLATION. PATCH AND REPAIR WALLS TO MATCH EXISTING AT DEMOLITION AND NEW CONSTRUCTION POINTS.
- L — EXISTING TERRAZZO CURB TO REMAIN REFER TO A7.1 AND MECHANICAL DRAWINGS FOR PATCHING AND VENT TRIM INSTALLATION.
- M — RECESSED ENTRANCE MAT OVER NEW 6" CONCRETE SLAB. REFER TO STRUCTURAL DRAWINGS.
- N — PATCH AND REPAIR WALL AT DEMOLITION AND NEW CONSTRUCTION POINT.
- O — INFILL EXISTING OPENING AT REMOVED CABINET HEATER WITH BRICK VENEER - TOOTH INTO EXISTING AND MATCH COURSING.
- P — INFILL EXISTING OPENING AT REMOVED FRAME WITH BRICK VENEER, METAL FRAMING AND GYPSUM BOARD - REFER TO DETAIL 1/A3.5. TOOTH INTO EXISTING AND MATCH COURSING.
- Q — INFILL EXISTING OPENING AT REMOVED DISPLAY CASE WITH BRICK VENEER - TOOTH INTO EXISTING MATCH COURSING.
- R — NEW GRILLE - REFER TO MECHANICAL DRAWINGS.
- S — VINYL TRANSITION STRIP.
- T — NEW METAL LOCKERS TYPE A. REFER TO SPECIFICATIONS.
- U — NEW 4" THICK CONCRETE SIDEWALK WITH 6x6 W1.4xW1.4 WWF.
- V — EXPANSION JOINT COVER.
- W — NEW CONCRETE SLAB OVER 1 1/2" METAL DECK (REFER TO STRUCTURAL DRAWINGS). MATCH EXISTING FINISH FLOOR ELEVATION.
- X — CONCRETE FLOOR INFILL MATCH EXISTING FINISH FLOOR ELEVATION.
- Y — INFILL EXISTING OPENING AT REMOVED DOOR AND FRAME WITH BRICK VENEER, METAL FRAMING AND GYPSUM BOARD. TOOTH BRICK INTO EXISTING MATCH COURSING.
- Z — REPAIR / REPLACE DAMAGED BRICK AND MORTAR AT REMOVED CURTAIN WALL BRACKETS. TUCKPOINT MORTAR AT ALL REMOVED ANCHORS.
- AA — NEW 6" THICK CONCRETE SLAB WITH #4 @ 8" O.C. E.W. ON 6" DEEP FORM DECK - REFER TO STRUCTURAL DRAWINGS
- BB — NEW COLUMN - REFER TO STRUCTURAL DRAWINGS
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PROJECT TITLE
INTERIOR RENOVATIONS TO :

FLINT STATE
OFFICE BUILDING

FLINT, MICHIGAN

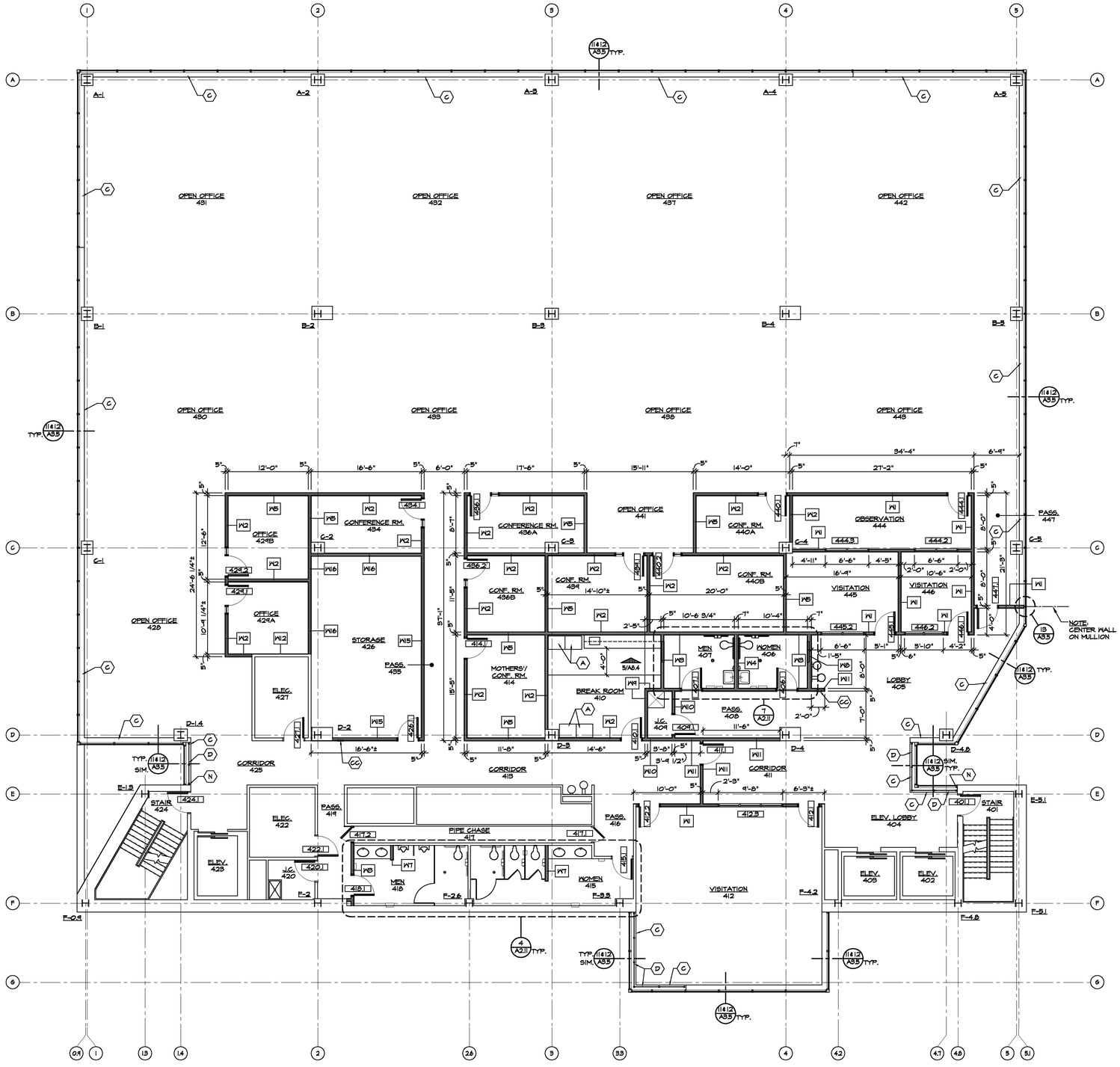
SHEET TITLE
FLOOR PLAN
LEVEL 3

ARCHITECTS PROJECT NUMBER
2012070

PROJECT DATE
AUGUST 19, 2013

CHECKED BY
K.S.L.

SHEET NUMBER
A2.3



FLOOR PLAN LEVEL 4

NORTH SCALE: 1/8" = 1'-0"

NEW WALL CONSTRUCTION TYPES:

- W1 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO SUSPENDED CEILING SYSTEM. PAINTED 5/8" GYPSUM BOARD BOTH SIDES. SOUND INSULATE.
- W2 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD BOTH SIDES. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W3 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. 5/8" MOISTURE RESISTANT GYPSUM BOARD WITH CERAMIC TILE FINISH ONE SIDE. PAINTED 5/8" GYPSUM BOARD ONE SIDE. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W4 6" METAL FRAMING @ 16"O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. 5/8" MOISTURE RESISTANT GYPSUM BOARD WITH CERAMIC TILE FINISH BOTH SIDES. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W5 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD ONE SIDE. PAINTED 5/8" GYPSUM BOARD WITH 3/4" PLYWOOD BACKER BOARD AT CONFERENCE SIDE OF WALL. NOTE: BACKER BOARD SHALL BE INSTALLED FULL LENGTH OF WALL FROM FINISH FLOOR TO A HEIGHT OF 8'-0" A.F.F.
- W6 SAME AS "W5" - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO SUSPENDED CEILING SYSTEM.
- W7 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO SUSPENDED GYPSUM BOARD CEILING SYSTEM. 5/8" MOISTURE RESISTANT GYPSUM BOARD WITH CERAMIC TILE FINISH BOTH SIDES.
- W8 6" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. 5/8" MOISTURE RESISTANT GYPSUM BOARD WITH CERAMIC TILE FINISH ONE SIDE. PAINTED 5/8" GYPSUM BOARD ONE SIDE. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W9 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD ONE SIDE. 5/8" GYPSUM BOARD WITH F.R.P. WALL FINISH ONE SIDE. EXTEND F.R.P. PANEL FROM FINISH FLOOR TO CEILING. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W10 SAME AS "W9" - DELETE SOUND INSULATION AND ACOUSTICAL SEAL.
- W11 SAME AS "W1" - DELETE SOUND INSULATION.
- W12 CLAD EXISTING WALL CONSTRUCTION WITH 3/4" PLYWOOD BACKER BOARD AND PAINTED 5/8" GYPSUM BOARD EXTEND GYPSUM BOARD FROM FINISH FLOOR TO A HEIGHT A MINIMUM OF 6" ABOVE SUSPENDED CEILING SYSTEM. EXTEND PLYWOOD FROM FINISH FLOOR TO 8'-0" ABOVE FINISH FLOOR.
- W13 9" SIDE WALL. 3 5/8" METAL FRAMING @ 16" O.C. STAGGERED - EXTEND FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD BOTH SIDES. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W14 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR T DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD BOTH SIDES. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W15 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR T DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD WITH 3/4" PLYWOOD BACKER BOARD SIDES. NOTE: BACKER BOARD SHALL BE INSTALLED FULL LENGTH OF WALL FROM FINISH FLOOR TO A HEIGHT OF 8'-0" A.F.F..
- W16 1 HR CONSTRUCTION: 3 5/8" METAL FRAMING @ 16" O.C. EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD BOTH SIDES.
- W16 SAME AS W15, SOUND INSULATE AND SEAL.
- W16 SAME AS W16 WITH MOISTURE RESISTANT GYPSUM BOARD AND CERAMIC TILE FINISH ON TOILET ROOM SIDE OF WALL.

FLOOR PLAN KEYNOTES:

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- D NEW GLASS GUARD RAIL - REFER TO SPECIFICATIONS.
- E SECURITY DESK - REFER TO DETAILS.
- F COUNTER - REFER TO DETAILS.
- G DIRECTORY KIOSK - REFER TO DETAILS.
- H FIELD VERIFY DEPTH AND WIDTH OF POCKET TO RECEIVE OPERABLE PARTITION WITH MANUFACTURER.
- I NEW ALUMINUM CURTAIN WALL SYSTEM WITH 1" INSULATED GLASS.
- J METAL THRESHOLD.
- K REFER TO STRUCTURAL DRAWINGS FOR NEW COLUMN AND BEAM INSTALLATION. PATCH AND REPAIR WALLS TO MATCH EXISTING AT DEMOLITION AND NEW CONSTRUCTION POINTS.
- L EXISTING TERRAZZO CURB TO REMAIN REFER TO A7.1 AND MECHANICAL DRAWINGS FOR PATCHING AND VENT TRIM INSTALLATION.
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- P INFILL EXISTING OPENING AT REMOVED FRAME WITH BRICK VENEER, METAL FRAMING AND GYPSUM BOARD - REFER TO DETAIL 1/A3.5, TOOTH INTO EXISTING AND MATCH COURSING.
- Q INFILL EXISTING OPENING AT REMOVED DISPLAY CASE WITH BRICK VENEER - TOOTH INTO EXISTING MATCH COURSING.
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LEVEL 4

ARCHITECTS PROJECT NUMBER
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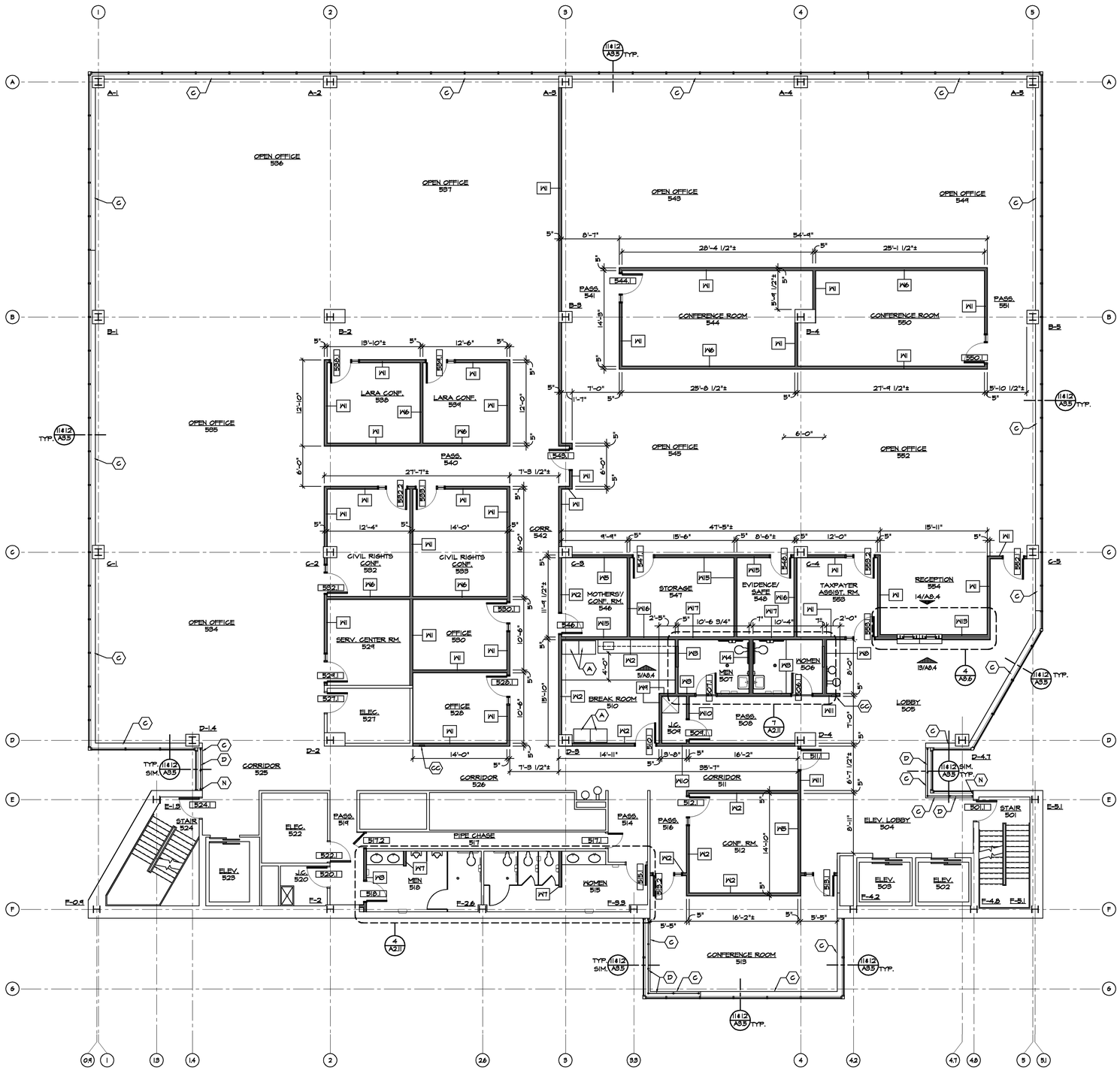
PROJECT DATE
AUGUST 19, 2013

CHECKED BY
K.S.L.

SHEET NUMBER
A2.4



FLOOR PLAN LEVEL 5

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NEW WALL CONSTRUCTION TYPES:

- W1 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO SUSPENDED CEILING SYSTEM. PAINTED 5/8" GYPSUM BOARD BOTH SIDES. SOUND INSULATE.
- W2 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD BOTH SIDES. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W3 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. 5/8" MOISTURE RESISTANT GYPSUM BOARD WITH CERAMIC TILE FINISH ONE SIDE. PAINTED 5/8" GYPSUM BOARD ONE SIDE. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W4 6" METAL FRAMING @ 16"O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. 5/8" MOISTURE RESISTANT GYPSUM BOARD WITH CERAMIC TILE FINISH BOTH SIDES. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W5 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD ONE SIDE. PAINTED 5/8" GYPSUM BOARD WITH 3/4" PLYWOOD BACKER BOARD AT CONFERENCE SIDE OF WALL. NOTE: BACKER BOARD SHALL BE INSTALLED FULL LENGTH OF WALL FROM FINISH FLOOR TO A HEIGHT OF 8'-0" A.F.F.
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- W7 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO SUSPENDED GYPSUM BOARD CEILING SYSTEM. 5/8" MOISTURE RESISTANT GYPSUM BOARD WITH CERAMIC TILE FINISH BOTH SIDES.
- W8 6" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. 5/8" MOISTURE RESISTANT GYPSUM BOARD WITH CERAMIC TILE FINISH ONE SIDE. PAINTED 5/8" GYPSUM BOARD ONE SIDE. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W9 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD ONE SIDE. PAINTED 5/8" GYPSUM BOARD WITH F.R.P. WALL FINISH ONE SIDE, EXTEND F.R.P. PANEL FROM FINISH FLOOR TO CEILING. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W10 SAME AS "W8" - DELETE SOUND INSULATION AND ACOUSTICAL SEAL.
- W11 SAME AS "W1" - DELETE SOUND INSULATION.
- W12 CLAD EXISTING WALL CONSTRUCTION WITH 5/4" PLYWOOD BACKER BOARD AND PAINTED 5/8" GYPSUM BOARD EXTEND GYPSUM BOARD FROM FINISH FLOOR TO A HEIGHT A MINIMUM OF 6" ABOVE SUSPENDED CEILING SYSTEM. EXTEND PLYWOOD FROM FINISH FLOOR TO 8'-0" ABOVE FINISH FLOOR.
- W13 9" WIDE WALL. 3 5/8" METAL FRAMING @ 16" O.C. STAGGERED - EXTEND FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD BOTH SIDES. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W14 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR T DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD WITH 3/4" PLYWOOD BACKER BOARD SIDES. NOTE: BACKER BOARD SHALL BE INSTALLED FULL LENGTH OF WALL FROM FINISH FLOOR TO A HEIGHT OF 8'-0" A.F.F..
- W15 1 HR CONSTRUCTION: 3 5/8" METAL FRAMING @ 16" O.C. EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD BOTH SIDES.
- W16 SAME AS W15, SOUND INSULATE AND SEAL.
- W17 SAME AS W15 WITH MOISTURE RESISTANT GYPSUM BOARD AND CERAMIC TILE FINISH ON TOILET ROOM SIDE OF WALL.

FLOOR PLAN KEYNOTES:

- (A) APPLIANCE / VENDING - BY OWNERS.
- (B) OPERABLE PARTITION.
- (C) NEW SOLID SURFACE STOOL. REFER TO DETAIL 12/A9.5.
- (D) NEW GLASS GUARD RAIL - REFER TO SPECIFICATIONS.
- (E) SECURITY DESK - REFER TO DETAILS.
- (F) COUNTER - REFER TO DETAILS.
- (G) DIRECTORY KIOSK - REFER TO DETAILS.
- (H) FIELD VERIFY DEPTH AND WIDTH OF POCKET TO RECEIVE OPERABLE PARTITION WITH MANUFACTURER.
- (I) NEW ALUMINUM CURTAIN WALL SYSTEM WITH 1" INSULATED GLASS.
- (J) METAL THRESHOLD.
- (K) REFER TO STRUCTURAL DRAWINGS FOR NEW COLUMN AND BEAM INSTALLATION. PATCH AND REPAIR WALLS TO MATCH EXISTING AT DEMOLITION AND NEW CONSTRUCTION POINTS.
- (L) EXISTING TERRAZZO CURB TO REMAIN REFER TO A7.1 AND MECHANICAL DRAWINGS FOR PATCHING AND VENT TRIM INSTALLATION.
- (M) RECESSED ENTRANCE MAT OVER NEW 6" CONCRETE SLAB. REFER TO STRUCTURAL DRAWINGS.
- (N) PATCH AND REPAIR WALL AT DEMOLITION AND NEW CONSTRUCTION POINT.
- (O) INFILL EXISTING OPENING AT REMOVED CABINET HEATER WITH BRICK VENEER - TOOTH INTO EXISTING AND MATCH COURSING.
- (P) INFILL EXISTING OPENING AT REMOVED FRAME WITH BRICK VENEER, METAL FRAMING AND GYPSUM BOARD - REFER TO DETAIL 1/A9.5. TOOTH INTO EXISTING AND MATCH COURSING.
- (Q) INFILL EXISTING OPENING AT REMOVED DISPLAY CASE WITH BRICK VENEER - TOOTH INTO EXISTING MATCH COURSING.
- (R) NEW GRILLE - REFER TO MECHANICAL DRAWINGS.
- (S) VINYL TRANSITION STRIP.
- (T) NEW METAL LOCKERS TYPE A. REFER TO SPECIFICATIONS.
- (U) NEW 4" THICK CONCRETE SIDEWALK WITH 6x6 W1.4xW1.4 W.W.F.
- (V) EXPANSION JOINT COVER.
- (W) NEW CONCRETE SLAB OVER 1 1/2" METAL DECK (REFER TO STRUCTURAL DRAWINGS). MATCH EXISTING FINISH FLOOR ELEVATION.
- (X) CONCRETE FLOOR INFILL MATCH EXISTING FINISH FLOOR ELEVATION.
- (Y) INFILL EXISTING OPENING AT REMOVED DOOR AND FRAME WITH BRICK VENEER, METAL FRAMING AND GYPSUM BOARD. TOOTH BRICK INTO EXISTING MATCH COURSING.
- (Z) REPAIR / REPLACE DAMAGED BRICK AND MORTAR AT REMOVED CURTAIN WALL BRACKETS. TUCKPOINT MORTAR AT ALL REMOVED ANCHORS.
- (AA) NEW 6" THICK CONCRETE SLAB WITH #4 @ 8" O.C. E.W. ON 6" DEEP FORM DECK - REFER TO STRUCTURAL DRAWINGS
- (BB) NEW COLUMN - REFER TO STRUCTURAL DRAWINGS
- (CC) SEMI-RECESSED FIRE EXTINGUISHER CABINET

NO.	REVISION	DATE

STATE OF MICHIGAN
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
FACILITIES AND BUSINESS SERVICES ADMINISTRATION
DESIGN AND CONSTRUCTION DIVISION
ROBERT C. HALL, RA, NCARB, DIRECTOR

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ARCHITECTS AND PLANNERS

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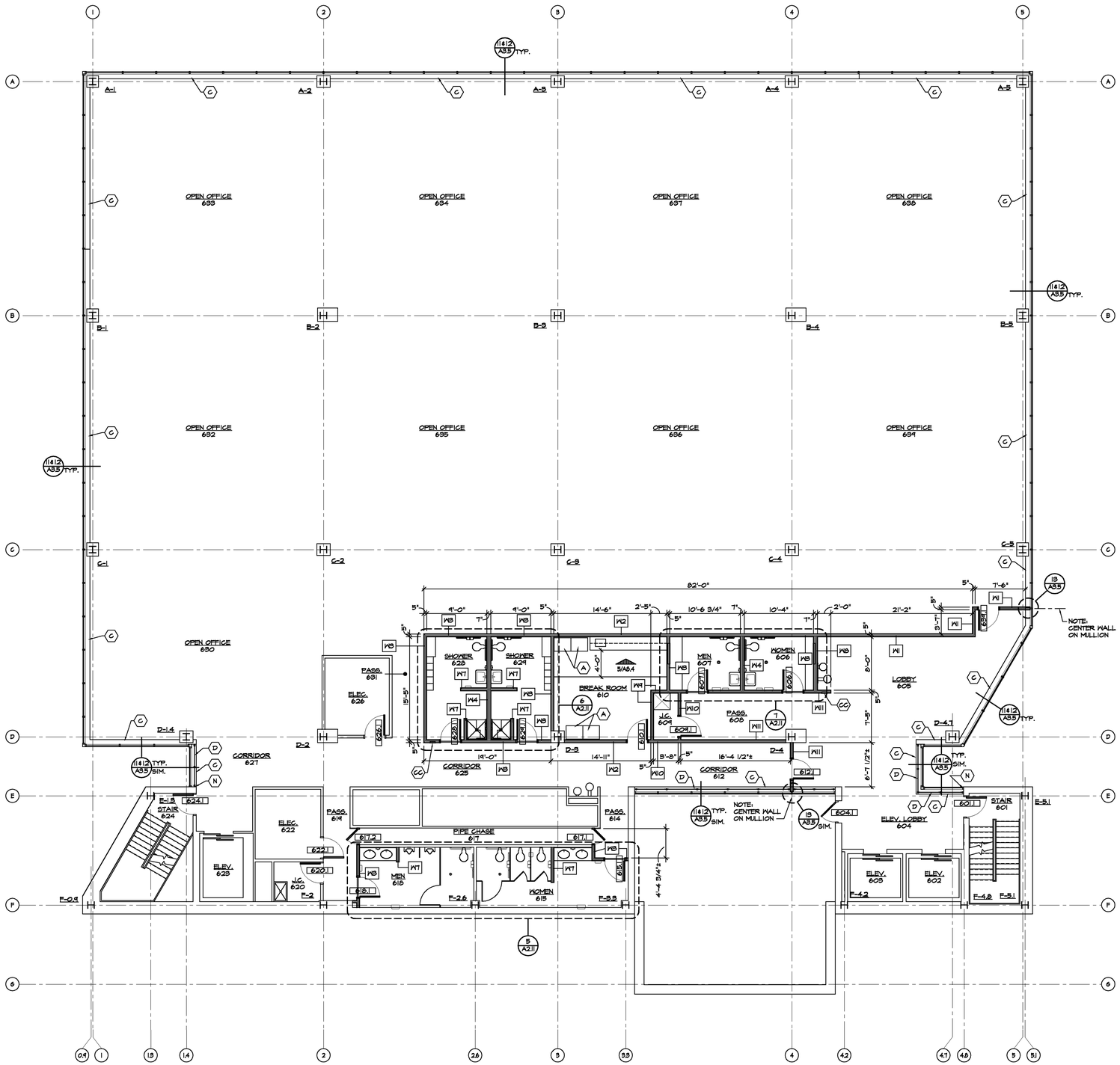
PROJECT TITLE
INTERIOR RENOVATIONS TO :

FLINT STATE OFFICE BUILDING

FLINT, MICHIGAN

SHEET TITLE
FLOOR PLAN LEVEL 5

ARCHITECTS PROJECT NUMBER	SHEET NUMBER
2012070	A2.5
PROJECT DATE: AUGUST 19, 2013	
CHECKED BY: K.S.L.	



NORTH

FLOOR PLAN LEVEL 6

SCALE: 1/8" = 1'-0"

FLOOR PLAN KEYNOTES:

- (A) APPLIANCE / VENDING - BY OWNERS.
- (B) OPERABLE PARTITION.
- (C) NEW SOLID SURFACE STOOL. REFER TO DETAIL 12/A3.5.
- (D) NEW GLASS GUARD RAIL - REFER TO SPECIFICATIONS.
- (E) SECURITY DESK - REFER TO DETAILS.
- (F) COUNTER - REFER TO DETAILS.
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- (J) METAL THRESHOLD.
- (K) REFER TO STRUCTURAL DRAWINGS FOR NEW COLUMN AND BEAM INSTALLATION. PATCH AND REPAIR WALLS TO MATCH EXISTING AT DEMOLITION AND NEW CONSTRUCTION POINTS.
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- (M) RECESSED ENTRANCE MAT OVER NEW 6" CONCRETE SLAB. REFER TO STRUCTURAL DRAWINGS.
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- (O) INFILL EXISTING OPENING AT REMOVED CABINET HEATER WITH BRICK VENEER - TOOTH INTO EXISTING AND MATCH COURSING.
- (P) INFILL EXISTING OPENING AT REMOVED FRAME WITH BRICK VENEER, METAL FRAMING AND GYPSUM BOARD - REFER TO DETAIL 1/A3.5. TOOTH INTO EXISTING AND MATCH COURSING.
- (Q) INFILL EXISTING OPENING AT REMOVED DISPLAY CASE WITH BRICK VENEER - TOOTH INTO EXISTING MATCH COURSING.
- (R) NEW GRILLE - REFER TO MECHANICAL DRAWINGS.
- (S) VINYL TRANSITION STRIP.
- (T) NEW METAL LOCKERS TYPE A. REFER TO SPECIFICATIONS.
- (U) NEW 4" THICK CONCRETE SIDEWALK WITH 6x6 W1.4xW1.4 WWF.
- (V) EXPANSION JOINT COVER.
- (W) NEW CONCRETE SLAB OVER 1 1/2" METAL DECK (REFER TO STRUCTURAL DRAWINGS). MATCH EXISTING FINISH FLOOR ELEVATION.
- (X) CONCRETE FLOOR INFILL MATCH EXISTING FINISH FLOOR ELEVATION.
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NEW WALL CONSTRUCTION TYPES:

- W1 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO SUSPENDED CEILING SYSTEM. PAINTED 5/8" GYPSUM BOARD BOTH SIDES. SOUND INSULATE.
- W2 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD BOTH SIDES. SOUND INSULATE AND ACOUSTICALLY SEAL.
- W3 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. 5/8" MOISTURE RESISTANT GYPSUM BOARD WITH CERAMIC TILE FINISH ONE SIDE. PAINTED 5/8" GYPSUM BOARD ONE SIDE. SOUND INSULATE AND ACOUSTICALLY SEAL.
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- W5 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO DECK ABOVE. INSTALL DEFLECTION TRACK. PAINTED 5/8" GYPSUM BOARD ONE SIDE. PAINTED 5/8" GYPSUM BOARD WITH 3/4" PLYWOOD BACKER BOARD AT CONFERENCE SIDE OF WALL. NOTE: BACKER BOARD SHALL BE INSTALLED FULL LENGTH OF WALL FROM FINISH FLOOR TO A HEIGHT OF 8'-0" A.F.F.
- W6 SAME AS "W5" - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO SUSPENDED CEILING SYSTEM.
- W7 3 5/8" METAL FRAMING @ 16" O.C. - EXTEND WALL CONSTRUCTION FROM FINISH FLOOR TO SUSPENDED GYPSUM BOARD CEILING SYSTEM. 5/8" MOISTURE RESISTANT GYPSUM BOARD WITH CERAMIC TILE FINISH BOTH SIDES.
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PROJECT TITLE
INTERIOR RENOVATIONS TO :

FLINT STATE
OFFICE BUILDING

FLINT, MICHIGAN

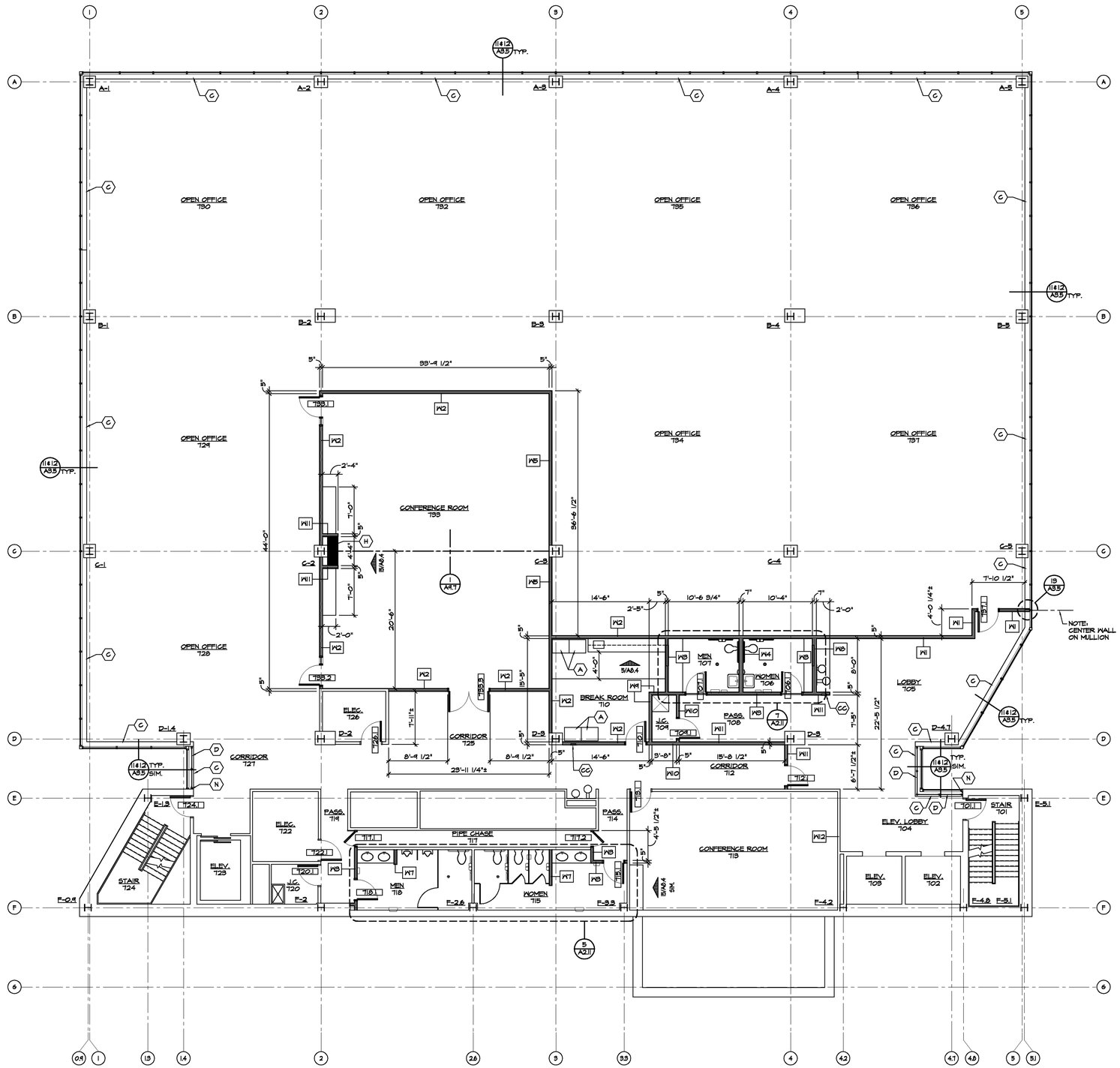
SHEET TITLE
FLOOR PLAN
LEVEL 6

ARCHITECTS PROJECT NUMBER
2012070

PROJECT DATE
AUGUST 19, 2013

CHECKED BY
K.S.L.

SHEET NUMBER
A2.6



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- BB NEW COLUMN - REFER TO STRUCTURAL DRAWINGS
- CC SEMI-RECESSED FIRE EXTINGUISHER CABINET

FLOOR PLAN LEVEL 7

NORTH SCALE: 1/8" = 1'-0"

NO.	REVISION	DATE

STATE OF MICHIGAN
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
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PROJECT TITLE
INTERIOR RENOVATIONS TO :

FLINT STATE
OFFICE BUILDING

FLINT, MICHIGAN

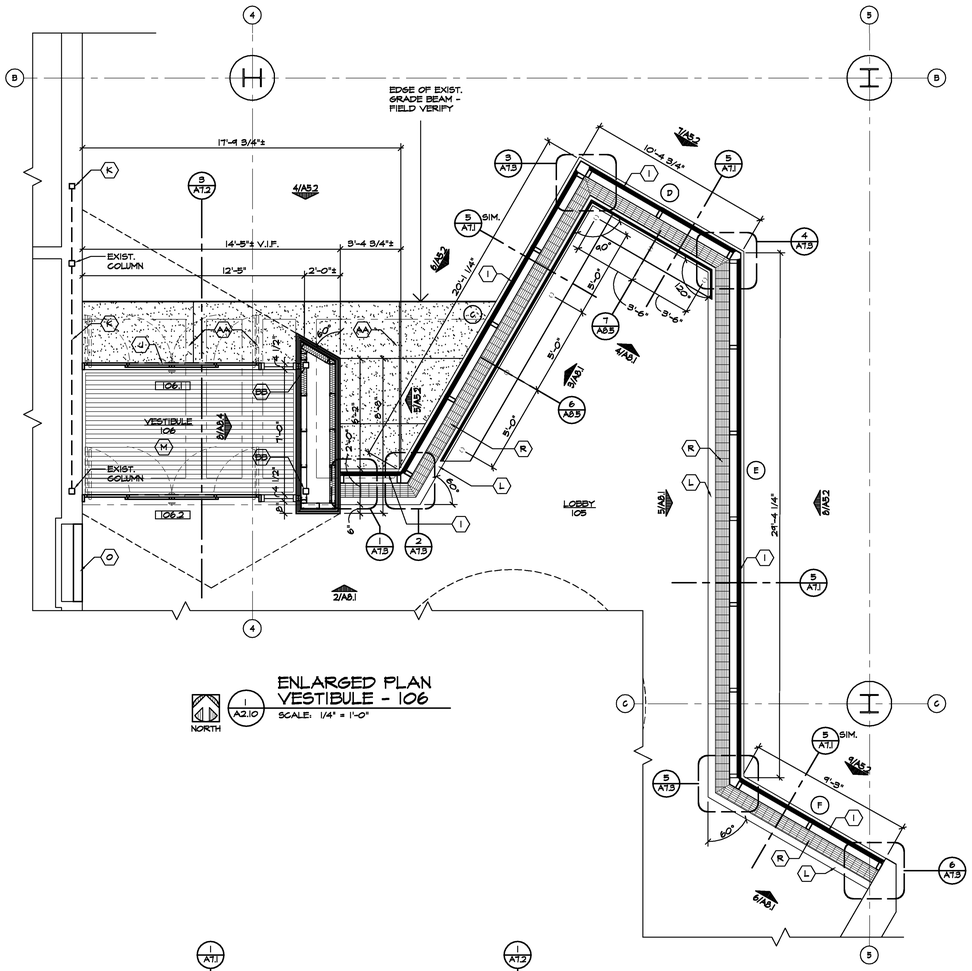
SHEET TITLE
FLOOR PLAN
LEVEL 7

ARCHITECTS PROJECT NUMBER
2012070

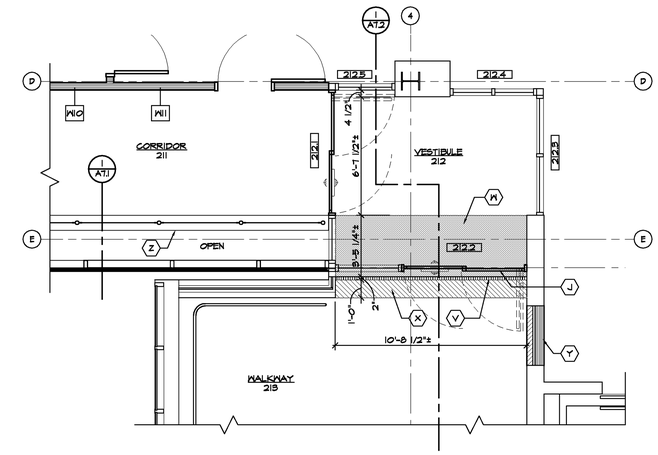
PROJECT DATE
AUGUST 19, 2013

CHECKED BY
K.S.L.

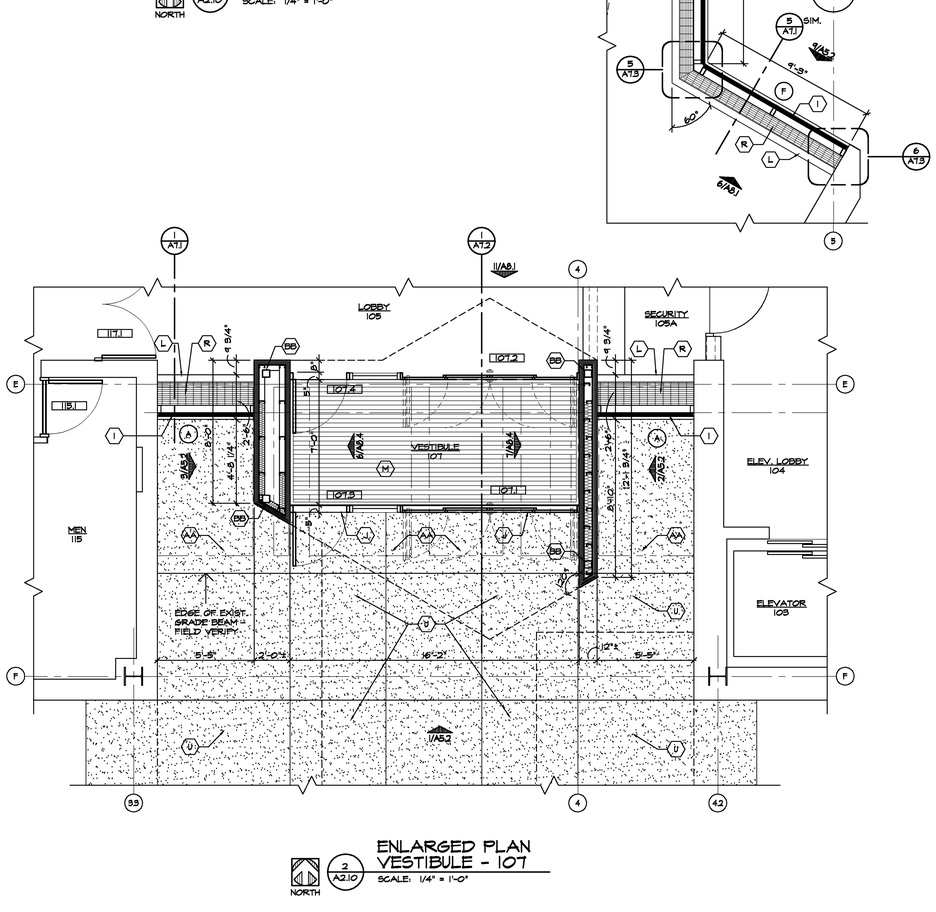
SHEET NUMBER
A2.7



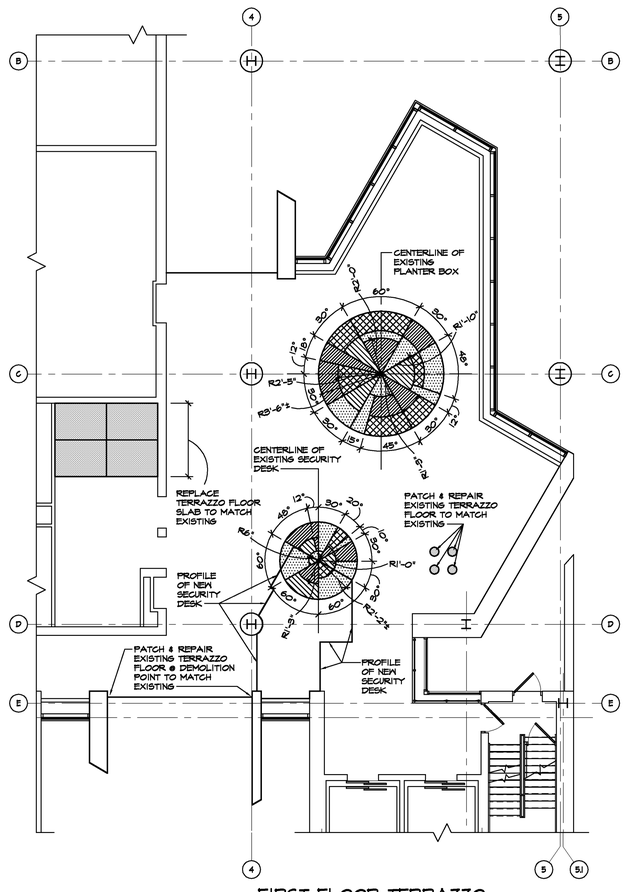
ENLARGED PLAN
VESTIBULE - 106
NORTH 1/A2.10 SCALE: 1/4" = 1'-0"



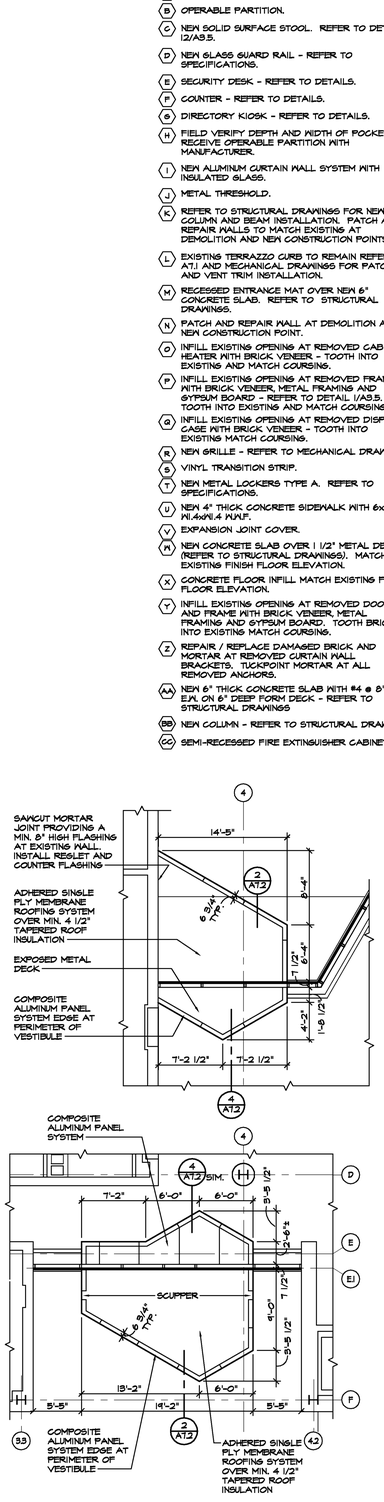
ENLARGED PLAN
VESTIBULE - 212
NORTH 2/A2.10 SCALE: 1/4" = 1'-0"



ENLARGED PLAN
VESTIBULE - 107
NORTH 2/A2.10 SCALE: 1/4" = 1'-0"



FIRST FLOOR TERRAZZO
FLOOR PATTERN LAYOUT
NORTH 4/A2.10 SCALE: 1/8" = 1'-0"



PARTIAL ROOF PLAN
NORTH 5/A2.10 SCALE: 1/8" = 1'-0"

FLOOR PLAN KEYNOTES:

- (A) APPLIANCE / VENDING - BY OWNERS.
- (B) OPERABLE PARTITION.
- (C) NEW SOLID SURFACE STOOL. REFER TO DETAIL 12/A9.5.
- (D) NEW GLASS GUARD RAIL - REFER TO SPECIFICATIONS.
- (E) SECURITY DESK - REFER TO DETAILS.
- (F) COUNTER - REFER TO DETAILS.
- (G) DIRECTORY KIOSK - REFER TO DETAILS.
- (H) FIELD VERIFY DEPTH AND WIDTH OF POCKET TO RECEIVE OPERABLE PARTITION WITH MANUFACTURER.
- (I) NEW ALUMINUM CURTAIN WALL SYSTEM WITH 1" INSULATED GLASS.
- (J) METAL THRESHOLD.
- (K) REFER TO STRUCTURAL DRAWINGS FOR NEW COLUMN AND BEAM INSTALLATION. PATCH AND REPAIR WALLS TO MATCH EXISTING AT DEMOLITION AND NEW CONSTRUCTION POINTS.
- (L) EXISTING TERRAZZO CURB TO REMAIN REFER TO A7.1 AND MECHANICAL DRAWINGS FOR PATCHING AND VENT TRIM INSTALLATION.
- (M) RECESSED ENTRANCE MAT OVER NEW 6" CONCRETE SLAB. REFER TO STRUCTURAL DRAWINGS.
- (N) PATCH AND REPAIR WALL AT DEMOLITION AND NEW CONSTRUCTION POINT.
- (O) INFILL EXISTING OPENING AT REMOVED CABINET HEATER WITH BRICK VENEER - TOOTH INTO EXISTING AND MATCH COURSING.
- (P) INFILL EXISTING OPENING AT REMOVED FRAME WITH BRICK VENEER, METAL FRAMING AND GYPSUM BOARD - REFER TO DETAIL 1/A9.5. TOOTH INTO EXISTING AND MATCH COURSING.
- (Q) INFILL EXISTING OPENING AT REMOVED DISPLAY CASE WITH BRICK VENEER - TOOTH INTO EXISTING MATCH COURSING.
- (R) NEW GRILLE - REFER TO MECHANICAL DRAWINGS.
- (S) VINYL TRANSITION STRIP.
- (T) NEW METAL LOCKERS TYPE A. REFER TO SPECIFICATIONS.
- (U) NEW 4" THICK CONCRETE SIDEWALK WITH 6x6 W1.4xW1.4 W.W.F.
- (V) EXPANSION JOINT COVER.
- (W) NEW CONCRETE SLAB OVER 1 1/2" METAL DECK (REFER TO STRUCTURAL DRAWINGS). MATCH EXISTING FINISH FLOOR ELEVATION.
- (X) CONCRETE FLOOR INFILL MATCH EXISTING FINISH FLOOR ELEVATION.
- (Y) INFILL EXISTING OPENING AT REMOVED DOOR AND FRAME WITH BRICK VENEER, METAL FRAMING AND GYPSUM BOARD. TOOTH BRICK INTO EXISTING MATCH COURSING.
- (Z) REPAIR / REPLACE DAMAGED BRICK AND MORTAR AT REMOVED CURTAIN WALL BRACKETS. TUCKPOINT MORTAR AT ALL REMOVED ANCHORS.
- (AA) NEW 6" THICK CONCRETE SLAB WITH #4 @ 8" O.C. E.W. ON 6" DEEP FORM DECK - REFER TO STRUCTURAL DRAWINGS
- (BB) NEW COLUMN - REFER TO STRUCTURAL DRAWINGS
- (CC) SEMI-RECESSED FIRE EXTINGUISHER CABINET

TERRAZZO LEGEND:

- TERRAZZO COLOR #1
- TERRAZZO COLOR #2
- TERRAZZO COLOR #3
- TERRAZZO COLOR #4

NO.	REVISION	DATE

STATE OF MICHIGAN
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
FACILITIES AND BUSINESS SERVICES ADMINISTRATION
DESIGN AND CONSTRUCTION DIVISION
ROBERT C. HALL, RA, NCARB, DIRECTOR

FILE NO.
071/12354.JAN

INDEX NO.
53322

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ARCHITECTS AND PLANNERS

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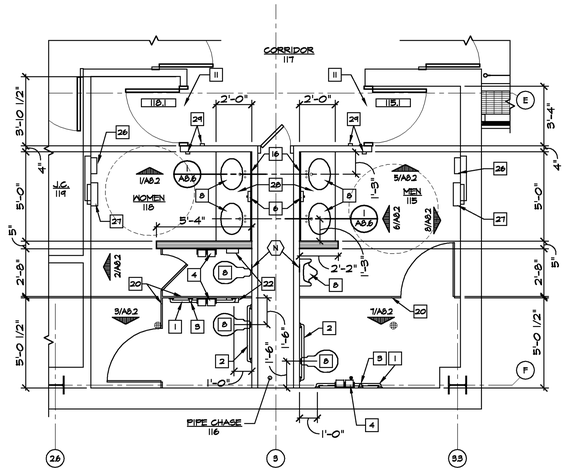
PROJECT TITLE
INTERIOR RENOVATIONS TO :

FLINT STATE
OFFICE BUILDING

FLINT, MICHIGAN

SHEET TITLE
ENLARGED PLANS
FIRST FLOOR TERRAZZO PATTERN
LAYOUT AND PARTIAL ROOF PLAN

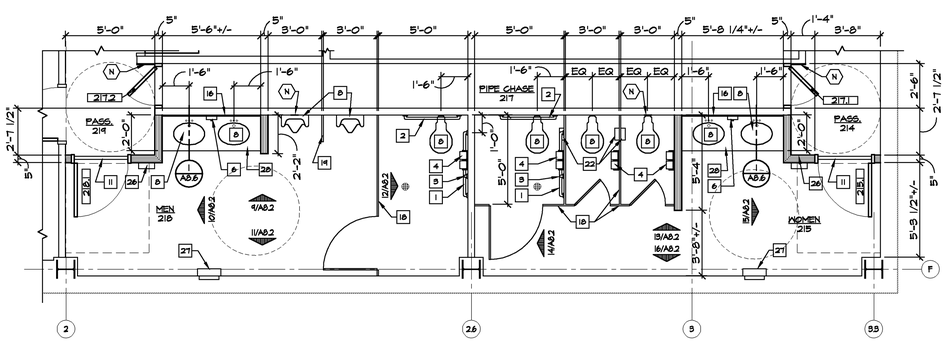
ARCHITECTS PROJECT NUMBER	SHEET NUMBER
2012070	A2.10
PROJECT DATE: AUGUST 19, 2013	
CHECKED BY: K.S.L.	



1ST FLOOR TOILET ROOM PLAN - 115 & 118

NORTH (1 / A2.11)

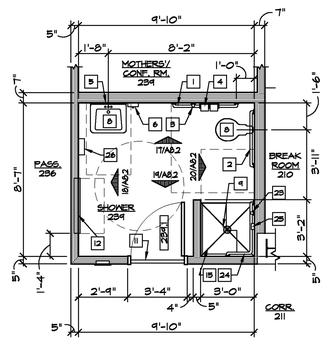
SCALE: 1/4" = 1'-0"



2ND FLOOR TOILET ROOM PLAN - 215 & 218

NORTH (2 / A2.11)

SCALE: 1/4" = 1'-0"



2ND FLOOR SHOWER ROOM PLAN 239

NORTH (3 / A2.11)

SCALE: 1/4" = 1'-0"

KEYED TOILET ROOM NOTES:

1. 1½"ø x 42" STAINLESS STEEL GRAB BAR MOUNTED @ 2'-9" A.F.F. TO ℄ AND 12" FROM BACK WALL.
2. SAME AS ITEM NO. 1 EXCEPT 36" MOUNTED 6" FROM SIDE WALL.
3. 1½"ø x 18" STAINLESS STEEL VERTICAL GRAB BAR MOUNTED @ 41" A.F.F. 41" FROM BACK WALL.
4. TOILET PAPER DISPENSER MOUNTED 12" ABOVE GRAB BAR TO BOTTOM OF UNIT (5'-4" A.F.F.) AND 36" FROM BACK WALL - SEE SPECIFICATIONS.
5. 24"W. x 36"HIGH STAINLESS STEEL FRAME MIRROR MOUNTED @ 38" A.F.F. TO BOTTOM.
6. LIQUID SOAP DISPENSER.
7. NOT USED
8. PLUMBING FIXTURE - SEE SPECIFICATIONS.
9. FLOOR DRAIN - SEE MECHANICAL.
10. NOT USED
11. THRESHOLD.
12. DIAPER CHANGING STATION.
13. LOCKERS - SEE SPECIFICATIONS.
14. BENCH - SEE SPECIFICATIONS.
15. FOLDING SEAT - SEE SPECIFICATIONS.
16. MIRROR - SEE INTERIOR ELEVATIONS AND SPECIFICATIONS.
17. NOT USED
18. FLOOR-MOUNTED OVERHEAD-BRACED METAL TOILET PARTITION.
19. WALL-MOUNTED METAL URINAL SCREEN.
20. FLOOR-MOUNTED OVERHEAD-BRACED F.R.P. TOILET PARTITION.
21. NOT USED
22. SANITARY NAPKIN DISPOSAL.
23. 1½"ø x 18" STAINLESS STEEL VERTICAL GRAB BAR.
24. 1½"ø STAINLESS STEEL GRAB BAR.
25. SHOWER CONTROL AND HAND SHOWER.
26. PAPER TOWEL DISPENSER.
27. HAND DRYER - SEE ELECTRICAL.
28. SOLID SURFACE COUNTERTOP, BACK & SIDESPLASH
29. BARRIER-FREE AUTOMATIC DOOR OPENER PUSH BUTTON

FLOOR PLAN KEYNOTES:

- (A) APPLIANCE / VENDING - BY OWNERS.
- (B) OPERABLE PARTITION.
- (C) NEW SOLID SURFACE STOOL. REFER TO DETAIL 12/A9.5.
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- (E) SECURITY DESK - REFER TO DETAILS.
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- (P) INFILL EXISTING OPENING AT REMOVED FRAME WITH BRICK VENEER, METAL FRAMING AND GYPSUM BOARD - REFER TO DETAIL 1/A9.3. TOOTH INTO EXISTING AND MATCH COURSING.
- (Q) INFILL EXISTING OPENING AT REMOVED DISPLAY CASE WITH BRICK VENEER - TOOTH INTO EXISTING MATCH COURSING.
- (R) NEW GRILLE - REFER TO MECHANICAL DRAWINGS.
- (S) VINYL TRANSITION STRIP.
- (T) NEW METAL LOCKERS TYPE A. REFER TO SPECIFICATIONS.
- (U) NEW 4" THICK CONCRETE SIDEWALK WITH 6x6 W1.4xW1.4 W.W.F.
- (V) EXPANSION JOINT COVER.
- (W) NEW CONCRETE SLAB OVER 1 1/2" METAL DECK (REFER TO STRUCTURAL DRAWINGS). MATCH EXISTING FINISH FLOOR ELEVATION.
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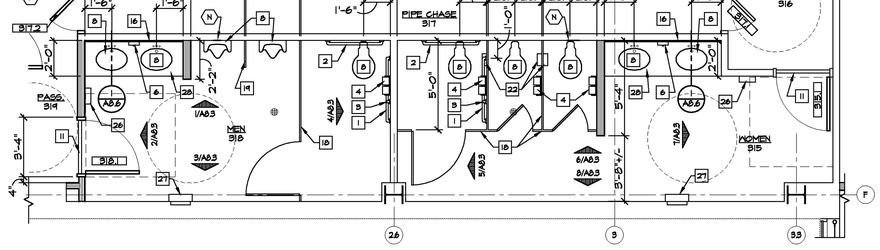
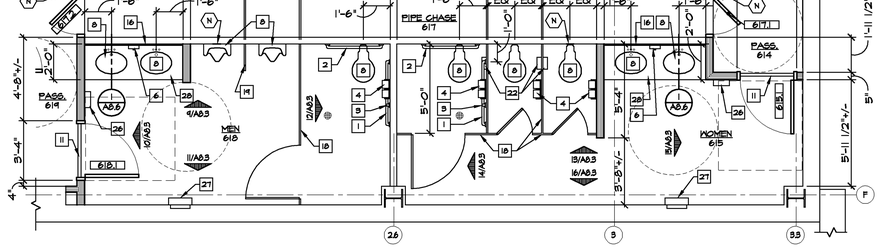
- (BB) NEW COLUMN - REFER TO STRUCTURAL DRAWINGS
- (CC) SEMI-RECESSED FIRE EXTINGUISHER CABINET



3RD FLOOR TOILET ROOM PLAN - 315 & 318

NORTH (4 / A2.11)

SCALE: 1/4" = 1'-0" (415, 418, 515, 518 SIM.)

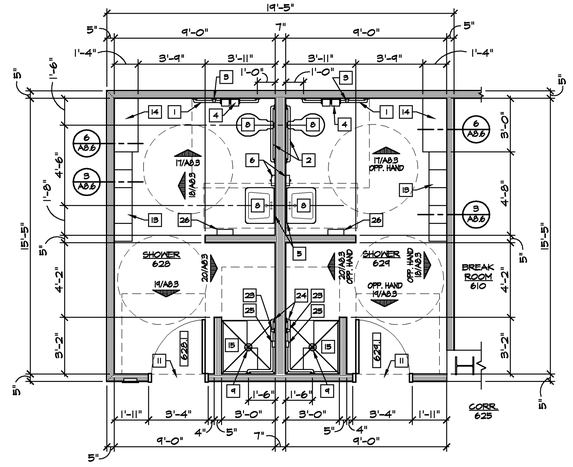


6TH FLOOR TOILET ROOM PLAN - 615 & 618

NORTH (5 / A2.11)

SCALE: 1/4" = 1'-0" (715 & 718 SIM.)

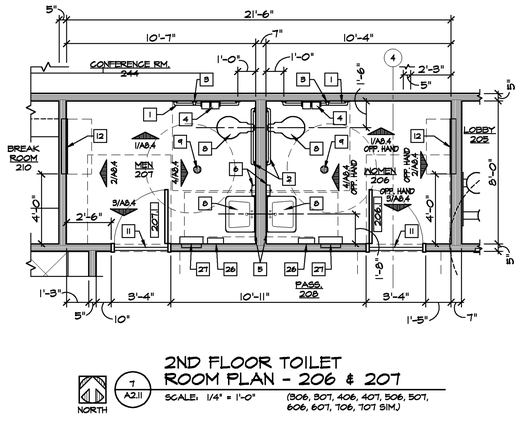
NOTE:
FIXTURES DEPICTED WITHIN THIS SCHEDULE ARE SCHEMATIC ONLY. FOR EXACT FIXTURE TYPES AND QUANTITIES, REFER TO MECHANICAL DRAWINGS AS WELL AS THE SPECIFICATION MANUAL.



6TH FLOOR SHOWER ROOM PLAN - 628 & 629

NORTH (6 / A2.11)

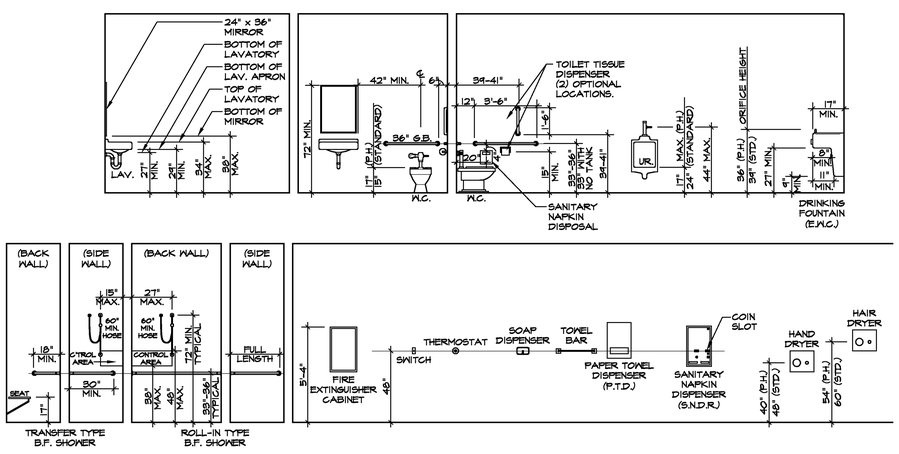
SCALE: 1/4" = 1'-0"



2ND FLOOR TOILET ROOM PLAN - 206 & 207

NORTH (7 / A2.11)

SCALE: 1/4" = 1'-0" (806, 807, 406, 407, 506, 507, 606, 607, 706, 707 SIM.)



FIXTURE STANDARD HEIGHTS

(8 / A2.11)

SCALE: 1/4" = 1'-0"

NO.	REVISION	DATE

STATE OF MICHIGAN
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
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071/12354.JAN

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PROJECT TITLE
INTERIOR RENOVATIONS TO :

FLINT STATE OFFICE BUILDING

FLINT, MICHIGAN

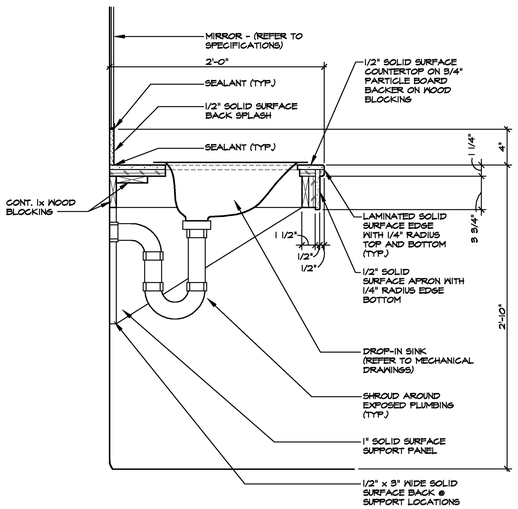
SHEET TITLE
ENLARGED PLANS

ARCHITECTS PROJECT NUMBER
2012070

PROJECT DATE
AUGUST 19, 2013

CHECKED BY
K.S.L.

SHEET NUMBER
A2.11



1 / A8.6 SINK BASE (TYP.)
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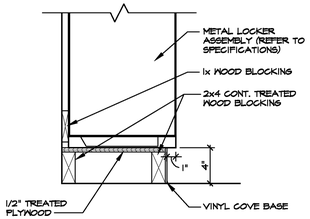

2 / A8.6 LOCKER BASE (TYP.)
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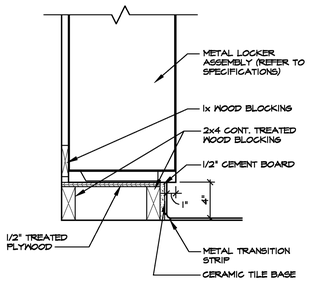

3 / A8.6 LOCKER BASE (TYP.)
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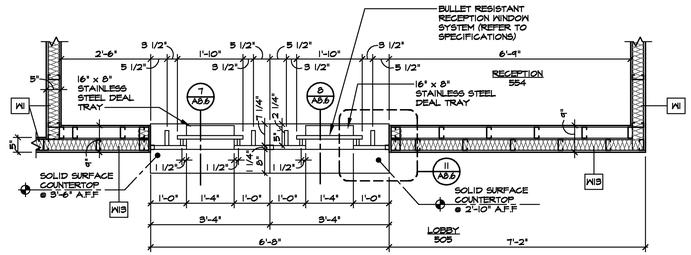
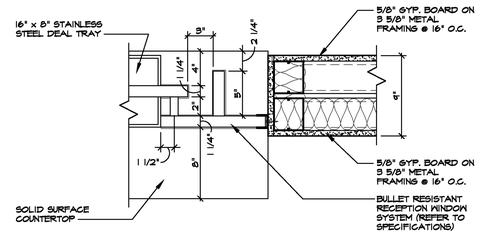
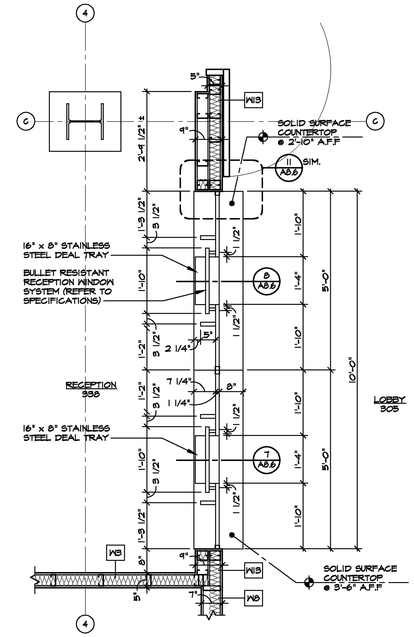


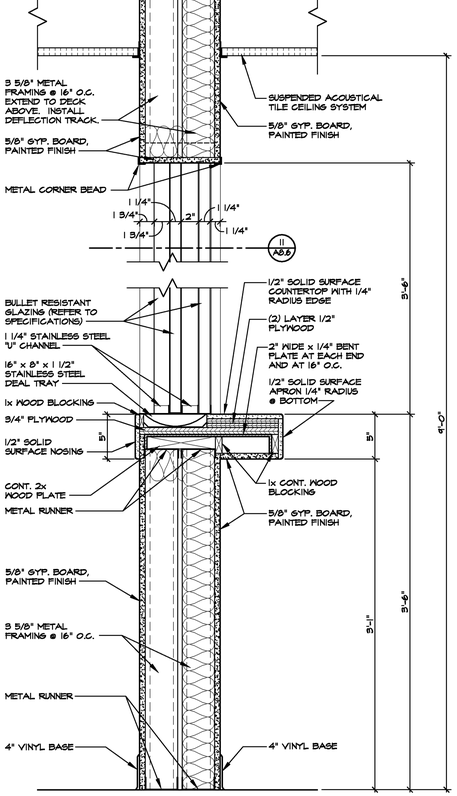
4 / A8.6 ENLARGED PLAN RECEPTION - 554
SCALE: 1/2" = 1'-0"



II / A8.6 JAMB DETAIL
SCALE: 1 1/2" = 1'-0"



NORTH 5 / A8.6 ENLARGED PLAN RECEPTION - 338
SCALE: 1/2" = 1'-0"



7 / A8.6 RECEPTION WINDOW SECTION - TYP.
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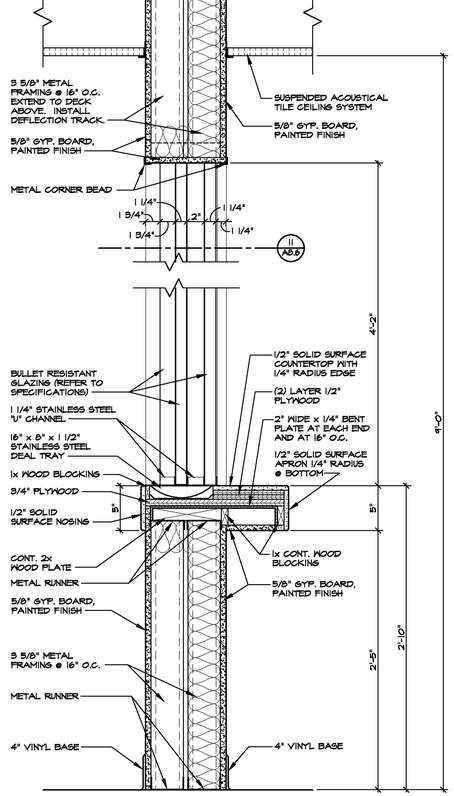
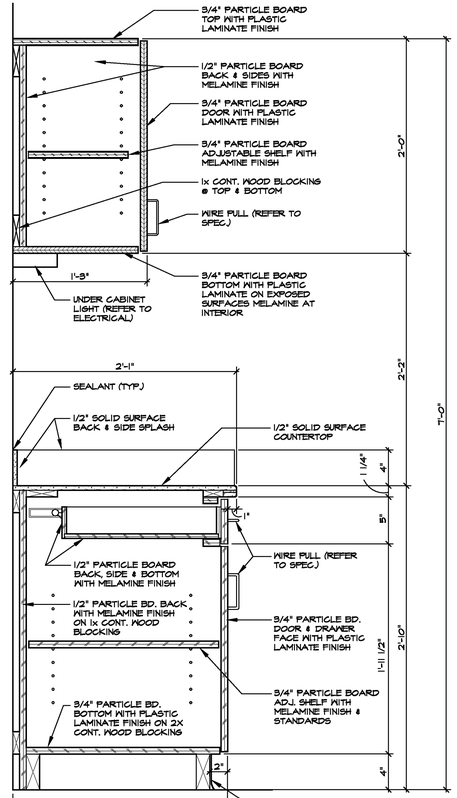
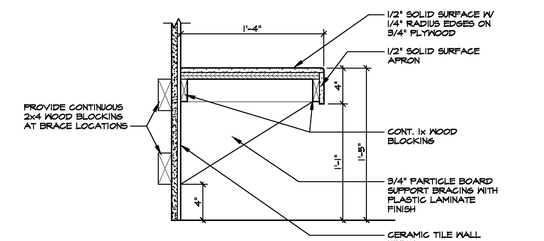


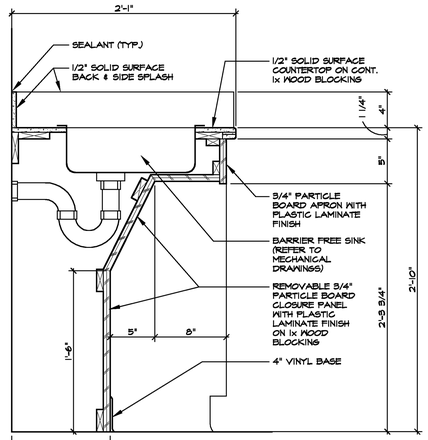
8 / A8.6 RECEPTION WINDOW SECTION @ BARRIER-FREE HEIGHT
SCALE: 1 1/2" = 1'-0"



9 / A8.6 UPPER & BASE CABINET - TYP.
SCALE: 1 1/2" = 1'-0"



6 / A8.6 BENCH DETAIL
SCALE: 1 1/2" = 1'-0"



10 / A8.6 BARRIER FREE BASE CABINET @ SINK BASE
SCALE: 1 1/2" = 1'-0"

NO.	REVISION	DATE

STATE OF MICHIGAN
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
FACILITIES AND BUSINESS SERVICES ADMINISTRATION
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PROJECT TITLE
INTERIOR RENOVATIONS TO :

FLINT STATE
OFFICE BUILDING

FLINT, MICHIGAN

SHEET TITLE
INTERIOR DETAILS

ARCHITECTS PROJECT NUMBER
2012070

PROJECT DATE
AUGUST 19, 2013

CHECKED BY
K.S.L.

SHEET NUMBER
A8.6

PROJECT MANUAL

STATE OF MICHIGAN
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET

EXTERIOR FACADE REPAIRS TO: STEVENS T. MASON BUILDING
530 W. ALLEGAN STREET
LANSING, MICHIGAN 48933

FILE NO. 071/111193.CAK
INDEX NO. 44103
ARCHITECT'S PROJECT NO. 2011073

JANUARY 27, 2014

WIGEN TINCKNELL MEYER & ASSOCIATES, INC.
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SAGINAW, MICHIGAN 48607

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This is a Cover Sheet to the State's Owner and Contractor Standard Construction Contract, known as the *MICHSPEC™* Division 0 Specifications. The *MICHSPEC™* Division 0 Specifications have been developed from the FORMSPEC™ Michigan Model, 1997 Edition. Although the State's 2008 Version of the Division 0 Specifications are written as simply as practical, it is nonetheless advisable to consult with companion Guide to Specifiers when preparing specifications for a specific project. These Division 0 Specifications were developed by incorporating provisions and requirements furnished by the State into the FORMSPEC™ Michigan Model. These Division 0 Specifications have undergone detailed technical reviews by Department of Technology, Management and Budget, **Facilities and Business Services Administration** representatives and detailed legal reviews by the Department of the Attorney General for the State of Michigan. Specifiers are encouraged to consult with a Division 0 specifications specialist or an attorney knowledgeable in public contracts when preparing specifications for a specific project.

STATE OF MICHIGAN

DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET

FACILITIES AND BUSINESS SERVICES ADMINISTRATION

MICHSPEC™ 2008 VERSION, OWNER AND CONTRACTOR

STANDARD CONTRACT FORMS AND CONDITIONS OF THE CONTRACT

MICHSPEC™ No. 97.0820 – 00020 THROUGH 97.0820 – 00440

RELEASED ON NOVEMBER 1, 1997;

Developed from
Contract Forms and Conditions of the Contract
FORMSPEC™ Michigan Model

and suggested for use with
Bidding Requirements

1997 Edition/2011 Version

SECTION 00020 GLOSSARY

1.1 Defined Terms:

1.1.1. The following terms or relative pronouns used in Division 0 of the Specifications have these intent and meanings:

Activity–An element in the Progress Schedule establishing a requisite step, or the time and resources required, for completing the part of the Work associated with that Activity.

Addenda–Written instruments that are used by the **Owner** and/or **Professional** to incorporate interpretations or clarifications, modifications and other information into the Bidding Documents. An Addendum issued after Bid opening to those Bidders who actually submitted a Bid, for the purpose of rebidding the Work without readvertising, is referred to as a post-Bid Addendum.

Agreement–The written agreement between the **Owner** and **Contractor** covering the Work to be furnished and performed.

Alternate–Refers to Work specified in the Bidding Documents for which the Bidder shall bid a Bid Price in the space provided in the Schedule of Alternates in Section 00300 Bid Form.

Apparent Low Bidder–That Bidder whose Base Bid, when added to those specific Alternates the **Owner** intends to accept, yields the lowest sum of Base Bid and Alternates.

Archaeological Feature–Any prehistoric or historic deposit of archaeological value, as determined by a representative of a State agency that is duly authorized to evaluate such findings and render such judgments. An Archaeological Feature deposit may include, but is not limited to Indian habitations, ceremonial sites, abandoned settlements, treasure trove, artifacts or other objects with intrinsic archaeological value and that relate to the history and culture of the State of Michigan.

As-Planned Schedule–Is the **Contractor's** Revision 0 Progress Schedule returned to the **Contractor** as "Resubmittal Not Required," with or without comments or objections noted.

Authorized Technical Data–Information and data contained in a report of exploration and tests of subsurface conditions that are expressly designated in paragraph 2.0 of Section 00210 Information for Bidders. Also, any physical data (dimension, location, conditions, etc.) contained in those drawings of physical conditions of existing surface and subsurface facilities identified in paragraph 3.0 of Section 00210 Information for Bidders.

Bar Chart Schedule–Activity schedule, in a bar chart format, that accounts for the entire Work at a level of detail commensurate with the Progress Schedule requirements of the Contract Documents.

STATE OF MICHIGAN MODEL
Developed from FORMSPEC™ Michigan Model

Bid–Written offer by a Bidder for the Work, as specified, which designates the Bidder's Base Bid and Bid Prices for all Alternates. The term *Bid* includes a *Rebid*.

Bidder–The Person acting directly, or through an authorized representative, who submits a Bid directly to the **Owner**.

Bidding Documents–The proposed Contract Documents as advertised, and all Addenda issued before Bid opening, and after Bid opening, if the Work is rebid without readvertising.

Bid Price–The Bidder's price for a lump sum item of Work, or the product of the Bidder's unit price for an item of Unit Price Work times the quantity given on the Bid Form for that item.

Bid Security–Security serving as a guarantee that the Bidder will conform to all conditions requisite for its return or as liquidated damages in the event of failure or refusal to conform.

Bidding Requirements–The Advertisement, Instructions to Bidders (including Attachment A), Supplementary Instructions, Information for Bidders, Bid Form, Bid Form Attachments and Qualification Submittals, as advertised and as modified by Addenda, and any other Section included within Division 0 of the Bidding Documents for the purpose of governing bidding and award of the Contract.

Board–The Administrative Board of the State of Michigan.

Bonds–Section 00310 Bid Bond, Section 00610 Performance Bond and *Section 00620 Payment Bond* are security furnished by the **Contractor**, as required by the Contract Documents.

Business Day–Any Day except Saturdays, Sundays and holidays observed by the **Owner.**

Bulletin–A standard **DTMB** form used by the **Owner** to describe a change in the Work under consideration by the **Owner** and to request the **Contractor** to submit a proposal for the corresponding adjustment in Contract Price and/or Contract Time, if any.

Calendar Day–Every day shown on the calendar, Saturdays, Sundays and holidays included.

Cash Allowance–An **Owner**-specified sum included within the Contract Price to reimburse the **Contractor** for the actual purchase/furnished cost of materials and/or equipment or other designated items, as specifically provided in the Contract Documents. Although the scope (e.g., the required quantity) of any Work covered by a Cash Allowance is sufficiently detailed in the Contract Documents for the purposes of bidding the required labor costs, Subcontract costs, construction equipment costs and general conditions costs and Fee, it is understood that the required materials, equipment or other designated items are of uncertain purchase cost at the time of Bid or are yet to be specified in more detail by the **Professional** as to quality, appearance, durability, finish and such other necessary features affecting purchase price.

Change Authorization–A written order issued and signed by the **Professional,** which directs changes in the Work that require no adjustment in Contract Price or Contract Time, or which allows for variations in the quantities of Unit Price Work.

Change Order–A written order issued and signed by the **Owner**, which amends the Contract Documents for changes in the Work or an adjustment in Contract Price and/or Contract Time, or both.

Contact Person–Individual in the employ of the **Professional** or the **Owner** who is designated as the sole point of contact for prospective Bidders for requests or inquiries concerning the Work and/or the Bidding Documents.

Contract–Refer to the definition in paragraph 1.1 of Section 00500 Agreement. The term "Contract" encompasses the legal obligations of the **Owner** and **Contractor**, as defined by the Contract Documents.

Contract Award–The official action of the **Board** or the **Director-FA** awarding the Contract to the **Contractor**.

Contract Documents–Those documents itemized or designated in paragraphs 2.2 through 2.4 of Section 00500 Agreement.

Contract Float–Calendar Days between the **Contractor's** anticipated date for early completion of the Work, or of a specified portion of the Work, if any, and the corresponding Contract Time.

Contract Price–The Contract price for the Work, or a designated portion of the Work, as designated in Section 00500 Agreement or elsewhere in the Contract Documents, is the total compensation, including authorized adjustments, payable by the **Owner** to the **Contractor** (subject to provisions for Unit Price Work).

Contract Times–The Contract Times for the entire Work are the periods allowed, including authorized adjustments, for Substantial Completion and final completion of the Work. The Contract Times for a designated portion of the Work are the periods allowed for Substantial Completion and final completion of any such portion of the Work, as specified in the Contract Documents.

Contractor–Person named "the **Contractor**" in Section 00500 Agreement with whom the **Owner** has entered into the Contract.

Correction Period–Period during which the **Contractor** shall, in accordance with the Contract Documents, (a) correct or, if rejected, remove and replace Defective Work, and (b) maintain warranties for materials and equipment in full force and effect.

Cost of the Work Involved–The sum of all costs that would be, or actually were, necessarily incurred by the **Contractor** in providing any Work Involved with the related change, less the costs that would be, or would have been, incurred by the **Contractor** to provide such Work without the related **change**.

CPM Schedule–Computerized, Activity-based Progress Schedule, using Critical Path Method (CPM) techniques, and accounting for the entire Work at a level of detail commensurate with the Progress Schedule requirements of the Contract Documents.

Critical Path Method (CPM)–The Critical Path Method of planning and scheduling. The term "Critical Path" denotes a sequence of Activities controlling achievement of a specified Contract Time.

Date of Commencement of the Contract Time–The date when the Contract Time starts to run.

Defective–An adjective which when referring to or when applied to the term "Work" refers to (a) Work not conforming to the Contract Documents or not meeting the requirements of any inspection, test or approval, or (b) Work itemized in a Punch List which the **Contractor** fails to complete or correct within a reasonable time after issuance of the Punch List by the **Professional**.

Delay–Any act or omission or other event that in any manner adversely affects or alters the schedule, progress or completion of all or any part of the Work. Delay is a generic term intended to include deferral, stoppage, slow down, interruption and extended performance, and all related hindrance, rescheduling, disruption, interference, inefficiency and productivity and production losses.

Department (DTMB)–Department of Technology, Management and Budget of the State of Michigan. ***Director*** is the Director of the **Department.** ***Director-FA*** is the Director of **DTMB** Facilities and Business Services Administration.

Division–Each of the numbered, distinct parts (starting with Division 0) into which the Specifications are divided.

Drawings–Part of the Contract Documents showing the Work. Drawings shall neither serve nor be used as Shop Drawings.

Early (Late) Dates–Early (late) times of performance for the Activities.

Emergency–A condition affecting the safety or protection of persons, or the Work, or property at or adjacent to the site.

Fee for the Work Involved (Fee)–A negotiated, percentage mark-up on the Cost of the Work Involved which is allowed to the **Contractor** for (a) reasonable administrative costs, and (b) negotiated, reasonable profit on the Cost of the Work Involved.

General Requirements–Division 1 of the Specifications.

Hazardous Material–Asbestos, ACBMs, PCBs, petroleum products, such construction materials as paint thinners, solvents, gasoline, oil, etc., and any other like material the manufacture, use, treatment, storage, transportation or disposal of which is regulated by federal, State or local Laws governing the protection of public health, natural resources or the environment.

Facilities and Business Services Administration-Entity in the **Department** of Technology, Management and Budget responsible for design, construction, and operations and maintenance of facilities and capital renewal.

Facilities and Business Services Administration Representative-Designated State employee(s) (a) Responsible for directing and supervising the **Professional's** services during the period allowed for completion of the Work; and/or (b) Acting as representative for the **Owner** and for the enforcement of the Contract Documents, approving payment to the **Contractor** and coordinating the activities of the State, **Owner, Professional** and **Contractor.**

Law(s)–Means federal, State and local statutes, ordinances, orders, rules and/or regulations.

MCL–The Michigan Compiled Laws of the State of Michigan.

Means and Methods–Includes means, methods, techniques, sequences and/or procedures applicable to the Work.

Notice of Award–Written notice accepting the Bid to the lowest responsive, responsible Bidder and designating the Contract Price (and establishing the Alternates accepted by the **Owner**).

Notice to Proceed–Written notice authorizing the **Contractor** to proceed with the Work, or a designated portion of the Work, and establishing the Date of Commencement of the Contract Time.

On-Site Inspection–The **Professional's** on-site examination of the **Contractor's** completed or in progress Work to determine and verify to the **Facilities and Business Services Administration** Representative that the quantity and quality of all Work is in accordance with the requirements of the Contract Documents.

Owner–The State of Michigan, named "the **Owner**" in Section 00500 Agreement, with whom the **Contractor** has entered into the Contract and for whom the Work is to be provided. The State of Michigan includes its departments, agencies, boards, commissions, officers, employees and agents.

Partial Use–Use by the **Owner** of a designated portion of the Work before accomplishing Substantial Completion of the entire Work. Partial Use does not implicate or refer to Substantial Completion of the portion of the Work placed in use by the **Owner**.

Person–Individuals, partnerships, corporations, receivers, trustees, joint ventures and any combinations of any of them.

Political Subdivision–Any county, city, village or other local unit of the State, including any agency, department or instrumentality of any such county, city, village or other local unit.

Pre–Award Schedule–A Qualification Submittal required of the Apparent Low Bidder before Contract Award, and which is used by the **Owner** in the evaluation of the Apparent Low Bidder's Bid.

Professional Services Contractor (Professional)–The Person or its authorized representative licensed to practice architecture and/or engineering, named as "**Professional**" in Section 00500 Agreement, who has the right and authority assigned in the Contract Documents. The term **Professional** includes the **Professional's** consultants practicing the disciplines required by the Contract Documents. If the **Owner** will function as the **Professional**, such information will be noted in Section 00800 Supplementary Conditions or at the pre-construction conference.

Progress Schedule–Work Schedule that shows the **Contractor's** approach to planning, scheduling and execution of the Work and that accurately portrays completed Work as to sequencing and timing, as provided in the Contract Documents.

Project–The total construction, which includes the Work and possibly other work, as indicated in the Contract Documents.

Project Manual–The Book of Specifications, containing Division 0 of the Specifications and the technical Specifications.

Provisionary Allowance–An amount included within the Contract Price to reimburse the **Contractor** for the cost to furnish and perform Work that is uncertain, i.e., may not be required, or is of indeterminate scope, i.e., design information and quantities, complexity, etc. are neither shown nor detailed in the Contract Documents. Work authorized under any Provisionary Allowance may consist of (a) changes required by actual conditions, as determined by the **Professional**, that are incorporated into the Work in accordance with Section 00700 General Conditions, and (b) any other Work authorized and completed under the pertinent provisions of the Contract Documents. Unlike a Cash Allowance, payments under a Provisionary Allowance shall include not only the purchase/furnished cost of the materials and equipment involved, but also all related labor costs, Subcontract costs, construction equipment costs, general conditions costs and Fee, provided they are calculated in accordance with the requirements of Articles 10 and 11 of Section 00700 General Conditions.

Public Utility–Any utility company, utility department or agency of a Political Subdivision, natural gas pipeline company, cable TV company, or any other owner/operator of utilities that are operated or maintained in, on, under, over or across public right-of-way or public or private easements and which is defined as "Public Utility" under the provisions of 1974 PA 53, as amended, MCL 460.701.

Punch List–A list of minor items to be completed or corrected by the **Contractor,** any one of which do not materially impair the use of the Work, or the portion of the Work inspected, for its intended purpose. A Punch List shall be prepared by the **Professional** upon having made a determination that the Work, or portion of the Work inspected, is substantially complete and shall be attached to the respective certificate of Substantial Completion.

Qualification Submittals–Data concerning a Bidder's qualifications and eligibility, as specified in the Bidding Requirements.

Rebid–A revised or new Bid submitted by a Bidder on the Section 00300 Bid Summary and Bid Form and the Bid Form Attachments made available through post-Bid Addenda, in the event the Work is rebid without readvertising, as allowed by post-Bid Addenda.

Record Documents–Drawings, Specifications, Addenda, Change Orders, Change Authorizations, Bulletins, inspection, test and approval documentation, photographs, written clarifications and interpretations and all other documents recording, or annotated to show, all revisions and deviations between the as-built installation and the Contract Documents, all approved Submittals and all clarifications and interpretations.

Records–Books, reports, documents and other evidence relating to the bidding, award and furnishing and performance of the Work.

Record Schedule–A Progress Schedule Revision Submittal returned to the **Contractor** as "Resubmittal Not Required," with or without comments or objections noted.

**Recycled Material*–Recycled paper products, structural materials made from recycled plastics, rerefined lubricating oils, reclaimed solvents, recycled asphalt and concrete, recycled glass products, retreaded tires, ferrous metals containing recycled scrap metals and all other materials that contain (a) waste materials generated by a business or consumer, (b) materials that have served their intended purpose, and/or (c) materials that have been separated from solid waste for collection, recycling and disposition in the percentage determined by the State as provided by Law.

Request for Payment–The form provided by the **Owner** (Payment Request DMB-440) to be used by the **Contractor** in requesting payment for Work completed, which shall enclose all supporting information required by the Contract Documents.

** Field Representative*–A **DTMB** State employee or consultant, acting under the direction of the **Facilities and Business Services Administration** Representative, providing on-site, periodic observation and documentation of the Work for compliance with the Contract Documents.

Resident Project Representative–The authorized representative of the **Professional** who is assigned to the site.

Schedule of Values–A schedule of pay items, which subdivides the Work into its various parts and which details, for each itemized part, cost and pricing information required for making payments for Work performed. The sum of all pay item costs in the Schedule of Values shall equal the Contract Price for the Work.

Shop Drawings–Includes drawings, diagrams, illustrations, standard schedules, performance charts, instructions and other data prepared by or for the **Contractor** to illustrate some part of the Work, or by a Supplier and submitted by the **Contractor** to illustrate items of material or equipment.

Soil Erosion and Sedimentation Control–The planning, design and installation of appropriate Best Management Practices designed and engineered specifically to reduce or eliminate the off-site migration of soils via water runoff, wind, vehicle tracking, etc. Soil erosion and sedimentation control in the State of Michigan is regulated under The Natural Resources Environmental Protection Act; Soil Erosion and Sedimentation Control, 1994 PA 451, Part 91, as amended, MCL 324.9101 et seq. Soil erosion and sedimentation control associated with this Contract is monitored and enforced by the **Department** of Technology, Management and Budget, Facilities and Business Services Administration.

Specifications–Parts of the Contract Documents organized into Divisions. "Technical Specifications" means Divisions of the Specifications consisting of technical descriptions of materials, equipment, construction systems, standards and workmanship.

State–The State of Michigan in its governmental capacity, including its departments, agencies, boards, commissions, officers, employees and agents. Non-capitalized references to a state refer to a state other than the State of Michigan.

**State Construction Code*–The Michigan State Construction Code Act, 1972 PA 230, as amended, MCL 125.1501 et seq.

Subagreement–A subcontract or purchase order awarding a part of the Work to a Subcontractor or Supplier.

Subcontractor–A Person having a Subagreement for providing labor at the site, or for providing labor at the site and furnishing materials and/or equipment for incorporation into the Work.

Submittals–Includes technical Submittals, Progress Schedules and those other documents required for submission by the Contract Documents. The term "technical Submittal" includes Shop Drawings, brochures, samples, Operation and Maintenance (O&M) Manuals, test procedures and any other Submittal the Contract Documents require the **Contractor** to submit to demonstrate how the items covered, after installation or incorporation into the Work, will conform to the information given in the Contract Documents and be compatible with the design of the completed Work as a functioning whole as indicated in the Contract Documents.

Substantial Completion–The Work, or a portion of the Work designated in the Contract Documents as eligible for separate Substantial Completion, has been completed in accordance with the Contract Documents, to the extent that the **Owner** can use or occupy the entire Work, or the designated portion of the Work, for the use intended without any outstanding, concurrent Work at the site, except as may be required to complete or correct Punch List items. Prerequisites for Substantial Completion, over and above the extent of Work completion required, include (a) receipt by the **Owner** of operating and maintenance documentation, (b) all systems have been successfully tested and demonstrated by the **Contractor** for their intended use, and (c) the **Owner** having received all required certifications and/or occupancy approvals from the State and those Political Subdivisions having jurisdiction over the Work. Receipt of all certifications and/or occupancy approvals from those Political Subdivisions with jurisdiction in and of itself does not necessarily connote Substantial Completion.

Supplementary Conditions–Section 00800 within Division 0 of the Specifications that amends and/or supplements Section 00700 General Conditions and other designated Contract Documents.

Supplementary Instructions–Section 00120 within Division 0 of the Specifications that amends and/or supplements Section 00100 Instructions to Bidders and any other designated Bidding Requirement.

Supplier–A manufacturer or fabricator, or a distributor, material man or vendor representing a manufacturer or fabricator, who has a Subagreement for furnishing materials and/or equipment.

Target–A point of progress for a key part of the Work, which is identified for monitoring progress of the Work. Target Times are not Contract Times.

Total Float–Number of Calendar Days by which the Work or any part of the Work may be delayed from its Early Dates without necessarily causing an overrun in a pertinent Contract Time. Total Float is by definition at least equal to Contract Float.

Underground Utilities–Pipelines, piping, conduit, duct, cables, wells, tanks, tunnels and appurtenances, or other similar facilities, installed underground to convey or support conveyance of potable water, sprinkler or irrigation water, fire protection systems, electricity, gases, steam, petroleum products, sewerage and drainage removal, telephone, communications, cable TV, traffic or control systems.

Unit Price Work, Contingent–Work involving specified but undefined quantities (i.e., related Work quantities are not detailed in the Contract Documents) which when performed is measured by the **Professional** and paid using the measured quantities and unit prices contained in the Contract Documents. Performance of such Unit Price Work is contingent upon conditions encountered at the site, as determined and authorized by the **Professional**.

Unit Price Work, Specified–Work of specified and defined quantities (i.e., quantities are detailed in, and can be taken-off from, the Contract Documents) that when performed is measured by the

Professional and paid based on the measured quantities and unit prices contained in the Contract Documents.

Work (as in *"the Work,"* "*the entire Work*)–The entire *completed Construction* required by the Contract Documents. The Work results from furnishing and performing all services, obligations, responsibilities, management, supervision, labor, materials, equipment, construction equipment, general conditions, permits, taxes, patent fees and royalties, testing, inspection and approval responsibilities, warranties, temporary facilities, small tools, field supplies, Bonds, insurance, mobilization, close-out, overhead and all connections, devices and incidental items of any kind or nature required and/or made necessary by the Contract Documents.

Work Involved, any Work Involved–Existing or prospective Work (a) reflected in any notice, proposal or claim, or (b) reflected in changes ordered or in process, or (c) affected by Delay.

1.1.2. Other defined terms used in Division 0 but not assigned intent and meanings in this Section 00020 Glossary have the intent and meanings set forth in MCL or Section 00800 Supplementary Conditions.

1.1.3. Terms defined in this Section 00020 Glossary and used in other Specifications and/or in the Drawings in lower cases, or as capitalized terms, have the intent and meanings assigned to them in this Section 00020 Glossary, if the context will permit.

1.2 Division 0 Rules of Construction:

1.2.1. Each Article in a Section in Division 0 contains "sub-articles," numbered as this sub-article 1.2 is numbered; "parts," numbered as this part 1.2.1 is numbered, and "sub-parts," all of which are considered "paragraphs." A reference to a paragraph means a reference to the sub-article, part or sub-part, or any combination of any of them, if the context will permit.

1.2.2. Any reference to an Article or a paragraph in a Section within Division 0 means a reference to an Article or a paragraph in the very Section in which the reference is made, unless that reference specifically names another Section.

1.2.3. Whenever the context of any provision requires, the singular number includes the plural number and vice versa, and the use of any gender includes all genders.

END OF SECTION 00020

SECTION 00030 ADVERTISEMENT

1. Bids – The State of Michigan as the **Owner** will receive sealed Bids, delivered to the Department of Technology, Management and Budget, Facilities and Business Services Administration, First Floor, General Office Building, 7150 Harris Drive, Dimondale, Michigan 48821, for **Exterior Facade Repairs To: Stevens T. Mason Building** until 2:00 P.M., local time, on Wednesday, February 19, 2014, when all Bids duly received will be opened publicly and read aloud.

2. Work Description – The Work, **Exterior Facade Repairs**, Agency No. **071** Index No. **44103** File No. **071/11193.CAK** includes, but is not necessarily limited to the masonry facade throughout the entire building, concrete planter walls adjacent to the loading dock and masonry within the East Plaza Area. Repairs include window head flashings, damaged brick, stone, mortar and concrete, and sealant replacement.

The site is located on the north side of West Allegan Street, at the northeast corner of West Allegan and South Pine Streets, as shown on the Drawings.

3. Bidding Documents – Sets of Bidding Documents may be accessed on Bid4Michigan, or obtained from the **Professional Wigen Tincknell Meyer & Associates, Inc.** at (**989-752-8107**). A non-refundable payment in the form of a certified or cashier's check or money order, drawn upon a bank insured by an agency of the Federal Government, payable to the Professional, submitted to the **Professional** in the amount equal to all direct printing costs will be required for each full set of Bidding Documents requested by any Bidder or any other party.

Bidding Documents will be shipped only if the requesting party assumes responsibility for all related charges. Any deposit received by the **Professional** will be refunded to the extent the **Professional** receives back the corresponding set(s) of Bidding Documents, in good, reusable order, within fifteen (15) Calendar Days after the date of Bid opening.

4. Bid Security – Each Bid shall enclose Bid Security, as specified in Section 00100 Instructions to Bidders (and as specified in Section 00310 Bid Bond, if a Bid Bond is enclosed), in the amount of five percent (5%) of the Bidder's Base Bid.

5. Pre-Bid Conference – A mandatory pre-bid conference will be held at the Stevens T. Mason Building, 530 W. Allegan Street, Lansing, MI on Monday, February 10, 2014 at 10:00a.m. Local Time. A tour of the site will be held on the same day, starting at 10:45a.m. local time. All prospective Bidders and other parties interested in the Work are required to attend the tour, if held. Addenda may be issued, in response to issues raised at the pre-bid conference and tour, or as the **Owner** and/or **Professional** may otherwise consider necessary.

6. Equal Employment Opportunity – Covenants not to discriminate in employment by contractors, subcontractors and suppliers required by Law are contained in paragraph 14.12 of Section 00100 Instructions to Bidders and paragraph 7.12 of Section 00700 General Conditions and are applicable to the Work and any Subagreement under the Contract.

7. Contract Times – The Contract Times and the associated liquidated damages are specified in Article 4 of Section 00500 Agreement.

8. Contact Person – All requests or inquiries concerning the Bidding Documents or the Work shall be addressed to **Wigen Tincknell Meyer & Associates, Inc., 100 S. Jefferson Avenue, Suite 601, Saginaw, Michigan 48607 – (989)752-8107**.

9. Award – Subject to any agreed extension of the period for holding Bids, Bids shall remain valid for acceptance by the **Owner** for Ninety (90) Calendar Days after the date of Bid opening. In addition, the **Owner** expressly reserves the right, within the **Owner's** sole discretion, to reject any or all Bids, to waive any irregularities, to issue post-Bid Addenda and rebid the Work without readvertising, to readvertise for Bids, to withhold the award for any reason the **Owner** determines and/or to take any other appropriate action.

END OF SECTION 00030

SECTION 00100 INSTRUCTION TO BIDDERS

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STATE OF MICHIGAN MODEL

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ARTICLE 1 BIDDING DOCUMENT INTERPRETATIONS

1.1. Section 00020 Glossary assigns specific intent and meanings to capitalized terms and to other defined terms used in Section 00030 Advertisement, this Section 00100 Instructions to Bidders and Section 00210 Information for Bidders. The Glossary also provides specific rules for construing any reference to any Article or paragraph that is made in this Section 00100.

1.2. The deadlines and submission requirements imposed on the Bidders by the provisions of Articles 3 and 4 also shall apply to any prospective subcontractor or supplier seeking access to the site or needing to submit written questions or inquiries.

1.3. Except as otherwise noted, the deadlines and other requirements imposed upon the "Apparent Low Bidder" by the provisions of Articles 2, 5, 8 and 13 also shall apply to any other Bidder remaining or wishing to remain in contention for the award.

1.4. Neither the **Owner** nor **Professional** assumes any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents in preparing Bids. The **Owner** and **Professional** make Bidding Documents available only for obtaining Bids, and neither the **Owner** nor **Professional** grants a license for any other use of the Bidding Documents.

ARTICLE 2 QUALIFICATIONS OF BIDDERS

2.1. The Apparent Low Bidder shall submit to the **Professional**, within two (2) Business Days after receipt of the **Professional's** request, Section 00430 List of Subcontractors. The Apparent Low Bidder also shall submit to the **Professional,** within ten (10) Calendar Days after the **Professional's** request, a Pre–Award Schedule and those other Qualification Submittals noted in Sections 00410, 00420 and 00440. The Apparent Low Bidder may be required to attend a pre-award conference(s).

2.2. The Pre–Award Schedule shall consist of six (6) blue line drawings of a time-scaled CPM Schedule or a Bar Chart Schedule, as designated by the **Professional**. The Pre–Award Schedule shall (a) identify start and completion dates for the Work in summary form, (b) show the sequencing in which the Bidder plans to perform the Work to conform to the Contract Times and sequences of Work indicated in or required by the Bidding Documents, and (c) include a plot with percentages of completion for the Work correlating to the start and completion dates.

2.3. Unless otherwise determined by the **Owner**, in its sole discretion, failure, neglect or refusal by the Apparent Low Bidder to submit Qualification Submittals when and as requested justifies the **Owner's** refusal to consider the Apparent Low Bidder's Bid and the Apparent Low Bidder's Bid Security will be forfeited to the **Owner** as liquidated damages. However, in the case of any other Bidder remaining or wishing to remain in contention for the award, such failure, neglect or refusal will not constitute grounds for forfeiting that other Bidder's Bid Security.

ARTICLE 3 BIDDING DOCUMENTS; SITE CONDITIONS; SAFETY REQUIREMENTS; LAWS

3.1. It is the responsibility of each Bidder, before submitting a Bid, to: (a) examine the Bidding Documents thoroughly; (b) visit the site and, if necessary, record conditions at the site (through logs/notes, photographs, video or any other means); (c) study and correlate the Bidder's observations with the Bidding Documents; and (d) submit written questions or inquiries about the Bidding Documents or the Work, as provided in Article 4, immediately after discovering any conflicts, ambiguities, errors or omissions in the Bidding Documents.

3.2. It is also the responsibility of each Bidder, in the preparation of its Bid, to take those steps that are reasonably necessary to (a) ascertain and satisfy itself of the physical conditions under which the Work will be performed and the condition of existing facilities, including those which may not be a part of the Work, but could be affected by the performance of the Work, and (b) account for all general, local and prevailing conditions at or near the site that may in any manner affect the cost, schedule, progress, performance or furnishing of the Work. Examples of such conditions include, but are not limited to: (a) the nature and location of the Work; (b) conditions related to the transportation, disposal, handling and storage of materials; (c) the availability and suitability of labor, materials, water, electric power, telephone, sanitary services and roads; (d) daily and monthly weather variations, including any related subsurface conditions, river stages, or similar conditions; (e) the character, quality and quantity of surface and subsurface conditions at the site, including but not limited to ground water table variations, and the location, configuration and condition of existing facilities and Underground Utilities; (f) the character of equipment and facilities needed preliminary to and during Work performance; (g) conditions related to maintaining the uninterrupted operation/occupancy of existing services or facilities; and (h) the extent to which the nature, characteristics and use of any adjacent or nearby lands, rights-of-way and easements, and facilities (in all cases, inclusive of real and personal property) may affect the Bidder's activities.

3.3. It is the responsibility of each Bidder to inform itself of, and the Bidder awarded the Contract shall comply with, all applicable Laws, including, but not limited to Laws affecting cost, schedule, progress, performance or furnishing of the Work. Examples of those Laws include, but are not limited to, those relating to nondiscrimination in employment, prevailing wages, protection of public and employee health and safety, environmental protection, building codes, fire protection, grading and drainage, use of explosives, vehicular traffic, restoration of lands and property under the control of the State or a Political Subdivision, taxes, permits and licensing.

3.4. Section 00210 Information for Bidders, identifies (a) reports of explorations and tests of subsurface conditions, and (b) drawings of physical conditions of existing surface and subsurface facilities that have been used by the **Professional** in the preparation of the Bidding Documents. Bidders may rely upon such expressly stated technical information and data contained in those reports which are expressly designated as Authorized Technical Data in Section 00210 Information for Bidders, but those reports and drawings are not part of the Bidding Documents.

3.4.1. Any conclusions or interpretations made by any Bidder based on such Authorized Technical Data shall be at the Bidder's own risk. Reliance by any Bidder on any Non-technical Information or Data, interpretations or opinions contained in those reports or drawings also shall be at the Bidder's own risk. The **Owner**, **Professional** and their respective consultants assume no responsibility for any understanding reached or representation made about subsurface conditions and physical conditions of existing facilities, except as otherwise expressly shown in or represented by the Authorized Technical Data made available.

3.4.2. Section 00210 Information for Bidders also identifies additional reports of explorations and tests of subsurface conditions and reference documents reflecting physical conditions of existing surface and subsurface facilities that have not been used by the **Professional** in the preparation of the Bidding Documents. Any such reports and documents are not part of the Bidding Documents, and are made available solely to allow Bidders to have access to the same information available to the **Owner** and **Professional**. Neither the **Owner** nor **Professional** warrants the accuracy or completeness of any such information nor do they warrant that Section 00210 Information for Bidders identifies all such existing relevant reports and/or documents.

3.5. Section 00210 Information for Bidders also identifies information and data shown or indicated in the Bidding Documents or Underground Utility drawings about Underground Utilities. Such information and data about existing Underground Utilities is based on information and data obtained from record documents of previous construction or furnished to the **Owner** by the owners of those Underground Utilities or by others.

3.6. Section 00700 General Conditions contain provisions concerning (a) responsibilities for Underground Utilities, (b) changes that may be ordered because of incidents with differing site conditions, and (c) the adequacy and completeness of the Authorized Technical Data of subsurface conditions and existing subsurface and surface facilities made available to Bidders.

3.7. To the extent that any Bidder considers that additional Authorized Technical Data is necessary for determining its Bid, it is the responsibility of that Bidder to request from the **Owner** the necessary additional Authorized Technical Data. In the event the **Owner** does not have the requested additional Authorized Technical Data, it shall be the responsibility of the Bidder, at the Bidder's sole cost, to undertake reasonable examinations of the site and any other pertinent available information and data that the Bidder considers necessary for determining its Bid.

3.8. If requested by a Bidder at least seven (7) Calendar Days before the date of Bid opening (or as otherwise agreed to by the **Owner**), the **Owner** will provide access to the site, when and as designated by the **Owner**, to allow that Bidder to conduct those reasonable explorations and tests that Bidder considers necessary for preparation and submission of the Bidder's Bid. Any such explorations and/or tests conducted by that Bidder shall comply with the requirements of the **Owner**, any Public Utilities involved and any Political Subdivisions with jurisdiction. If access to the site is granted, that Bidder shall fill all holes and clean up and restore the site to its former condition, to the **Owner's** satisfaction, upon completion of those explorations and/or tests.

3.9. The Bidder awarded the Contract shall be responsible for obtaining any lands, areas, properties, facilities, rights-of-way and easements, in addition to those furnished by the **Owner**, that the Bidder considers necessary for temporary facilities, storage, disposal of spoil or waste material or any other similar purpose. Neither the **Owner** nor **Professional** assumes any responsibility

for site conditions at any lands, areas, properties, facilities, rights-of-way and easements obtained by any Bidder.

*3.10. With respect to any earth disturbance associated with this Contract, the Bidder awarded the Contract shall comply with The Natural Resources and Environmental Protection Act; Soil Erosion and Sedimentation Control, 1994 PA 451 Part 91, as amended, MCL 324.9101 et seq. **Facilities and Business Services Administration** is the designated "Authorized Public Agency" under the provisions of Section 9110 of 1994 PA 451, Part 91 as amended.

3.11. Each Bid shall include and be deemed to have included all (a) Michigan sales and use taxes and other similar taxes applicable to the Work that are required by Law as of the date of Bid opening, and (b) the cost of all permits, approvals, licenses and fees necessary for the commencement, prosecution and completion of the Work. Section 00700 General Conditions contain provisions concerning responsibilities of the Bidder for sales and use taxes and other similar taxes and for obtaining permits, approvals, licenses and fees applicable to the Work.

3.12. To the extent the **Owner** or **Professional** has knowledge of other work at the site, which may be ongoing during the period allowed for the Work, the Bidding Documents shall identify such other work. Before submitting a Bid, each Bidder shall evaluate: (a) the effect that any such other work operations (e.g., dewatering, blasting, etc.) may have on the Work, (b) related conditions and sequences of Work contained in the Bidding Documents, (c) the requirements for coordination and cooperation between the Work and other work, and (d) related Contract Times.

3.13. The submission of a Bid constitutes a binding representation by the Bidder that: (a) the Bidder has complied with every requirement of this Article and the Bidding Documents; (b) the Bidder has examined and agrees with the Progress Schedule requirements contained in the Specifications, including, but not limited to, requirements concerning the administration of early completion schedules; (c) without exception, the Bid is premised upon performing and furnishing the Work required by the Bidding Documents and in accordance with those Means and Methods indicated in or required by the Bidding Documents; and (d) the Bidder considers the Bidding Documents to be sufficient in scope and detail to indicate a clear understanding of all terms and reasonably foreseeable conditions applicable to the Work, and how such terms and conditions may affect the cost, schedule, progress, performance and furnishing of the Work.

3.14. Any failure of a Bidder to take the actions described and acknowledged in this Article will not relieve that Bidder of the responsibility for (a) properly estimating the difficulty, cost of and schedule for successfully performing and furnishing the Work, or (b) upon award, performing and furnishing the Work successfully at no increase in Contract Price or Contract Time.

3.15. Neither the **Owner** nor **Professional** assumes any responsibility for any conclusions or interpretations made by any Bidder based on the information made available by the Bidding Documents. Nor does the **Owner** or **Professional** assume any responsibility for any understanding reached or representation made about conditions that may in any way affect cost, schedule, progress, furnishing or performance of the Work, unless that understanding or representation is expressly stated or indicated in the Bidding Documents (including written Addenda).

ARTICLE 4 INTERPRETATIONS; ADDENDA

4.1. All requests for clarification or interpretation of the Bidding Documents, all proposals for any modifications to the Bidding Documents, all requests for information and all other questions or inquiries about the Bidding Documents and/or the Work shall be submitted in writing to the Contact Person identified in Section 00030 Advertisement, Article 8. Requests or inquiries received less than seven (7) Calendar Days before the date of Bid opening will be answered only if (a) the response can be given through Addenda made available at least seventy-two (72) hours before Bid opening (counting Business Days only), (b) the Bid opening is postponed by Addendum, or (c) the Work is rebid without readvertising following the issuance of post-Bid Addenda.

4.2. Any interpretation or clarification, modification to the Bidding Documents (whether by correction, addition, deletion or other revision) and/or information given will be binding only if given by Addenda. Interpretations, clarifications, corrections, additions, deletions or other revisions or information given orally or in any other manner are not binding on the **Owner** and if relied upon by any Bidder, shall be relied upon at the Bidder's own risk. Addenda will be sent by registered mail or private carrier or by FAX to all parties who, according to the **Professional's** records, have obtained a set of the Bidding Documents and has furnished to the **Professional** an address and FAX number for receiving Addenda.

4.3. In the **Owner's** sole discretion, subsequent to the opening of Bids, post-Bid Addenda may be issued setting a new date for the receipt and opening of sealed Rebids.

4.4. Any quantities of Unit Price Work given on the Bid Form, whether detailed in the Drawings or Specifications or contingent upon actual conditions, are approximate only, and are to be used solely for comparing Bids and establishing the Contract Price. Neither the **Owner** nor **Professional** represents that the actual quantity for any item of Unit Price Work performed will equal the quantity given. Payments will be made only for actual quantities of Unit Price Work completed in accordance with the Contract Documents. Actual quantities of Unit Price Work may overrun or underrun those in the Bid Form without necessarily invalidating the unit prices bid (except as provided in paragraph 10.6 of Section 00700 General Conditions).

ARTICLE 5 BID SECURITY

5.1. Bid Security shall be made payable to the "State of Michigan" in the form of a certified or cashier's check or money order drawn upon a bank insured by an agency of the Federal Government, or consist of a duly executed Bid Bond. A Bid Bond shall be duly executed by the Bidder and by a surety authorized to do business in the State by the Department of Energy, Labor and Economic Growth and listed on the current U.S. Department of the Treasury Circular 570. Bidders shall attach a certified copy of Power of Attorney to sign Bid Bonds as the Attorney-in-Fact. Copies of the current Circular listing of approved bonding/insurance companies and interim changes may be obtained through the Internet web site http://www.fms.treas.gov/c570/c570.html.

5.2. Failure by a Bidder to enclose with its Bid a certified or cashier's check or money order or a duly executed Bid Bond shall disqualify that Bidder from any consideration for the award.

5.3. The Bid Security of the Bidder recommended for award will be retained until that Bidder has fulfilled all the following: (a) submitted Qualification Submittals and required information, (b) executed and delivered Section 00500 Agreement in triplicate, (c) delivered evidence of insurance, and (d) furnished the required Section 00610 Performance Bond and Section 00620 Payment Bond (including separate certifications). If that Bidder fails to do so when and as specified, the **Director-FA** may annul the Notice of Award recommendation, and the Bid Security of that Bidder will be forfeited to the **Owner** as liquidated damages. If the **Owner** incurs any collection costs in the enforcement of the Bid Security requirement, that Bidder and its surety, if any, agree jointly and severally to reimburse the **Owner's** costs of collection, which shall include reasonable fees and charges of attorneys and others, court or hearing costs incurred with or without suit and interest.

5.4. If the Apparent Low Bidder gives a certified or cashier's check or money order as Bid Security, and the **Owner** requests a certification by an acceptable surety stating that the Bidder will furnish the Section 00610 Performance Bond and Section 00620 Payment Bond if awarded the Contract, that Bidder shall furnish such certification within seven (7) Calendar Days after the **Owner's** request.

5.5. The Bid Securities of the Apparent Low Bidder and of any other Bidder remaining in contention for the award will be retained by the **Owner** until the end of the period during which Bids shall remain open, or seven (7) Calendar Days after the **Owner** executes Section 00500 Agreement, whichever last occurs.

ARTICLE 6 CONTRACT TIME; LIQUIDATED DAMAGES

6.1. The Contract Times, i.e., the number of Calendar Days within, or dates by, which the Work or any part of the Work shall be completed, are specified in Section 00500 Agreement and may be supplemented, as provided in Section 00500 Agreement. As stated in Section 00500 Agreement, the Contract Times are of the essence of the Contract. If any Bidder believes that any of the Contract Times are insufficient or excessive, that Bidder shall advise the **Owner** in accordance with the requirements of Article 4.

6.2. Liquidated damages are specified in Section 00500 Agreement and may be supplemented, as provided in Section 00500 Agreement.

ARTICLE 7 MATERIALS AND EQUIPMENT

7.1. Named or Specified Materials and Equipment – Materials and equipment described in the Specifications by naming a brand, make, supplier or manufacturer or by using a specification shall establish a standard and shall be intended to convey function, necessary design features, general style, type, materials of construction, character and quality, serviceability and other essential characteristics. A number of Specifications using named or specified materials and equipment are *listed* in Schedule 1.6 of Section 00440 Schedule of Materials and Equipment.

7.2. Proposal for Adding Products by Addenda – For those Specifications *listed* in paragraph 1.6 in Section 00440 Schedule of Materials and Equipment, the **Professional** will, up to fourteen (14) Calendar Days before the date of Bid opening stated in Section 00030 Advertisement, accept written proposals from non-named manufacturers and suppliers seeking to have the **Professional** add their products to Schedule 1.6. The **Professional** will consent to any such proposal by Addendum if, in the **Professional's** judgment, the proposed material or equipment also may be used as a named or specified product. Lack of adequate time or information needed to evaluate a proposal, as determined in the sole discretion of the **Professional**, may justify its rejection.

7.2.1. Any such proposal shall clearly identify differences between the proposed and named or specified material or equipment and demonstrate objectively that the proposed material or equipment: (a) has the same essential characteristics of the item named or specified, (b) will equally perform the functions and achieve the results called for by the general design concept, (c) is suited to the same use as the item named or specified, (d) is at least of equal materials of construction, quality and necessary essential design features to the material or equipment named or specified, (e) conforms substantially to the desired detailed requirements, including, but not limited to durability, strength, appearance and aesthetics (if aesthetics are significant), safety, service, life, reliability, economy of operation and ease of maintenance, and (f) offers a proven record of performance and service for at least three (3) years before the date of Bid opening.

7.2.2. Any such proposal shall further include (a) a list of installations that have been in service for at least three (3) years before the date of Bid opening (including the name, address and telephone number of a person familiar with and at the installation), and (b) sufficient drawings, diagrams, brochures, schedules, performance charts, instructions, samples, and other data as may be necessary to allow the **Professional** to make a determination.

7.3. Each Bidder is responsible for notifying the **Professional** in writing if the Bidder knows or has reason to know that any material or equipment *listed* in Section 00440 Schedule of Materials and Equipment, which the Bidder intends to bid requires changes in the Work. Any such notice shall be provided no later than seven (7) Calendar Days before Bid opening. This requirement applies, but is not limited to changes in any testing requirements or Means and Methods indicated in or required by the Bidding Documents. However, this requirement is not intended to make the Bidder responsible for correcting design errors or omissions.

7.3.1. If any Bidder fails to provide such notice, and is awarded the Contract, that Bidder assumes responsibility for its proportionate share of any *excess* costs and Delay. *Excess* costs and Delay are those resulting from changes in the Work that would not have been incurred had that Bidder not failed to provide written notice to the **Professional.**

7.4. Bidding Requirement – For those Specifications *listed* in paragraph 1.6 of Section 00440 Schedule of Materials and Equipment, each Bidder shall bid one of the *listed* materials and equipment only. This requirement to not bid "or equal" or substitute materials and/or equipment for the *listed* Specifications applies even if the Bidding Documents state that an "or equal" or substitute may be furnished or used for any *listed* Specification.

7.5. Contract Condition – For those Specifications *listed* in paragraph 1.6 of Section 00440 Schedule of Materials and Equipment, the Contract will be awarded on the basis that only *listed* named or specified materials and equipment will be furnished. If an "or equal" or a substitute may be furnished for any *listed* Specification, if acceptable to the **Professional**, application for acceptance will not be considered until after Contract Award.

7.6. Section 00700 General Conditions contains provisions requiring each Supplier (a) to be bound to the requirements of the Contract Documents, (b) to assume toward the **Contractor** all obligations that the **Contractor** assumes toward the **Owner** and **Professional,** and (c) to furnish Work under a Subagreement containing waiver of rights of subrogation provisions.

ARTICLE 8 SUBCONTRACTORS

8.1. For each Division, Section of the Specifications and/or trade itemized in Section 00430 List of Subcontractors, the Apparent Low Bidder shall, when requested by the **Professional**, nominate the Subcontractor(s) to be awarded a Subagreement(s). When completing Section 00430, the Apparent Low Bidder shall provide licensing data for trades for which contractors' licensing is required and, if applicable, indicate minority, woman or handicapped status. One Subcontractor shall be nominated for each Specification or trade, unless the Apparent Low Bidder, directly or through a Subcontractor, intends to award more than one Subagreement for the listed Specification or trade.

8.2. If the **Owner** objects, for good cause, to any nominated Subcontractor, the **Owner**, before issuing the Notice of Award, may request replacement of that Subcontractor. In that event, the Apparent Low Bidder shall nominate a substitute Subcontractor or the Bidder itself, if qualified for the Work involved. In such case, there will be no extension in the Bid hold period nor any increase in the Bidder's Bid or Alternates. If the Bidder declines, that Bidder shall not be recommended for the award; however, such declining will not constitute grounds for forfeiting the Bidder's Bid Security.

8.3. Except as provided in paragraph 8.2, no removal or replacement of a nominated Subcontractor will be considered by the **Owner**, except for good cause. Before Contract Award, any removal, replacement or addition of a nominated Subcontractor shall be responsive to the requirements of the Bidding Documents only to the extent it permits the timely evaluation of the newly nominated Subcontractor. After Contract Award, if the Apparent Low Bidder, as the **Contractor**, nominates *for the first time* a Subcontractor for any Division, Specification and/or trade listed in Section 00430 List of Subcontractors, and the **Owner** objects for good cause to any such newly-nominated Subcontractor, the **Contractor** shall provide a replacement Subcontractor at no increase in Contract Price and/or Contract Time.

8.4. Section 00700 General Conditions contains provisions requiring each Subcontractor (a) to be bound to the requirements of the Contract Documents, (b) to assume toward the **Contractor** all obligations that the **Contractor** assumes toward the **Owner** and **Professional,** and (c) to provide Work under a Subagreement containing waiver of rights of subrogation provisions.

8.5. These provisions shall not be construed to create any third party beneficiary or joint employer status with respect to the **Owner** and/or **Professional** and any Subcontractor. Furthermore these provisions shall not be construed to create or impose any duty or liability on the **Owner** to exercise this authority for the benefit of any Bidder, nominated or newly nominated Subcontractor or any other third party.

ARTICLE 9 BID FORM AND BID FORM ATTACHMENTS

9.1. A second, unbound set of the Section 00300 Bid Summary, Section 00300 Bid Form and Bid Form Attachments (Section 00310 Bid Form and Section 00320 Noncollusion Affidavit) are inserted within the Bidding Documents. Bids shall be submitted on the unbound Section 00300 Bid Summary, Section 00300 Bid Form, Section 00310 Bid Bond (if a Bid Bond is given) and Section 00320 Noncollusion Affidavit, unless revised by Addendum. If revised by Addendum, the latest revision of the appropriate Bid Summary, Bid Form and/or Bid Form Attachment shall be used. All blank spaces shall be legibly and properly printed in ink or typed as required in these Instructions to Bidders and each form. All Bid prices shall be printed or typed in both words and figures.

9.2. Bids by individuals shall be signed by the person making that Bid, or the Bid shall enclose a Power of Attorney evidencing authority to sign the Bid in the individual's name.

9.3. Bids by partnerships shall be signed in the name of the partnership. The partner authorized to sign shall be named and sign where indicated. A certified copy of power of attorney authorizing that partner to bind all partners shall be attached to Section 00300 Bid Form. If a certified copy of the partnership's certificate attached to Section 00300 Bid Form indicates that all partners have signed, no separate authorization is required.

9.4. Bids by corporations shall be signed in the legal corporate name. The signature of the president or authorized officer shall be entered below the corporate name, followed by the attesting signature of the corporation secretary or of an authorized officer other than the officer signing the Bid. A certified copy of a pertinent Board Resolution authorizing that individual to bind the corporation shall be attached to Section 00300 Bid Form.

9.5. Bids by joint ventures shall be signed by all or one of the joint venturers. If not all joint venturers sign, a certified copy of Power of Attorney authorizing the individual(s) signing to bind all joint venturers shall be attached to Section 00300 Bid Form. If a certified copy of the joint venturer's certificate attached to Section 00300 Bid Form indicates that all joint venturers have signed, no separate authorization is required.

9.6. The Bidder shall acknowledge receipt of all Addenda by completing the blank spaces in the table provided for that purpose in paragraph 2.1 of Section 00300 Bid Form.

ARTICLE 10 PREPARATION AND SUBMISSION OF BIDS

* 10.1. **CERTIFICATE OF AWARDABILITY:** The Contractor must not discriminate on the basis of religion, race, color, national origin, age, sex, marital status, height, weight, arrest record or disability. Prior to the award of any Contract of $100,000.00 or more, the Michigan Department of Technology, Management and Budget (DTMB) Contract Compliance Representative will notify the Michigan Department of Civil Rights (DCR) Contract Compliance Representative, providing a bid tabulation and providing a description of the recommended awardee(s) including business(es)' name, business(es)' designated contact person, last four digits of company(ies)' tax identification number, business(es)' address, and business(es)' contact person telephone number. In the event a contractor doesn't possess a valid Certificate of Awardability and is the most qualified low bidder, the contractor must immediately submit, upon notification by DTMB, their application to DCR. **DO NOT SUBMIT APPLICATION TO DCR UNLESS YOU ARE THE LOW BIDDER.**

*10.2. The time required by the Michigan Department of Civil Rights to process applications for Certificate of Awardabiltiy varies as a function of the Department's total workload. Communications concerning Certificates of Awardability should be directed to:

Michigan Department of Civil Rights
Business and Community Affairs
Cadillac Place
3054 West Grand Boulevard, Suite 3-600
Detroit, Michigan 48202
Telephone: (313) 456-3822
Fax: (313) 456-3826

10.3. Bids shall be hand-delivered or sent by mail to the location and address specified in Article 1 of Section 00030 Advertisement. If the Bid is sent by mail, the envelope containing the Bid shall be enclosed in another envelope labeled "Sealed Bid Enclosed." Bids submitted orally or by telephone, telegraph, FAX, e-mail or other electronic media are invalid and will be rejected without consideration.

10.4. Each Bid shall be enclosed in an opaque sealed Bid envelope, marked with the Bidder's name, address and telephone number; the name of the Work; and the Agency No., Index No. and File No. The opaque sealed Bid envelope shall contain the completed Section 00300 Bid Summary, Section 00300 Bid Form, Section 00310 Bid Bond, Section 00320 Noncollusion Affidavit and all other Bidder-provided documents (Drawings and Project Manual are not required).

10.5. Each bid requesting the Qualified Disabled Veterans (QDV) preference, in accordance with Public Act 22 of 2010, MCL 18.1241(3), shall include a DD 214 Proof of Service and Discharge, a Veterans Administration rating decision letter, proof of disability (if the disability is not indicated on the DD 214), and appropriate legal documents setting forth the 51% natural persons QDV ownership.

10.6. If Unit Price Work is specified, the Bidder shall, for each Unit Price Work item listed separately on Article 6 of Section 00300 Bid Form, bid a unit price and enter, in the appropriate column, the computation of the respective quantity multiplied by the respective Bidder's bid unit price. Bid prices for each lump sum or "One Each" item listed on the Bid Form shall be printed or typed only in the appropriate "Bid Price" column. The Bidder shall show the sum representing the Bidder's Base Bid and, if Alternates are listed, the Bid prices for all Alternates, in the spaces provided for those purposes.

10.7. For each Cash Allowance, the Bidder shall include, within the Bid, all labor costs, construction equipment costs, insurance and Bond premiums and other general conditions costs and Fee (Bidder's and Subcontractors') to complete Work associated with the material, equipment or other designated item to be furnished under the Cash Allowance. For each Provisionary Allowance, the Bidder shall include, within the Bid, insurance premiums (not recoverable as labor burden) and Bond premiums required to complete Work that may be ordered under the Provisionary Allowance. Cash Allowances and Provisionary Allowances are defined in Section 00020 Glossary, and are further described in paragraph 10.7 of Section 00700 General Conditions.

10.8. The Bidder's Base Bid and Alternate Bid prices shall include, and payment for completed Work shall be compensation in full for, all services, obligations, responsibilities, management, supervision, labor, materials, devices, equipment, construction equipment, general conditions, permits, patent fees and royalties, testing, inspection and approval responsibilities, warranties, temporary facilities, small tools, supplies, Bonds, insurance, taxes, mobilization, close-out, overhead and profit and all connections, appurtenances and any other incidental items of any kind or nature, as are necessary to complete the Work, in a neat, first quality, workmanlike and satisfactory manner in accordance with the Drawings and Specifications and as otherwise required to fulfill the requirements of the Bidding Documents.

10.9. Neither the Section 00300 Bid Form nor any Bid Form Attachment made available to the Bidders and submitted with the Bid shall be altered in any way. Bids shall not contain any qualifications or conditions or any recapitulations of the Work whatsoever. No Alternate will be considered, unless any such Alternate is itemized in paragraph 6.2 Schedule of Alternates in Section 00300 Bid Form and specified in the Bidding Documents.

10.10. Before and after Bid submission, and before the time for receiving Bids has expired, any Bidder may alter or revise any price or information the Bidder has entered on its Bid Form or any Bid Form Attachments by: (a) crossing out the entry, (b) legibly printing in ink or typing the new price or information, and (c) placing the initials of the person who signs the Bid adjacent to each change. After Bid opening, the **Owner** may require a Bidder to verify any such alteration or revision. Ambiguities arising from any alterations or revisions made by any Bidder may be resolved against that Bidder, in the **Owner's** sole discretion.

10.11. Neither the **Owner** nor **Professional** assumes any responsibility for any costs any Bidder incurs, however caused, in preparing and submitting its Bid, in withdrawing its Bid, or in objecting to the award or to being disqualified for the award.

10.12. In the event of any conflict between Attachment A To Section 00100–Bidder's Checklist and any requirements specified in any other parts of the Bidding Documents, the requirements of the Bidding Documents taken as a whole shall be binding on the Bidders.

10.13. All bonds, insurance, Certificate of Awaradability, and other required documents shall be issued in the name of the bidder.

ARTICLE 11 BID WITHDRAWAL; BID MODIFICATION

11.1. Any Bidder may withdraw its Bid before Bid opening by submitting to the **Owner** a document requesting the withdrawal in the manner in which a Bid shall be signed and submitted to the **Owner**. Withdrawal of a Bid before Bid opening will not prejudice the right of that Bidder to submit a new, modified Bid. After the time for receiving Bids has expired, the following will apply: (a) no Bid may be modified, altered or reformed, except to allow submittal of a Certificate of Awardability, as provided in paragraph 10.2, or to resolve irregularities on the Bid Form or Bid Form Attachments, as provided in paragraph 14.6, and (b) no Bid withdrawal will be accepted by the **Owner**, except as provided in paragraphs 11.2 through 11.6.

11.2. After the time for receiving Bids has expired, no Bid may be withdrawn, unless that Bidder lodges a written claim of a mathematical or clerical error in the Bidder's Bid with the **Owner**

within two (2) Business Days after the date of Bid opening. The claim shall describe in detail the mathematical or clerical error, include a signed affidavit stating the facts of the alleged error and request that the Bidder be released from the Bidder's Bid.

11.3. If any Bidder's claim to withdraw its Bid due to an alleged mathematical or clerical error is timely filed, the **Director-FA**, or his/her designee, will determine the validity of the claim and, as he/she deems necessary within his/her sole discretion, will provide an opportunity to the Bidder making the withdrawal to present its verification claim at a hearing/review session within ten (10) Calendar Days after the **Owner** received the claim.

11.4. At the Bid withdrawal claim review, the **Director-FA**, or his/her designee shall, within his/her discretion, informally hear testimony and receive evidence as to whether (a) the Bid contains an obvious mathematical or clerical error not involving lack of good faith or fair dealing, (b) the error is subject to objective certification and is of such grave consequences that to enforce the Contract would be unconscionable, (c) the error relates to a material feature of the Contract, and (d) the error was not caused in any way by the Bidder's violation of positive legal duty or culpable negligence.

11.5. Upon completion of the claim review process and before any award recommendation, the **Director-FA**, or his/her designee, will enter findings and render a determination on the Bidder's withdrawal claim. The **Owner** will notify the Bidder within a reasonable time after such determination.

11.6. If the **Director-FA**, or his/her designee, concurs with the Bid withdrawal claim and the **Owner** suffers no serious prejudice, except loss of bargain, the **Owner** will allow the Bidder to withdraw its Bid will return the Bidder's Bid Security within a reasonable time. However, that Bidder will not be allowed to submit another Bid for the Work. The decision of the **Director-FA**, or his/her designee, shall be final and binding on any such Bidder.

ARTICLE 12 BID OPENING; OBJECTION TO THE AWARD

12.1. Each Bidder bears sole responsibility for delivering its Bid to the address, before the closing time for receipt of Bids designated in Section 00030 Advertisement. Any Bid received after the closing time will not be considered. Any uncertainties about whether a Bid was submitted in time may be resolved against that Bidder, in the **Owner's** sole discretion.

12.2. Within reasonable time after the date of Bid opening, the **Owner** will make available a "Bid tabulation" listing the Bids opened and the Apparent Low Bidder. If any Bidder listed in the Bid tabulation has any objection to the Apparent Low Bidder, the objecting Bidder shall file a written protest with the **Owner** within seven (7) Calendar Days after the date of Bid opening. The protest shall describe in detail the basis for the protest and request a determination under this Article.

12.3. If a written protest is timely filed, the **Director-FA**, or his/her designee, will review the protest and if he/she determines in his/her sole discretion that a claim review process is necessary, such proceeding shall be conducted within ten (10) Calendar Days after receipt of the written protest.

12.4. The **Owner** will notify the Bidders involved within a reasonable time of the **Director-FA's**, or his/her designee's, recommendation to dismiss or uphold the protest. If the protest has been denied, the **Owner** will notify those Bidders of the time and date on which the **Board's** Building Committee will meet to consider the **Director-FA's**, or his/her designee's recommendation of award. The objecting Bidder and the Apparent Low Bidder will be given an opportunity to be heard at the Building Committee meeting and, at the discretion of the **Board**, at any subsequent **Board** meetings. The Building Committee and **Board**, at its discretion, will review or hear the protest under such terms and conditions as either deems proper.

12.5. Upon reviewing the protest, the Building Committee and/or the **Board** will either (a) dismiss the protest, or (b) uphold the protest and send the Bid back to the **Director-FA**, or his/her designee, for a new Bid evaluation or rebid, consistent with the determination of the Building Committee or **Board's** findings. The decision of **Board** as to the protest shall be final and binding.

ARTICLE 13 BIDS TO REMAIN OPEN

13.1. Bids shall remain open for acceptance by the **Owner** for no less than the period during which Bids shall remain valid (i.e., the Bid hold period) stated in Section 00030 Advertisement.

13.2. The **Owner**, by written notice, may elect to request the Apparent Low Bidder and any other Bidder remaining or wishing to remain in contention for the award to hold their Bids beyond the Bid hold period. Any such Bidder who fails or refuses to agree to the **Owner**-requested extension may be disqualified for further consideration for the award. However, no such Bidder shall forfeit the Bidder's Bid Security due to its failure or refusal to hold its Bid.

13.3. Any such Bid hold extension request by the **Owner** and consent by any Bidder shall be based upon no increase in (a) the Bidder's Base Bid, (b) any of the Bidder's Alternate Bid Prices, and (c) any Contract Times stated in Calendar Days. However, in the event none of the Bidders involved consent to extending their Bids, as conditioned in this paragraph, the **Owner** will issue a post-Bid Addendum specifying an additional Alternate for the sought extension in the Bid hold period.

ARTICLE 14 AWARD OF THE CONTRACT

14.1. If the **Owner** elects to award the Contract, the **Owner** will make the award to the lowest responsive, responsible Bidder who submits a Bid that conforms in all material respects with the requirements of the Bidding Documents, as determined solely by the **Owner's** and **Professional's** evaluation of the Section 00300 Bid Form, Bid Form Attachments, Bidder-provided documents and Bidder Qualification Submittals received in a timely basis.

14.1.1. Determination of the lowest Bidder shall be on the basis of the sum of the Base Bid and any additive and deductive Alternates the **Owner** accepts. Alternates shall be accepted in the order listed in paragraph 6.2 Schedule of Alternates in Section 00300 Bid Form only. The **Owner** will accept an Alternate only if all other previously listed Alternates are also accepted, unless acceptance by the **Owner** of Alternates in a different order does not affect determination of the lowest Bidder in any way.

14.1.2. For the purpose of determining the lowest, responsive bid, when a Qualified Disabled Veterans (QDV) preference is requested, 10% of the lowest responsive bid (the bid that would otherwise receive the contract award if the preference were not being considered) will be deducted from all QDV bids. If

the low responsive QDV bid, less the 10% preference, is less than the lowest responsive bid, then the QDV bid will be declared the official lowest, responsive bid. The original QDV bid amount will be the basis of the contract award.

14.1.3. Bid irregularities with respect to the Bidding Documents, for which corrective action is not already provided in paragraph 14.6 or elsewhere in the Bidding Documents, may be waived at the sole discretion of the **Owner**, unless the irregularity was due to the Bidder's lack of good faith or fair dealing, or where the waiver would lead to a determination obviously in error or inconsistent with the Bidding Documents.

14.1.4. For Bids over $100,000.00, Bidders that self-certify to be a Michigan business shall be given a preference over an out-of state Bidder in the same manner in which an out-of-state Bidder would be preferred in its home state. Bidders that neither self-certify as a Michigan business in their Bid nor authorize the Michigan Department of Treasury to release information necessary to verify entitlement will be deemed to have waived their right to claim entitlement to any preference.

14.2. No Bidder shall be considered responsible under the requirements of the Bidding Documents, unless that Bidder delivers the information required in paragraph 2.1 that the **Owner** considers necessary to the evaluation of the Bid.

14.3. The following may be considered examples of sufficient grounds for determining that a Bidder is not responsible, or for objecting to any of the Bidder's Subcontractors (even if holding a valid license) or Suppliers: *(a) being listed on the Michigan Department of Labor's register of employers who have been found in contempt of court by a Federal Court of Appeals for failure to correct an unfair labor practice as prohibited by Section 8 of Chapter 372 of the National Labor Relations Act, 29 U.S.C. 158 (1980 PA No. 278, as amended, MCL 423.321 et seq.); *(b) being debarred from participation in the bid process pursuant to Section 264 of 1984 PA 431, as amended, MCL 18.1264, or debarred or suspended from consideration for award of contracts by any other State or any federal Agency; (c) a felony conviction in any state (including this State) within the last three (3) years before the date of Bid opening; (d) lack of adequate experience or demonstrated qualifications or capability to perform the trades or classifications of the Work specified in the Bidding Documents; (e) reasonable doubt concerning the ability to maintain adequate construction equipment, quality control, schedule control or financing to meet contractual obligations under the Bidding Documents; (f) a previous termination for cause by the **Owner** within the last three (3) years before Bid opening; *(g) failure to provide the Bidder's Certificate of Awardability as issued by the Michigan Department of Civil Rights (for contracts over $100,000.00); (h) failure to comply with all requirements for foreign corporations; (i) concealment, misrepresentation or misstatement of any material facts; or (j) failure to pay any federal, State or local taxes.

14.4. If the **Owner**, either through the **Director-FA**, or his/her designee, or the **Board,** intends to disqualify the Apparent Low Bidder, written notice of the impending disqualification will be provided by the **Owner** (including reasons for the disqualification) to that Bidder and those Bidders remaining under consideration for the award. If the disqualified Bidder has any objection to the disqualification, that Bidder shall, within two (2) Business Days, file a written protest, as provided in paragraph 12.2, and follow the protest procedures in paragraphs 12.3 through 12.5. The decision of the **Board** shall be final and binding on the disqualified Bidder.

14.5. Except in circumstances leading to a determination obviously in error or inconsistent with the Bidding Documents, irregularities on any Bid shall be resolved using the rules provided in paragraph 14.6. Except as stated in paragraph 14.6(e), any Bid Form and Bid Form Attachment having any such irregularity shall be modified, altered or revised to reflect the resolution of the irregularity, however, no Bidder-provided sum or extension shall be modified, altered or revised and the Bidder's Bid shall be binding on the Bidder and the Bidder's surety, subject to the provisions governing Bid withdrawals stipulated in Article 11.

14.6. The following irregularities on any Bid Form or Bid Form Attachment shall be resolved as follows: (a) between words and figures, the words shall be used; (b) between any sum, computed by the Bidder, and the correct sum, the sum computed by the Bidder shall be used; (c) between the product, computed by the Bidder, of any quantity and bid unit price and the correct product of the unit price and the quantity of Unit Price Work, the product extended by the Bidder shall be used; (d) between a stipulated Allowance and the amount entered, the Allowance shall be used; (e) any mobilization pay item exceeding the maximum specified shall be ignored and the Bid shall remain unchanged; (f) if any Bidder fails or neglects to bid a unit price for an item of Unit Price Work but shows a "Bid Price" for that item, the missing unit price shall be computed from the respective quantity and the Bid Price shown; (g) if any Bidder fails or neglects to show a "Bid Price" for an item of Unit Price Work but bids a unit price, the missing Bid Price shall remain as "zero"; and (h) if any Bidder fails or neglects to enter a Bid price in both words and figures, the Bid price printed or typed, whether in words or figures, shall be used.

14.7. If there are reasonable grounds for believing that collusion or unlawful agreements exist between any Bidders, that a Bidder is interested in more than one Bid, or that any Bids are not genuine, those Bidders will be disqualified and their Bids will be rejected without consideration.

14.8. All costs of the Bidder awarded the Contract and that are incurred in responding to requests from the **Owner** or **Professional**, whether or not sufficient, shall neither justify any increase in Contract Price or Contract Time nor provide any basis for subsequent consideration by the **Owner** of a proposal or claim for any increase in Contract Price or Contract Time.

*14.9. Michigan and Recycled Products – The Bidder awarded the Contract and all Subcontractors and Suppliers shall use (a) Michigan-made products whenever possible where price, quality and performance are equal to or better than non-Michigan products, and (b) supplies, materials and equipment made from Recycled Materials if there is a readily identifiable source or market as determined by the **Director-FA** and the cost does not exceed one hundred ten percent (110%) of supplies, materials or equipment not containing Recycled Materials (Sections 261 and 261a of the Management and Budget Act, 1984 PA 431, as amended, MCL 18.1261 and MCL 18.1261a).

*14.10. Subcontractor and Supplier Businesses Owned by Minorities, Women and Persons with Physical or Mental Disabilities – Bidders are urged to utilize as Subcontractors and Suppliers, businesses owned by minorities, women and persons with physical or mental disabilities. For assistance in locating and identifying certified businesses, contact the Michigan Department of Civil Rights, Business and Community Affairs, Cadillac Place, 3054 W. Grand Boulevard, Suite 3-600, Detroit, MI 48202, 1-800-482-3604.

*14.11. Unfair Labor Practice - Bidders who have been found in contempt of court by a Federal Court of Appeals on not less than three occasions involving different violations during the preceding seven (7) years for failure to correct an unfair labor practice prohibited by Section 8 of Chapter 372 of the National Labor Relations Act, 29 U.S.C. 158 are not eligible to be awarded the Contract. A register of employers in violation of this requirement is compiled by the Michigan Department of Energy, Labor and Economic Growth pursuant to 1980 PA 278, MCL 423.321 et seq. Further, the Bidder awarded the Contract shall not use any Subcontractors or Suppliers on the Work whose name appears on the register. According to Section 4 of 1980 PA 278, any contract entered into by the State may be declared void and rescinded to the extent the Bidder awarded the Contract or any Subcontractor, manufacturer, or Supplier awarded Work under the Contract subsequently appears in the register compiled by the Department of Consumer and Industry Services.

*14.12. Nondiscrimination – The Bidder awarded the Contract and each Subcontractor and Supplier awarded a Subagreement covenants that it will comply with the nondiscrimination requirements described in paragraphs 7.12.1 through 7.12.3 of Section 00700 General Conditions.

*14.12.1. A breach of the covenants set forth in paragraph 7.12 of Section 00700 General Conditions shall be regarded as a material breach of the Contract.

*14.12.2. The Bidder awarded the Contract shall include or incorporate by reference paragraph 14.12.1 (above) and the provisions of paragraphs 7.12.1 through 7.12.3 of Section 00700 General Conditions in every Subagreement, unless exempted by rules, regulations or orders of the Michigan Civil Rights Commission. Each Subagreement shall provide that those provisions shall be binding upon the Subcontractor or Supplier.

*14.13. Bidders are further directed to Article 7 of Section 00700 General Conditions for terms and conditions concerning the following Michigan legal requirements applicable to this Contract: (a) Laws and permits, paragraph 7.1, (b) taxes, paragraph 7.2, (c) safety and protection, paragraph 7.3, (d) unfair labor practice, paragraph 7.10, (e) Michigan Right-to-Know Law, paragraph 7.11, and (f) Michigan residency for employees, paragraph 7.13.

ARTICLE 15 EXECUTION OF THE AGREEMENT

15.1. Upon acceptance of a Bid for the Work by the **Board** or by the **Director** of the **Department** of Technology, Management and Budget, the **Director-FA** or his/her designate will send the Notice of Award to the Bidder awarded the Contract. The Notice of Award will (a) designate the Contract Price and itemize the Alternates that the **Owner**, in its sole discretion, has accepted, (b) enclose completed, unsigned Section 00500 Agreement forms in triplicate and blank Section 00610 Performance and Section 00620 Payment Bond forms, and (c) outline the procedures to be followed and information to be provided by the **Contractor** for execution of Section 00500 Agreement.

15.2. Unless otherwise designated in the Notice of Award, within fifteen (15) Calendar Days after receipt of the Notice of Award, the Bidder recommended for award shall (a) sign Section 00500 Agreement, in triplicate; (b) execute Section 00610 Performance Bond and Section 00620 Payment Bond (and attach to each Bond separate, certified copy of Power of Attorney); and (c) return to the Owner the executed Section 00500 Agreement, Section 00610 Performance Bond and Section 00620 Payment Bond forms, evidence of original certificates of insurance and any other documents required for submission by the Notice of Award.

15.3. Evidence of insurance shall consist of certificates of insurance confirming that the policies of insurance that the **Contractor** has obtained, including the limits of coverage and endorsements provided, are in compliance with the insurance requirements specified in paragraphs 7.4 through 7.7 of Section 00700 General Conditions. Certificates of insurance shall contain a statement confirming that coverage will not be canceled, adversely changed or renewal refused until at least thirty (30) Calendar Days' prior written notice has been delivered or mailed to the **Owner** and **Contractor**.

15.4. The **Owner** will execute the Section 00500 Agreement and compile three (3) full sets of the Contract Documents upon two conditions: (a) receipt of the executed Section 00500 Agreement, Section 00610 Performance Bond and Section 00620 Payment Bond (with each Bond enclosing a separate certified copy of Power of Attorney and a separate certificate of principal) and evidence of insurance; and (b) a determination by the **Owner** that the Section 00610 Performance Bond and Section 00620 Payment Bond, required certifications and evidence of insurance received conform to the requirements of the Contract Documents and are acceptable to the **Owner**.

15.5. Each full set of the executed Contract Documents shall consist of: (a) two (2) or more volumes containing the executed Agreement (conformed Section 00500); executed Performance and Payment Bond and certifications (conformed Section 00610 and Section 00620); the **Contractor's** Bid Form and Noncollusion Affidavit (conformed Sections 00300 and 00320) and Certificate of Awardability; and the remainder of the Bidding Documents, including Addenda; and (b) a separate volume with Qualification Submittals submitted by the **Contractor** that the **Owner**, in its sole discretion, chooses to include as part of the Contract Documents. The **Contractor** will receive one full set of the executed Contract Documents with the Notice to Proceed or at the pre-construction conference.

15.6. Bid prices in the "Schedule of Change Order Prices" on the **Contractor's** Bid Form accepted by the **Owner** upon evaluation of the **Contractor's** Bid will be incorporated into the Contract as provided in paragraph 3.2 of Section 00500 Agreement.

15.7. The Notice to Proceed shall be authorized by the **Director-FA** or his/her designee. Subject to the provisions of Article 13 and compliance with paragraphs 15.2 through 15.4, the Notice to Proceed shall designate a Date of Commencement of the Contract Time no later than sixty (60) Calendar Days after the date ending the Bid hold period, or thirty (30) Calendar Days after receipt by the **Owner** of the executed Section 00500 Agreement and acceptable, executed Section 00610 Performance Bond and Section 00620 Payment Bond, whichever last occurs, unless otherwise directed in writing by the **Owner**.

15.8. Within fifteen (15) Calendar Days after receiving the Notice to Proceed, the **Contractor** shall submit to the **Owner** any additional Change Order cost and pricing data requested with the Notice to Proceed. The **Contractor's** submittal shall be itemized in a breakdown acceptable to the **Owner**, and shall be certified as

accurate, current and complete by a duly authorized financial representative of the **Contractor**. The **Contractor** shall meet with the **Owner** to review the cost and pricing data submittal. The **Owner** shall incorporate into the Contract Documents any acceptable cost and pricing data by Change Authorization issued within a reasonable time after the Notice to Proceed.

ARTICLE 16 MOBILIZATION PAY ITEM

16.1. The mobilization pay item, if designated in the Specifications and/or the Bid Schedule in Section 00300 Bid Form, shall be intended to cover, at least in part, up-front costs incurred by the **Contractor** from Contract Award until sixty (60) Calendar Days after the **Contractor** starts the Work. Allowable mobilization items shall be as itemized in the Schedule of Values approved by the **Professional**, and may include costs incurred by the **Contractor** (a) in establishing temporary site offices and other facilities specified in the Specifications, (b) in obtaining permits required to commence the Work, (c) for premiums for the required Section 00610 Performance Bond and Section 00620 Payment Bond, (d) for insurance obtained by the **Contractor** to comply with the requirements of the Contract Documents, and (e) in complying with the Revision 0 Schedule and Cost Submittal requirements.

16.2. Total payments to the **Contractor** under the mobilization pay item shall not exceed four percent (4%) of the Base Bid, unless otherwise expressly provided in the Bidding Documents. If the **Contractor** incurs costs, which the **Contractor** considers within the scope of the mobilization pay item, in excess of the four percent (4%) limitation, those excess costs will not be reimbursed under the mobilization pay item and will be deemed to have been included in other parts of the **Contractor's** Bid.

16.3. To the extent practicable, the basis of measurement for payment shall be proof of actual payment by the **Contractor**. Where actual payment by the **Contractor** does not apply, as in the case of premiums for the Section 00610 Performance Bond, the Section 00620 Payment Bond and the insurance policies the **Contractor** is required to furnish under the provisions of Article 15, or in connection with the **Contractor** costs to comply with the Revision 0 Progress Schedule and Cost Submittal requirements of the Contract Documents, the basis of measurement for payment shall be as stipulated in the Schedule of Values approved by the **Professional**. Payments to the **Contractor** shall be based on the requirements of the Bidding Documents, subject to the following:

16.3.1. Approval by the **Professional** of the Schedule of Values (required by paragraph 12.1 of Section 00700 General Conditions) shall be a condition precedent to making any payment under the mobilization pay item. Partial payments shall be based on the breakdown itemized in the Schedule of Values and the extent of completion, as determined by the **Professional**.

16.3.2. Full payment of the amount corresponding to the Revision 0 Schedule and Cost Submittals shall be paid by with the Request for Payment following return to the **Contractor** of the Revision 0 Submittal, or Revision 0A Submittal (i.e., first resubmission), Revision 0B Submittal (i.e., second resubmission), etc. of the Progress Schedule marked "Resubmittal Not Required."

ARTICLE 17 SOIL EROSION AND SEDIMENTATION CONTROL —FINE FOR NON-COMPLIANCE

17.1. All Work within this Contract must comply with the applicable soil erosion and sedimentation control rules and regulations (Soil Erosion and Sedimentation Control – 1994 PA 451, Part 91, as amended, MCL 324.9101 et seq.) and specific provisions for same within the Contract Documents. Soil erosion and sedimentation control will be monitored and enforced by the Department of Technology, Management and Budget, **Facilities and Business Services Administration**.

17.2. Soil erosion and sedimentation control on **Department** Projects will be monitored and enforced by **Facilities and Business Services Administration** through the review of **Contractor** implementation plans and site inspections by Soil Erosion and Sedimentation Control Unit personnel and/or **Facilities and Business Services Administration** Resident Inspectors.

17.2.1. In the event, the **Owner** determines through site inspections by the **Facilities and Business Services Administration** Representative or by notification by regulatory authorities that the **Contractor** has not met the soil erosion requirements of the Project and/or is in violation of the applicable soil erosion and sedimentation control statutes, the **Contractor** shall be notified in writing and stop work orders may be issued by **Facilities and Business Services Administration** in conjunction with paragraph 2.3 of Section 00700 General Conditions.

17.3. In the event, the **Owner** determines through site inspections by the **Facilities and Business Services Administration** Representative or by notification by regulatory authorities that the **Contractor** has not met the soil erosion requirements of the Project and/or is in violation of the applicable soil erosion and sedimentation control statutes, the **Contractor** shall be notified in writing and corrective actions undertaken by **Facilities and Business Services Administration** in conjunction with paragraph 9.4 of Section 00700 General Conditions.

17.4. In the event, the **Contractor** fails to respond to written notice from **Facilities and Business Services Administration** regarding noncompliance with the provisions of the Contract Documents and/or soil erosion and sedimentation control regulations applicable to this Work, **Facilities and Business Services Administration** has the right to assess a fine to the **Contractor**. Fines shall be in addition to any other remediation costs or liquidated damages applicable to the Project and may exceed the value of the Contract.

END OF SECTION 00100

ATTACHMENT A TO SECTION 00100 – BIDDER'S CHECK LIST

PROFESSIONAL – **Wigen Tincknell Meyer & Associates, Inc.**

WORK – **Exterior Facade Repairs To: Stevens T. Mason Building**

AGENCY No. – **071** INDEX No. **44103** FILE No. **071/11193.CAK**

BEFORE BID OPENING:

Wednesday, February 12, 2014 – Due date for delivery to the **Professional** of written proposals seeking to have the **Professional** consent to naming additional materials or equipment by Addenda. (Reference: Section 00100, Paragraph 7.2).

Wednesday, February 12, 2014 – Bidder inquiries received after this date will not be answered, unless answered through Addenda issued at least seventy-two (72) hours before Bid opening (Business Days only), the Bid opening is postponed by Addendum, or the Work is rebid following post-Bid Addenda. (Reference: Section 00100, paragraph 4.1).

CONTENTS IN AND MARKING OF OPAQUE SEALED BID ENVELOPE (ITEMS 1 THROUGH 6 BELOW):

NOTE 1: THE BIDDER SHALL USE THE UNBOUND BLANK BID SUMMARY, BID FORM AND BID FORM ATTACHMENTS INCLUDED WITH THE BIDDING DOCUMENTS, UNLESS REVISED BY ADDENDUM, IN WHICH CASE THE LATEST REVISION OF THE BID SUMMARY, BID FORM AND/OR BID FORM ATTACHMENTS ISSUED BY ADDENDUM SHALL BE USED.

NOTE 2: THE BIDDER IS NOT REQUIRED TO REMOVE THE BID SUMMARY, BID FORM AND BID FORM ATTACHMENTS FROM THE PROJECT MANUAL. THE BIDDER IS NOT REQUIRED TO INSERT THE PROJECT MANUAL OR DRAWINGS IN THE SEALED BID ENVELOPE, ONLY THE COMPLETED BID SUMMARY, BID FORM AND BID FORM ATTACHMENTS!

_____ 1. Completed Bid Summary provided with Section 00300 Bid Form.

_____ 2. Completed Section 00300 Bid Form, which requires (a) completing the acknowledgment of Addenda in paragraph 2.1, (b) filling out Article 6 Bid Schedule and, if any prices are designated, completing Article 7 Change Order Prices, and (c) completing Article 8, that is, entering the date the Bid is submitted, completing paragraphs 8.1 through 8.4, and, if the Bidder is a joint venture, paragraph 8.5, and signing, as appropriate, in the spaces provided.

_____ 2.1 Completed Certificate of Principal or other equivalent acceptable certificate or authorization document, which certificate shall be attached to the completed Section 00300 Bid Form.

_____ 3. Bidder's Certificate of Awardability issued by the Michigan Department of Civil Rights, which certificate shall be attached to the last page of Section 00300 Bid Form.

_____ 4. If the Bid includes a Bid Bond, ensure that the surety is authorized to do business in the State by the Department of Labor and Economic Growth – Insurance Bureau and is listed on the current U.S. Department of the Treasury Circular 570. Also, ensure that the completed Section 00310 Bid Bond is dated, is signed by both the Bidder and surety and attaches Power of Attorney. If the Bid includes a certified or cashier's check or money order, that check or money order shall be attached to Section 00300 Bid Form, as provided in paragraph 8.1 of Section 00300 Bid Form.

_____ 5. Completed Section 00320 Noncollusion Affidavit.

_____ 6. Qualified Disabled Veterans Preference Documentation (if preference requested).

_____ 6.1 DD 214 – Proof of Service/Discharge.

_____ 6.2 Veterans Administration Rating Decision Letter – Proof of Disability, if not indicated in the DD 214.

_____ 6.3 Legal Proof of 51% QDV Ownership

_____ 7. Bidder's name, address and telephone; name of the Work; and Agency No. 071, Index No. 44103 File No. 071/111193.CAK shall be printed on the OPAQUE SEALED BID ENVELOPE (Reference: Section 00100, paragraph 10.4).

This Bidder's Check List is provided solely to aid the Bidder in submitting a Bid. It shall not be relied on to include all items necessary to insure a complete Bid. The Bidder is solely responsible for including all items as required by the Bidding Documents, including any items required by Addenda, which may not be listed in this Bidder's Check List.

END OF ATTACHMENT A TO SECTION 00100

SECTION 00120 SUPPLEMENTARY INSTRUCTIONS

PROFESSIONAL – **Wigen Tincknell Meyer & Associates, Inc.**

WORK – **Exterior Facade Repairs To: Stevens T. Mason Building**

AGENCY No. – **071** INDEX No. **44103** FILE No. **071/11193.CAK**

The provisions of this Section 00120 Supplementary Instructions amend or supplement Section 00100 Instructions to Bidders and those other provisions of the Bidding Requirements that are indicated below. All other Bidding Requirements that are not so amended or supplemented remain in full force and effect.

NOT USED

END OF SECTION 00120

SECTION 00210 INFORMATION FOR BIDDERS

PROFESSIONAL – **Wigen Tincknell Meyer & Associates, Inc.**

WORK – **Exterior Facade Repairs To: Stevens T. Mason Building**

AGENCY No. – **071** INDEX No. **44103** FILE No. **071/11193.CAK**

1.0 RELATED PROVISIONS

1.1. Paragraphs 3.4 through 3.7 of Section 00100 Instructions to Bidders, which contain terms and conditions governing the information made available to Bidders in this Section, are made part of this Section 00210 Information for Bidders by this reference.

2.0 SUBSURFACE CONDITIONS

2.1. The reports of explorations and tests of subsurface conditions itemized immediately below have been used by the **Professional** in the preparation of the Bidding Documents. If those reports are not attached to this Section 00210, they are available for purchase ($_____ per copy) from the **Professional**.

2.1.1. Information or data contained in those reports that may be properly considered Authorized Technical Data concerning subsurface conditions include (NOTE: All other information or data excluded from the list below represent Non-Technical Information or Data, interpretations or opinions):

2.2. The reports of explorations and tests of subsurface conditions itemized immediately below have not been used by the **Professional** in the preparation of the Bidding Documents. Those reports are available at the office of the **Professional** for review or purchase. Neither the **Owner** nor **Professional** warrants that this list identifies all existing relevant documents.

3.0 OTHER PHYSICAL CONDITIONS

3.1. The Drawings and technical Specifications and those drawings itemized immediately below contain information or data that have been used by the **Professional** in the preparation of the Bidding Documents, and that may be properly considered Authorized Technical Data concerning physical conditions of existing surface and subsurface facilities.

3.2. The reference documents itemized immediately below have not been used by the **Professional** in the preparation of the Bidding Documents, and are available at the office of the **Professional** for review or purchase. Information and data contained in those reference documents, including, but not limited to dimensions, locations and conditions of existing surface and subsurface structures, roadways, piping, raceways, equipment, etc. may not accurately or reliably reflect actual conditions. Neither the **Owner** nor **Professional** warrants that this list identifies all existing relevant documents.

4.0 UNDERGROUND UTILITIES

4.1. Information or data about physical conditions of existing Underground Utilities, that have been used by the **Professional** in the preparation of the Bidding Documents, is shown or indicated in the Drawings and technical Specifications and those Underground Utility drawings itemized immediately below.

5.0 PERMITS, APPROVALS, LICENSES AND FEES

5.1. To the extent that the **Owner** has secured or will secure any permits, approvals and licenses and has paid or will pay any associated charges and fees, any such permits, approvals and licenses are itemized in this paragraph:

5.2. In the event any permits, approvals and licenses itemized in paragraph 5.1 have been obtained by the **Owner** and the fees have been paid, copies of those permits, approvals, licenses and corresponding fee receipts, are either attached to this Section 00210 Information for Bidders or are available for purchase (cost of $ _____ per copy) from the **Professional**

5.3. Except for any permits, approvals, licenses and fees identified in paragraph 5.1, the **Contractor** shall be responsible for all permits, approvals, licenses and fees applicable to Work.

6.0 SEQUENCING REQUIREMENTS

6.1. Refer to the technical Specifications, including, but not limited to the General Requirements, for information, data and criteria on sequences of Work restraints, constructability and maintenance of service to existing facilities, which, if provided, shall govern the selection of Work sequences.

6.2. Each Bidder shall be responsible for any conclusions or interpretations the Bidder makes related to the selection of sequences and Means and Methods, based on the technical data made available, and/or those additional investigations or studies made or obtained by that Bidder.

END OF SECTION 00210

BID SUMMARY,

BID FORM

AND

BID FORM ATTACHMENTS

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SECTION 00300 BID SUMMARY AND BID FORM

SECTION 00310 BID BOND

SECTION 00320 NONCOLLUSION AFFIDAVIT

DMB-401M (R 3/14/2011)

BID SUMMARY

DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
SUBMIT BID TO: FACILITIES AND BUSINESS SERVICES ADMINISTRATION
First Floor, Stevens T. Mason Building
P.O. Box 30026, Lansing, Michigan 48909

EXPRESS MAIL TO: 530 W. Allegan Street, Lansing, Michigan 48933

FILE NUMBER	INDEX NUMBER	AGENCY CODE	COMPTROLLER CODE	COMMODITY CODE	AGENCY NUMBER
071/11193.CAK	**44103**	**071**	**N/A**	**N/A**	**071**

DEPARTMENT/AGENCY	PROJECT SCOPE OF WORK DESCRIPTION/LOCATION
Department of Technology, Management and Budget	Exterior Facade Repairs To: Stevens T. Mason Building 530 W. Allegan Street, Lansing, Michigan 48933
BID OPENING DATE	FOR AN EXAMINATION OF THE SITE CONTACT:
Wednesday, February 19, 2014	Wigen Tincknell Meyer & Associates, Inc. 100 S. Jefferson Avenue, Suite 601, Saginaw, Michigan 48607 (989) 752-8107

NOTE: SEE SECTION 00100 INSTRUCTIONS TO BIDDERS AND SECTION 00700 GENERAL CONDITIONS PROVIDED WITH THE BIDDING DOCUMENTS.

BID: WE PROPOSE TO FURNISH, PERFORM AND COMPLETE THE ENTIRE WORK IN ACCORDANCE WITH THE CONTRACT DOCUMENTS IN CONSIDERATION OF THE BID PRICE (S) STATED BELOW.

FIRM NAME AND COMPLETE ADDRESS	TELEPHONE NUMBER
☐ Qualified Disabled Veteran	FEDERAL I.D. NUMBER (IF NONE, SOCIAL SECURITY NUMBER)*
BIDDER'S SIGNATURE AND TITLE DATE	WITNESS' SIGNATURE DATE

*Protected information required for processing payments.

BASE BID SUMMARY FROM ARTICLE 6 -- BID SCHEDULE, IN SECTION 00300 BID FORM

Base Bid: (Include specified Owner's Contingency Allowance)..... $_____
Alternate No. 1: (Deduct to Base Bid amount.)..... $_____
Alternate No. 2: (Deduct to Base Bid amount.)..... $_____
Alternate No. 3: (Deduct to Base Bid amount.)..... $_____
Alternate No. 4: (Deduct to Base Bid amount.)..... $_____
Alternate No. 5: (Deduct to Base Bid amount.)..... $_____
Alternate No. 6: (Deduct to Base Bid amount.)..... $_____

BID GUARANTEE REQUIRED: A FIVE (5) PERCENT BID SECURITY AND A PERFORMANCE BOND AND A PAYMENT BOND ARE REQUIRED.

NOTE: EACH BID SUBMITTED FOR THIS WORK MUST BE ACCOMPANIED BY A BID GUARANTEE AS SPECIFIED IN THE SECTION 100 INSTRUCTIONS TO BIDDERS. BIDDERS ARE ALSO CAUTIONED TO FAMILIARIZE THEMSELVES WITH ALL OF THE OTHER CONDITIONS OF THE CONTRACT AS SET FORTH THROUGHOUT THE SECTION 00700 GENERAL CONDITIONS PREFACE TEXT.

Project Scope of Work: Exterior Facade Repairs including, but is not necessarily limited to the masonry facade throughout the entire building, concrete planter walls adjacent to the loading dock and masonry within the East Plaza Area. Repairs include window head flashings, damaged brick, stone, mortar and concrete, and sealant replacement.
☒ Builders Risk Insurance is provided if marked.
The Bidder shall figure its Base Bid on the specified, or Addendum-approved, materials and equipment **only**. No "or equal" or substitution proposals will be permitted after Bid opening, except as provided in Article 5, Section 00700 General Conditions.

Contract Time(s): 180 Calendar days from date of the contract or the pre-construction meeting, whichever is later.

Addenda: Bidder acknowledges receipt of Addenda: No. ___ dated: _____, No. ___ dated: _____ No. ___ dated: _____
This Bid Summary is intended to serve as a summary page. Failure to complete this Bid Summary may be cause for the Bid to be rejected.

SECTION 00300 BID FORM

PROFESSIONAL – **Wigen Tincknell Meyer & Associates, Inc.**

WORK – **Exterior Facade Repairs To: Stevens T. Mason Building**

AGENCY No. – **071** INDEX No. **44103** FILE No. **071/11193.CAK**

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7 SCHEDULE OF CHANGE ORDER PRICES	__
8 BID SUBMITTED	__

ARTICLE 1 THIS BID IS SUBMITTED TO THE STATE OF MICHIGAN ("the **Owner**").

1.1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an agreement with the **Owner** on the form in Section 00500 Agreement and to furnish and perform the Work as specified or indicated in the Bidding Documents for the Bid prices in the "Bid Schedule" on this Section 00300 Bid Form, within the Contract Times specified in Section 00500 Agreement, and in accordance with all other provisions and terms and conditions of the Bidding Documents, including, without limitation, those dealing with the disposition of the Bid Security.

1.2. The undersigned Bidder agrees to hold this Bid open for acceptance by the **Owner** for the period specified in Article 9 of Section 00030 Advertisement.

STATE OF MICHIGAN MODEL
Developed from FORMSPEC™ Michigan Model

1.3. The Bidder will deliver the signed triplicate originals of Section 00500 Agreement, the executed Section 00610 Performance Bond, the executed Section 00620 Payment Bond and appropriate evidence of insurance within the times and in the manner specified in the Bidding Documents.

ARTICLE 2 THE BIDDER'S REPRESENTATIONS

2.1. The Bidder has examined the Bidding Documents, including the Addenda acknowledged in the table below. The Bidder has verified that the Addenda acknowledged below include all issued Addenda. Except for Addenda, which solely revise the date of Bid, opening, failure by the Bidder to acknowledge receipt of all Addenda correctly, by either failing to complete or incorrectly completing the table below, shall justify the Owner's refusal to read the Bid and automatically disqualify the Bidder from any consideration for award of the Contract.

No. ___ Dated _____ No. ___ Dated _____

No. ___ Dated _____ No. ___ Dated _____

No. ___ Dated _____ No. ___ Dated _____

2.2. The Bidder has taken those steps that are reasonably necessary to (a) ascertain and become familiar with the Work, site and locality; (b) account for all applicable federal, State and other local Laws and all general, local and prevailing conditions that may in any manner affect cost, schedule, progress, performance or furnishing of the Work; and (c) study and account for the terms and conditions of the Bidding Documents. The Bidder has carefully correlated the Bidder's observations with the Bidding Documents.

2.3. The Bidder has studied carefully all reports concerning subsurface conditions and drawings of physical conditions of existing surface and subsurface facilities that have been used by the **Professional** and all documents of physical conditions of existing Underground Utilities facilities that have been used by the **Professional** – in both cases as identified in Section 00210 Information for bidders. The Bidder assumes responsibility for carefully and accurately locating existing Underground Utilities in a manner consistent with paragraph 10.3 of Section 00700 General Conditions and as required by 1974 PA 53, as amended, MCL 460.701 et seq. The Bidder accepts the determinations set forth in the Bidding Documents as to the extent of such Authorized Technical Data and Underground Utilities information and data contained in those reports, drawings, documents or the Bidding Documents, as applicable, upon which the Bidder may rely.

2.4. To the extent Additional Technical Data has been considered by the Bidder as necessary for determining the Bid in Article 6 Bid Schedule, and the **Owner**, upon request, did not have the necessary Additional Technical Data, the Bidder assumes responsibility for having undertaken or undertaking reasonable examinations of the site and any other pertinent available information and data. The Bidder agrees to perform and furnish the Work affected by the conditions involved, at no increase in

Contract Price and Contract Time, to the extent the information and data necessary for determining the Bid could have been discovered through reasonable examinations of the site and any other pertinent information and data available (including, but not limited to the information and data designated in Section 00210 Information for Bidders).

2.5. The Bidder has carefully correlated the results of its observations, examinations and studies of those reports of explorations and all that information and data in studies, drawings and specifications, referred to in paragraphs 2.3 and 2.4, with the terms and conditions of the Bidding Documents.

2.6. The Bidder has examined all information and data shown or indicated in the Bidding Documents concerning other work, including, but not limited to provisions in Section 00700 General Conditions. The Bidder assumes responsibility for all reasonably foreseeable terms, conditions and consequences resulting from other work that may in any manner affect cost, schedule, progress, performance or furnishing of the Work.

2.7. The Bidder has carefully examined the terms and conditions of the Bidding Documents concerning Delay, Activity Float times and early completion. The Bidder agrees that increases in Contract Price and/or Contract Time for Delay shall be as provided in Section 00700 General Conditions. The Bidder has correlated those terms and conditions with the Bidder's schedule for the Work and its Base Bid and Alternates.

2.8. The Bidder represents that each unit price covering Specified or Contingent Unit Price Work, whether bid on Article 6 – Bid Schedule or on Article 7 – Schedule of Change Order Prices, includes sufficient amounts to cover (a) all labor costs, Subcontractor costs, material and equipment costs, construction equipment costs and general conditions costs, and (b) all administrative costs and home office overhead), and (c) profit. The **Owner** reserves the right to reject any unit prices bid on paragraph 6.2 Schedule of Alternates or in Article 7 Schedule of Change Order Prices, which, in the **Owner's** sole discretion, are not in the **Owner's** best interest.

2.9. The Bidder has given the **Professional** written notice of all conflicts, ambiguities, errors or omissions the Bidder has discovered in the Bidding Documents, and the written resolution given by the **Professional** is acceptable to the Bidder.

2.10. This Bid is genuine, is not made in the interest of or on behalf of any undisclosed person and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation. To induce the **Owner** into consideration of this Bid, the Bidder reiterates and makes each of the representations made by the Bidder in Section 00320 Noncollusion Affidavit attached to this Section 00300 Bid Form.

2.11. The Bidder is aware of the **Owner's** requirements for business owned by minorities, women and persons with physical or mental disabilities, and assumes responsibility for all conditions and consequences that may result from meeting those requirements and that may in any manner affect cost, schedule, progress, performance and furnishing of the Work.

2.12. The Bidder has read and studied each provision of the Bidding Documents. The Bidder has no expectations different from the terms and conditions of the Bidding Documents.

ARTICLE 3 TIME OF COMPLETION

3.1. The Contract Times are specified in paragraph 4.1 of Section 00500 Agreement. The Bidder has carefully correlated the provisions in paragraph 4.1 of Section 00500 Agreement with the other terms and conditions of the Bidding Documents and unequivocally accepts the Contract Times for the Work, and any other designated parts of the Work, as specified.

3.2. The Bidder unequivocally accepts the liquidated damage provisions specified in paragraph 4.2 of Section 00500 Agreement in the event of any failure, neglect or refusal to complete the Work, or designated part of the Work, within the corresponding Contract Times specified in paragraph 4.1 of Section 00500 Agreement.

ARTICLE 4 ATTACHMENTS INCLUDED WITH THIS BID

4.1. Attachments to this Section 00300 Bid Form and made a condition of this Bid are:

4.1.1. Evidence of Authority to Sign the Bid.

4.1.2. Section 00310 Bid Bond, with the attached certified copy of Power of Attorney, or

Alternate Bid Security.

4.1.3. Certificate of Awardability.

4.1.4. Section 00320 Noncollusion Affidavit.

4.2. Bidder-provided documents, made a condition of this Bid, are as required in the following Section(s) of the Bidding Documents: _____

ARTICLE 5 DEFINED TERMS

5.1. Section 00020 Glossary assigns specific intent and meanings to capitalized terms and to other defined terms used in (a) this Section 00300 Bid Form, (b) Section 00310 Bid Bond and Section 00320 Noncollusion Affidavit), and (c) Section 00410 Bid Breakdown, Section 00420 Questionnaire, Section 00430 List of Subcontractors and Section 00440 Schedule of Materials and Equipment.

ARTICLE 6 BID SCHEDULE

6.1 Base Bid Schedule - The Bidder will complete the Work and accept in full payment, for the Work items listed, the following unit prices and/or Bid Prices, as applicable:

Base Bid Item No.	Bid Quantity	Description (Bidder to write price in words)	Unit Price	Bid Price
		NONE		

Base Bid (Sum of Bid Prices for all Base Bid Items):

_____ Dollars and No/Cents $_____
(use words) (in figures)

Name of the Bidder _____ Agency No. _____ Index No. _____ File No. _____

Date _____

Federal Identification (I.D.) No. or Social Security No. _____

Telephone No. _____

6.2 Schedule of Alternates - The Bidder will complete (or deduct from the Contract) the parts of the Work designated by the Alternates that follow and accept in full payment (or allow in full credit) for those parts of the Work the following Bid Prices:

Alternate Item No.	Bid Quantity	Description (Bidder to write price in words)	Unit Price	Bid Price
Alternate No. 1	Lump Sum	Located at the lower plaza area on the east side of the building; All masonry repairs to wall caps and veneer as indicated on Sheet A2.0, A2.1, A5.4 and A7.4.	DEDUCT $ _____	
Alternate No. 2	Lump Sum	Located at the lower plaza area on the east side of the Building and in lieu of Alternate No. 1 Work; All masonry repairs to wall caps and veneer, install new waterproofing to south concrete wall substrate, install new sections of metal guard railing and paint existing metal louvers, as indicated on Sheet A2.0, A2.1, A5.4 and A7.4.	DEDUCT $ _____	
Alternate No. 3	Lump Sum	Located at the loading dock and planter walls on the west side of the building; All concrete repairs to planter walls and deck structure as indicated on Sheet A2.0, A2.1, A5.2, A5.5 and A7.5.	DEDUCT $ _____	
Alternate No. 4	Lump Sum	Located on the east and south elevations as indicated on Sheet A2.0, A2.1, A5.1 and A5.2; All masonry and flashing repairs to the entire exterior building elevation(s).	DEDUCT $ _____	
Alternate No. 5	Lump Sum	Located on the south building elevation as indicated on Sheet A2.0, A2.1 and A5.1; All masonry and flashing repairs to the entire building elevation.	DEDUCT $ _____	
Alternate No. 6	Lump Sum	Located on the west building elevation as indicated on Sheet A2.0, A2.1 and A5.2; All masonry and flashing repairs to the entire building elevation.	DEDUCT $ _____	

The Bidder further acknowledges and agrees that the separate prices bid on this "Schedule of Alternates," where they are applicable and deemed acceptable by the **Owner**, will be used if incorporated into the Contract when the **Owner** issues the Notice of Award.

Name of the Bidder _____ Agency No. _____ Index No. _____ File No. _____

Date _____

Federal Identification (I.D.) No. or Social Security No. _____

Telephone No. _____

ARTICLE 7 SCHEDULE OF CHANGE ORDER PRICES

7.1 The Bidder shall use this "Schedule of Change Order Prices" to propose contingent prices. The proposed contingent Change Order prices set forth in this schedule, at the sole discretion of the **Owner,** may, or may not be incorporated into the Contract Documents.

The **Owner** reserves the right to negotiate contingent Change Order prices set forth herein prior to their possible incorporation into the Contract Documents. Proposed Change Order prices will not affect determination of the lowest Bid.

7.2 Subject to their incorporation into the Contract Documents, as provided in the Agreement, the Bidder will add to, or deduct from, the Contract Work covered by the contingent prices that follow and accept in full payment, or allow in full credit, for that Work (a) those prices bid by the Bidder, or (b) if a particular price is not bid, the price proposed by the **Owner** (and shown in the appropriate column):

Item No.	Units or Quantity	Description (Bidder to write price in words)	Bidder's Bid Price	Price Proposed By the Owner
7.2.1	One (1) Lineal Foot	Remove existing stone mortar to a depth of one (1) inch minimum and repoint with new mortar.	ADD or DEDUCT $ _____	
7.2.2	One (1) Lineal Foot	Remove existing brick mortar to a depth of one (1) inch minimum and repoint with new mortar.	ADD or DEDUCT $ _____	
7.2.3	One (1) Brick Unit	Remove one (1) isolated brick unit and replace with new brick. This unit price shall not be considered for removal/replacement of four (4) or more adjacent brick units.	ADD or DEDUCT $ _____	
7.2.4	One (1) Square Foot	Remove five and one-half (5.5) brick units and replace with new brick. Based on five and one-half (5.5) brick units per square foot. This unit price shall be used where five and one-half (5.5) or more brick units are removed and replaced at a repair location.	ADD or DEDUCT $_____	
7.2.5	One (1) Lineal Foot	Remove one (1) lineal foot (single course) of brick and replace with new brick.	ADD or DEDUCT $_____	
7.2.6	One (1) Lineal Foot	Remove existing sealant and backer rod from existing masonry joint. Install new backer rod and sealant.	ADD or DEDUCT $_____	
7.2.7	One (1) Lineal Foot	Saw cut into brick and mortar a new expansion joint with a minimum width of 1/2 inch. Install new backer rod and sealant.	ADD $_____	
7.2.8	One (1) Square Foot	Install new cementitious crystalline waterproofing per Specification Section 07160.1 to surface of existing concrete wall.	ADD or DEDUCT $_____	
7.2.9	One (1) Square Foot	Install new cementitious crystalline waterproofing per Specification Section 07160.2 to surface of existing concrete wall.	ADD or DEDUCT $_____	
7.2.10	One (1) Location	Perform all work associated with installing new flashings and sealant at (1) one complete window head location per Enlarged Elevation 1/A5.3 and Details 2/A7.1, 4/A7.1, 5/A7.1, 1/A7.2, 2/A7.2, 3/A7.2, 4/A7.2, 5/A7.2, 6/A7.2, 7/A7.2, 8/A7.2, 11/A7.2, 12/A7.2, 13/A7.2, 14/A7.2, 15/A7.2 and 16/A7.2.	DEDUCT $_____	
7.2.11	One (1) Location	Typical to Change Order Price 7.2.10 except to also add the complete removal of six (6) full existing Mankato stone panels between the window units and installation of new stainless steel through-wall flashing along with installation of six (6) new full panels of Mankato stone matching existing.	ADD $_____	

7.2.12	One (1) Window Bay Drop, Full Height of Building	At an area where the contractor had already installed and removed their means of accessing the building's facade, provide an additional total cost for contractor to remobilize, reinstall means to access facade and then remove accessible means of access completely. This shall take place at one (1) complete window bay and the bay's adjacent piers for the entire height of the building.	ADD $_____
7.2.13	One (1) Limestone Panel	Remove one (1) typical isolated limestone panel and replace with new limestone matching existing. Base size of panel on existing panels at the inside surface of the end piers, adjacent to the window heads.	ADD or DEDUCT $_____
7.2.14	One (1) Mankato Panel	Remove one (1) typical Mankato stone panel between window units and replace with new Mankato stone matching existing.	ADD $_____

Name of the Bidder _____ Agency No. _____ Index No. _____ File No. _____

Date _____

Federal Identification (I.D.) No. or Social Security No. _____

Telephone No. _____

ARTICLE 8 BID SUBMITTED ON the _____ day of _____, 20____.

8.1. Bid Security is in the form of: a Bid Bond _____ Bid Bond form provided in Section 00310 has been duly executed _____; or

A Certified or Cashier's check ___ or Money Order ___ is attached to this page ____

Bidder's Certificate of Awardability is attached to the last page of this Section 00300 Bid Form ____

8.2. If the Bidder is an Individual:

Name of Individual: _____

Name & Title of Person Authorized to sign: _____

Signature: _____

(If not the Individual, Attach Power of Attorney) Date

Doing Business as: _____

Business Address: _____

Federal Identification (I.D.) No. or Social Security No. _____

County of registration _____

Telephone: _____ FAX: _____

8.3. If the Bidder is a Partnership:

By: _____

(True Name of the Partnership)

_____

Partner Authorized to Sign Date

Signature: _____

(Attach evidence of Authority to sign) Date

Business Address: _____

Federal Identification (I.D.) No. or Social Security No. _____

County of registration _____

Telephone: _____ FAX _____

8.4. If the Bidder is a Corporation:

By: _____

(Legal Corporation Name)

Name & Title of Authorized Officer: _____

Signature: _____

(Attach evidence of Authority to sign) Date

Name & Title of Officer Attesting: _____

Signature: _____

Date

Business Address: _____

Federal Identification (I.D.) No. or Social Security No. _____

Telephone: _____ FAX _____

(State of Incorporation): _____

8.5. If The Bidder is A Joint Venture: JOINT VENTURE SIGNATURES SHALL BE AS PROVIDED IN PARAGRAPH 9.5 OF SECTION 00100 INSTRUCTIONS TO BIDDERS. EACH JOINT VENTURER SIGNING THE BID SHALL SIGN IN THE MANNER INDICATED FOR AN INDIVIDUAL, A PARTNERSHIP OR A CORPORATION. IF MORE THAN TWO JOINT VENTURERS OF THE SAME TYPE ARE INCLUDED, USE ADDITIONAL PAGES. JOINT VENTURE STATE OF INCORPORATION _____ OR COUNTY OF REGISTRATION _____

CERTIFICATE OF PRINCIPAL

(BIDDER)

I, _____, certify that I am the Secretary of the Corporation ____, or a General Partner ____ or Managing Partner ____ or Partner ____ of the partnership, named as the Bidder in the attached Section 00300 Bid Form; that _____ _____ who signed Section 00300 Bid Form on behalf of the Bidder, was then _____ of that corporation ____ or partnership ____; that I know the undersigned's signature, and the signature is genuine; and that Section 00300 Bid Form was duly signed, sealed and attested for and on behalf of that corporation ___ partnership ___ by authority of its governing body ___ or partners ___

_____ _____
Signed by the Secretary or Other Authorized Officer of the Corporation Date
or By General Partner or Managing Partner or Authorized Partner Certifying

_____
Name of the Corporation or True Name of the Partnership

Federal Identification (I.D.) No. or Social Security No. _____

Telephone No. _____

(Corporate Seal)

VERIFICATION
(BIDDER)

STATE OF MICHIGAN)
)
COUNTY OF _____)

Before me, a Notary duly commissioned, qualified and acting, personally appeared (enter name of person who signed the Bid Form on behalf of the Bidder), _____ to me well known to be the person described in and who signed Section 00300 Bid Form, who being by me first duly sworn upon oath, says that he/she is the Attorney-in-Fact for (enter the Bidder's name) _____ and that he/she has been authorized by (enter name of individual, partnership name, or that governing body of the Bidder named in the attached corporate resolution) _____ _____ to execute the attached Section 00300 Bid Form on behalf of the named Bidder in favor of the STATE OF MICHIGAN.

Subscribed and sworn before me this _____ day of _____, 20_____.

_____
Notary, State of Michigan

My Commission Expires: _____

END OF SECTION 00300

SECTION 00310 BID BOND

AGENCY No. 071 INDEX No. 44103 FILE No. 071/111193.CAK SURETY COMPANY REFERENCE No. _____

KNOW ALL PERSONS BY THESE PRESENTS: That we, "the Bidder," _____, a corporation ____, individual ____, partnership ____, joint venture ____, of the State of _____, qualified to do business in the State of Michigan, as Principal, and "the Surety," _____, of the State of _____, as surety, are hereby held and firmly bound unto the State of Michigan, "the **Owner**," as Obligee, in the amount of _____ Dollars ($_____), and if no amount is entered, in the amount of five percent (5%) of the Bidder's Base Bid designated in paragraph 6.1 Base Bid Schedule in Section 00300 Bid Form, for the payment of which the Bidder and the Surety hereby bind ourselves, our respective heirs, successors, legal representatives and assigns, jointly and severally, firmly by these presents in accordance with Michigan Law.

WHEREAS, the Bidder has submitted to the **Owner** a Bid, to which this Bond is attached, to enter into the Contract with the **Owner** for **Exterior Facade Repairs**, including, but is not necessarily limited to the masonry facade throughout the entire building, concrete planter walls adjacent to the loading dock and masonry within the East Plaza Area. Repairs include window head flashings, damaged brick, stone, mortar and concrete, and sealant replacement. covered by Bidding Documents prepared by the **Professional**, which Bidding Documents are incorporated into this Bid Bond by this reference:

NOW, THEREFORE: THE CONDITION OF THIS OBLIGATION IS THAT, if the Bidder faithfully performs and fulfills all the understandings, covenants, terms and conditions of the Bidding Documents governing the bidding and award of the Contract (including Addenda issued before Bid opening and any post–Bid Addenda) within the time specified or any extension thereof, with or without notice to the Surety or fails to do so but pays to the **Owner** the full amount of the sum set forth in this Section 00310 Bid Bond as liquidated damages - then THIS OBLIGATION SHALL BE NULL AND VOID, OTHERWISE THIS OBLIGATION SHALL REMAIN IN FULL FORCE AND EFFECT.

A. If the **Owner** makes demand on the Surety to perform in accordance with the Surety's obligations under this Section 00310 Bid Bond, the full amount of the sum set forth in this Section 00310 Bid Bond shall be immediately due and payable to the **Owner**, and the Surety shall pay that sum without delay. Additionally, the Surety shall reimburse the **Owner** all costs of collection, which shall include, but not be limited to reasonable fees and charges of architects, engineers, attorneys and others, court or hearing costs incurred with or without suit, and interest.

B. The Surety, for value received, stipulates and agrees that the obligations of the Surety and this Section 00310 Bid Bond shall be in no way impaired or affected by any extension of the time within which the **Owner** may accept the Bid, and the Surety does, by this agreement, waive notice of any such extension.

C. It is the intention of the Bidder, Surety and **Owner** that the Surety shall be bound by all terms and conditions of the Bidding Documents and this Section 00310 Bid Bond. However, if any provision(s) of this Section 00310 Bid Bond is/are illegal, invalid or unenforceable, all other provisions of this Section 00310 Bid Bond shall nevertheless remain in full force and effect, and the **Owner** shall be protected to the full extent provided by Michigan Law.

IMPORTANT: The Surety shall be authorized to do business in the State by the Department of Consumer and Industry Services – Insurance Bureau and listed on the current U.S. Department of the Treasury Circular 570, and shall be otherwise acceptable to the **Owner**.

Address and Telephone of Surety

Address and Telephone of Agent

Signed and sealed this _____ day of _____, 20____ (NOTE: Use the date entered on Article 8 of Section 00300 Bid Form).

THE BIDDER: (Print Full Name and Sign)

By: _____

Name & Title: _____

Signature: _____

WITNESS: _____

Telephone No. _____

THE SURETY: (Print Full Name and Sign)

By Agent: _____

By Attorney-in-Fact: _____
(Attach Certified Copy of Power of Attorney)

Signature: _____

WITNESS: _____

Telephone No. _____

END OF SECTION 00310

SECTION 00320 NONCOLLUSION AFFIDAVIT

PROFESSIONAL – **Wigen Tincknell Meyer & Associates, Inc.**

WORK – **Exterior Facade Repairs To: Stevens T. Mason Building**

AGENCY No. – **071** INDEX No. **44103** FILE No. **071/111193.CAK**

Affiant, _____, being first duly sworn, deposes and says that:

(1) Affiant is (enter title) _____ of _____ _____, "the Bidder." Affiant has personal knowledge of the matters set forth in this Affidavit and is competent to testify about them.

(2) The Bidder has submitted to the **Owner** a "Bid" to enter into the above referenced Contract, also referred to in this Affidavit as "the Work."

(3) This Section 00320 Noncollusion Affidavit is executed by Affiant for inclusion with the submission to the **Owner** of the Bid and may be relied upon by the **Owner** in considering the Bid.

(4) Affiant is fully informed about the preparation and contents of the Bid and of all pertinent circumstances surrounding the Bid, has not entered into any contract, combination, conspiracy or other act prohibited by federal, State or any other local Law. The Bid is genuine and is not a collusive or sham Bid.

(5) Neither the Bidder nor any of the Bidder's owners, officers, partners, directors, agents, representatives, employees or parties in interest, including this Affiant, have in any way entered or proposed to enter into any combination to prevent the making of any Bid, or to fix any prices (including overhead, profit or other costs) for the Bid; or have made any agreement, or given or promised any consideration to induce any other person not to Bid for the Work, or to Bid at a specified price; or have secured, proposed or intended to secure through any agreement an unlawful advantage against the **Owner** or any other person interested in the Work.

(6) No officer or employee of the State of Michigan is personally or financially interested, directly or indirectly, in the Bid, or any Contract which may be under it, or in the purchase or sale of any materials, equipment or supplies for the Work to which it relates, or any portion of any expected profits thereto.

(7) The Bid is not intended to secure an unfair advantage or benefit from the **Owner** or in favor of any person interested in the proposed Contract.

(8) The prices bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Bidder or any other of the Bidder's owners, officers, partners, directors, agents, representatives, employees or parties in interest, including this Affiant; and neither the Bidder nor any of its owners, officers, partners, directors, agents, representatives, employees or parties in interest, including this Affiant, have divulged any information regarding the Bid or any data about the Bid to any other person.

By: _____ Title: _____

Federal Identification (I.D.)
No. or Social Security No. _____ Telephone No. _____

VERIFICATION

STATE OF _____)
)
COUNTY OF _____)

Before me, a Notary Public commissioned, qualified and acting, personally appeared (enter name of the person signing this Affidavit) _____ to me well known to be the person described in and who signed this Section 00320 Noncollusion Affidavit, who being by me first duly sworn upon oath, says that he/she is the Attorney-in-Fact for (enter Bidder's name) _____ _____, that he/she has been authorized by (enter name of individual, partnership name, or the authorized governing body of the Bidder) _____ to execute this Section 00320 Noncollusion Affidavit on behalf of the named Bidder in favor of the STATE OF MICHIGAN, for the uses and purposes mentioned.

Subscribed and sworn to before me this _____ day of _____, 20_____.

_____
Notary Public, State of _____

My Commission expires: _____, 20 ___

END OF SECTION 00320

R 1/13

DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
Facilities and Business Services Administration
Design & Construction Division

Qualified Disabled Veteran (QDV)
Business Representation

'Qualified Disabled Veteran,' means a business entity that is 51% or more owned by one or more veterans with a service-connected disability.

'Qualified Disabled,' means a business entity that is 51% or more owned by one or more with a service-connected disability.

The vendor represents that it IS _____, IS NOT _____ a qualified disabled veteran.

The contractor represents and warrants that the company meets the above (when checked) and has attached supporting documentation per the following:

Each bid requesting the Qualified Disabled Veterans (QDV) preference, in accordance with Public Act 22 of 2010, MCL 18.1241.3 shall include a DD214 Proof of Service and Discharge, a Veterans Administration rating decision letter, proof of disability (if the disability is not indicated on the DD214), and appropriate legal documents setting forth the 51% natural persons QDV ownership.

Bidder: _____

_____
Authorized Agent Name (print or type)

_____
Authorized Agent Signature & Date

Fraudulent Certification as a Qualified Disabled Veteran is subject to debarment under MCL 18.264.

R 1/13

DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
Facilities and Business Services Administration
Design & Construction Division

Certification of a Michigan Based Business

(Information Required Prior to Contract Award for Application
of State Preference/Reciprocity Provisions)

To qualify as a Michigan business:

Vendor must have, during the 12 months immediately preceding this bid deadline:
or
If the business is newly established, for the period the business has been in existence, it has:

(check all that apply):

( ) Filed a Michigan single business tax return showing a portion or all of the income tax base allocated or apportioned to the State of Michigan pursuant to the Michigan Single Business Tax Act, 1975 PA 228, MCL ~208.1 – 208.145; or

( ) Filed a Michigan income tax return showing income generated in or attributed to the State of Michigan; or

( ) Withheld Michigan income tax from compensation paid to the bidder's owners and remitted the tax to the Department of Treasury; or

I certify that **I have personal knowledge** of such filing or withholding, that it was more than a nominal filing for the purpose of gaining the status of a Michigan business, and that it indicates a significant business presence in the state, considering the size of the business and the nature of its activities.

I authorize the Michigan Department of Treasury to verify that the business has or has not met the criteria for a Michigan business indicated above and to disclose the verifying information to the procuring agency.

Bidder shall also indicate one of the following:

☐ Bidder qualifies as a Michigan business (provide zip code: _____)

☐ Bidder does not qualify as a Michigan business (provide name of State: _____).

☐ Principal place of business is outside the State of Michigan, however service/commodity provided by a location within the State of Michigan (provide zip code: (_____).

Bidder: _____

_____
Authorized Agent Name (print or type)

_____
Authorized Agent Signature & Date

Fraudulent Certification as a Michigan business is prohibited by MCL 18.1268 § 268. A BUSINESS THAT PURPOSELY OR WILLFULLY SUBMITS A FALSE CERTIFICATION THAT IT IS A MICHIGAN BUSINESS OR FALSELY INDICATES THE STATE IN WHICH IT HAS ITS PRINCIPAL PLACE OF BUSINESS IS GUILTY OF A FELONY, PUNISHABLE BY A FINE OF NOT LESS THAN $25,000 and subject to debarment under MCL 18.264.

R 1/13

DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
Facilities and Business Services Administration
Design & Construction Division

Responsibility Certification

The bidder certifies to the best of its knowledge and belief that, within the past three (3) years, the bidder, an officer of the bidder, or an owner of a 25% or greater interest in the bidder:

(a) Has not been convicted of a criminal offense incident to the application for or performance of a contract or subcontract with the State of Michigan or any of its agencies, authorities, boards, commissions, or departments.

(b) Has not had a felony conviction in any state (including the State of Michigan).

(c) Has not been convicted of a criminal offense which negatively reflects on the bidder's business integrity, including but not limited to, embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, negligent misrepresentation, price-fixing, bid-rigging, or a violation of state or federal anti-trust statutes.

(d) Has not had a loss or suspension of a license or the right to do business or practice a profession, the loss or suspension of which indicates dishonesty, a lack of integrity, or a failure or refusal to perform in accordance with the ethical standards of the business or profession in question.

(e) Has not been terminated for cause by the Owner.

(f) Has not failed to pay any federal, state, or local taxes.

(g) Has not failed to comply with all requirements for foreign corporations.

(h) Has not been debarred from participation in the bid process pursuant to Section 264 of 1984 PA 431, as amended, MCL 18.1264, or debarred or suspended from consideration for award of contracts by any other State or any federal Agency.

(i) Has not been convicted of a criminal offense or other violation of other state or federal law, as determined by a court of competent jurisdiction or an administrative proceeding, which in the opinion of DTMB indicates that the bidder is unable to perform responsibly or which reflects a lack of integrity that could negatively impact or reflect upon the State of Michigan, including but not limited to, any of the following offenses under or violations of:

   i. The Natural Resources and Environmental Protection Act, 1994 PA 451, MCL 324.101 to 324.90106.
   ii. A persistent and knowing violation of the Michigan Consumer Protection Act, 1976 PA 331, MCL 445.901 to 445.922.
   iii. 1965 PA 166, MCL 408.551 to 408.558 (law relating to prevailing wages on state projects) and a finding that the bidder failed to pay the wages and/or fringe benefits due within the time period required.
   iv. Repeated or flagrant violations of 1978 PA 390 MCL 408.471 to 408.490 (law relating to payment of wages and fringe benefits).
   v. A willful or persistent violation of the Michigan Occupational Health and Safety Act, 1974, PA 154, MCL 408.10001 to 408.1094, including: a criminal conviction, repeated willful violations that are final orders, repeated violations that are final orders, and failure to abate notices that are final orders.
   vi. A violation of federal or state civil rights, equal rights, or non-discrimination laws, rules, or regulations.
   vii. Been found in contempt of court by a Federal Court of Appeals for failure to correct an unfair labor practice as prohibited by Section 8 of Chapter 372 of the National Labor Relations Act, 29 U. s. C. 158 (1980 PA 278, as amended, MCL 423.321 et seq).

I understand that a false statement, misrepresentation or concealment of material facts on this certification may be grounds for rejection of this proposal or termination of the award and may be grounds for debarment.

Bidder: _____ _____
Authorized Agent Name (print or type)

_____
Authorized Agent Signature & Date

☐ I am unable to certify to the above statements. My explanation is attached.

QUALIFICATION SUBMITTALS TO BE SUBMITTED ONLY
BY THE APPARENT LOW BIDDER
AFTER BID OPENING

AS PROVIDED IN SECTION 00100 INSTRUCTIONS TO BIDDERS

TABLE OF CONTENTS

PART A - BIDDER QUALIFICATION SUBMITTALS (FORMS ARE INCLUDED WITH THE BIDDING DOCUMENTS)
(Reference Paragraphs 2.1, 7.1 through 7.3 and 8.1, Section 00100)

SECTION 00410	BID BREAKDOWN
SECTION 00420	QUESTIONNAIRE
SECTION 00430	LIST OF SUBCONTRACTORS
SECTION 00440	SCHEDULE OF MATERIALS AND EQUIPMENT**

**Note: Information required by Article 2 is due after Contract Award.

PART B - BIDDER QUALIFICATION SUBMITTALS (A FORM IS NOT INCLUDED WITH THE BIDDING DOCUMENTS)
(Reference Paragraphs 2.1 and 2.2, Section 00100 Instructions to Bidders)

PRE–AWARD SCHEDULE

SECTION 00410 BID BREAKDOWN

PROFESSIONAL – **Wigen Tincknell Meyer & Associates, Inc.**

WORK – **Exterior Facade Repairs To: Stevens T. Mason Building**

AGENCY No. – **071** INDEX No. **44103** FILE No. **071/111193.CAK**

1.0 BID BREAKDOWN: The Apparent Low Bidder shall itemize below a cost breakdown of the Apparent Low Bidder's Bid. The Bid Breakdown shall be organized into separable parts of the Work so that one hundred percent (100%) of the Base Bid plus all Alternates is accounted for. Portions of the Work for which costs are itemized shall include Work to be furnished and performed directly by the Apparent Low Bidder and its Subcontractors and Suppliers, as applicable. Each separable part of the Work identified in this Bid Breakdown shall have a value not exceeding _____ percent (____%) of the Apparent Low Bidder's Base Bid, except parts of the Work designating furnished materials or equipment, which may be itemized as quoted.

2.0 DISCREPANCIES: Discrepancies in this Section 00410 Bid Breakdown shall be resolved in accordance with Article 14 of the Instructions to Bidders. Any discrepancies between the Apparent Low Bidder's Bid Breakdown and Article 6 "Bid Schedule" on the Apparent Low Bidder's Section 00300 Bid Form with respect to a given lump sum item, unit price item or "One Each" item, or any sum of any of them, will be resolved so that the corresponding amount(s) on the Apparent Low Bidder's Section 00300 Bid Form will be binding on the Apparent Low Bidder.

END OF SECTION 00410

SECTION 00420 QUESTIONNAIRE

PROFESSIONAL – **Wigen Tincknell Meyer & Associates, Inc.**

WORK – **Exterior Facade Repairs To: Stevens T. Mason Building**

AGENCY No. – **071** INDEX No. **44103** FILE No. **071/111193.CAK**

ARTICLE 1 ORGANIZATION

1.1. Date of organization (or incorporation) _____ State of incorporation _____ (IRS) EIN _____

1.2. Title and name of Principals (President, Vice-Presidents, Secretary and Treasurer, if a corporation; partners, if a partnership)

_____

_____

1.3. Is your organization's principal place of business maintained in the State of Michigan? ___ If your organization maintains its principal place of business outside the State, attach a copy of the Certificate of Authority which your organization procured in accordance with MCL 450.2011.

1.4. If your organization, any business entity related to or affiliated with your organization, or any present or former executive employee, officer, director, shareholder (owning twenty percent (20%) or more of the outstanding shares), partner, or owner of your organization or of any such related or affiliated entity has ever been convicted of a felony, or has felony charges pending, in any state within the last three (3) years from the date of Bid opening, furnish with this Bidder's Questionnaire all material facts relating to any such felony conviction or such pending felony charges.

ARTICLE 2 SPECIALTY CONTRACTOR LICENSES

2.1. Does your organization hold valid licenses covering specialty classifications of Work that your organization itself intends to perform and for which a specific specialty license is required by any Political Subdivision with jurisdiction over the Work _____? If so, attach a list with all licenses by number and classification; state the name of the organization holding the license, the renewal date of each license, whether each license is active, and attach a copy of each license.

ARTICLE 3 EXPERIENCE

3.1. What is the general character of the work performed by your organization? _____ How many years of experience in construction work similar in character and scope to the Work under the Bidding Documents has your organization had: (a) as a General Contractor? _____; (b) as a Subcontractor? _____.

3.2. Attach a list of all public contracts or subcontracts under public contracts that your organization has performed within the last five (5) years which are similar in character and scope to the Work under the Bidding Documents (using the forms in the "References Attachment" provided with this Questionnaire). If the contract or subcontract referenced is not substantially completed, furnish the percent complete for that contract or subcontract.

3.3. Within the last five (5) years, has your organization failed to complete a contract or subcontract awarded to it? _____ If so, attach a list for each contract or subcontract, state when, where and why.

3.4. Within the last five (5) years, has any officer or partner of your organization been an officer or partner of another organization that failed to complete a contract or subcontract? _____. If so, for each contract or subcontract, state the name of each officer or partner and the name of the organization and owner(s), and the reasons why the contract or subcontract was not completed.

ARTICLE 4 ADDITIONAL QUALIFICATIONS

4.1. (**Nominated Subcontractor only**) Will you subcontract any part of the Work covered by the intended Subagreement? ___. If so, which parts of the Work covered by the intended Subagreement do you intend to subcontract to a lower tier Subcontractor? _____

4.2. State the name, address and telephone number of a representative of your organization who personally visited and inspected the site: _____.

Also, describe, in an attachment to this Section 00420 Questionnaire, subsurface and physical conditions at or contiguous to the site that your representative investigated and how they were accounted for in the preparation of your organization's Bid.

4.3. Attach a list of construction equipment and machinery your organization intends to use in the execution of the Work, as estimated in the preparation of your organization's Bid.

4.4. Does your organization rent or lease equipment or facilities from other affiliate organizations? _____. If so, state the name of the affiliate organization(s) _____

4.5. (**Apparent Low Bidder only**) Bank line of credit available? $_____.

4.6. (**Apparent Low Bidder only**) Will your organization, i.e., the Bidder named in the Authorized Signature Article on Section 00300 Bid Form, be the only named Principal in Section 00610 Performance Bond and Section 00620 Payment Bond? _____ If not, please identify the organization who will be named as Principal or Co-Principal on Section 00610 Performance Bond and Section 00620 Payment Bond _____. Also, state how such organization relates to the Bidder _____ (NOTE: If another organization is identified, the Apparent Low Bidder shall submit to the **Owner** a separate Section 00420 Questionnaire filled out by that organization as part of the Qualification Submittals required under Article 2 of Section 00100 Instructions to Bidders).

ARTICLE 5 REFERENCES

5.1. Trade references (Minimum of three (3)):

5.2. Bank references:

5.3. Insurance:

The undersigned Apparent Low Bidder ____ or nominated Subcontractor _____ _____ certifies that all statements and answers made to the interrogatories in this Section 00420 Questionnaire are current, accurate and complete as of the date stated below. (Note: Attachments shall be fastened at the end of this Section).

Signed by: _____ Name _____ Title _____

on this _____ day of _____, 20_____.

END OF SECTION 00420

REFERENCES ATTACHMENT

PROFESSIONAL – **Wigen Tincknell Meyer & Associates, Inc.**

WORK – **Exterior Facade Repairs To: Stevens T. Mason Building**

AGENCY No. – **071** INDEX No. **44103** FILE No. **071/111193.CAK**

REFERENCE # ___

Public Owner: _____

Project/Contract Name: _____

Location of Project/Contract: _____

Contract Price: _____ Project/Contract Started: _____ Completed: _____

Owner's Representative (Name and Telephone): _____

_____

Apparent Low Bidder's ___ or Nominated Subcontractor's ____

Representative Name and Telephone _____

Scope of Project/Contract: _____

_____

REFERENCE # ___

Public Owner: _____

Project/Contract Name: _____

Location of Project/Contract: _____

Contract Price: _____ Project/Contract Started: _____ Completed: _____

Owner's Representative (Name and Telephone): _____

_____

Apparent Low Bidder's ___ or Nominated Subcontractor's ____

Representative Name and Telephone _____

Scope of Project/Contract: _____

_____

REFERENCES ATTACHMENT

PROFESSIONAL – **Wigen Tincknell Meyer & Associates, Inc.**

WORK – **Exterior Facade Repairs To: Stevens T. Mason Building**

AGENCY No. – **071** INDEX No. **44103** FILE No. **071/111193.CAK**

REFERENCE # ___

Public Owner: _____

Project/Contract Name: _____

Location of Project/Contract: _____

Contract Price: _____ Project/Contract Started: _____ Completed: _____

Owner's Representative (Name and Telephone): _____

_____

Apparent Low Bidder's ___ or Nominated Subcontractor's ____

Representative Name and Telephone _____

Scope of Project/Contract: _____

_____

REFERENCE # ___

Public Owner: _____

Project/Contract Name: _____

Location of Project/Contract: _____

Contract Price: _____ Project/Contract Started: _____ Completed: _____

Owner's Representative (Name and Telephone): _____

_____

Apparent Low Bidder's ___ or Nominated Subcontractor's ____

Representative Name and Telephone _____

Scope of Project/Contract: _____

_____

SECTION 00430 LIST OF SUBCONTRACTORS

PROFESSIONAL – **Wigen Tincknell Meyer & Associates, Inc.**

WORK – **Exterior Facade Repairs To: Stevens T. Mason Building**

AGENCY No. **071** INDEX No. **44103** FILE No. **071/111193.CAK**

1. To enable the **Owner** and **Professional** to evaluate the Apparent Low Bidder's qualifications to perform the Work, for each Division of the Specifications, Section of the Specifications and/or trade itemized in this Section 00430 List of Subcontractors, the Apparent Low Bidder shall nominate the Subcontractor(s) to be awarded a Subagreement(s). To the extent a contractors' licensing is required for any such classification of Work, the Apparent Low Bidder shall provide the nominated Subcontractor's license number(s). If the Apparent Low Bidder intends to self-perform any of the listed classifications of Work, the Apparent Low Bidder shall nominate itself in the spaces provided for that purpose, and shall furnish the corresponding Apparent Low Bidder's license number(s). For each nominated Subcontractor, the Apparent Low Bidder shall enter, if applicable, whether the Subcontractor is a minority, woman or handicapped owned business in the spaces provided for that purpose. The Apparent Low Bidder also shall furnish the amount of the Subagreement that the Apparent Low Bidder, directly or through another higher tier Subcontractor, anticipates awarding to each nominated Subcontractor.

2. Should the Apparent Low Bidder fail to nominate Subcontractors, as required, or provide duplicate nominees for any Division, Specification or trade, or fail to enter the required licensing information, the Apparent Low Bidder shall clarify the omission or ambiguity within two (2) Business Days of the **Owner** or **Professional's** request. Failure by the Apparent Low Bidder to comply with this Subcontractor nominating requirement may render the Bid as not conforming in all material respects with the requirements of the Bidding Documents.

3. Pursuant to the Bidding Documents, the Apparent Low Bidder shall not remove, replace or add a nominated Subcontractor except as provided in paragraph 8.3 of Section 00100 Instructions to Bidders and/or in paragraph 5.1 of Section 00700 General Conditions. Since the requirement to nominate Subcontractors for the *listed* Divisions, Specification Sections and/or trades survives the award of the Contract, any Subcontractor nominated for any *listed* Division, Specification Section and/or trade *for the first time* after Contract Award and who is objected to by the **Owner**, for good cause, shall be replaced at no increase in Contract Price and/or Contract Time.

4. The requirement to make a definite nomination of Subcontractors or to state that the Apparent Low Bidder intends to self-perform that classification, and to clarify any omissions or ambiguities in this Section 00430 List of Subcontractors, applies to the Apparent Low Bidder and any other Bidder remaining or wishing to remain in contention for the award.

5. This listing requirement is not intended to create any express or implied duty or obligation to the Apparent Low Bidder or the nominated Subcontractors by the **Owner** or **Professional**.

(THE REMAINDER OF THIS PAGE LEFT BLANK INTENTIONALLY)

Division, Specification Section and/or Trade	Nominated Subcontractor(s)	License Number(s) Classification	Amount of Subcontract	Minority, Woman, or Handicapped?
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				

The undersigned Apparent Low Bidder _____ certifies that all the information and data furnished in this Section 00430 List of Subcontractors are current, accurate and complete as of the date stated below.

Signed by: _____ Name _____ Title _____

on this _____ day of _____, 20_____.

END OF SECTION 00430

SECTION 00440 SCHEDULE OF MATERIALS AND EQUIPMENT

PROFESSIONAL – **Wigen Tincknell Meyer & Associates, Inc.**

WORK – **Exterior Facade Repairs To: Stevens T. Mason Building**

AGENCY No. – **071** INDEX No. **44103** FILE No. **071/111193.CAK**

ARTICLE 1 BID MATERIALS AND EQUIPMENT – *LISTED (NAMED OR SPECIFIED) ITEMS*

1.1. The Apparent Low Bidder has examined the requirements of paragraphs 7.4 and 7.5 of Section 00100 Instructions to Bidders, and by submitting a Bid, commits to bid only a *listed* named or specified materials and equipment for those Specifications *listed* in Schedule 1.6. To the extent that any such *listed* Specification states that an "or equal" or a substitute may be furnished, if acceptable to the **Professional,** application for any such acceptance will not be considered by the **Professional** until after Contract Award. Any such application shall comply with the terms and conditions of Article 2 in this Section and paragraph 5.2 of Section 00700 General Conditions.

1.2. For those Sections of the Specifications *listed* in paragraph 1.6, the Contract will be awarded on the basis that only one of the *listed* materials or equipment will be furnished. Therefore, to be considered responsible, the Apparent Low Bidder shall nominate, by circling the letters "A," "B," "C," etc. corresponding to each *listed* manufacturer/Supplier, the Bidder's chosen manufacturers/Suppliers for the corresponding products named or specified in the Specifications and Drawings (including all Addenda).

1.3. If the Apparent Low Bidder fails to circle a manufacturer/Supplier for a *listed* material or equipment, or circles more than one letter for a *listed* material or equipment, the Apparent Low Bidder hereby agrees to correct the omission or ambiguity within two (2) Business Days after submittal of this Section 00440 Schedule of Materials and Equipment. The requirement to make a definite selection and to correct any omissions or ambiguities in Schedule 1.6 applies to the Apparent Low Bidder and any other Bidder remaining or wishing to remain under consideration for the award.

1.4. The Apparent Low Bidder's attention is directed to paragraph 7.3 of Section 00100 Instruction to Bidders, which holds the Apparent Low Bidder responsible, if awarded the Contract, for certain costs and time impacts, provided the Apparent Low Bidder, in the preparation of its Bid, knew or had reason to know, that any *listed* material or equipment bid by the Bidder requires changes in the Work and failed to provide advanced written notice to that effect to the **Professional**.

1.5. The Apparent Low Bidder shall insert the provisions of this Section in all Subagreements with Subcontractors and Suppliers furnishing the materials or equipment *listed* in Schedule 1.6, altering the respective paragraphs only as appropriate to properly identify the contracting parties. Each such Subagreement shall expressly bind the respective Subcontractor or Supplier to the conditions of paragraph 1.4, the other provisions of Section 00440 Schedule of Materials And Equipment and paragraph 5.2 of Section 00700 General Conditions.

1.6. Schedule of Bid Materials and Equipment

ITEMS NAMED OR SPECIFIED (ENTERED BY THE **PROFESSIONAL**)		**CONTRACTOR** TO NOMINATE (CIRCLE)
ITEM OF MATERIAL OR EQUIPMENT	SPECIFICATION SECTION	ITS CHOSEN NAMED OR SPECIFIED MANUFACTURERS AND SUPPLIERS
ITEM 1 -		A. B. C. D.
ITEM 2 -		A. B. C. D.

ITEMS NAMED OR SPECIFIED (ENTERED BY THE **PROFESSIONAL**)		**CONTRACTOR** TO NOMINATE (CIRCLE)

ITEM OF MATERIAL OR EQUIPMENT	SPECIFICATION SECTION	ITS CHOSEN NAMED OR SPECIFIED MANUFACTURERS AND SUPPLIERS
ITEM 3 -		
ITEM 4 -		

1.7 Use of "Or Equal" or Substitute Materials or Equipment After Contract Award

1.7.1. Paragraph 5.2 of Section 00700 General Conditions provides for the consideration (after the date of Contract Award) and possible acceptance by the **Professional** of "or equal" or substitute materials or equipment (unless any material or equipment named is followed by words establishing that no "or equal" or substitution is permitted). If sufficient information is submitted to allow the **Professional** to determine in a timely manner that the material or equipment proposed is equivalent or equal to that named or described in the Drawings or specified in the Specifications, then the **Professional** will consider the proposed "or equal" or substitute material or equipment.

1.7.2. The Apparent Low Bidder assumes responsibility for the cost and time required to make any proposed "or equal" or substitute material or equipment approved by the **Professional** conform to the requirements of the Contract Documents. In addition, if any such "or equal" or substitute material or equipment requires any changes in the drawings, or in any testing requirements, or in any Means and Methods indicated in or required by the Contract Documents, or in work performed by the **Owner** or others, or requires any other changes in the Work whatsoever, the Apparent Low Bidder shall assume full responsibility for the cost and the time required to carry out such changes in the Work or the work of others. Pursuant to this provision, the Apparent Low Bidder shall bear an appropriate portion of the Delay and costs resulting from the events contemplated in this paragraph.

1.7.3. Paragraph 5.2 of Section 00700 General Conditions provides for reimbursement by the **Contractor** to the **Owner** for any additional expenses incurred by the **Professional** directly attributable to the evaluation of any proposed substitute material or equipment and any proposed “or equal” material or equipment for materials and equipment *listed* in Schedule 1.6.

1.7.4. The Apparent Low Bidder shall insert the provisions of this Article 1 of Section 00440 Schedule of Materials and Equipment in all Subagreements with Subcontractors and Suppliers furnishing any materials or equipment, altering the respective paragraphs only as appropriate to properly identify the contracting parties. Each such Subagreement shall expressly bind the respective Subcontractor or Supplier to the conditions of paragraph 1.7.2, the other provisions of this Section 00440 Schedule of Materials And Equipment and paragraph 5.2 of Section 00700 General Conditions.

ARTICLE 2 BID MATERIALS AND EQUIPMENT – *OPEN* SPECIFICATIONS

2.1. For those Specifications *not listed* in Schedule 1.6, the Apparent Low Bidder, if and when awarded the Contract, shall disclose to the **Owner** and **Professional** (when submitting the Schedule of Values required by paragraph 12.1.1 of Section 00700 General Conditions) the Bidder's chosen manufacturers/Suppliers for the corresponding materials and equipment specified in the Specifications and Drawings (including all Addenda).

2.2. The Apparent Low Bidder has examined the requirements of paragraphs 7.2 and 7.3 of the Instructions to Bidders and commits to furnish materials and equipment meeting the requirements of the Specifications. If any such Bidder-selected material or equipment represents an "or equal" or a substitute material or equipment, no such material or equipment shall be used or furnished in the execution of the Work unless previously approved by the **Professional** as an acceptable "or equal" or substitute material or equipment. Application for any such acceptance will not be considered until after Contract Award. Any such application shall comply with the terms and conditions of this Article 2 and paragraph 5.2 of Section 00700 General Conditions.

2.3. The Apparent Low Bidder shall insert the provisions of this Section in all Subagreements with Subcontractors and Suppliers furnishing the materials or equipment listed in Schedule 2.4, altering the respective paragraphs only as appropriate to properly identify the contracting parties. Each such Subagreement shall expressly bind the respective Subcontractor or Supplier to the conditions of paragraph 2.2, the other provisions of this Section 00440 Schedule of Materials and Equipment and paragraph 5.2 of Section 00700 General Conditions.

2.4. Schedule of Bid Materials and Equipment

MATERIAL OR EQUIPMENT	SPECIFICATION SECTION	**CONTRACTOR** TO NAME ITS CHOSEN MANUFACTURERS AND SUPPLIERS
ITEM 1 -		
ITEM 2 -		
ITEM 3 -		
ITEM 4 -		
ITEM 5 -		
ITEM 6 -		
ITEM 6 -		
ITEM 7 -		
ITEM 8 -		
ITEM 9-		
ITEM 10 -		
ITEM 11-		
ITEM 12 -		

MATERIAL OR EQUIPMENT	SPECIFICATION SECTION	**CONTRACTOR** TO NAME ITS CHOSEN MANUFACTURERS AND SUPPLIERS

IMPORTANT: The provisions of this Section 00440 Schedule of Materials and Equipment shall not create or impose any express or implied duty or obligation on the **Owner** or **Professional** to exercise this authority for the benefit of the Apparent Low Bidder or any *listed* manufacturer/Supplier.

The undersigned Apparent Low Bidder _____ certifies that all the information and data furnished in this Section 00440 Schedule of Materials and Equipment are current, accurate and complete as of the date stated below.

Signed by: _____ Name _____ Title _____

on this _____ day of _____, 20_____.

END OF SECTION 00440

This is a Cover Sheet to the State's Owner and Contractor Standard Construction Contract, known as the *MICHSPEC™* Division 0 Specifications. The *MICHSPEC™* Division 0 Specifications have been developed from the FORMSPEC™ Michigan Model, 1997 Edition. Although the State's 2008 Version of the Division 0 Specifications are written as simply as practical, it is nonetheless advisable to consult with companion Guide to Specifiers when preparing specifications for a specific project. These Division 0 Specifications were developed by incorporating provisions and requirements furnished by the State into the FORMSPEC™ Michigan Model. These Division 0 Specifications have undergone detailed technical reviews by Department of Technology, Management and Budget, Facilities and Business Services Administration representatives and detailed legal reviews by the Department of the Attorney General for the State of Michigan. Specifiers are encouraged to consult with a Division 0 specifications specialist or an attorney knowledgeable in public contracts when preparing specifications for a specific project.

STATE OF MICHIGAN

DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET

FACILITIES AND BUSINESS SERVICES ADMINISTRATION

MICHSPEC™ 2008 VERSION, OWNER AND CONTRACTOR STANDARD CONTRACT FORMS AND CONDITIONS OF THE CONTRACT

MICHSPEC™ No. 97.0820 – 00500 THROUGH 97.0820 – 00800

RELEASED ON NOVEMBER 1, 1997;

Developed from
Contract Forms and Conditions of the Contract
FORMSPEC™ Michigan Model

and suggested for use with
Bidding Requirements

1997 Edition/2011 Version

SECTION 00500 AGREEMENT

AGENCY No. 071 INDEX No. 44103 FILE No. 071/111193.CAK CONTRACT ORDER No. Y_____

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* To be Completed With the Bidding Documents
** To Be Completed Upon Award of the Contract **

THIS AGREEMENT TO CONTRACT is made this _____ day of _____ in the year Two-Thousand And _____ (_____) by and between **THE STATE OF MICHIGAN, "Owner," represented by the **Director, Department** of Technology, Management and Budget, duly authorized, and _____, _____ the "**Contractor**," a corporation ____, partnership ____, individual ____, or joint venture ____ (between _____ and _____), of the State of _____, whose address is _____ _____, represented by _____, its _____, duly authorized.

The **Owner** and **Contractor**, in consideration of the mutual covenants and obligations stated in this Section 00500 Agreement and the other parts of the Contract Documents, agree as follows:

ARTICLE 1 THE CONTRACT; THE PROJECT; THE WORK

1.1. THE CONTRACT – The Contract entered between the **Owner** and **Contractor** for the furnishing and performance of the Work by the **Contractor**, which consists of the Contract Documents listed or designated in paragraphs 2.2 through 2.4.

STATE OF MICHIGAN MODEL
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1.2. PROJECT NAME – Exterior Facade Repairs to: Stevens T. Mason Building

1.3. THE WORK – Exterior building facade, planter walls and plaza masonry wall repairs.

ARTICLE 2 CONTRACT DOCUMENTS

2.1. The Contract Documents form the contract between the **Owner** and **Contractor**, and represent the entire and final integrated agreement between the **Owner** and **Contractor** with respect to the Work. The Contract Documents are incorporated into this Agreement by this reference, and supersede all prior oral or written agreements, if any, between the **Owner** and **Contractor**. Any statement, representation, promise or inducement not set forth in the Contract Documents is null and void, and not binding on either the **Owner** or **Contractor**. The Contract Documents shall not in any way create a relationship of any kind between the **Professional** and **Contractor**, or between the **Owner** and a Subcontractor, or Supplier or any other third party. The **Professional** shall, however, be entitled to performance and enforcement of obligations under the Contract that are consistent with the **Professional's** authority and responsibilities under the Contract Documents.

2.2. The Contract Documents on the date when the **Owner** executes this Section 00500 Agreement, which are attached to this Section 00500 Agreement, consist of the following:

2.2.1. This ***Section 00500 Agreement***, fully executed by the **Owner** and **Contractor**, including the following attachments: _____ and ***Addenda*** ____ through ____.

2.2.2. ***Section 00800 Supplementary Conditions***, including _____; and ***Section 00120 Supplementary Instructions***, including ____ _____

2.2.3. ***Section 00020 Glossary***, and ***Section 00700 General Conditions***.

2.2.4. ***General Requirements***, Division 1 of the Specifications.

2.2.5. ***Divisions 2 through _____ of the Specifications***, and ***Drawings***, bearing the title: _____ _____, dated _____.

2.2.6. ***Section 00030 Advertisement; Section 00100 Instructions to Bidders***, including ***Attachment A–Bidder's Check List***, and ***Section 00210 Information for Bidders***.

2.2.7. ***Section 00610 Performance Bond*** and ***Section 00620 Payment Bond***, fully executed by the **Contractor** and the sureties, each enclosing separate evidence of Power of Attorney.

2.2.8. The **Contractor's *Section 00300 Bid Summary and Bid Form*** (with attachments) and ***Section 00320 Noncollusion Affidavit*** (including any revisions delivered after Bid opening).

2.2.9. The following **Contractor's *Qualification Submittals*** (post-Bid opening:) _____

2.3. Contract Documents that will be issued after the date the **Owner** executes this Section 00500 Agreement consist of:

2.3.1. ***Change Orders*** and ***Change Authorizations*** signed as provided in the Contract Documents.

2.3.2. ***Notice of Award*** and ***Notice to Proceed.***

2.4. There are no Contract Documents other than those listed or designated in this Article or added through Section 00520 Attachment A to the Agreement. The Contract Documents may be modified, as provided in Section 00700 General Conditions.

ARTICLE 3 CONTRACT PRICE

3.1. The **Contractor** will furnish and perform the Work and accept in full payment the Contract Price of _____ _____ Dollars ($_____). The Contract Price includes only those Alternates accepted by the **Owner**, as itemized in the Notice of Award.

3.2. The Contract will include those Change Order prices (bid on Section 00300 Bid Form) accepted by the **Owner** when the **Owner** issues the Notice to Proceed or by Change Authorization.

3.3. Payments to the **Contractor** will be made based on the prices stated on the **Contractor's** Section 00300 Bid Form, subject to the terms and conditions of the Contract Documents.

ARTICLE 4 CONTRACT TIME; LIQUIDATED DAMAGES

4.1. The periods allowed for completion of the Work, or a designated part of the Work, will be as follows:

4.1.1. The entire Work will be substantially complete in accordance with the requirements of the Contract Documents: within 180 calendar days from date of the contract or the pre-construction meeting, whichever is later.

4.1.2. If separable parts of the Work shall be completed before the period allowed for Substantial Completion of the entire Work, the Contract Times for those parts of the Work will be as specified in Section 00520 Attachment A to Agreement, and as may be supplemented in the Specifications.

4.1.3. The entire Work will be complete and ready for final payment as specified in the Contract Documents: _____ _____ _____

4.2. The **Owner** and **Contractor** recognize that the Contract Times are of the essence of the Contract and that the **Owner** will suffer costs and damages if the Work is not completed within the Contract Times, including any extensions in Contract Time authorized by Change Orders. Therefore, liquidated damages (in the amounts specified in paragraphs 4.2.3 through 4.2.5) will apply, if the Work is not completed within the limits of the Contract Times. Liquidated damages are not a penalty, are cumulative and represent a reasonable estimate of the **Owner's** extra costs and damages, which are difficult to estimate with accuracy in advance.

4.2.1. Accordingly, if the **Contractor** fails, neglects or refuses to complete all or any designated part of the Work within the specified Contract Time, the **Contractor** agrees to pay to the **Owner** liquidated damages and to allow, at the appropriate time, a corresponding adjustment in Contract Price.

4.2.2. If under the procedures of paragraph 4.3, the **Owner** is justified in withholding liquidated damages due to or in anticipation of late completion, the **Contractor** agrees to allow the **Owner** to deduct liquidated damages from Requests for Payment.

4.2.3. Liquidated damages for each Calendar Day that expires after the Contract Time specified in paragraph 4.1.1 for Substantial Completion of the entire Work – until the Work is substantially complete – shall be in the amount of One Thousand Dollars and No/Cents ($1,000.00).

4.2.4. Liquidated damages for each Calendar Day that expires after each of the Contract Times designated in Section 00520 Attachment A to the Agreement – until each such part of the Work is sufficiently complete – shall be in the amounts stated in Section 00520 Attachment A to the Agreement.

4.2.5. Liquidated damages for each Calendar Day after Substantial Completion of the entire Work that expires after the Contract Time specified in paragraph 4.1.3 for completion and readiness for final payment – until the entire Work is complete and ready for final payment – shall be in the amount of One Thousand Dollars and No/Cents ($1,000.00).

Assessment and/or Withholding of Liquidated Damages

4.3. If the **Contractor** fails to complete the Work, or a specified part of the Work, within the corresponding Contract Time, or if at any time after the Work is eighty percent (80%) in place, the **Contractor** does not prosecute the balance of the Work with the diligence required to comply with the Contract Times, the **Contractor** shall be requested to submit a schedule recovery plan acceptable to the **Owner**. The **Contractor's** schedule recovery plan shall describe the cause of schedule slippage or delayed progress and the actions proposed and taken to recover schedule. In addition, to the extent that the **Contractor** believes that an extension in Contract Time is justified, the recovery plan shall include a request for an appropriate extension in Contract Time.

4.3.1. Within fifteen (15) Calendar Days after the **Contractor** receives any such request, the **Contractor** shall meet with the **Owner** and present the **Contractor's** written schedule recovery plan. If, upon evaluation of the **Contractors'** schedule recovery plan, and after consultation with the **Professional**, the **Owner**, in its sole discretion, determines that there is sufficient cause to withhold liquidated damages, the **Owner** may deduct from

Requests for Payment the liquidated damages then due or that would become due using the **Owner's** estimate of late completion of the Work.

4.3.2. For the purposes of returning liquidated damages, schedule recovery implementation shall not be complete until such slippage or delayed progress has been corrected and the Progress Schedule once again supports compliance with the Contract Times. Once late completion has been corrected, the **Contractor** shall be entitled to reimbursement of all liquidated damage sums previously withheld. Any such reimbursement of liquidated damages previously withheld shall not constitute a waiver of any claims that the **Owner** may otherwise have.

ARTICLE 5 PAYMENTS TO CONTRACTOR

*5.1. The **Owner** will pay one hundred percent (100%) of the amount due upon completion of any Schedule of Value *pay item*. The **Professional** may require, for each Request for Payment, consent of surety, waivers of lien (from the **Contractor**, Subcontractors and Suppliers), Record Documents, guarantees, operating and maintenance manuals and such other documents required by the Contract Documents. Payment to the **Contractor** will be made within thirty (30) Calendar Days from receipt by the **Owner** of the **Professional's** certification representing to the **Owner** the amount of payment to be due to the **Contractor**.

*5.2. Processing of Requests for Payment by the **Owner** may be deferred until Work having a prior sequence, as provided in the Contract Documents, is in place and is approved.

5.3. Payments shall be subject to the terms and conditions of Section 00700 General Conditions and the other parts of the Contract Documents, and shall be made less such deductions as the **Owner** and/or **Professional** determines are appropriate, as specified in paragraph 12.4 of Section 00700 General Conditions.

5.4. If any portion of the Work is funded by a federal or State agency, the **Owner** will have fifteen (15) Calendar Days after receiving those funds in which to make payment. This provision shall take effect only after the thirty (30) Calendar Day period following certification by the **Professional** has expired.

ARTICLE 6 THE PROFESSIONAL SERVICES CONTRACTOR

6.1. The **Owner** has retained _____

_____

to assume all duties and responsibilities of, and have the rights and authority assigned to, the **Professional Services Contractor** in the Contract Documents with respect to completion of the Work in accordance with the Contract Documents.

ARTICLE 7 CONTRACTOR'S REPRESENTATIONS

7.1. The **Contractor** reiterates and makes each of the representations itemized in Article 2 of the **Contractor's** Section 00300 Bid Form. Article 2 in the **Contractor's** Section 00300 Bid Form is by this reference repeated verbatim in this Section 00500 Agreement as paragraphs 7.2 through 7.13 just as though those paragraphs had been written in this Article 7, except that the term "**Contractor**" shall replace the term "Bidder" in every instance.

ARTICLE 8 MISCELLANEOUS

8.1. If any provision of the Contract Documents is invalid, illegal or unenforceable, all other provisions of the Contract Documents shall remain in full force and effect. If any provision of the Contract Documents is inapplicable to any Person or circumstance, that provision shall remain applicable to all other Persons and circumstances.

8.2. It is the intent of the **Owner** and **Contractor** that all provisions of Law required to be inserted or referenced in the Contract Documents are in fact so inserted or referenced. If any provision of Law is not so inserted or referenced, or is inserted or referenced improperly, then each such provision shall be considered inserted or referenced in the Contract Documents in proper form at no increase in Contract Price and/or Contract Time.

8.3. The duties, obligations, criteria or procedure imposed by, and the rights and remedies made available in, the Contract Documents are in addition to, and not in any way a limitation of, any rights and remedies that are otherwise allowed or imposed by Law, except that in the event a specific part or detailed requirement of a provision, criterion or procedure in the Contract Documents and a specific part or detailed requirement of a provision, criterion or procedure imposed by Law conflict, the specific part or detailed requirement of such provision, criterion or procedure imposed by Law shall govern. All other specific parts or detailed requirements in the provisions, criteria or procedures imposed by Law and the Contract Documents shall remain in full force and effect and be read with the controlling specific part or detailed requirement. These provisions will be as effective as if repeated specifically in the Contract Documents in connection with each duty, obligation, right and remedy to which they apply.

8.4. The **Contractor** shall not sell, assign, transfer or otherwise convey any of the **Contractor's** rights and shall not delegate any of the **Contractor's** duties under this Agreement without the prior written consent of the **Owner** and the sureties for the **Contractor**. In its sole discretion, the **Owner** may refuse to consent to any proposed assignment or delegation. Any attempted sale, assignment, transfer or other conveyance in violation of this paragraph shall be void and shall relieve the **Owner** of any further liability under the Contract Documents but shall not relieve the **Contractor's** sureties of any liability. If the **Owner** consents in writing to an assignment, unless specifically stated to the contrary in the consent, that assignment shall not release or discharge the **Contractor** from any duty or responsibility set forth in the Contract Documents, and shall not release or discharge the **Contractor's** sureties under the Bonds required by the Contract Documents.

8.5. The **Owner** reserves the right to correct any error in any Request for Payment that may have been paid. The **Owner** reserves the right, should proof of Defective Work be discovered after final payment, to claim and recover from the **Contractor** and/or the **Contractor's** surety(ies), sufficient sums to correct or remove and replace the Defective Work.

8.6. Any waiver by the **Owner** of any provision of the Contract Documents shall be specific and in writing and apply only to the specific matter and not to other similar or dissimilar matters. Any waiver of any breach of this Contract shall not be held to be a waiver of any other or subsequent breach.

8.7. Nothing contained in this Agreement shall in any manner authorize, empower or constitute the **Contractor**, Subcontractors or Suppliers (a) to act as agents of the **Owner,** (b) to assume or create any obligation or responsibility whatsoever, express or implied, on behalf of or in the name of the **Owner**; (c) to bind the **Owner** in any manner, or (d) to make any representation, warranty, covenant, agreement or commitment on behalf of the **Owner**. It is the intent and understanding of the parties that the **Contractor** shall perform the Work as an independent contractor. This Agreement does not create, and shall not be construed as creating, any rights enforceable by any third party.

8.8. If the **Owner** or **Contractor** suffers injury or damage to person or property because of error, omission or act of the other, any of the other's employees or agents or others for whose acts the other party is legally liable, claim will be made in writing to the other party within a reasonable time of the first observation of that injury or damage. This provision is not and shall not be construed as a substitute for or a waiver of the provisions of any applicable statute of limitations or time requirements set forth in Section 00700 General Conditions.

8.9. All computer programs which are not the subject of copyrights by third parties and which are delivered, developed, produced or paid for under a specific requirement of the Contract Documents and all plans, drawings, designs, specifications, technical reports, operating manuals and other data which are delivered, developed, produced or paid for under the Contract Documents shall be the property of the **Owner**. The **Owner** maintains all rights to such programs and deliverables, including the right to use, duplicate, and disclose the programs and deliverables, in whole or in part, in any manner and for any purpose. If any program or deliverable is copyrightable, the **Contractor** may copyright it subject to the **Owner's** rights. The **Owner** reserves a royalty-free, nonexclusive and irrevocable license to use, duplicate, publish and disclose such programs and deliverables, in whole or in part, and to authorize others to do so.

8.10. The **Contractor** warrants that all costs in proposals and claims for adjustments in Contract Price shall not exceed those allowed under the Contract Documents, and that proposals and claims for adjustments in Contract Price shall grant prices, terms and warranties comparable to or better than prices, terms and warranties offered to others for similar work.

8.11. This Agreement shall be binding on the **Contractor, Owner** and their respective successors and legal representatives and, if the **Owner** has consented to an assignment or other conveyance, on all their respective assigns and delegates.

*8.12. The Contract Documents shall be governed by and construed in accordance with the Laws of the State of Michigan in effect on the date of Bid opening. Any change in Michigan Law after that date shall be binding only to the extent the **Owner** and **Contractor** agree or to the extent such change is beyond the capacity of the parties to avoid.

ARTICLE 9 NOTICE AND SERVICE

9.1. Unless otherwise provided in the Contract Documents or consented to by the **Owner** in writing, any notice, demand or communication shall be in writing and shall be deemed to have been given when received by the individual required to be given notice at the address designated in this Agreement. A copy of any notice, demand or notification shall be sent to the address below.

9.2. Any written notice or other written communication to the sureties shall be sufficiently given if delivered to the individual required to be given notice at the address designated in the Bond.

IN WITNESS WHEREOF, the **Owner** and **Contractor** have signed this Section 00500 Agreement in triplicate and initialed three (3) full sets of the Contract Documents. One (1) full set of the executed Contract Documents will be delivered to the **Contractor**.

THE **STATE OF MICHIGAN**

BY: _____
Director, Department of Technology, Management and Budget

NAME: _____

Witness: _____

Date: _____

Address for giving notices:

Department of Technology, Management and Budget
Facilities and Business Services Administration
1st Floor, Stevens T. Mason Building
P.O. Box 30026
Lansing, MI 48909

THE **CONTRACTOR**

BY: _____
Title: Date

NAME: _____

Federal Identification (I.D.)
No. or Social Security No. _____

Telephone No. _____

Witness: _____

Date: _____

Address for giving notices:

CERTIFICATE OF PRINCIPAL

(If **Contractor** is Other Than a Sole Proprietor)

I, _____, certify that I am the Secretary of the Corporation ____, or a General Partner ____ or Managing Partner ____ or Partner ____ of the partnership, named as the **Contractor** in the attached Section 00500 Agreement, that _____ _____ who signed Section 00500 Agreement on behalf of the **Contractor**, was then _____ of that corporation ___ or partnership ___; that I know the undersigned's signature, and the signature is genuine; and that Section 00500 Agreement was duly signed, sealed and attested for and on behalf of that corporation ___ partnership ___ by authority of its governing body ___ or partners ___

_____

Signed by the Secretary or Other Authorized Officer of the Corporation Date
or By General Partner or Managing Partner or Authorized Partner Certifying

_____

Name of the Corporation or True Name of the Partnership

Federal Identification (I.D.) No. or Social Security No. _____

Telephone No. _____

(Corporate Seal)

VERIFICATION
(by **Contractor**)

STATE OF _____)
)
COUNTY OF _____)

Before me, a Notary Public duly commissioned, qualified and acting, personally appeared (enter name of person who signed Section 00500 Agreement on behalf of the Bidder), _____ to me well known, who being by me first duly sworn upon oath, says that he/she is the Attorney-In-Fact for (enter the **Contractor's** name) _____ _____ and that he/she has been authorized by (enter name of individual, partnership name, or that governing body of the Bidder named in the attached corporate resolution) _____ to execute Section 00500 Agreement on behalf of the named **Contractor** in favor of the STATE OF MICHIGAN.

Subscribed and sworn before me this _____ day of _____, A.D., 20_____.

_____

Notary Public, State of _____

My Commission Expires: _____

RESOLUTION OF CORPORATE AUTHORITY

(If **Contractor** is a Corporation)

I, _____, Corporate Officer of _____, a _____
(Print or type) Corporation (the "Company") (Indicate State)

DO HEREBY CERTIFY that the following is a true and correct excerpt from the minutes of the meeting of the Board of Directors, wherein a quorum was present, duly called and held on _____ and that the same is now in full force and effect:

"RESOLVED, that the Chairman, the President, each Vice President, the Treasurer, and the Secretary and each of them, hereby is authorized to execute and deliver, in the name and on behalf of the Company and under its corporate seal or otherwise, any agreement or other instrument or document in connection with any matter or transaction that shall have been duly approved; the execution and delivery of any agreement, document, or other instrument, or document in connection with any matter or transaction that shall have been duly approved; the execution and delivery of any agreement, document, or other instrument by any of such officers to be conclusive evidence of such approval."

I FURTHER CERTIFY that _____ is Chairman of the Board, _____ is President, _____ is Treasurer, and _____ is Secretary.

I FURTHER CERTIFY that any of the officers of the Company named in this Resolution of Corporate Authority are authorized to execute or guarantee and commit the Company to the conditions, obligations, stipulations and undertakings contained in the Contract Documents for Agency No. _____, Index No. _____, File No. _____ Work _____, _____ and that all necessary corporate approvals have been obtained in relationship thereto.

IN WITNESS THEREOF, I have set my hand this _____ day of _____, 20___.

CORPORATE SEAL

_____
Corporate Officer's Signature

_____
Title

Federal Identification (I.D.) No. or Social Security No. _____

Telephone No. _____

CERTIFICATE OF PARTNERSHIP AUTHORITY

(If **Contractor** is a Partnership)

I, _____, General Partner in _____, a _____
(Print or Type) Partnership (the "Partnership") (Indicate State)

DO HEREBY CERTIFY that I am a General Partner in the Partnership formulated pursuant to a Partnership Agreement dated _____, 20___, and that the following is a true and correct excerpt from the minutes of the meeting of the General Partnership held on _____ and that the same is now in full force and effect:

"That each General Partner is authorized to execute and deliver, in the name and on behalf of the Partnership, any agreement or other instrument or document in connection with any matter or transaction that shall have been duly approved; the execution and delivery of any agreement, document, or other instrument, or document in connection with any matter or transaction that shall have been duly approved; the execution and delivery of any agreement, document, or other instrument by a General Partner to be conclusive evidence of such approval."

I FURTHER CERTIFY that any of the aforementioned General Partners of the Partnership are authorized to execute or guarantee and commit the assets of the Partnership to the conditions, obligations, stipulations and undertakings contained in the Contract Documents for Agency No. _____, Index No. _____, File No. _____ Work _____, _____ and that all necessary partnership approvals have been obtained in relationship thereto.

IN WITNESS THEREOF, I have set my hand this _____ day of _____, 20___.

_____
General Partner's Signature

_____
Title

Federal Identification (I.D.) No. or Social Security No. _____

Telephone No. _____

END OF SECTION 00500

SECTION 00610 PERFORMANCE BOND

AGENCY No. 071 INDEX No. 44103 FILE No. 071/111193.CAK SURETY COMPANY REFERENCE No. _____

KNOW ALL PERSONS BY THESE PRESENTS: That "the **Contractor**," _____, a corporation ___, individual ___, partnership ___, joint venture ___ of the State of _____, qualified to do business in the State of Michigan, as Principal, and "the Surety," _____, of the State of _____, as surety, are hereby held and firmly bound unto the State of Michigan, "the **Owner**," as Obligee, in the amount of _____ Dollars ($_____), for the payment of which the **Contractor** and Surety hereby bind themselves, their respective heirs, successors, legal representatives and assigns, jointly and severally, firmly by these presents in compliance with 1963 PA 213, as amended, MCL 129.201 et seq.

WHEREAS, the **Contractor** has entered into "the Contract" with the **Owner** for _____ _____, "the Work," covered by the Contract Documents, which are incorporated into this Performance Bond by this reference;

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS THAT, if the **Contractor** faithfully performs and fulfills all the undertakings, covenants, terms, conditions, warranties, indemnifications and agreements of the Contract Documents within the Contract Time (including any authorized changes, with or without notice to the Surety) and during the Correction Period, and if the **Contractor** also performs and fulfills all the undertakings, covenants, terms, conditions, warranties, indemnifications and agreements of any and all duly authorized modifications of the Contract Documents, then THIS OBLIGATION SHALL BE NULL AND VOID, OTHERWISE TO REMAIN IN FULL FORCE AND EFFECT.

A. No change in Contract Price or Contract Time, "or equal" or substitution or modification of the Contract Documents (including addition, deletion or other revision) shall release the Surety of its obligations under this Section 00610 Performance Bond. The Surety hereby expressly waives notice of any such change in Contract Price or Contract Time, "or equal" or substitution or modification of the Contract Documents (including addition, deletion or other revision).

B. This Section 00610 Performance Bond shall be solely for the protection of the **Owner** and its successors, legal representatives or assigns. The prevailing party in a suit on this Bond is entitled to recover as part of that party's judgment reasonable attorneys' fees.

C. It is the intention of the **Contractor** and Surety that they shall be bound by all terms and conditions of the Contract Documents (including, but not limited to Article 14 of Section 00700 General Conditions and this Section 00610 Performance Bond). However, this Section 00610 Performance Bond is executed pursuant to 1963 PA 213, as amended, MCL 129.201 et seq., and if any provision(s) of this Section 00610 Performance Bond is/are illegal, invalid or unenforceable, all other provisions of this Section 00610 Performance Bond shall nevertheless remain in full force and effect, and the **Owner** shall be protected to the full extent provided by 1963 PA 213, as amended, MCL 129.201 et seq.

IMPORTANT: The Surety shall be authorized to do business in the State of Michigan by the Department of Consumer and Industry Services – Insurance Bureau, shall be listed on the current U.S. Department of the Treasury Circular 570, and, unless otherwise authorized by the **Owner** in writing, shall have at least an A– Best's rating and a Class VII or better financial size category per current A. M. Best Company ratings.

Name, Address and Telephone of the Surety:

Address and Telephone of Agent, who is either a resident of, or whose principal office is maintained in, the State of Michigan

Signed and sealed this _____ day of _____, 20_____.

THE **CONTRACTOR**: (Print Full Name and Sign) By: _____

WITNESS _____ Name & Title: _____

Telephone No. _____

THE SURETY: (Print Full Name and Sign) Agent: _____

WITNESS _____ Attorney-in-Fact: _____

Telephone No. _____

END OF SECTION 00610

SECTION 00620 PAYMENT BOND

AGENCY No. 071 INDEX No. 44103 FILE No. 071/111193.CAK SURETY COMPANY REFERENCE No._____

KNOW ALL PERSONS BY THESE PRESENTS: That "the **Contractor**," _____, a corporation ___, individual ___, partnership ___, joint venture ___ of the State of _____, qualified to do business in the State of Michigan, as Principal, and "the Surety," _____, of the State of _____, as surety, are hereby held and firmly bound unto the State of Michigan, "the **Owner**," as Obligee, in the amount of _____ Dollars ($_____), for the payment of which the **Contractor** and Surety hereby bind themselves, their respective heirs, successors, legal representatives and assigns, jointly and severally, firmly by these presents in compliance with 1963 PA 213, as amended, MCL 129.201 et seq.

WHEREAS, the **Contractor** has entered into "the Contract" with the **Owner** for _____ _____, "the Work," covered by the Contract Documents, which are incorporated into this Payment Bond by this reference;

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS THAT, if the **Contractor** promptly pays all claimants supplying labor or materials to the **Contractor** or to the **Contractor's** Subcontractors in the prosecution of the Work, then THIS OBLIGATION SHALL BE NULL AND VOID, OTHERWISE TO REMAIN IN FULL FORCE AND EFFECT.

A. All rights and remedies on this Section 00620 Payment Bond shall be solely for the protection of all claimants supplying labor and materials to the **Contractor** or the **Contractor's** Subcontractors in the prosecution of the Work, and shall be determined in accordance with Michigan Law.

B. No change in Contract Price or Contract Time, "or equal" or substitution or modification of the Contract Documents (including addition, deletion or other revision) shall release the Surety of its obligations under this Section 00620 Payment Bond. The Surety hereby expressly waives notice of any such change in Contract Price or Contract Time, "or equal" or substitution or modification of the Contract Documents (including addition, deletion or other revision).

C. It is the intention of the **Contractor** and Surety that they shall be bound by all terms and conditions of the Contract Documents (including, but not limited to this Section 00620 Payment Bond). However, this Section 00620 Payment Bond is executed pursuant to 1963 PA 213, as amended, MCL 129.201 et seq., and if any provision(s) of this Section 00620 Payment Bond is/are illegal, invalid or unenforceable, all other provisions of this Section 00620 Payment Bond shall nevertheless remain in full force and effect, and the **Owner** shall be protected to the full extent provided by 1963 PA 213, as amended, MCL 129.201 et seq.

IMPORTANT: The Surety shall be authorized to do business in the State of Michigan by the Department of Consumer and Industry Services – Insurance Bureau, shall be listed on the current U.S. Department of the Treasury Circular 570, and, unless otherwise authorized by the **Owner** in writing, shall have at least an A– Best's rating and a Class VII or better financial size category per current A. M. Best Company ratings.

Name, Address and Telephone of the Surety:

Address and Telephone of Agent, who is either a resident of, or whose principal office is maintained in, the State of Michigan

Signed and sealed this _____ day of _____, 20_____.

THE **CONTRACTOR**: (Print Full Name and Sign) By: _____

WITNESS _____ Name & Title: _____

Telephone No. _____

THE SURETY: (Print Full Name and Sign) Agent: _____

WITNESS _____ Attorney-in-Fact: _____

Telephone No. _____

END OF SECTION 00620

SECTION 00700 GENERAL CONDITIONS

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STATE OF MICHIGAN MODEL

Developed from FORMSPEC™ Michigan Model

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ARTICLE 1 INTERPRETATIONS

1.1 Section 00020 Glossary:

1.1.1. Section 00020 Glossary assigns specific intent and meanings to capitalized terms and to other defined terms used in this Section 00700 General Conditions, Section 00500 Agreement, Section 00520 Attachment A to the Agreement, Section 00610 Performance Bond, Section 00620 Payment Bond and Section 00800 Supplementary Conditions.

1.1.2. Section 00020 Glossary also provides specific rules for construing any reference to any Article or paragraph that is made in this Section 00700 General Conditions.

1.2 Intent of the Contract Documents:

1.2.1. The intent of the Contract Documents is to describe the *entire* Work, including its various parts, to the extent necessary for the **Contractor** to discharge its obligation to execute and complete the Work in accordance with the Contract Documents. The Contract Documents are complementary; what is required by one shall be as binding as if required by all Contract Documents.

1.2.2. The *entire* Work required by the Contract Documents includes Work, which is reasonably inferable from the Contract Documents or from prevailing custom and trade usage. The **Contractor** shall provide any Work reasonably inferable to the extent such Work is required to properly complete the installation of other Work expressly shown or specified in the Contract Documents. If the **Contractor** disagrees that Work that is not expressly shown or detailed in the Contract Documents is Work reasonably inferable, the **Contractor** shall proceed in accordance with the provisions of paragraph 10.1.3.

1.2.3. The breakdown of the Work by Divisions and Sections, or the identification of any Drawing, shall not delineate or be construed to delineate Work to be performed by any trade. The breakdown shall not control the manner in which the Work may be divided by the **Contractor** among Subcontractors and Suppliers.

*1.2.4. Reference to the State Construction Code Act of 1972, 1972 PA 230, as amended, MCL 125.1501 et seq., or to standard specifications, manuals or codes of any technical society, organization or association, whether specifically or by implication, means the issue in effect on the date of Bid opening, unless otherwise expressly stated. Work indicated in or required by the Contract Documents that is above standards set in the State Construction Code shall be provided to the higher standard.

1.2.5. The provisions of the Contract Documents shall govern over any standard specification, manual or code of any technical society, organization or association. Unless otherwise provided in the Contract Documents, words with an accepted technical or trade meaning used to describe any Work shall be interpreted in accordance with that meaning.

1.2.6. If any Work indicated in, or required by, the Contract Documents is above the standards set by any Law applicable to the Work and the Project, the higher standard shall govern.

1.2.7. The terms "the Contract Documents," "as specified in the Contract Documents," "in accordance with the Contract Documents" or such other similar terms shall be construed as including all valid Change Orders and Change Authorizations.

1.2.8. "Execution of the Work" and "shall provide" includes the furnishing and/or performance of the Work. "*Work*" as in "Unit Price Work," or "any Work" or "acceptable Work," etc. refers to a specific part(s) of the Work.

1.2.9. Subject to the **Contractor's** continuing responsibilities for the acts of Subcontractors and Suppliers, whenever in the Contract Documents the term "the **Contractor**" is used concerning any action, obligation, cost or event, it shall cover, even if not expressly stated, actions or obligations or costs of, or events involving, any Subcontractor, Supplier or anyone for whom any of them may be liable, unless the context requires otherwise.

1.2.10. Use of the terms "as ordered," "as directed," "as required," "as allowed," "as approved" or similar terms, or the adjectives "reasonable," "suitable," "acceptable," "proper" or "satisfactory" or similar adjectives, to describe a requirement, direction, review or judgment of the **Professional** or **Owner** as to the Work will be solely to evaluate the Work for compliance with the Contract Documents. No use of any such term or adjective, or provision of any standard specification, manual or code (whether expressly incorporated by reference in the Contract Documents or not), or Suppliers' instructions, shall be effective to (a) change the duties and responsibilities of the **Owner** or **Professional** from those assigned in the Contract Documents, (b) assign to the **Owner** or **Professional** any duty or authority to supervise or direct the furnishing or performance of the Work or assume responsibility contrary to the provisions of the Contract Documents.

1.2.11. A provision stating "the **Contractor** shall bear its proportionate share of the Delay and costs" shall be construed as entitling the **Owner** to an appropriate decrease in Contract Price and Contract Time for all the **Owner's** direct, indirect and consequential costs and damages that are attributable to the **Contractor**.

1.2.12. Contract Time computations shall be made in Calendar Days. If the Progress Schedule is in the form of a Critical Path Method schedule, Total Float and Contract Float values stated in Business Days shall be converted to Calendar Days when used for the purpose of calculating changes in Contract Time.

1.2.13. Any computation of a Contract Time which adds Calendar Days to a date shall include both the first and last Day. Any computation of a notice period shall exclude the first Day and include the last Day. In any case, if the computed Day falls on a non-Business Day, it shall be omitted from the computation.

1.2.14. In the Contract Documents, the terms "substantially completed" and "substantially complete" have in context the same meaning as Substantial Completion.

1.3 Priority of the Contract Documents:

1.3.1. Whenever an issue of priority involves two Sections within the Contract Documents, the following will apply: Unless the **Owner** and **Contractor** mutually agree otherwise, a Section of the Contract Documents will *supersede* another *conflicting* Section, if the *superseding* Section is listed in paragraph 2.2 of Section 00500 Agreement ahead of the *conflicting* Section.

1.3.2. Whenever an issue of priority involves Work called for in the technical Specifications or Drawings – figured dimensions shall govern scaled dimensions, detail Drawings shall govern general Drawings and Drawings shall govern Submittals. Whenever specifications, dimensions, notes, schedules or details conflict (whether within the Specifications or Drawings, or between the Specifications and Drawings, or between Change Order Drawings and the Drawings), the **Contractor** shall be required to provide the higher performance requirement only to the extent such outcome results in Work reasonably inferable.

1.4 Interpretation of Indemnification Provisions:

1.4.1. Paragraphs 1.4.2 and 1.4.3 will be as effective as if repeated in paragraphs 4.5.2, 4.6.1, 4.9.1, 10.4.4, 13.3.1 and in any other paragraph requiring the **Contractor** to defend, indemnify and hold harmless the **Owner** and **Professional**.

1.4.2. Any indemnification provision requiring the **Contractor** to defend, indemnify and hold harmless the **Owner** and **Professional** against all claims, or covering liability of the **Owner** or **Professional**, shall include claims caused in part by the negligence or other liability-creating conduct or omission of the **Contractor**.

1.4.3. The terms "against all claims" in any such obligation shall be construed as covering all claims, of whatever type and nature, and all judgments, costs, losses and damages, whether direct, indirect or consequential (including, but not limited to, charges of architects, engineers, attorneys and others and all court, hearing and any other dispute resolution costs).

1.5 Additional Interpretations:

1.5.1. The term "the **Professional**" shall be construed as covering, even if not expressly stated, the **Professional's** consultants, agents and employees. This interpretation shall not be construed as relieving the **Professional** of its sole responsibility for the performance of the **Professional's** obligations and responsibilities, whether performed by the **Professional** directly or through any consultant, agent, or employee.

1.5.2. The expression "any act or omission within the control of" shall include, but is not limited to, the fault or negligence of the party involved and any other act, cause and event for which that party is responsible. The expression "any cause beyond the control of" shall include any act or omission not within the reasonable control of the party involved and any other act, cause and event for which that party is not responsible.

1.5.3. Whenever in the Contract Documents, the term "first tier" is used concerning a Subcontractor or Supplier, it means a Subcontractor or Supplier having a direct Subagreement with the **Contractor**. Relatedly, the term "lower tier" refers to a Subcontractor or Supplier having a direct Subagreement with another Subcontractor.

1.5.4. The expression "materials and/or equipment" shall not be construed to equate materials with equipment, but rather shall be interpreted as a general reference to materials or equipment,

whichever actually applies. The term "stored materials" shall include materials and equipment. Where a differentiation between materials or equipment is necessary, such as for payments for approved equipment Shop Drawings, use of the term "equipment" shall exclude materials. In any such case, examples of equipment shall be conveying equipment, tanks, pumps, vessels, fans, boilers, air handling units, heat exchangers, compressors, incineration equipment, motor control centers, switchgears, transformers, control panels and so forth; and such components as pipe fittings and specialties, valves, ductwork, plumbing fixtures, cable tray, conduit and cable, electrical fixtures, panel boards and so forth shall be materials and not equipment.

1.5.5. The term "registered mail" includes registered U.S. mail and certified U.S. mail with return receipt requested. The term "hand delivered" includes delivery by private carriers.

1.5.6. The term "self-performed Work" means Work performed by the **Contractor**, as opposed to Work performed by a Subcontractor, which is referred to as "Subcontractor Work."

1.5.7. An "early completion" Progress Schedule is a **Contractor**-prepared Revision Progress Schedule Submittal that anticipates completion of the entire Work, or of any portion of the Work having a separate, specified Contract Time, ahead of the correspondingly specified Contract Time.

1.6 Ownership and Use of the Contract Documents:

1.6.1. Neither the **Contractor** nor any Subcontractor or Supplier shall have or acquire title to or ownership rights in any of the Drawings, Specifications or documents identified in Section 00210 Information for Bidders, and they shall not reuse any of them on extensions of the Project or any other project without prior written consent of the **Owner** and **Professional**.

1.6.2. The **Contractor**, Subcontractors and Suppliers are granted a limited license to use and reproduce parts of the Contract Documents and those documents identified in Section 00210 Information for Bidders as appropriate for their use in the furnishing and performance of their Work. All copies of the Drawings and Project Manual and other documents made under this license shall retain all copyright and trademark notices, if any.

1.7 Copies of the Contract Documents:

1.7.1. The **Owner** will furnish, at no cost to the **Contractor**, ten (10) copies of the Drawings and Project Manual. Additional copies will be furnished, upon request, at the cost of reproduction.

ARTICLE 2 THE OWNER – GENERAL PROVISIONS

2.1 Availability of Lands, Areas, Properties and Facilities:

2.1.1. The Contract Documents indicate the lands, areas, properties and facilities upon which the Work is to be performed and those rights-of-way and easements for access to the site furnished by the **Owner**. Easements for permanent structures or for permanent changes in any existing lands, areas, properties and facilities will be obtained by the **Owner**, unless otherwise expressly stated elsewhere in the Contract Documents.

2.1.2. The **Contractor** shall obtain, at no increase in Contract Price or Contract Time, any other lands, areas, properties, facilities, rights-of-way and easements the **Contractor** requires for temporary facilities, storage, disposal of spoil or waste material or any other such purpose. If public property, the **Contractor** shall obtain all required permits from the federal agency, State agency, Political Subdivision or Public Utility with jurisdiction. If private property, the **Contractor** shall obtain prior permission by written agreement. The **Contractor** shall submit copies of the permits and written agreements to the **Owner**.

2.2 Reference Points; Base Lines and Benchmarks:

2.2.1. The **Owner** will provide engineering surveys to establish reference points for construction that the **Professional** considers necessary for the **Contractor** to proceed with the Work. The **Contractor** shall be responsible for surveying and laying out the Work from those reference points. The **Contractor** shall be responsible for protecting and preserving those reference points as well as any base lines and benchmarks provided for the Work.

2.2.2. The **Contractor** shall make no changes on any reference points, base lines and benchmarks without the **Professional's** prior written approval. The **Contractor** shall report to the **Professional** whenever any reference point, base line or benchmark is lost, destroyed or requires relocation. The **Contractor** shall replace and relocate any lost or destroyed reference points accurately, with professionally, licensed personnel, if so directed by the **Professional**.

2.2.3. The **Contractor** shall bear its proportionate share of the Delay and costs resulting from any loss, destruction, replacement and/or relocation of reference points, base lines and/or benchmarks, to the extent any such loss, destruction, replacement and/or relocation results in whole or in part from any act or omission within the control of the **Contractor**.

2.3 Stop Work Order:

2.3.1. The **Owner** may order the **Contractor** in writing to stop the Work, in the whole or in part, in the event any of these situations occur: (a) any Work is Defective, (b) any Work, when completed, will not conform to the Contract Documents, (c) any materials or equipment are unsuitable, or (d) any workers are insufficiently skilled. The **Contractor** shall bear its proportionate share of the Delay and costs resulting from any such stop Work order, unless the **Contractor** is/was not at fault.

2.3.2. If the **Contractor** is/was not at fault, the **Owner** will amend the Contract Documents to provide for any adjustments in Contract Price and/or Contract Time made necessary by any resulting Delay which is unreasonable under the circumstances. This authority to stop the Work or any Work shall not create or impose any duty or responsibility on the **Owner** to exercise such authority for the benefit of the **Contractor** or of any Subcontractor, Supplier, surety to any of them or any other third party.

2.4 Limitations on the Owner's Responsibilities:

2.4.1. The **Owner** is not responsible for the **Contractor's** Means and Methods, safety precautions and programs related to

safety, or the **Contractor's** failure to execute the Work in accordance with the Contract Documents. Nor is the **Owner** responsible for any act or omission of the **Contractor** or of any Subcontractor, any Supplier or anyone for whose acts the **Contractor** or any Subcontractor or Supplier may be liable.

2.4.2. The **Owner** is not responsible for verifying whether the **Contractor's** Progress Schedule Submittals, any certificates and/or policies of insurance or any technical Submittals are in accordance with the Contract Documents, or for verifying their accuracy or completeness in any way.

2.4.3. Neither the **Owner's** authority to review any of those Submittals, nor the **Owner's** decision to raise or not raise any objections about any such Submittals, shall create or impose any duty or responsibility on the **Owner** to exercise any such authority or decision for the benefit of the **Contractor**, any Subcontractor or Supplier, any surety to any of them or any other third party.

2.5 Additional General Provisions:

2.5.1. Written communications from the **Owner** to the **Contractor** will generally be issued through the **Professional**. If there is need to issue communications directly, a copy will be sent concurrently to the **Professional**. Written communications from the **Contractor** to the **Owner** may be issued directly to the **Owner** or through the **Professional**, if such is more appropriate. Any such communication shall attach two (2) copies for the other party.

2.5.2. The **Facilities and Business Services Administration** Representative shall be the representative for the **Owner.** The **Facilities and Business Services Administration** Representative may be represented on-site by a Field Represenative(s). Neither the **Facilities and Business Services Administration** Representative nor the Field Representative shall have authority to interpret the requirements of the Contract Documents. Unless delegated by specific written notice from the **Owner**, the Field Representative does not have any authority to order any changes in the Work or authorize any adjustments in Contract Price or Contract Time.

2.6 Partnering Charter:

2.6.1. If the Contract Documents indicate the **Owner's** intent to implement a bilateral partnering charter, unless the **Contractor** declines in writing, the **Contractor** shall cooperate with the **Owner** in implementing such a partnering charter for the Contract. Unless the possibility is expressly allowed for in the Contract Documents, no provision, requirement or other aspect of the Contract Documents shall be open for change, revision or modification in any such partnering charter.

ARTICLE 3 THE PROFESSIONAL – GENERAL PROVISIONS

3.1 Owner's Representative:

3.1.1. The **Professional** shall be the **Owner's** representative during the Contract Time period. The **Professional's** duties, responsibilities and limits of authority set forth in the Contract Documents shall not be changed without the prior written consent of both the **Owner** and **Professional.**

3.1.2. The **Professional** will make On-Site Inspections at intervals appropriate to the stages of the Work to observe the quality and quantity of progress and completed Work; to determine actual quantities of Unit Price Work completed by the **Contractor** and to determine whether the Work is being executed so that the Work, when completed, will be in accordance with the Contract Documents. Based on the On-site Inspections, the **Professional** will endeavor to guard the **Owner** from Defective Work and to keep the **Owner** informed of the progress of the Work.

3.1.3. If the **Professional** assigns Resident Project Representatives, their duties, responsibilities and limits of authority will be given in the Contract Documents or at the pre-construction conference. Unless delegated by specific written notice from the **Owner**, the Resident Project Representative does not have any authority to order any changes in the Work or authorize any adjustments in Contract Price or Contract Time.

3.1.4. The **Professional** will have authority to disapprove or reject Work that the **Professional** believes to be Defective, and to require inspection or testing of any Work, whether or not such Work is fabricated, installed or completed. The **Contractor** shall take prompt corrective action upon receiving any Defective Work notice from the **Professional**.

3.1.5. On-Site Inspections by the **Professional** and/or Resident Project Representatives shall not create or impose any duty on the **Professional** or Resident Project Representatives to make the On-Site Inspections for the benefit of the **Contractor** or any other third party. On-Site Inspections will not relieve the **Contractor** from its obligation to provide the Work in accordance with the Contract Documents or represent acceptance of Defective Work.

3.1.6. Inspections by the Field Representative(s) shall not create or impose any duty on such Field Representative to make the observations for the benefit of the **Contractor** or any other third party. Any such inspection will not relieve the **Contractor** from its obligation to provide the Work in accordance with the Contract Documents or represent acceptance of Defective Work.

3.2 Clarifications and Interpretations:

3.2.1. The **Professional** will issue with reasonable promptness written clarifications or interpretations as the **Professional** may determine necessary or in response to a **Contractor** written request for interpretation. If the **Contractor** believes that a written clarification or interpretation issued by the **Professional** justifies an adjustment in Contract Price or Contract Time, the **Contractor** shall promptly notify the **Professional** in writing before proceeding with the Work Involved.

3.2.2. In any such case, if the **Contractor** is properly authorized in writing to proceed with the Work Involved before full agreement is reached on the extent of any such adjustments (if any are determined to be due at all), the **Contractor** shall furnish to the **Professional**, upon request from the **Professional**, those actual cost Records specified in paragraphs 11.4 and 11.5.

3.3 Minor Variations and No-Cost Changes; Minor Delays:

3.3.1. The **Professional** may authorize minor variations in the Work, order no-cost changes consistent with the Contract

Documents or cause minor Delay if, in the **Professional's** judgment, such variation, no-cost change or Delay does not justify any adjustment in Contract Price or Contract Time. Minor variations will be ordered in writing; no-cost changes will be authorized by Change Authorization. If the **Contractor** believes any minor variation or no-cost change justifies an increase in Contract Price or Contract Time, the **Contractor** shall promptly notify the **Professional** in writing before proceeding with the Work Involved and follow the procedures in paragraph 3.2. Notice requirements for minor Delays are provided in paragraph 8.7.4.

3.4 Determinations by the Professional:

3.4.1. The **Professional** will be the interpreter of the requirements of the Contract Documents and, in such capacity, will render determinations on the acceptability of the Work. Notices, proposals, claims or other matters relating to the acceptability of the Work, the interpretation of the requirements of the Contract Documents or any adjustment in Contract Price or Contract Time shall be referred to the **Professional** in writing requesting a formal, written determination, which the **Professional** will render within a reasonable time. If the **Contractor** disagrees with any such **Professional** determination, the **Contractor** may deliver notice of a claim and a claim submittal within thirty (30) Calendar Days in accordance with the procedures and within the deadlines set forth in Article 15 Disputes.

3.4.2. The rendering of any interpretation or of any determination on any notice, proposal, claim or other matter relating to the acceptability of the Work or to any adjustment in Contract Price or Contract Time will be a prerequisite to the exercise by the **Contractor** of any rights or remedies the **Contractor** may otherwise have under the Contract Documents or by Law concerning any such issue.

3.5 Limitations on the Professional's Responsibilities:

3.5.1. The **Professional's** authority to act under this Article 3 or elsewhere in the Contract Documents, or any decision made by the **Professional** in good faith to exercise or not to exercise such authority, shall not give rise to any duty or responsibility of the **Professional** to the **Contractor**, to any Subcontractor or any Supplier, to any surety or to any third party.

3.5.2. The **Professional** is not responsible for the **Contractor's** Means and Methods, safety precautions and programs related to safety, or for the **Contractor's** failure to execute the Work in accordance with the Contract Documents. Furthermore, the **Professional** is not responsible for any act or omission of the **Contractor** or of any Subcontractor, Supplier or anyone for whose acts the **Contractor** or any Subcontractor or Supplier may be liable.

ARTICLE 4 CONTROL OF WORK – GENERAL PROVISIONS

4.1 Review of the Contract Documents:

4.1.1. Before undertaking each part of the Work, the **Contractor** shall study and compare the Contract Documents with each other and against manufacturers' recommendations for installation and handling. Before undertaking each part of the Work, the **Contractor** shall verify dimensions and take field measurements, and the **Contractor** shall coordinate the location, dimensions, access, fit, completeness, etc. of dependent Work. The **Contractor** shall promptly notify the **Professional** in writing of any conflict, error or omission in the Contract Documents and deviation from manufacturers' recommendations for installation and handling discovered.

4.1.2. The **Contractor** shall bear its proportionate share of the Delay and costs resulting from any Work undertaken before apprising the **Professional** and/or obtaining a written clarification or interpretation from the **Professional,** if the **Contractor** knows or has reason to know that any such Work (a) involves a conflict, error or omission, or (b) is subject to a specified Means and Method which is inappropriate, unworkable or unsafe, or (c) is subject to a specified method of installation, performance or test procedure and/or result which is contrary to the recommendations provided by or for the respective manufacturer.

4.2 Management, Supervision and Personnel:

4.2.1. The **Contractor** shall manage, supervise and direct the Work competently, applying the management, supervision, skills, expertise, scheduling, coordination and attention necessary to provide the Work in accordance with the Contract Documents, while insuring timely and unhindered access to the site. The **Contractor** shall be responsible for any Means and Methods, unless a specific Means and Method is indicated in or required by the Contract Documents. The **Contractor** shall verify that completed Work complies with the Contract Documents, all approved Submittals and all clarifications and interpretations.

4.2.2. The **Contractor** shall maintain a competent, full-time superintendent on the Work at all times during its progress. The superintendent shall be the **Contractor's** representative at the site and shall have authority to act on behalf of the **Contractor**. The Superintendent shall not be assigned or replaced without the **Owner's** consent. If the **Owner**, in the reasonable exercise of its discretion, objects to the superintendent, the **Contractor** shall use a replacement superintendent at no increase in Contract Price or Contract Time. All communications given to the superintendent shall be as binding as if given to the **Contractor**.

4.2.3. The **Contractor** shall provide competent, suitably qualified personnel to survey and lay out the Work. As part of this responsibility, the **Contractor** shall engage a registered land surveyor to accurately locate base lines and Project elevations. The **Contractor** shall be required to furnish certifications that lines and grades for all concrete slabs were checked before and after placing of concrete, and that final grades are as required by the Contract Documents.

4.2.4. The **Contractor** shall provide competent and suitably qualified trade foremen and craft workers to construct the Work, in all cases as required by the Contract Documents. At all times, the **Contractor** shall maintain good discipline and order at the site.

4.2.5. Whenever activities of the **Contractor** are carried out beyond the limits of the site or the indications of temporary fences or barricades, the **Contractor** shall schedule trenching, utility Work, site development, landscaping and all other activities in the way that will cause minimum disturbance to or interference with

adjoining property, service to the public or the normal operation of the **Owner** or others affected by such activities.

4.2.6. If a Means and Method is indicated in, or required by, the Contract Documents, a substitute Means and Method may be used by the **Contractor** only after obtaining the **Professional's** approval that it meets the applicable criteria in paragraph 5.2 without increasing Contract Price or Contract Time. If any such substitution causes earlier completion of the Work, the **Owner** and **Contractor** may negotiate an appropriate shortening in Contract Time, a level of liquidated damages appropriate to the shortened Contract Time, and a decrease in the Contract Price. If the **Owner** and **Contractor** are unable to agree on the extent of any such adjustments, the **Owner** may deliver a claim in accordance with the procedures and within the deadlines set forth in Article 15.

4.2.7. The **Contractor** shall post appropriate construction signs to advice the occupants and visitors of occupied facilities of the limits of construction work areas, hardhat areas, excavations, construction parking and staging areas, etc.

4.3 Materials and Equipment:

4.3.1. Unless otherwise specified in the Contract Documents, the **Contractor** shall furnish and be responsible for all materials, equipment, transportation, construction equipment, tools, supplies, fuel, utilities, water for flushing and testing, temporary facilities and all other facilities and incidentals necessary for the furnishing and performance, which includes, without limitation, the testing and completion of the Work.

4.3.2. All materials and equipment shall be of good quality, free of defect and new, unless otherwise allowed in the Contract Documents. For each material and equipment, the **Contractor** shall provide complete information on preventive maintenance, operating requirements, parts lists, ordering of parts and other applicable conditions. Materials and equipment shall be protected against any damage at all times so that they remain new.

4.3.3. If required for the **Professional's** acceptance of any materials or equipment, the **Contractor** shall furnish satisfactory evidence (which shall include test procedures and reports of required tests) as to the kind and quality of the materials and equipment. Materials and equipment shall be applied, installed, connected, erected, used, cleaned and conditioned following the manufacturer's and Suppliers' instructions, except as otherwise provided in the Contract Documents.

4.3.4. Paragraph 7.3, Section 00100 Instructions to Bidders, dealing with materials and equipment *listed* in Schedule 1.6 of Section 00440 Schedule of Materials and Equipment is made part of this Section 00700 General Conditions by this reference.

4.4 Concerning Control of Work:

4.4.1. The **Contractor** shall prosecute the Work in the way that will cause the least practicable interference with and avoid prolonged interruption of, or damage to, existing facilities. The **Contractor** shall obtain written approval from the **Owner** ten (10) Calendar Days before connecting to existing facilities or interrupting service. If the **Contractor's** Means and Methods require tapping into an existing system(s), the **Contractor** shall be responsible for the restoration of such system and of any extensions of such systems.

4.4.2. To the extent specified Work on an existing system may cause damage to, or imbalances in extensions of such systems, and restoration of the entirety of such systems is not designated in the Drawings and/or Specifications as required Work, the **Contractor** shall be responsible for seeking an appropriate clarification or interpretation from the **Professional** before proceeding with the Work Involved.

4.4.3. The **Contractor** shall perform Work and operate vehicles and construction equipment in a safe manner and without becoming a hazard to the public, while at the same time ensuring the least practicable interference with pedestrians and traffic. In addition, such operations shall be carried out without interfering with overhead utilities. When transporting materials or equipment, vehicles shall not be loaded beyond the capacity set by their manufacturers or applicable Laws. When crossing sidewalks, curbs or landscaped areas, the **Contractor** shall protect them from damage. Safe and adequate pedestrian and vehicular access shall be maintained to fire hydrants, commercial and industrial establishments, churches, schools, parking lots, hospitals, fire and police stations and like establishments.

4.4.4. The **Contractor** shall be responsible for performing the pumping, draining and controlling of surface water and groundwater in the way that will not endanger the Work or any adjacent facility or property, or interrupt, restrict or interfere with the use of any adjacent facility or property.

4.4.5. Paragraph 3.10, Section 00100 Instructions to Bidders, invoking the "Soil Erosion and Sedimentation Control," 1994 PA 451, Part 91, as amended, MCL 324.9101 et seq., is made part of Section 00700 General Conditions by this reference.

4.4.6. To the extent the **Contractor** knows, or has reason to know, the **Contractor** shall be responsible for performing the Work taking fully into account any dewatering, blasting, etc. operations from other work bearing a potential impact on the Work.

4.4.7. Any damaged Work corrected by the **Contractor** shall be corrected and made equal in all respects (quality, finish, appearance, function, etc.) to similar non-damaged Work otherwise required by the Contract Documents.

4.4.8. The **Contractor** shall verify that Work already *in-place* is in proper condition to receive *dependent* Work, and that dependent Work connecting to the *in-place* Work is properly coordinated. Whether or not expressly specified in the Contract Documents, the **Contractor** shall be responsible for all cutting, fitting, drilling, fixing-up and patching of concrete, masonry, gypsum board, piping and other materials that may be necessary to make *in-place* Work and *dependent* Work fit together properly.

4.4.9. The **Contractor** shall not obstruct access to municipal structures, hydrants, valves, manholes, fire alarms, etc., nor operate valves or otherwise interfere with the operation of any Public utilities without first securing the necessary approvals and permits. Except as may be otherwise provided in the technical Specifications, the **Owner** will charge the **Contractor** for all utilities used based on the charges the **Owner** actually incurs.

4.4.10. In the event of any unauthorized interruption of service to any operating facility, the **Contractor** shall take immediate action to restore that service as soon as practicable. The **Contractor** shall be directly responsible for the charges of any manufacturer's representative called to the site to repair or adjust any systems damaged by the **Contractor**.

4.4.11. Whenever the **Contractor** has caused an operating security system to go out of service, or left unsecured openings in existing facilities or security fences, the **Contractor** shall furnish a security guard acceptable to the **Owner** to maintain security of the facility outside of normal working hours. The **Contractor** will be held responsible for any losses on account of the **Contractor's** interruption of security systems or barriers at existing facilities.

4.4.12. The **Contractor** shall take steps, procedures or means as may be required to prevent dust nuisance resulting from the **Contractor's** operations. The dust control measures shall be maintained at all times to the satisfaction of the **Owner** and any Political Subdivision with jurisdiction.

4.4.13. The **Contractor** shall, before final inspection, mark in a permanent and readily identifiable manner, all reference points provided by the **Owner**.

4.5 Patent Fees and Royalties:

4.5.1. The **Contractor** shall be responsible for paying all royalties and license fees and assuming all costs resulting from the use in the furnishing and performance of the Work and/or the incorporation into the Work of any invention, design, process, product or device covered by patent rights or copyrights, whether specified in the Contract Documents or chosen by the **Contractor**. The **Contractor** shall sign suitable agreement(s) with the patentee or copyright owner and, if requested, provide copies to the **Owner.**

4.5.2. The **Contractor** shall defend, indemnify and hold harmless the **Owner** and **Professional** from and against all claims, as construed in paragraph 1.4, arising from any patent or copyright infringement by the Contractor including, but not limited to, patent or copyright infringements resulting from "or equal" substitution of any invention, design, process, product or device that is specified in the Contract Documents.

4.5.3. If the **Contractor** knows, or should know, that the specified invention, design, process, product or device infringes on a patent or copyright, the **Contractor's** obligation to defend, indemnify and hold harmless **Owner** and **Professional** from and against all claims arising from any patent or copyright infringement shall apply, unless the **Contractor** promptly furnishes that information to the **Professional** in writing.

4.6 Use of Premises:

4.6.1. The **Contractor** shall confine its operations (including, but not limited to construction equipment and laydown and storage) to the site and lands, areas, properties, facilities, rights-of-way and easements ("the premises") identified and permitted by the Contract Documents, and shall not unreasonably encumber the premises. The **Contractor** shall be responsible for any damage to the premises (including, but not limited to, damage to any real and personal property) and for any damage to any adjacent lands, areas, properties, facilities, rights-of-way and easements (including, but not limited to, damage to any real and personal property) resulting from the **Contractor's** operations. The **Contractor** shall defend, indemnify and hold harmless the **Owner** and **Professional** against all claims, as construed in paragraph 1.4, arising from any damage to such premises or adjacent lands, areas, properties, facilities, rights-of-way and easements (inclusive of real and personal property), including loss of use, to the extent resulting from the **Contractor's** operations.

4.6.2. The **Contractor** shall keep the premises free from accumulations of waste materials, rubbish and other debris, and shall not remove, injure, cut, alter or destroy trees, shrubs, plants or grass, unless otherwise provided elsewhere in the Contract Documents. At the completion of the Work, the **Contractor** shall remove all obstructions, waste and surplus materials, rubbish, debris, tools and construction equipment and shall leave the site clean and ready for occupancy by the **Owner**.

4.6.3. The **Contractor** shall restore to pre-existing conditions all walks, roadways, paved or landscaped areas and other real and personal property not designated for alteration by the Contract Documents. To the extent the **Contractor** refuses, fails or neglects to replace all such altered premises and/or restore to its pre-existing condition any walk, roadway, paved or landscaped area and other property not designated for alteration by the Contract Documents, the **Contractor** shall bear its proportionate share of the Delay and costs resulting from the **Contractor's** refusal, failure or neglect to do so.

4.6.4. The **Contractor** shall not load or permit any part of any structure to be loaded in any way that will endanger the structure. The **Contractor** shall not subject any part of the Work or adjacent property to stresses or pressures that will damage or endanger the Work or adjacent property, or both.

4.7 Record Documents:

4.7.1. The **Contractor** shall maintain at the site one copy of all Record Documents in good order and annotated in a neat and legible manner using a contrasting, reproducible color to show (a) all revisions made, (b) dimensions noted during the furnishing and performance of the Work, and (c) all deviations between the as-built installation and the Contract Documents, all approved Submittals and all clarifications and interpretations.

4.7.2. Record Documents, along with a properly annotated copy of all approved Submittals, shall be available to the **Professional** and **Owner** at all times during the progress of the Work. The finalized Record Documents and approved Submittals shall be required for processing final payment to the **Contractor.**

4.7.3. The **Contractor** shall maintain and make available to the **Owner** and **Professional** daily field reports recording the on-site labor force and equipment (**Contractor** and Subcontractors); materials/equipment received (at the site or at another location); visits by Suppliers; significant in-progress and completed trade Work within major areas; and other pertinent information.

4.7.4. Such daily field reports shall be furnished by the **Contractor** promptly to the **Professional** and **Owner** upon their request, and shall be accepted by the **Owner** for information only.

Neither the **Owner** nor **Professional's** review of any daily field report shall be construed as agreement with the information contained in any such daily field report.

4.8 Emergencies:

4.8.1. In Emergencies affecting the safety or protection of Persons, the Work or property at or adjacent to the site, the **Contractor**, without any special instruction or authorization from the **Professional** and/or the **Owner**, is obligated to act to prevent threatened damage, death, injury or loss.

4.8.2. The **Contractor** shall give the **Owner** prompt written notice of any changes in the Work resulting from the action taken. If the **Owner** concurs, the **Owner** will amend the Contract Documents to provide for those changes and, unless the Emergency results in whole or in part from any act or omission within the control of the **Contractor**, to provide for any corresponding adjustment in Contract Price and/or Contract Time.

4.9 Indemnification:

4.9.1. The **Contractor** shall defend, indemnify and hold harmless the **Owner** and **Professional** from and against all claims, as construed in paragraph 1.4, for bodily injury, sickness, disease or death, or injury to the destruction of property, including loss of use, arising out of, relating to, or being in any way connected with the Work, that are in any way (a) caused by any negligent act or omission of the **Contractor**, any Subcontractor or Supplier or anyone for whose acts any of them may be liable, or (b) related to the **Contractor's** failure to maintain the required insurance and coverages. As a point of emphasis, and as set forth in paragraph 1.4, such claims shall include, but are not limited to charges of architects, engineers, attorneys and others and all court, hearing and other dispute resolution costs.

4.9.2. As a point of emphasis, as set forth in paragraph 1.4, this indemnification obligation shall include claims caused in part by the negligence or other liability-creating conduct or omissions of the **Owner** (including State departments, agencies, boards, commissions, officers and employees) or **Professional**; however, the **Contractor** shall not be required to indemnify the **Owner** or **Professional** against liability for loss or damage resulting from the sole negligence of the **Owner** and/or **Professional**.

4.9.3. With respect to claims against the **Owner** or **Professional** by any employee of the **Contractor**, the indemnification obligation under this paragraph 4.9 shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the **Contractor**, any Subcontractor or Supplier under workers' compensation, disability benefit or other benefit acts.

ARTICLE 5 SUBCONTRACTORS AND SUPPLIERS

5.1 Employment of Subcontractors:

5.1.1. Upon due investigation, the **Owner** may revoke, because of subsequent violation of a material requirement of the Contract Documents, the **Owner's** consent to any Subcontractor previously given pursuant to the provisions of Article 8 of Section 00100 Instructions to Bidders and Section 00430 List of Subcontractors. Any such revocation of the **Owner's** consent shall not justify any increase in Contract Price or Contract Time.

5.1.2. After Contract Award, if the **Contractor** intends to add or substitute a Subcontractor for Work in a Division, Specification and/or trade for which Subcontractor nomination was required in Section 00430 List of Subcontractors, the **Contractor** shall nominate that Subcontractor for review by the **Owner** and/or **Professional**. The **Contractor** shall not award such Work to any Subcontractor to whom the **Owner** objects for good cause. No adjustment in Contract Price or Contract Time shall be allowed for any such newly-nominated Subcontractor.

5.1.3. Whenever the **Owner** objects, for its convenience, to any Subcontractor nominated, but not objected to, before Contract Award or to any Subcontractor nominated after Contract Award, the **Contractor** shall nominate a substitute Subcontractor or shall proceed to self-perform the Work involved, if the **Contractor** is so qualified. If any such **Owner** objection requires a Subcontractor substitution or the **Contractor** to self-perform the Work Involved, in either case at an increase of the **Contractor's** cost for the part of the Work Involved, the **Owner** will amend the Contract Documents to provide for a corresponding adjustment in Contract Price and/or Contract Time made necessary by the Subcontractor substitution or self-performance and by any resulting Delay which is not reasonably anticipatable under the circumstances and which is attributable to the **Owner** and/or **Professional.**

5.1.4. Failure of the **Owner** to object to any nominated Subcontractor shall not constitute a waiver of any right of the **Owner** or **Professional** to reject Defective Work; nor shall the authority given to the **Owner** under this paragraph create or impose any duty on the **Owner** or **Professional** to exercise such authority for the benefit of the **Contractor** or any other third party.

5.1.5. Installation of any self-performed or Subcontractor Work shall constitute acceptance by the **Contractor** of all previously placed dependent Work. Consistent with this responsibility, the **Contractor**, directly or through the **Contractor's** choice of Subcontractors, shall supply, install and/or cause items to be built into previously placed Work, shall verify dimensions of previously placed Work and shall notify the **Professional** of previously placed Work that is unsatisfactory for, or prevents satisfactory installation of, other dependent Work.

5.1.6. Work performed by any Subcontractor or Supplier shall be through an appropriate written Subagreement that (a) expressly binds the Subcontractor or Supplier to the requirements of the Contract Documents, (b) requires such Subcontractor or Supplier to assume toward the **Contractor** all the obligations that the **Contractor** assumes toward the **Owner** and **Professional**, and (c) contains the waiver of rights of subrogation provisions of Article 7 and the dispute resolution provisions of Article 15.

5.2 "Or Equal" and Substitute Materials and Equipment:

5.2.1. Materials or equipment described in the Contract Documents by using a brand name, make, manufacturer, supplier or specification shall be intended to denote the essential characteristics desired and establish a standard.

5.2.2. For materials and equipment which are actually *listed* in Schedule 1.6 of Section 00440 Schedule of Materials and

Equipment, no "or equal" or substitute material or equipment will be acceptable or permitted unless the **Contractor** complies with the terms and conditions of paragraphs 5.2.2.1 through 5.2.2.5.

5.2.2.1. Unless words are used in a technical Specification indicating that no "or equal" or substitution is permitted, a proposal for an "or equal" or substitution may be accepted by the **Professional** if, in the **Professional's** judgment, the proposal (a) meets the criteria set forth in paragraphs 5.2.2.2 through 5.2.2.5, (b) demonstrates a net positive deduction, i.e., the deductive value of the proposal exceeds all direct, indirect and consequential costs and damages attributable to the "or equal" or substitution, and (c) offers a Contract Price decrease of one hundred percent (100%) of the net deduction, or another percentage reflecting a sharing of the savings which is agreed between the **Owner** and **Contractor.**

5.2.2.2. The **Contractor's** written application for the "or equal" or substitute material or equipment shall provide sufficient information to allow the **Professional** to determine whether the material or equipment proposed (a) will equally perform the functions and achieve the results called for by the Contract Documents, (b) is at least of equal materials of construction, quality and necessary essential design features, (c) is suited to the same use as that named or specified, (d) conforms substantially to the desired detailed requirements, e.g., durability, strength, appearance, aesthetics (if aesthetics are significant), safety, useful life, reliability, economy of operation and ease of maintenance, (e) evidences a proven record of performance and the availability of responsive service, and (f) will not extend any Contract Times.

5.2.2.3. Each such application shall certify whether or not acceptance of the proposed "or equal" or substitute material or equipment will require a change in any of the Work or any of the Means and Methods indicated in or required by the Contract Documents, or in work performed by the **Owner** or others, and whether or not incorporation or use of the proposed material or equipment is subject to payment of any license fee or royalty. All variations of the proposed material or equipment from the material or equipment named or specified shall be identified (operation, materials or construction finish, thickness or gauge of material, dimensions, loads, tolerances, deleted and added features, etc.), and information regarding available maintenance, repair and replacement service shall be indicated.

5.2.2.4. The application shall contain an itemized estimate of all direct, indirect and consequential costs and damages that will result from evaluation and acceptance of the proposed "or equal" or substitute material and equipment, including but not limited to costs and delays of redesign, or claims of other contractors affected by the proposed item, and changes in operating, maintenance, repair, replacement or spare part costs. The **Professional** may require the **Contractor** to furnish a manufacturer's performance Bond, an analysis of the effects of the evaluation/acceptance of the "or equal" or substitution on the Progress Schedule, a list of locations of similar installations that have been in service for at least three (3) years before the date of the application, and any other relevant data.

5.2.2.5. The **Contractor** shall be responsible for verifying that "or equal" or substitute materials and equipment conform to the Contract Documents, and that all dimensions, arrangement, design and construction details and other features are suited to the specified purpose. If any "or equal" or substitute material or equipment differs materially from the material or equipment named or specified, and that difference was not expressly identified in the **Contractor's** application, or results in changes in the Work, the **Professional** has authority to require removal and replacement of that "or equal" or substitute material or equipment. The **Contractor** shall bear its proportionate share of the Delay and costs resulting from (a) any such removal and replacement of "or equal" or substitute materials or equipment, (b) making "or equal" or substitute materials or equipment conform to the requirements of the Contract Documents, and (c) any changes in the Work and/or in other work required to accommodate the "or equal" or substitute material or equipment, or both.

5.2.2.6. The **Contractor** shall reimburse the **Owner** for any costs incurred by the **Owner** in the evaluation of any "or equal" or substitution proposal. Such costs shall include, but are not limited to, related charges of the **Professional** made necessary by the evaluation and acceptance or rejection, as the case may be, of the proposed "or equal" or substitute material or equipment.

5.2.3. For materials and equipment *not listed* in Schedule 1.6 of Section 00440 Schedule of Materials and Equipment, no substitute material or equipment will be acceptable or permitted unless the **Contractor** meets with the requirements of paragraphs 5.2.2.1 through 5.2.2.5. Further, the reimbursement provisions of paragraph 5.2.2.6 shall apply equally to such substitutions.

5.2.4. Unless approved by the **Professional**, for materials and equipment *not listed* in Schedule 1.6 of Section 00440 Schedule of Materials and Equipment, no "or equal" material or equipment will be acceptable or permitted unless the **Contractor** complies with the requirements of paragraphs 5.2.2.2 – 5.2.2.5.

5.2.5. No "or equal" or substitute item shall be ordered, installed or utilized without the **Owner's** prior acceptance. The **Owner's** acceptance shall be evidenced by a signed Change Order or Change Authorization, or if so specifically designated by the **Professional**, by an approved Shop Drawing or sample.

5.3 The Contractor's Continuing Responsibilities:

5.3.1. The **Contractor** shall be fully responsible to the **Owner** and **Professional** for all acts and omissions of Subcontractors and Suppliers, at any tier, to the same extent as the **Contractor** is responsible for the **Contractor's** own acts and omissions. Nothing in the Contract Documents shall create any contractual relationship between the **Owner** or **Professional** and any Subcontractor or Supplier. No provision in Article 12 or in the other Contract Documents shall create or impose any express or implied duty or obligation on the **Owner** or **Professional** to any Subcontractor or Supplier or the **Contractor's** sureties to pay or to see to the payment of any monies owed to any of them.

ARTICLE 6 SUBMITTALS

6.1 Shop Drawing, Sample and Other Technical Submittals:

6.1.1. After complying with those requirements in paragraphs 6.1.2 through 6.1.5 and the technical Specifications, the **Contractor** shall submit to the **Professional** (a) a mylar or sepia together with blue line drawings and electronic file(s) of the drawing(s) compatable with the latest version of Autocad of all Shop Drawings required by the Contract Documents; (b) all required samples (whether color or otherwise); and (c) all other

technical Submittals (test results, test procedures, safety procedures, O&M manuals, etc.) that are required by the Contract Documents.

6.1.2. Submissions shall be delivered to the **Professional** with due diligence, as delineated in or required by the Progress Schedule, and shall allow reasonable times for the **Professional's** review and turnaround. Each Submittal shall be uniquely identified as the **Professional** and **Contractor** may agree.

6.1.3. Each Submittal shall bear a stamp or specific written indication certifying that the **Contractor** has satisfied the requirements of this Article and the technical Specifications and the **Contractor's** responsibilities for prior review of the submission. In addition, each sample shall have been checked and be accompanied by a certificate guaranteeing that the material sampled complies with the Contract Documents. Unless otherwise allowed by the **Professional**, Submittals without the **Contractor's** indication of approval will be returned without review.

6.1.4. Before each submission, the **Contractor** shall (a) determine and verify all field measurements, quantities, dimensions, instructions for installation and handling of equipment and systems, installation requirements (including location, dimensions, access, fit, completeness, etc.), materials, color, catalog numbers and other similar data as to correctness and completeness, and (b) have reviewed and coordinated that technical Submittal with other technical Submittals and the requirements of the Contract Documents. Technical Submittals of a Subcontractor or Supplier shall be coordinated with those of other Subcontractors or Suppliers (location, dimensions, fit, completeness, consistency, integration, etc.), and so represented in the **Contractor's** stamp or specific written approval before submission to the **Professional**.

6.1.5. With each submission, the **Contractor** shall give the **Professional** specific written notice of each variation from the requirements of the Contract Documents, and the **Contractor** shall cause a specific notation of each variation to be made on that Shop Drawing, sample or other technical Submittal.

6.1.6. Where a Shop Drawing, sample or other technical Submittal is required by the technical Specifications, any related Work performed by the **Contractor** before the **Professional's** approval of the pertinent technical Submittal will be at the sole expense and responsibility of the **Contractor**.

6.1.7. The **Professional** shall be entitled to rely upon the accuracy or completeness of any designs, calculations or certifications made by licensed or certified professionals attached to a specific technical Submittal, whether or not that stamp or written certification is required by the Contract Documents.

6.2 Review and Return of Technical Submittals:

6.2.1. The **Professional's** review of a technical Submittal will be to evaluate whether the items covered by the Submittal, after installation or incorporation into the Work, will conform to the information given in the Contract Documents and be compatible with the design of the completed Work as a functioning whole as indicated in the Contract Documents.

6.2.2. The review of Submittals by the **Professional** shall not be conducted for the purpose of determining the accuracy and completeness of such details as dimensions or quantities shown or indicated on the Submittals, or for substantiating instructions for installation or performance of equipment and systems developed by or for the **Contractor**, the correctness of which shall remain the sole responsibility of the **Contractor.** Further, any such **Professional's** review and approval will not extend to any Means and Methods (except where a specific Mean and Method is indicated in or required by the Contract Documents) or to safety precautions or programs related to safety.

6.2.3. Approval by the **Professional** of a separate item or partial Submittal shall not translate to approval of the assembly in which the item functions or to the approval of related Submittals not yet reviewed and approved by the **Professional**.

6.3 Progress Schedule Submittals:

6.3.1. After complying with the appropriate Progress Schedule requirements in the technical Specifications, the **Contractor** shall submit to the **Professional** four (4) copies of the Progress Schedule Submittal then due, which shall include an electronic computer disk with the **Contractor's** data files. Each Progress Schedule Submittal shall bear the **Contractor's** stamp or written indication of approval as representation to the **Owner** that the **Contractor** has determined or verified all data on that Progress Schedule, and that the **Contractor** and Subcontractors and Suppliers have reviewed and coordinated the sequences in that Progress Schedule with the requirements of the Work. Progress Schedule Submittals are not Contract Documents.

6.3.2. Progress Schedule Submittals are intended to show: (a) the priority and sequencing by which the **Contractor** intends to execute the Work (or Work remaining) to comply with the Contract Times, those sequences of Work indicated in or required by the Contract Documents and any other requirements of the Contract Documents; (b) how the **Contractor** anticipates foreseeable events, site conditions and all other general, local and prevailing conditions that may in any manner affect cost, progress, schedule, performance and furnishing of the Work; (c) how the Means and Methods chosen by the **Contractor** translate into Activities and sequencing; (d) the actual timing and sequencing of completed Work; and (e) if required by the Contract Documents, the allocation of the Contract Price to the Activities.

6.4 Review and Return of Progress Schedule Submittals:

6.4.1. The **Owner's** and **Professional's** review of Progress Schedule Revision 0 Submittals may result in comments relating to conformance with (a) the Contract Times, (b) those sequences of Work indicated in or required by the Contract Documents, and (c) any other Contract Document requirements that may have a significant bearing on the use of Revision 0 Progress Schedule Submittals to resolve issues affecting Contract Price and/or Contract Time. Progress Schedule review comments may also result in the selection of Targets and recording of Target Times.

6.4.2. The review of Progress Schedule Revision Submittals may, in addition to the types of comments outlined in paragraph 6.4.1, result in comments as to whether the **Contractor's** scheduling of Work remaining continues to conform with the Contract Times and those sequences of Work indicated in or

required by the Contract Documents. Progress Schedule Revision Submittal review comments may also respond to suggested **Contractor** schedule recovery plans, when and as appropriate, and to **Contractor** requests for extensions in Contract Time.

6.4.3. Progress Schedule reviews shall not impose on the **Owner** or **Professional** any responsibility for verifying whether Work is omitted; Activity durations are reasonable; the adequacy of the level of labor, materials and construction equipment; the reasonableness of the **Contractor's** chosen Means and Methods; or whether Work sequences and Activity timing are practicable. Even if any comments or objections are noted from the reviews of Progress Schedule Submittals, no such reviews or objections noted shall be effective or construed to create or impose on the **Owner** or **Professional** any responsibility for the timing, planning, scheduling or execution of the Work or for the correctness of any such Progress Schedule details. The correctness of the Progress Schedule shall remain the sole responsibility of the **Contractor**.

6.5 Additional Provisions Concerning Submittals:

6.5.1. Unless otherwise designated in a more specific technical Specification, a Submittal will be returned to the **Contractor** within fifteen (15) to twenty (20) Calendar Days, as designated by the **Professional** in writing. If a Submittal cannot be returned when it comes due, the **Professional** shall give appropriate notice to the **Contractor** of its return date. The **Contractor** shall revise and correct Submittals returned for revision and resubmittal, and resubmit them to the **Professional** directing specific attention in writing to revisions other than the corrections called for by the **Professional** on previous submissions of the same Submittals.

6.5.2. No review or approval of Submittals shall relieve the **Contractor** of responsibility for the following: (a) variation from the requirements of the Contract Documents, unless the **Contractor** has called attention to each variation, as provided in paragraph 6.1.5, and the **Professional** has given written approval of that variation by a specific notation within or attached to the returned Submittal, (b) compliance with the "or equal" and substitution requirements of paragraph 5.2, (c) errors or omissions in the Submittal, or (d) compliance with the requirements of this Article.

6.5.3. Unless the **Professional** determines that additional resubmissions are reasonable under the circumstances, all costs incurred by the **Owner** made necessary by the **Professional's** review of a Submittal after the first resubmission of that Submittal shall be reimbursed by the **Contractor** to the **Owner**.

6.5.4. All time consumed by the resubmissions and rereviews of a particular Submittal shall constitute time required to furnish that Submittal, or shall represent Delays not justifying any increase in Contract Time or Contract Price, or both.

ARTICLE 7 LEGAL REQUIREMENTS; INSURANCE

7.1 Laws; Permits (Which Include Approvals and Licenses):

7.1.1. The **Contractor** shall comply with, and shall require all Subcontractors and Suppliers to comply with, all applicable Laws. The **Contractor** shall insure that everyone employed on the Work discharge their responsibilities consistent with all Laws.

*7.1.2. The **Contractor** shall secure from the State Department of Labor and Economic Growth and from all Political Subdivisions with jurisdiction, all construction permits necessary for the commencement, prosecution and completion of the Work before starting any Work at the site. All fees for securing the permits shall be paid by the **Contractor**, including all inspection costs which may be legally assessed by the Bureau of Construction Codes according to authority granted under 1972 PA 230, as amended, MCL 125.1501 et seq. The time incurred by the **Contractor** in obtaining construction permits shall constitute time required to complete the Work and shall not justify any increases in Contract Time or Contract Price, except to the extent any related Delay is attributable to the fault of the Drawings or Specifications or to revisions to the Drawings and/or Specifications required by the Political Subdivision with jurisdiction.

7.1.3. Unless expressly required by any Laws or permits, neither the **Owner** nor **Professional** shall be responsible for monitoring the **Contractor's** compliance with any Law, the State Construction Code or any permits. The **Contractor** is not responsible to make certain that the Contract Documents comply with applicable Laws and the State Construction Code; however, if the **Contractor** believes the Contract Documents deviate from the requirements of any Law, the State Construction Code or any permit, the **Contractor** shall give the **Professional** prompt written notice. If the **Contractor** provides any Work knowing or having reason to know such Work conflicts with any Laws, or the State Construction Code or any permits, the **Contractor** shall be responsible for that performance. The **Contractor** shall be proportionately responsible for the time required and the costs involved in complying with the obligations stated in this paragraph.

*7.1.4. All Work shall be provided in accordance with the State Construction Code and the requirements of paragraph 1.2.4. If the **Contractor** observes that any Contract Document is at variance with any Laws or the State Construction Code in any respect, the **Contractor** shall promptly notify the **Professional** in writing, and any necessary changes shall be accomplished by an appropriate Change Order. The **Contractor** shall pay all charges of Public Utilities for connections to the Work, unless otherwise provided by Cash Allowances specific to those connections.

*7.1.5. In accordance with the Michigan State Construction Code Act, 1972 PA 230, as amended, MCL 125.1501 et seq., the State Department of Labor and Economic Growth, Construction Code Commission has adopted and filed with the Secretary of State the following Construction Code Reference Standards: (a) Michigan Building Code; (b) Michigan Plumbing Code; (c) National Electric Code; (d) Michigan Mechanical Code; (e) State Elevator Code; (f) State Boiler Code; and (g) State Barrier Free Design Rules.

7.2 Sales and Use Tax and Other Similar Taxes:

7.2.1. The **Contractor** shall be responsible for and pay all Michigan sales and use taxes and any other similar taxes covering the Work that are currently imposed by legislative enactment and as administered by the Michigan Department of Treasury, Revenue Division. The **Owner** shall make a corresponding adjustment in Contract Price for any increase or decrease in sales, use and other similar taxes (excluding payroll taxes) covering the Work that are enacted after the date of Bid opening.

7.3 Safety and Protection:

7.3.1. The **Contractor** shall comply with, and shall require all Subcontractors and Suppliers to comply with, all Laws governing the safety and protection of persons or property, including, but not limited to the Michigan Occupational Safety and Health Act (1974 PA 154, as amended, MCL 408.1001 et seq.) and all rules promulgated under the Act. The **Contractor** shall be responsible for all fines and penalties imposed for any related violation(s) of federal and State health and safety requirements. The **Contractor's** safety representative at the site shall be the superintendent required by the provisions of paragraph 4.2.2, unless otherwise designated in writing by the **Contractor**.

7.3.2. The **Contractor** shall be solely responsible for initiating, maintaining and supervising all safety precautions and programs. The **Contractor** shall take all necessary precautions for the safety of, and shall erect and maintain all necessary safeguards and provide the necessary protection to prevent damage, injury or loss to: (a) all employees on the Work and other persons who may be affected by the Work, (b) all the Work and materials and equipment to be incorporated into the Work, whether stored on or off the site, and (c) other property at or adjacent to the site, including trees, shrubs, lawns, walks, pavements, roadways, structures, utilities and Underground Utilities not designated for removal, relocation or replacement. In the event of severe weather, the **Contractor** shall immediately inspect the Work and the site and take all reasonably necessary actions and precautions to protect the Work and ensure that public access and safety are maintained.

7.3.2.1. All damage, injury or loss to the Work, materials and equipment and such other property caused, directly or indirectly, in whole or in part, by the **Contractor** shall be remedied by the **Contractor**, except to the extent due to fault of the Drawings or Specifications or to act or omission of the **Owner** or **Professional**, and not due to, directly or indirectly, in whole or in part, to the fault or negligence of the **Contractor** or any Subcontractor or Supplier.

7.3.2.2. The **Contractor** shall notify owners of adjacent property and Underground Utilities when prosecution of the Work may affect them, and shall cooperate with them in the protection, removal, relocation and replacement of their property.

7.3.2.3. Except as the division of responsibilities for safety may be otherwise delineated in writing between the **Owner** and **Contractor** in a Substantial Completion certificate, the **Contractor** duties and responsibilities for safety and protection shall continue until such time as the **Professional** is satisfied that the Work, or Work inspected, is completed and ready for final payment.

7.3.3. Use of Explosives – The **Contractor** shall comply with all federal, State and local Laws governing the use of explosives, obtain and pay for any required permits before their use and furnish a copy of the permits to the **Professional** before using explosives. The **Contractor** shall, under the supervision of competent and suitably trained and qualified personnel, exercise the utmost care not to endanger life or damage property in the transportation, storage, handling, use and disposal of explosives, and in the use of Means and Methods. The **Contractor** shall be responsible for all injury, damage and adverse impacts outside the permit area resulting from the use of explosives (including an appropriate portion of the Delay and costs resulting from such injury, damage and impacts).

7.4 Bonds and Insurance – General Requirements:

7.4.1. Both the Section 00610 Performance Bond and Section 00620 Payment Bond shall remain in full force and effect from the date of Contract Award until final completion of the Work or the end of the Correction Period, whichever comes later. The **Contractor** shall furnish any other bonds (e.g., manufacturer performance Bond or maintenance Bond) required by Section 00800 Supplementary Conditions or the technical Specifications.

7.4.2. The **Contractor** shall purchase and maintain insurance providing the coverages and limits designated in this Article. Insurance shall be provided by insurers authorized to do business as insurer in the State, as evidenced by a Certificate of Authority issued by the Department of Consumer and Industry Services – Insurance Bureau. Also, and unless otherwise authorized in writing by the **Owner**, insurers shall have an "A-" A.M. Best Company Rating and a Class VII or better financial size category as shown in the most current A.M. Best Company ratings. The **Contractor** shall not start to perform and furnish the Work, or continue with any part of the Work, unless the **Contractor** has in full force and effect all the required insurance.

7.4.3. Insurance policies shall contain a provision or endorsement stating that coverage will not be canceled or materially changed or renewal refused unless at least thirty (30) Calendar Days prior written notice has been personally delivered or sent by registered mailed to the **Owner** and **Contractor**. Any coverage nearing expiration during the period in which it is to remain in full force and effect shall be renewed before its expiration, and an acceptable certificate of insurance shall be filed with the **Owner** at least thirty (30) Calendar Days before it expires.

7.4.4. If any of the **Contractor's** sureties or insurers is declared bankrupt or placed into receivership, ceases to meet the requirements of the Contract Documents or its authority to do business in the State is revoked or expires, the **Contractor** shall immediately substitute other Bonds/sureties or insurers/policies, which shall meet the requirements of the Contract Documents.

7.5 The Contractor's Liability Insurance:

7.5.1. The **Contractor** shall maintain Workers' Compensation and Employer's Liability, Commercial General Liability, Commercial Automobile Liability, Excess Liability and such other insurance as may be designated in Section 00800 Supplementary Conditions or as is appropriate for the Work. The **Contractor's** liability insurance shall provide protection from claims which may arise out of or result from the **Contractor's** performance and furnishing of the Work and the **Contractor's** other obligations under the Contract Documents, whether performed or furnished by the **Contractor**, any Subcontractor, any Supplier or anyone for whose acts any of them may be liable.

7.5.2. Liability Insurance shall be endorsed to list as additional insureds the **Professional**, the **Owner's** consultants and agents and the **Professional's** consultants and agents, including their respective subsidiaries and affiliates and their respective directors, officers, shareholders, agents or employees. The

Contractor shall use the current Insurance Services Office (ISO) Form CG 20 09 for general liability insurance or equivalent, ISO Form CA 20 01 for automobile liability insurance or equivalent, and manuscripted form for excess liability insurance. The insurance afforded to the additional insureds shall be primary, and neither the coverages nor limits under the **Contractor's** policies shall be reduced or prorated by the existence of any other insurance applicable to any loss that the additional insureds may have sustained. Workers' Compensation, Employer's Liability Insurance and all other liability insurance policies shall be endorsed to include a waiver of rights to recover from the **Owner, Professional** and the other additional insureds.

7.5.3. The **Contractor's** liability insurance shall remain in effect through the Correction Period and through any special correction periods that are implemented pursuant to the requirements of paragraph 9.5.3. Liability insurance issued on a claims-made basis and completed operations insurance shall be maintained for two (2) years after final payment, and evidence of coverage shall be furnished to the **Owner** yearly.

7.5.4. For any employee, resident of and hired in Michigan, the **Contractor** shall have insurance for benefits payable under Michigan's Workers' Compensation Law. For any other employee protected by Worker's Compensation Laws of any other state, the **Contractor** shall have insurance or participate in a mandatory state fund, where applicable, to cover the benefits payable to any such employee.

7.5.5. Commercial General Liability Insurance shall be equivalent to that provided by the current edition of standard ISO Form CG 00 01, and shall include contractual liability and underground, explosion and collapse hazard exposure operations and pile driving operations (if risk is present).

7.5.6. Commercial Automobile Liability Insurance coverage shall be equivalent to that provided by the current edition of the ISO Form CA 00 01, and include Michigan statutory requirements.

7.5.7. Excess Liability Insurance shall provide the following protections: employer's liability, general liability and automobile liability. Excess Liability Insurance shall be at least as broad as the underlying policies of liability insurance.

7.5.8. Coverage Limits - Workers' Compensation and Employer's Liability Insurance shall conform to statutory limits under Michigan Law. Commercial General Liability limits shall be $2,000,000.00 each occurrence, $2,000,000.00 general aggregate, $2,000,000.00 products and completed operations aggregate, and $2,000,000.00 personal and advertising injury. Commercial Automobile Liability limits shall be $2,000,000.00 combined single limit. Excess Liability limits shall be $2,000,000.00 each occurrence and aggregate, if the Contract Price is less than $10,000,000.00, and $5,000,000.00 each occurrence and aggregate, otherwise. Deductible amounts shall not exceed $25,000.00.

7.5.9. The **Contractor** shall promptly notify the **Owner** in writing of (a) any reduction in coverage limits over $100,000.00 resulting from Work under the Contract Documents or otherwise, and (b) any claim notice involving the Work. Notification of a claim shall provide full details and an estimate of the amount of loss or liability. If it turns out that the aggregate limits have been impaired to the extent that they are no longer adequate for the Work, the **Contractor** shall promptly reinstate the coverage limits and submit to the **Owner** certificates of insurance confirming that coverage has been reinstated to the specified limits.

7.5.10. These requirements shall not be construed to limit the liability of the **Contractor** or its insurers. The **Owner** does not represent that the specified coverages or limits of insurance are sufficient to protect the **Contractor's** interests or liabilities.

7.6 The Owner's Liability Insurance:

7.6.1. The **Contractor** shall purchase, maintain and submit to the **Owner** an **Owners** and **Contractors** Protective (OCP) Liability Insurance policy, issued on an occurrence basis, naming the **Owner** as named insured. The OCP insurance shall be primary insurance for the **Owner** and serve in place of adding the **Owner** as an insured in the **Contractor's** policy. The OCP insurance shall be obtained from the insurer providing the **Contractor's** liability insurance to avoid duplication of coverage.

7.6.2. The OCP policy limit shall be $1,000,000.00 combined single limits, bodily injury and property damage, and shall not contain any exclusion relative to any supervisory functions by the **Owner** which may arise out of or result from operations under the Contract.

7.7 Property Insurance (Builder's All Risk Insurance):

*7.7.1. The **Owner** or its designee shall purchase and maintain property insurance for one hundred percent (100%) of the actual cash replacement value of the insurable Work while in the course of construction, including foundations, unless foundations are specifically excluded, additions, attachments, and all fixtures, machinery and equipment belonging to and constituting a permanent part of the building structure. The property insurance also shall cover temporary structures, materials and supplies of all kinds, to be used in completing the Work, only while on the building site premises or within five hundred (500) feet of the site. The property insurance shall insure the interests of the **Owner**, **Contractor** and all Subcontractors and Suppliers at any tier as their interests may appear. The property insurance shall insure against "all risk" of physical loss or damage to the extent usually provided in policy forms of insurers authorized to transact this insurance in Michigan, and shall be subject to a deductible of $10,000.00 dollars for each loss occurrence.

*7.7.2. A copy of the master insurance policy will be kept at **Facilities and Business Services Administration,** for review by the **Contractor** and Subcontractors.

7.7.3. The **Contractor** shall cooperate with the **Owner** in determining the actual cash replacement value of any insured loss. Any deductible amount shall be assumed or shared by the **Contractor** and Subcontractors, at any tier, in accordance with any agreement the parties in interest may reach.

7.7.4. The **Owner** shall purchase and maintain for its benefit boiler and machinery insurance for boiler and machinery required to be registered and inspected by Law.

7.8 Waiver of Rights:

7.8.1. To the extent any losses and damages caused by any of the perils covered by property insurance covering the Work (whether under paragraph 7.7 or otherwise) are covered and payments are made, the **Owner** and **Contractor** waive all rights against each other for any such losses and damages and also waive all such rights against the **Professional** and all other Persons named as insureds or additional insureds in such policies. Each Subagreement shall contain similar waiver provisions by the Subcontractor or Supplier in favor of the **Owner**, **Professional**, and all other Persons named as insureds or additional insureds. None of these waivers shall extend to the rights that any of the insureds may have to the proceeds of insurance held by the **Owner** as trustee or otherwise payable under a policy so issued.

7.8.2. The **Owner** and **Contractor** intend that the required policies of property insurance shall protect all the parties insured and provide primary coverage for all losses and damages caused by the perils covered. Accordingly, all such policies shall be endorsed to provide that in the event of payment of any loss or damage the insurer will have no rights of subrogation or other recovery against any of the parties named as insureds or additional insureds, and if the insurers require separate waiver forms to be signed by the **Professional** or the **Owner's** and **Professional's** consultants, the **Owner** will obtain such waiver forms, and if required of any Subcontractor or Supplier, the **Contractor** will obtain such waiver forms as well.

7.9 Receipt and Application of Proceeds:

7.9.1. Any insured loss under the policies of property insurance will be adjusted with the **Owner** and will be made payable to the **Owner** as trustee for the insureds, as their interests may appear, subject to the conditions of paragraph 7.9.2. The **Owner** shall deposit, in a separate account, and shall distribute monies received based on any agreement the parties in interest may reach. If no other distribution agreement is reached, the damaged Work shall be replaced or repaired, the monies received shall be used for that purpose and the Work Involved and resulting costs shall be covered by Change Order.

7.9.2. The **Owner**, as trustee, shall have power to adjust and settle any loss with the insurers unless a party in interest objects in writing within fifteen (15) Calendar Days after the occurrence of loss to the **Owner's** exercise of this power. If an objection is made, the **Owner** as trustee shall settle with the insurers pursuant to any agreement the parties in interest may reach.

***7.10 Unfair Labor Practice:**

*7.10.1. The **Owner**, pursuant to 1980 PA 278, as amended by MCL 423.321(b), may void and rescind the Contract if, at any time, the **Contractor** or any Subcontractor or Supplier appears on the register maintained by the Michigan Department of Consumer and Industry Services of employers who have been found in contempt of court by a Federal Court of Appeals on not less than three occasions involving different violations during the preceding seven (7) years for failure to correct unfair labor practices as prohibited by Section 8 of Chapter 372 of the National Labor Relations Act, 29 U.S.C. 158.

***7.11 Michigan Right-To-Know Law:**

*7.11.1. The **Contractor** shall comply with Section 14a-14n of the Michigan Occupational Safety and Health Act (MIOSHA), 1974 PA 154, as amended, MCL 408.1014a – MCL 408.1014n, commonly referred to as the "Michigan Right-to-Know Law" and the rules promulgated under the Act. The Act places certain requirements on employers to develop a communication program designed to safeguard the handling of hazardous chemicals through labeling of chemical containers and development and availability of Material Safety Data Sheets (MSDS), and to provide training for employees who work with these chemicals and develop a written hazard communications program.

*7.11.2. Provisions of the Michigan Right-to-Know Law may be found in those sections of the Michigan Occupational Safety and Health Act (MIOSHA), which contain Right-to-Know provisions, and the Federal Hazard Community Standard, which is part of the MIOSHA Right-to-Know Law through adoption. The Act, rules and standards should be reviewed for additional requirements.

*7.11.3. The Michigan Right-to-Know Law also provides for specific employee rights, including the right to be notified of the location of MSDS and to be notified at the site of new or revised MSDS within five (5) Business Days after receipt and to request MSDS copies from their employers. The **Contractor**, employer or Subcontractor shall post and update these notices at the site.

***7.12 Nondiscrimination:**

*7.12.1. The **Contractor** and each Subcontractor and Supplier covenants to comply with the following requirements:

*7.12.1.1. Not to discriminate against any employee or employment applicant because of race, religion, color, national origin, age, sex, height, weight, marital status, or a physical or mental disability that is unrelated to the individual's ability to perform the duties of the particular job or position.

*7.12.1.2. To take action to ensure that applicants are employed and that employees are treated during employment without regard to their race, religion, color, national origin, age, sex, height, weight, marital status, or a physical or mental disability that is unrelated to the individual's ability to perform the duties of the particular job or position. Such action shall include, but is not limited to employment upgrading, demotion or transfer; recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship;

*7.12.1.3. To state, in all solicitations or advertisements for employees, that all qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, age, sex, height, weight, marital status, or a physical or mental disability that is unrelated to the individual's ability to perform the duties of the particular job or position;

*7.12.1.4. To send, or have its collective bargaining representative send, each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice advising that labor union or worker's representative of commitments under this provision;

*7.12.1.5. To comply with the Elliot-Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2201 et seq.; the Michigan Persons With Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 et seq.; and all published rules, regulations, directives and orders of the Michigan Civil Rights Commission which may be in effect on or before the date of Bid opening.

*7.12.1.6. A breach of the covenants set forth in paragraphs 7.12.1.1 through 7.12.1.5 shall be regarded as a material breach of the Contract.

*7.12.2. The **Contractor** shall furnish and file compliance reports within the times, and using the forms, prescribed by the Michigan Civil Rights Commission. Compliance report forms may also elicit information as to the practices, policies, programs, and employment statistics of the **Contractor** and Subcontractors. The **Contractor** shall permit access to Records by the Michigan Civil Rights Commission and its agent for the purposes of ascertaining compliance with the Contract Documents and with rules, regulations and orders of the Michigan Civil Rights Commission.

*7.12.3. If, after a hearing held pursuant to its rules, the Michigan Civil Rights Commission finds that the **Contractor** has not complied with the nondiscrimination requirements of the Contract Documents, the Michigan Civil Rights Commission may, as part of its order, certify said findings to the **Board**. Upon receipt of certification, the **Board** may order the cancellation of the Contract and/or declare the **Contractor** ineligible for future contracts with the State, until the **Contractor** complies with said order of the Michigan Civil Rights Commission.

***7.13 Michigan Residency for Employees:**

*7.13.1. Fifty percent (50%) of the persons employed on the Work by the **Contractor** shall have been residents of the State of Michigan for not less than one year before beginning employment on the Work. This residency requirement may be reduced or omitted in writing, at the sole discretion of the **Owner**, to the extent that Michigan residents are not available or to the extent necessary to comply with federal Law concerning federal funds used for the Project. A breach of this requirement shall be considered a material breach of the Contract.

*7.13.2. This residency requirement shall not apply to the **Contractor** or to any Subcontractor if the **Contractor** or any such Subcontractor is signatory to collective bargaining agreements which allow for the portability of employees on an interstate basis (The Management and Budget Act, 1984 PA 431, as amended, MCL 18.1241a).

***7.14 Prevailing Wages:**

*7.14.1. The term "the **Contractor**", as used in this paragraph, shall include the **Contractor** and all the **Contractor's** Subcontractors and their respective lower tier Subcontractors and all construction persons (whether general contractors, prime contractors, project managers or trade contractors) in privity of contract with any of them.

*7.14.2. The rates of wages and fringe benefits to be paid to each class of construction mechanics by the **Contractor** shall not be less than the wage and fringe benefit rates issued by the Michigan Department of Labor and Economic Growth, Wage/Hour Division in its schedule of occupational classification and wage and fringe benefit rates for the locality in which the Work is to be performed. The schedule of wage and fringe benefit rates applicable to Work on this Contract is attached to Section 00800 Supplementary Conditions.

*7.14.3. The **Contractor** shall keep posted on the construction site, in a conspicuous place, a copy of all prevailing wage and fringe benefit rates as prescribed in Section 00800 Supplementary Conditions and the address and telephone number of the Michigan Department of Labor and Economic Growths' office responsible for enforcement of these provisions. The **Contractor** also shall keep an accurate Record showing the name and classification of each person performing Work on the site, the dates on which Work was performed, the hours each person worked on the site, and the actual hourly wages and benefits paid to each person. This Record shall be made available for inspection to the **Department** of Technology, Management and Budget, **Facilities and Business Services Administration,** and the Michigan Department of Labor and Economic Growth, at any time, upon their request. In addition, the Contractor must have available to DTMB and DELEG, certified payroll of those working on the project.

*7.14.4. In case there is an omission of any trade from the schedule of wages and fringe benefits attached to Section 00800 Supplementary Conditions, it shall be understood that the trades omitted also shall be paid not less than the wage and fringe benefit rates prevailing in the locality in which the Work is to be performed.

*7.14.5. A finding by the Michigan Department of Labor and Economic Growth that the **Contractor** or any Subcontractor is in violation of the requirements of these provisions shall be final.

*7.14.6. The **Contractor** shall keep posted on the construction site, in a conspicuous place, notice that as the intended beneficiaries of 1965 PA 166, as amended, MCL 408.551 et seq. construction mechanics who have not been paid in accordance with the Act may file a claim with the Department of Labor and Economic Growth.

*7.14.7. The **Contractor** shall comply with the requirements of the Electrical Administrative Act, 1956 PA 215, as amended, MCL 338.881 et seq., as amended; and all Laws pertaining to occupational classifications.

7.14.8. The Schedule of Prevailing Wage and Fringe Benefit Rates applicable to the Work is attached to this Section 00800 Supplementary Conditions.

7.15 Century Date Compliance Protection:

7.15.1 All fixtures, equipment or operating systems which require firmware or software systems and that are provided with and/or incorporated into the Work shall include, at no increase in Contract Price or Contract Time, design and performance such that they will not experience firmware or software abnormality and/or generate incorrect results or performance deficiencies due to date oriented processing.

7.15.2. The firmware and software design to ensure century date compliance capability, shall include, but not be

limited to data structures (databases, data files, etc.) that provide four (4) digit date century; stored data that contain date century recognition, including, but not limited to, data stored in databases and hardware device internal system date; calculations and program logic (e.g. sort algorithms, calendar generation, event recognition, and all processing actions that use or produce date values) that accommodates same century and multi-century formulas and date values; and user interfaces (i.e. screen reports, etc.) that accurately treats four (4) digit year 2000 as a leap year within all calculations and calendar logic.

7.15.3 When requested by the **Owner**, the **Contractor** shall promptly provide written assurances to the **Owner** from any manufacturer of any fixtures, equipment or operating systems provided with and/or incorporated into the Work that its fixtures, equipment, or operating systems have been reasonably tested and will not experience any firmware or software abnormality and/or generate incorrect results or performance deficiencies due to date oriented processing. Whether the **Owner** chooses to request such assurances, and whether such assurances are provided, will not relieve the **Contractor** from the **Contractor's** obligation to provide fixtures, equipment and operating systems in accordance with the Contract Documents or will represent acceptance of Defective Work.

7.15.4. If the **Contractor** knows or has reason to know of any incorrect results and/or performance deficiencies due to date oriented processing, the **Contractor** shall promptly notify the **Professional** and **Owner** in writing of any such Defective Work.

7.15.5 The **Contractor** specifically warrants and represents that all fixtures, equipment or operating systems provided with and/or incorporated into the Work will not experience firmware or software abnormality and/or generate incorrect results or performance deficiencies due to date oriented processing. This **Contractor** warranty shall extend until the applicable warranty otherwise covering the fixture, equipment or operating system at issue expires.

7.15.6. The **Contractor** shall take prompt corrective action upon receiving any written notice of any Defective Work because any fixtures, equipment or operating systems experience firmware or software abnormality and/or generate incorrect results or performance deficiencies.

ARTICLE 8 PROSECUTION; SUBSTANTIAL COMPLETION

8.1 Starting the Work:

8.1.1. Within fifteen (15) Calendar Days after the **Owner** executes the Section 00500 Agreement, a pre-construction conference will be held. The conference will be intended, without limitation, to (a) review the **Contractor's** Schedule of Shop Drawing submissions; (b) review the qualifications of key **Contractor** personnel; (c) review the **Contractor's** proposed normal working hours and plans for laydown, staging, construction traffic, access to the site, parking and other similar matters; (d) review procedures for Submittals, clarifications and interpretations (including reasonable times for response turnaround), Change Orders, Change Authorizations and Record Documents; and (e) exchange twenty-four (24) hour emergency telephone numbers for key personnel.

8.1.2. The **Contractor** shall start the Work on the Date of Commencement of the Contract Time. No Work shall be started at the site before such is allowed by the Contract Documents.

8.2 Revision 0 (Rev. 0) Schedule and Cost Submittals:

8.2.1. The **Contractor** shall deliver the interim Rev. 0 Progress Schedule, Schedule of Shop Drawing submissions and Rev. 0 Progress Schedule as required in the Contract Documents. The **Contractor** shall correct and adjust any Rev. 0 Submittal returned for revision. The finalized Revision 0 *As-Planned* Schedule shall be the Progress Schedule from which Revision Schedules shall be developed and used by the **Contractor** when making proposals or claims for adjustments in Contract Time and/or Contract Price.

8.3 Compliance with Contract Time Requirements:

8.3.1. The **Contractor** shall prosecute the Work with the diligence necessary to ensure its completion within the Contract Times. The **Contractor** shall provide sufficient management, supervision, labor, materials and equipment, and the **Contractor** shall undertake appropriate action promptly to recover schedule when necessary to comply with the Contract Times.

8.3.2. Unless disallowed by any Law or modified in another Section of the Specifications, a daily schedule from 06:00 AM to 06:00 PM, during Business Days, shall be normal working hours. Except in an Emergency, or as may be required by the **Contractor's** safety and protection obligations, or as the **Owner** and **Contractor** may otherwise agree, all Work at the site shall take place during normal working hours. The **Contractor** shall provide written notice to the **Owner** twenty-four (24) hours before performing Work outside of normal working hours.

8.3.3. Unless otherwise agreed in writing by the **Owner**, for any Work actually performed outside of normal working hours, the **Contractor** shall reimburse the **Owner** any related increases in costs the **Owner** incurs, provided those costs are costs which the **Contractor** could reasonably have foreseen and which are not offset through the earlier completion of the Work resulting from working outside of normal working hours. Examples of **Owner** costs include, but are not limited to, overtime charges of the **Professional** and payments for custodial and security personnel.

8.3.4. Early Dates in the Progress Schedule shall be based on proceeding with all or part of the Work exactly on the date when the corresponding Contract Time commences to run. Late Dates shall be based on completing all or part of the Work exactly on the corresponding Contract Time, regardless of whether the **Contractor** anticipates early completion or not. If sequences of Work are indicated in or required by the Contract Documents, the Progress Schedule shall show in sufficient detail the **Contractor's** approach to conforming with those sequences.

8.3.5. The Progress Schedule shall reflect the **Contractor's** approach to Work remaining, be employed when reporting on progress or schedule recovery and facilitate the evaluation of Requests for Payment, as provided in the Contract Documents.

8.3.6. The **Contractor** shall carry on the Work with due diligence during all disputes or disagreements with the **Owner.** No Work shall be delayed or postponed pending resolution of any disputes or disagreements. The **Contractor** shall exercise reasonable precautions, efforts and measures to avoid or mitigate situations that would cause Delays.

8.4 Substantial Completion:

8.4.1. The **Contractor** shall conduct inspections of the Work to verify the extent of completion. The **Contractor** shall provide to the **Owner** a list of items to be completed or corrected resulting from the inspections whenever the **Contractor,** upon completing all pre-requisite testing of the Work, considers that the Work, or any portion of the Work designated in the Contract Documents as having a separate, specified Substantial Completion, has progressed to the point that it is substantially complete.

8.4.2. Within a reasonable time after receiving the **Contractor's** list of items to be completed or corrected, the **Owner**, **Professional** and **Contractor** shall jointly conduct a Substantial Completion inspection. If, after consulting with the **Owner**, the **Professional** does not consider the Work, or portion of the Work inspected, substantially complete, the **Professional**, within twenty (20) Calendar Days after the inspection, will deliver to the **Owner** and **Contractor** a list of incomplete or Defective Work sufficient to demonstrate the basis for that determination.

8.4.3. If the **Professional** and **Owner** agree that the entire Work, or that the portion of the Work inspected, is substantially complete, the **Professional** will deliver to the **Owner** and **Contractor** a certificate of Substantial Completion with a Punch List. The certificate shall (a) fix a reasonable date of Substantial Completion, (b) fix a date for completion of the Punch List to the satisfaction of the **Professional**, and (c) recommend the division of responsibilities between the **Owner** and **Contractor**. Neither the Work, nor any portion of the Work inspected, shall be substantially complete, unless the **Owner** can use the Work, or designated portion of the Work inspected, for the use intended.

8.4.4. Upon Substantial Completion of the Work, or designated part of the Work on which separate Substantial Completion and Contract Price are specified, payment may be made in full subject to (a) a withholding of two hundred percent (200%) of the value of any uncompleted Work, as determined by the **Professional**, and (b) any other deductions as the **Professional** may recommend or the **Owner** may withhold to cover Defective Work, liquidated damages and the fair value of any other items entitling the **Owner** to a withholding.

8.4.5. To the extent **Owner** training is required before Substantial Completion, the **Contractor** will provide the **Owner** copies of all related operating and maintenance (O&M) documentation before the start of training. Where **Owner** training for a portion of the Work is not required before Substantial Completion, the related O&M documentation will be provided no later than Substantial Completion. Final O&M documentation (with revisions made after Substantial Completion), will be furnished by the **Contractor** to the **Owner** before the request for final payment.

8.5 Partial Use:

8.5.1. Before Substantial Completion of the entire Work, the **Owner** may, at its sole option, use any portion of the Work for which a separate Substantial Completion has been specified in the Contract Documents. Before Substantial Completion of the entire Work, the **Owner** may, at its sole option, use any portion of the Work considered by the **Owner**, **Professional** and **Contractor** to be separately functioning Work that can be used without significant interference with the **Contractor's** completion of the balance of the Work, even though a Substantial Completion for such Work is not specified in the Contract Documents.

8.5.2. If the **Owner** decides to use any portion of the Work, it shall inform the **Contractor** in writing. Unless such portion of the Work has undergone a Substantial Completion inspection under paragraph 8.4.2, within a reasonable time after receipt of the notice, the **Owner**, **Contractor** and **Professional** shall jointly make an inspection to determine the extent of completion. If the portion of the Work inspected is substantially complete, the provisions of paragraph 8.4.3 shall be followed by the **Owner**, **Professional** and **Contractor**. If the portion of the Work inspected is not substantially complete, the **Professional** will prepare a list of items remaining to be completed or corrected before that portion of the Work is considered substantially complete. Upon completing the list, the **Professional** will deliver the prepared list of items to the **Owner** and **Contractor**.

8.5.3. There shall be attached to the list a written recommendation about the division of responsibilities between the **Owner** and **Contractor** for those matters enumerated in paragraph 8.6.1 with respect to that portion of the Work, pending Substantial Completion of that portion of the Work and the entire Work. During Partial Use, and before Substantial Completion of the portion of the Work under Partial Use, the **Owner** shall allow the **Contractor** reasonable access to complete or correct listed items and to complete other Work. The **Owner** will not start any Partial Use unless the property insurer, by endorsement or like acceptable procedure, has acknowledged receipt of notice of and consent to Partial Use.

8.6 Division of Responsibilities:

8.6.1. A certificate of Substantial Completion will include the **Professional's** recommendation about the division of responsibilities between the **Owner** and **Contractor** for utilities, security, safety, insurance, maintenance, etc. The **Owner** and **Contractor** will accept the division of responsibilities recommended by the **Professional** or shall negotiate a mutually agreeable split of responsibilities, which shall bind the **Owner** and **Contractor** when the **Owner** starts Partial Use.

8.7 Suspension of Work:

8.7.1. Suspension of Work Order – The **Owner** may, at any time, order the **Contractor** in writing to defer, stop, slow down, suspend or interrupt all or any part of the Work for such period as the **Owner** may determine appropriate for its convenience. If any such written order Delays performance for an unreasonable period, the **Owner** will amend the Contract Documents to provide for a corresponding adjustment in Contract Time and/or Contract Price (excluding Fee under paragraph 11.11).

8.7.2. Constructive Suspension of Work – If performance of all or any part of the Work is, for an unreasonable period, deferred, stopped, slowed down, suspended or interrupted by any other act or failure to act of the **Owner** or **Professional**, or act or event attributable to the **Owner** under the Contract Documents, the **Owner** will negotiate with the **Contractor** or authorize an adjustment in Contract Time and/or Contract Price (excluding Fee under paragraph 11.11.1) for any increase in the time required to complete the Work and/or the **Contractor's** cost of performance.

8.7.3. Suspension of Work Limitation – No adjustment in Contract Price under paragraphs 8.7.1 or 8.7.2 shall be made to the extent performance is delayed by any other cause, including any act or omission within the control of the **Contractor**. Further, no suspension of Work shall justify an increase in Contract Price or Contract Time unless the resulting Delay exceeds the time allowed in the Contract Documents for the act or failure to act.

8.7.4. If the **Contractor** believes a suspension of Work justifies an increase in Contract Price or Contract Time, the **Contractor** shall give prompt written notice to the **Owner** and submit a written proposal promptly after the extent of the Delay becomes known. However, no proposal or claim by the **Contractor** on account of a suspension of Work shall be allowed (a) for any Delay or costs incurred more than thirty (30) Calendar Days before the **Contractor** gives written notice (except for written orders under paragraph 8.7.1), or (b) if made after final payment.

8.8 Sharing of Total Float On Non–Critical Paths:

8.8.1. If the Progress Schedule is in the form of a Critical Path Schedule, Total Float on non-Critical Paths shall be available to the **Owner**, to the extent the **Owner's** use is reasonable given the Total Float remaining for the Work affected. If any such **Owner's** use of Total Float causes Delay which materially increases the **Contractor's** cost to complete the Work affected, and the **Contractor** notifies the **Owner** in writing and proceeds to support the assertion to the **Owner's** satisfaction, the **Owner** will correspondingly adjust Contract Price for any such material changes in the **Contractor's** cost to complete the Work.

8.8.2. The amount of Total Float available in the Progress Schedule shall not be artificially reduced by suppressing Total Float merely for the sake of voiding Total Float. Total Float hidden through the use of such techniques as preferential sequencing; slow or late starts of follow-on trades; restraining a Contract Time by Work actually required for a later Contract Time; the use of small crews, extended durations, imposed dates; and so forth, shall be Total Float otherwise available for sharing with the **Owner** under the provisions of paragraph 8.8.1.

ARTICLE 9 WARRANTY; TESTS, INSPECTIONS AND APPROVALS; CORRECTION OF WORK

9.1 Warranty:

9.1.1. The **Contractor** warrants to the **Owner** that all Work will conform to the Contract Documents and will not be Defective. Reasonably prompt notice of Defective Work of which the **Owner** or **Professional** has actual knowledge shall be given to the **Contractor**, but failure to do so will not void the **Contractor's** warranty unless actual prejudice results from such untimely notice. The **Contractor's** warranty excludes defect or damage caused by (a) abuse, modification by others, insufficient or improper operation or maintenance, or (b) normal wear and tear under normal usage.

9.1.2. Manufacturer warranties for materials and equipment received by the **Contractor** shall be assigned and promptly delivered to the **Owner**. Manufacturer warranties shall be in full force and effect for the entire duration of the Correction Period.

9.2 Tests, Inspections and Approvals:

9.2.1. The **Owner**, **Professional**, their representatives and consultants, testing agencies and those State agencies and Political Subdivisions with jurisdiction shall be permitted access to the Work at reasonable times while the Work is in progress for On-Site Inspection and/or inspection, testing or approval. The **Contractor** shall provide proper and safe conditions for such access. The **Contractor** shall give the **Professional** timely notice whenever any Work is ready for inspections, tests or approvals, so that the **Professional** may observe such inspections, tests or approvals. Tests, inspections or approvals shall not in any way relieve the **Contractor** from the **Contractor's** obligations to perform the Work in accordance with the Contract Documents or warrant the Work as provided in the Contract Documents.

9.2.2. Unless otherwise provided in Section 00800 Supplementary Conditions, the **Owner** will retain a testing agency, directly or through the **Professional**, to perform inspections, tests or approvals required by the Contract Documents. The **Owner** will pay the charges of the testing agency, except if related to tests, inspections or approvals required by Law or otherwise charged to the **Contractor** under the provisions of paragraph 9.2.4 or 9.3.

9.2.3. The **Contractor** shall assume full responsibility for any testing, inspection or approval (a) required by Law, (b) indicated in or required by the Contract Documents, or (c) required for the **Professional's** acceptance of a Supplier, materials or equipment or mix designs submitted for prior approval by the **Contractor**. The **Contractor** shall (a) pay all related costs, except costs assumed by the **Owner** under paragraph 9.2.2, (b) schedule related activities, and (c) secure and furnish to the **Professional** the required certificates of inspection, testing or approval.

9.2.4. The **Contractor** shall be responsible for any testing, inspection or approval that reveals Defective Work, including an appropriate portion of the Delay and costs occasioned by such discovery of Defective Work. Examples of such costs assumed by the **Contractor** include, but are not limited to, charges of the **Professional** for repeated On-Site Inspections and, to the extent designated in the pertinent Specification, repeat testing, inspection or approval charges by testing agencies.

9.3 Uncovering Work:

9.3.1. Any Work covered without the **Professional's** prior written concurrence shall, when requested by the **Professional**, be uncovered, exposed or otherwise made available for On-Site Inspection, testing, inspection or approval as the **Professional** may require, and replaced, if necessary. This requirement applies to Work, which requires On-Site Inspection by the **Professional**, based on the Contract Documents or on specific On-Site Inspection procedures of which the **Professional** notifies the **Contractor** in advance. This requirement also applies to Work, which is to be inspected, tested or approved by others. The **Contractor** shall be responsible for any such uncovering, exposure, On-Site Inspection, testing, inspection and satisfactory reconstruction, including an appropriate portion of the Delay and costs, unless the **Contractor** gave the **Professional** timely written notice of the **Contractor's** intentions to cover such Work and the **Professional** failed to act with reasonable promptness in response to such written notice.

9.3.2. The **Contractor**, at the **Professional's** request, shall uncover, expose or otherwise make available for On-Site Inspection, inspection, testing or approval any covered Work otherwise not required to be observed or inspected, tested or approved before covering, if the **Professional** determines that such covered Work shall be on-site inspected by the **Professional** or inspected, tested or approved by others. The **Contractor** shall be responsible for any such uncovering, exposure, On-Site Inspection, inspection, testing and satisfactory reconstruction, including an appropriate portion of the Delay costs, whenever any such uncovered Work is found to be Defective. If, however, any such Work uncovered at the **Professional's** request is not found Defective, the **Owner** will amend the Contract Documents to provide for a corresponding adjustment in Contract Price and/or Contract Time.

9.4 Correction of Work:

9.4.1. Before the Correction Period – If required by the **Professional**, the **Contractor** shall correct all Defective Work, whether fabricated, installed or completed or not. If any Work is rejected by the **Professional** or if any testing, inspection or approval reveals Defective Work, the **Contractor** shall promptly, as directed, remove the Defective Work from the site and replace it with non-Defective Work. The **Contractor** shall bear responsibility for its proportionate share of the Delay and costs resulting from the correction and/or the removal and replacement of Defective Work.

9.4.1.1. If the **Contractor**, within reasonable time after receipt of written notice, (a) fails to correct Defective Work or remove and replace rejected Work, or (b) fails to correct or complete items on any Punch List, or (c) fails to perform Work in accordance with the Contract Documents, or (d) fails to comply with any other provision of the Contract Documents, the **Owner**, after seven (7) Calendar Days' written notice to the **Contractor**, may correct and remedy the deficiency. To the extent necessary to correct and remedy such deficiency, the **Owner** shall be allowed to exclude the **Contractor** from all or part of the site; take possession of all or part of the Work and stop related operations of the **Contractor**; take possession of the **Contractor's** tools, plant and office and construction equipment at the site; and incorporate into the Work materials and equipment for which the **Owner** has paid the **Contractor**. The **Contractor** shall allow the **Owner** and

Professional access to the site as the **Owner** may require to complete corrective and remedial action. The **Owner** shall be entitled to an appropriate decrease in Contract Price for all claims, costs, losses, damages and Delay incurred or sustained by the **Owner** which are attributable to the **Contractor**. Costs assumed by the **Contractor** under this provision include, without limitation, costs of correction or removal and replacement of Defective Work, costs of repair and replacement of other work destroyed or damaged by the action and related charges of the **Professional**.

9.4.1.2. Instead of requiring correction or removal and replacement of any Defective Work, the **Owner**, with the advice of the **Professional**, may prefer to accept any Defective Work. In any such case, the **Contractor** shall bear its proportionate share of the Delay and costs associated with the **Owner's** determination to accept the Defective Work. If the **Owner's** acceptance of the Defective Work takes place before the **Professional's** recommendation of final payment, a Change Order will be issued incorporating the necessary revisions in the Contract Documents, and the Contract Price shall be adjusted accordingly.

9.4.2. Correction Period – The Contract Documents provide for one Correction Period for the entire Work, whether Partial Use of any portion of the Work is designated as eligible by the Contract Documents or not. The Correction Period shall start on the date of Substantial Completion of the Work, or on a later date, if so provided in the Contract Documents. The Correction Period shall last one year, or longer, if so specified in the Contract Documents.

9.4.3. Correction of Work During the Correction Period – The **Contractor** shall correct Defective Work or, if rejected by the **Owner**, remove from the site and replace any Defective Work with non-Defective Work. The **Contractor's** corrective action shall be in accordance with the **Owner's** written instructions, and shall be accomplished at the **Contractor's** sole expense. If the Defective Work causes an Emergency or unacceptable risk of loss or damage, the **Contractor** shall take immediate action to correct or remove and replace the Defective Work.

9.4.3.1. If the **Contractor** fails to take corrective action in accordance with the terms of any such **Owner** written instruction, the **Owner**, directly or through others under contract with the **Owner**, may correct or remove and replace the Defective Work. In any such case, the **Contractor** shall bear its proportionate share of all resulting claims, costs, losses and damages. If the **Owner** and the **Contractor** are unable to agree as to the amounts due by the **Contractor** to the **Owner** under the provisions of this paragraph, the **Owner** may deliver a claim, in accordance with the procedures and within the deadlines set forth in Article 15. If the discovery of the Defective Work takes place after final payment and the **Contractor** fails to pay the **Owner** any of the amounts due under the provisions of this paragraph, the **Owner** shall demand due performance under Section 00610 Performance Bond and Article 14 or deliver a claim, in accordance with the procedures and within the deadlines set forth in Article 15, or both.

9.4.4 After the Correction Period – Until the period of limitation provided by Michigan Law, the **Contractor** shall promptly correct Defective Work upon receipt of written notice from the **Owner**. If appropriate under the circumstances or, in the event of an Emergency or unacceptable risk of loss or damage, the **Owner**, directly or through others under contract with the **Owner**, may correct or remove and replace the Defective Work.

9.4.5. It is not the intent of paragraph 9.4 or paragraph 9.5 to establish a period of limitations for the **Contractor's** warranty or to limit the obligations of the **Contractor** to warrant that the Work will not be Defective. The specified correction of Work requirements relate only to the specific obligation of the **Contractor** to correct or remove and replace Defective Work. The specified correction of Work requirements have no limitation on the rights of the **Owner** to have Defective Work corrected or removed and replaced, if rejected, except as otherwise provided by Michigan Law.

9.5 Special Correction Period Requirements:

9.5.1. Whenever the **Owner** undertakes Partial Use of any portion of the Work specifically designated as eligible for Partial Use in the Contract Documents, the warranties for all materials and equipment incorporated into that portion of the Work shall remain in full force and effect between the start of such Partial Use and the date when the Correction Period starts. If no separate price for such special correction period was requested in Section 00300 Bid Form and made part of the Contract Documents, the **Owner** will appropriately adjust the Contract Price.

9.5.2. Whenever the **Owner** undertakes Partial Use of any portion of the Work because any act or omission within the control of the **Contractor** Delays completion of the Work, or any portion of the Work, within a designated Contract Time, the warranties for all materials and equipment incorporated into that portion of the Work shall, at no adjustment in Contract Price, be maintained in full force and effect between the beginning date of such Partial Use and the date when the Correction Period stars.

9.5.3. The correction period for any Defective Work that is corrected or rejected and replaced within the last three (3) months of the Correction Period shall be extended by an additional six (6) months, starting on the date such Work was made non-Defective.

9.5.4. The Contract Documents may require the Correction Period to start on a date later than the date of Substantial Completion of the entire Work. If such is the case, and the **Owner** advances or defers the start of the Correction Period, the **Contractor** shall maintain the warranties for materials and equipment until the revised starting date of the Correction Period. If no separate price for such advance or deferment was requested in Section 00300 Bid Form and made part of the Contract Documents, the **Owner** will amend the Contract Documents to appropriately adjust the Contract Price.

9.6 Special Maintenance Requirements:

9.6.1. If the Contract Documents specify that the entire Work, or a portion of the Work, upon reaching Substantial Completion, shall not be placed in use by the **Owner**, the **Contractor** shall maintain the Work, or specified part of the Work, in good order and proper working condition and shall take all other actions necessary for its protection between the certified date of Substantial Completion and the date when the Work, or designated part of the Work, is placed in use.

9.6.2. If no separate price for such special maintenance period was requested in Section 00300 Bid Form and made part of the Contract Documents, the **Owner** will amend the Contract Documents to appropriately increase the Contract Price.

ARTICLE 10 CHANGES

10.1 Changes in the Work:

10.1.1. Changes in the Work – The **Owner** is entitled to make changes within the general scope of the Work consisting of (a) additions, deletions or other revisions in the Specifications and Drawings, any Means and Methods or the **Owner**-furnished lands, equipment, materials or services, or (b) directing acceleration of the Work. Changes in the Work may be accomplished through negotiated, *bilateral* Change Orders or *unilateral* Change Orders or result from any other properly authorized written order from the **Owner** or **Professional** which represents a constructive change.

10.1.2. Negotiated Changes – The **Owner** may negotiate changes in the Work by directing the **Professional** to prepare a Bulletin in numerical sequence describing the change being considered. Upon receiving a Bulletin, the **Contractor** (with the appropriate Subcontractors) shall evaluate the described change and quote the Bulletin. In estimating adjustments in Contract Price and/or Contract Time, the **Contractor** shall follow the provisions, including the breakdown requirements, specified in Article 11.

10.1.3. Constructive Changes – Any written order (including instruction, interpretation, determination, authorization or approval) from the **Owner** or **Professional** that causes a change in the Contract Documents shall constitute a change in the Work, provided the **Contractor** or the **Owner** gives prompt, written notice of a change to the other (with copy to the **Professional**) stating the date, circumstances and source of the change.

10.1.3.1. Upon receipt and evaluation of the written notice, if the **Owner** agrees, with the **Professional's** advice, that a change within the general scope of the Work has been ordered, the **Owner** shall, by Change Order or Change Authorization, correspondingly amend the Contract Documents. If the **Owner** finds that a change within the general scope of the Work has not been ordered, and the **Contractor** disagrees, the **Contractor** may deliver notice of a claim and a claim Submittal in accordance with the procedures and within the deadlines set forth in Article 15.

10.1.3.2. No proposal or claim by the **Contractor** on account of changes under paragraphs 3.2.1 or 10.1.3 shall be allowed for any costs or Delay incurred more than thirty (30) Calendar Days before the **Contractor** gives written notice as required.

10.1.4. Unilateral Changes – If, in negotiations, the **Owner** and **Contractor** are unable to agree on the adjustment in Contract Price or Contract Time corresponding to any change in the Work, the **Owner** may issue a *unilateral* Change Order. Upon receiving any such Change Order, the **Contractor** shall promptly proceed or continue with the Work Involved as required by the Change Order.

10.1.4.1. *Unilateral* Change Orders may adjust Contract Price and/or Contract Time, as the **Owner**, with the advice of the **Professional**, may determine appropriate. Contract Price may be adjusted on a *lump sum* basis or an *actual cost, not to exceed* basis. If the **Contractor** disagrees with the extent of the adjustments in Contract Price and/or Contract Time made by any such *unilateral* Change Order, the **Contractor** may deliver notice of a claim and a claim Submittal in accordance with the procedures and within the deadlines set forth in Article 15.

10.2 Differing Subsurface or Physical Site Conditions:

10.2.1. The Contract Documents make available Authorized Technical Data concerning subsurface site conditions and physical conditions of existing surface and subsurface facilities at the site. Consistent with Section 00100 Instructions to Bidders, except for reasonable reliance on the accuracy of Authorized Technical Data, the **Owner** does not warrant that Authorized Technical Data is necessarily sufficient and complete for the purposes of selecting Means and Methods, initiating, maintaining and supervising safety precautions and programs or discharging any other obligation assumed by the **Contractor** under the Contract Documents.

10.2.2. The **Contractor** or **Owner** shall notify the other in writing if the **Contractor** or **Owner**, respectively, discovers that (I) actual subsurface conditions or latent physical conditions of existing surface and subsurface facilities encountered at the site differ materially from those shown or indicated in the Contract Documents, or (II) unknown subsurface conditions or unknown physical conditions of existing surface and subsurface facilities encountered at the site, of an unusual nature, differ materially from those ordinarily encountered and recognized as inherent in work similar in character to the Work. A written notice from the **Contractor** shall be delivered promptly before the conditions are disturbed and before proceeding with the affected Work. A written notice from the **Owner** shall be delivered promptly after the **Owner** has knowledge of the differing subsurface or physical conditions.

10.2.2.1. Upon receipt or delivery of any such notice, the **Owner** shall investigate the differing conditions asserted. If, with the **Professional's** advice, the **Owner** determines that conditions on which the **Contractor** is entitled to rely do differ materially, the **Owner** will amend the Contract Documents to provide for any changes in the Work and adjustments in Contract Price and Contract Time made necessary by the differing conditions and any resulting Delay which is not reasonably anticipatable under the circumstances and which is attributable to the **Owner** and/or **Professional.** Unless the **Owner** and **Contractor** otherwise agree, no increase in Contract Time shall be made for any suspension of Work made necessary by any differing subsurface conditions, if the suspension of Work lasts less than ten (10) Calendar Days.

10.2.2.2. If the **Owner** determines that the actual conditions encountered and those conditions on which the **Contractor** is entitled to rely do not differ materially, and the **Contractor** disagrees with the **Owner's** determination, the **Contractor** may deliver notice of a claim and a claim Submittal in accordance with the procedures and within the deadlines set forth in Article 15.

10.2.2.3. No proposal or claim by the **Contractor** due to differing site conditions shall be allowed (a) if the **Contractor** knew of their existence before submitting its Bid or if those conditions could have been discovered by any reasonable examinations for which the **Contractor**, as Bidder, was made responsible under the Bidding Requirements, and/or (b) unless the **Contractor's** notice is provided on a timely basis and gives the **Owner** adequate opportunity to investigate the asserted differing site conditions.

10.2.3. The provisions of paragraph 10.2.2 through 10.2.2.3 also shall apply to situations where the **Contractor** or **Owner** discovers that any reference points provided by the **Owner** need correction to enable the **Contractor** to proceed with the Work.

10.3 Responsibilities for Underground Utilities:

10.3.1. The **Contractor** shall comply with 1974 PA 53, as amended, MCL 460.701 et seq., and all other Laws concerning Underground Utilities. In addition, the **Contractor** shall be responsible for immediately notifying the **Owner** of any contact with or damage to Underground Utilities, and for the safety, protection of and repairing of any damage done to any Work and any surface and subsurface facilities. Except as provided under 1974 PA 53, as amended, MCL 460.701 et seq., paragraph 10.3.2 or by any Allowance specific to Underground Utilities, the **Contractor** shall bear an appropriate portion of the Delay and costs relating to the obligations set forth in this paragraph.

10.3.2. Shown or Indicated – If the **Contractor** encounters Underground Utilities shown or indicated (whether in the Contract Documents or those documents itemized in Section 00210 Information for Bidders) that are inaccurately shown or are inaccurately located, responsibility for any damage shall be as provided in MCL 460.701 et seq. To the extent the Drawings and/or Specifications inaccurately show or locate, through error or omission, the actual physical conditions and/or location of existing Underground Utilities (when compared with the information and data provided by the owners of such Underground Utilities), the **Owner** will amend the Contract Documents to provide for a corresponding adjustment in Contract Price and/or Contract Time.

10.3.3. Not Previously Located – If the **Contractor** encounters not previously located Underground Utilities, which could not reasonably have been foreseen, the **Owner** will amend the Contract Documents to provide for any changes in the Work and corresponding adjustments in Contract Price and/or Contract Time made necessary by such changes in the Work and by any resulting Delay which is not reasonably anticipatable under the circumstances and which is attributable to the **Owner** and/or **Professional.**

10.4 Hazardous Material Conditions:

10.4.1. The **Contractor** shall use, handle, store, dispose of, process, transport and transfer any material considered a Hazardous Material in accordance with all federal, State and local Laws. If the **Contractor** encounters material reasonably believed to be a Hazardous Material and which may present a substantial danger, the **Contractor** shall immediately stop all affected Work, give written notice to the **Owner** of the conditions encountered, and take appropriate health and safety precautions.

10.4.2. Upon receipt of the written notice, the **Owner** will investigate the conditions. If (a) the material is a Hazardous Material that may present a substantial danger and which was not described in the Drawings and/or Specifications, or identified in the Contract Documents as Work under the Contract Documents, and (b) the Hazardous Material was not brought to the site by the **Contractor**, or does not result in whole or in part from any violation by the **Contractor** of any Laws covering the use, handling, storage, disposal of, processing, transport and transfer of Hazardous Materials, the **Owner** shall order a suspension of Work in writing. The **Owner** shall proceed to have the Hazardous Material removed or rendered harmless by negotiating a change in the Work with the **Contractor**, by means of separate contract or as the **Owner** may deem otherwise expedient. In the alternative, the **Owner** shall terminate the affected Work or the Contract for the **Owner's** convenience.

10.4.3. Once the Hazardous Material has been removed or rendered harmless by any of the means outlined in paragraph 10.4.2, the affected Work shall be resumed as directed in writing by the **Owner**. Any determination by the Michigan Department of Community Health and/or the Michigan Department of Environmental Quality (whichever is applicable) that the Hazardous Material has either been removed or rendered harmless shall be binding upon the **Owner** and **Contractor** for the purposes of resuming the Work. If any such incident with Hazardous Material results in Delay not reasonable anticipatable under the circumstances and which is attributable to the **Owner** or **Professional**, the **Owner** will amend the Contract Documents to provide for a corresponding adjustment in Contract Price or Contract Time, or both, made necessary by such Delay.

10.4.4. If the Hazardous Material was brought to the site by the **Contractor**, or results in whole or in part from any violation by the **Contractor** of any Law covering the use, handling, storage, disposal of, processing, transport and transfer of Hazardous Materials or from any other act or omission within its control, the **Contractor** shall bear its proportionate share of the Delay and costs involved in cleaning up the site and removing and rendering harmless the Hazardous Material to the satisfaction of the **Owner**, State and all Political Subdivisions with jurisdiction. If the **Contractor** fails to proceed with due diligence to take appropriate action pursuant to applicable Law and consistent with the **Owner** requirements, the **Owner** may act accordingly, in which case the **Contractor** shall defend, indemnify and hold harmless the **Owner** from and against all claims, as construed in paragraph 1.4, arising from the **Owner's** exercise of such appropriate action.

10.5 Incidents with Archaeological Features:

10.5.1. The **Contractor** shall at once notify in writing the **Owner** of any Archaeological Feature deposits that are encountered or unearthed during the execution of the Work. The **Contractor** shall protect the deposits in a satisfactory manner and no further disturbance of the Archaeological Features shall take place until Work is allowed to be resumed in the affected areas.

10.5.2. If the **Owner**, with the advice of the **Professional**, concludes that the Contract Documents require changes because of Archaeological Features encountered, the **Owner** will amend the Contract Documents to provide for any changes in the Work and corresponding adjustment in Contract Price and/or Contract Time made necessary by the changes due to the Archaeological Features encountered and by any resulting Delay which is not reasonably anticipatable under the circumstances, and which is attributable to the **Owner** and/or **Professional.**

10.6 Unit Price Work:

10.6.1. If the Contract Documents specify Unit Price Work, the Contract Price shall contain the sum of each unit price times its estimated quantity. The **Contractor** shall be responsible for completing, within the Contract Times, one hundred twenty (120%) of the estimated quantities of Specified Unit Price Work and reasonable quantities of Contingent Unit Price Work.

10.6.2. The **Contractor** shall promptly, before proceeding with any affected Unit Price Work, deliver a written notice to the **Professional** (a) whenever actual quantities for an item of Specified Unit Price Work differs materially from those estimated and request an adjustment in the estimated quantity, or (b) requesting authorization to provide any or differing quantities of any item of Contingent Unit Price Work. The **Contractor** or the **Owner** shall submit to the other and the **Professional**, a proposal for adjusting that item's unit price and/or the Contract Time. The proposal shall be properly substantiated.

10.6.2.1. Promptly after being notified by the **Contractor**, the **Professional** will evaluate the affected Unit Price Work and provide its determination to the **Owner** and **Contractor**. If the **Owner** adjusts the estimated quantity of Specified Unit Price Work or authorizes any, or any additional, quantities of Contingent Unit Price Work, the **Contractor** shall proceed with that Unit Price Work as directed by the **Professional.** The **Contractor** shall proceed with the Unit Price Work regardless of whether the **Owner**, after conferring with the **Professional** determines that a variation in quantity justifies an adjustment in the unit price, or that the existing unit price is valid for the additional or reduced quantities, or that no adjustment in the Contract Time is warranted. In the event the **Contractor** disagrees with any such determination, the **Contractor** shall deliver a notice of claim and a claim submittal in accordance with the procedures and within the deadlines set forth in Article 15.

10.6.2.2. Any adjusted Unit Price agreed upon by the **Owner** will only apply to the actual quantities above one hundred twenty percent (120%) or to the actual quantities less than eighty percent (80%) of the estimated quantity. For additional quantities over one hundred twenty percent (120%) or reduced quantities below eighty percent (80%) of the estimated quantity, the **Owner** may negotiate a Unit Price with the **Contractor**, or direct a unilateral change as provided by Article 10, or rebid that Work. In no case however, will a Unit Price change resulting from a reduction in quantity be renegotiated such that the changed Unit Price produces a modified Bid Price for any line item that exceeds the initial Bid Price for that line item.

10.6.3. No adjustment due to quantity variations shall be allowed (a) unless the **Contractor** met the notice requirements of paragraph 10.6.2, (b) to the extent that the Bid Price for a line item will increase due to reduced quantities at a higher unit, (c) for under runs in any quantities of Contingent Unit Price Work, unless the unit price times the estimated quantity exceeds the lesser of $50,000.00 or two percent (2%) of the Contract Price, or (d) if any unit price increase results in whole or in part from any act or omission within the control of the Contractor (errors in the Contractor's Bid, unbalanced unit prices, etc.).

10.7 Cash Allowances; Provisionary Allowances:

10.7.1. The **Contractor** shall obtain the **Professional's** written acceptance before providing materials, equipment or other items covered by a Cash Allowance. Payments under a Cash Allowance shall be on actual costs, and exclude costs for supervision, handling, unloading, storage, installation, testing, etc., which shall be considered to be included within other elements of the Contract Price. Payments within the limits of an Allowance shall exclude Fee and Bond and insurance premiums, since these are already included within other elements of the Contract Price.

10.7.2. The **Contractor** shall complete Work covered by Provisionary Allowances as approved in writing by the **Owner** and directed by the **Professional**. The Cost of the Work Involved for Work authorized under any Provisionary Allowance shall be determined pursuant to Article 11, except that payments within the limits of any Allowance shall exclude Bond and insurance premiums under paragraph 11.8.1.5, since these costs are already included within other elements of the Contract Price.

10.8 Change Orders; Change Authorizations:

10.8.1. The terms "Change Order" and "Change Authorization" are defined in Section 00020 Glossary. Further, Division 1 includes prototype Change Order and Change Authorization forms which shall be used by the **Owner** and **Contractor** in connection with modifications to the Contract.

*10.8.2. A *bilateral* Change Order which does not incorporate a **Contractor** reservation of rights to claim additional adjustments, shall memorialize the **Owner's** and **Contractor's** agreement as to the adjustments in Contract Price and/or Contract Time made by the Change Order. Any such *bilateral* Change Order shall constitute an all inclusive settlement for all changes, Delay and costs, whatsoever, and the **Contractor's** signature on the Bulletin and proposal incorporated into that Change Order represents a waiver of all rights to file a subsequent proposal or a claim under Article 15 on account of that Change Order or the Work.

10.8.3. A presumed *bilateral* Change which includes a proposal signed by the **Contractor** with a reservation to claim additional adjustments shall be regarded as a notice of claim as to those adjustments and shall be pursued as provided in Article 15, except as the **Owner** and **Contractor** may otherwise agree.

10.8.4. A Change Order issued by the **Owner** after unsuccessful Contract Price and/or Contract Time negotiations with the **Contractor** and stating the **Owner's** proposed basis for the necessary adjustments in Contract Price and/or Contract Time shall be a *unilateral* Change Order.

10.8.5. The **Owner** will issue Change Orders to amend the Contract Documents for changes in the Work and for any adjustments in Contract Price or Contract Time agreed to in total or in part by both the **Owner** and **Contractor**; or to correspondingly adjust the Contract Price for Work furnished under Cash Allowances, Work completed that was authorized under Provisionary Allowances and actual quantities of Unit Price Work. Amounts for Work Involved in a Change Order signed by the **Owner** may be included in subsequent Requests for Payment.

10.8.6. The **Owner** may use Change Authorizations (a) to document agreed-upon minor variations in the Work, and/or (b) to document or order changes in the Work not warranting any adjustment in Contract Price or Contract Time. Examples of the second category include, but are not limited to the **Owner's** authorization for drawing payments against a Provisionary Allowance or the **Owner's** consent to quantity variations not increasing the Contract Price.

10.8.7. Before, or in conjunction with, the **Professional's** certification of final payment, an appropriate Change Order will be issued, with the **Professional's** advice, to correspondingly adjust the Contract Price for the value of Work furnished under Cash

Allowances, Work completed that was authorized under Provisionary Allowances and actual quantities of Unit Price Work.

10.8.8. Subject to the provisions of paragraphs 10.8.2 through 10.8.4, it is a requirement of the Contract Documents that all Change Orders duly signed and issued by the **Owner** shall incorporate Bulletins, which are duly signed by the **Contractor**, regardless of whether the **Contractor** uses a reservation of rights.

ARTICLE 11 CHANGES IN CONTRACT PRICE; CHANGES IN CONTRACT TIME

11.1 General Provisions:

11.1.1. Contract Price or Contract Time may be changed only by Change Order duly signed by the **Owner**. Neither Contract Price nor Contract Time may be changed by Change Authorization (subject to the provisions for constructive changes).

11.1.2. **Contractor** proposals for adjusting Contract Price and/or Contract Time shall be due within fifteen (15) Calendar Days after the **Contractor** receives a Bulletin or delivers to the **Owner** a notice of a change or a Delay. Proposals not complying with the requirements of paragraphs 11.1.4 and 11.1.5 shall be returned for resubmission. This turnaround period is of the essence and any Delay in delivering a bulletin or resulting from resubmission of an incomplete Bulletin shall not justify any increase in Contract Price or Contract Time. The **Owner,** in its sole discretion, may extend or shorten the 15–Day period for Bulletin quotations estimated at more than $250,000 or less than $25,000.

11.1.3. The **Professional** will review each **Contractor** proposal, and the **Professiona**l will recommend to the **Owner**, within a reasonable time, whether or not the Bulletin quotation is acceptable. Due to the time required to obtain **Board** and **Director** approvals, a **Contractor** proposal shall be irrevocable for sixty (60) Calendar Days after it is submitted to the **Professional**.

11.1.4. **Contractor** proposals or claims for Work Involved shall detail all affected items of Work, whether increased, revised, added or deleted, and shall be fully documented and itemized as to (a) individual adds and deducts in Work quantities and labor manhours; (b) corresponding itemized Cost of Work Involved (paragraphs 11.4 through 11.9; and (c) Fee. Proposals or claims including Fee of five percent (5%) for Work Involved of a Subcontractor shall nominate the performing Subcontractor and enclose the Subcontractor's pricing data, if available.

11.1.5. For **Contractor** proposals or claims for adjustments in Contract Price arising from Delays (whether or not such Delays extend any Contract Time or any early completion date), the **Contractor's** estimates shall be as comprehensive and detailed as may be appropriate to support the proposal or claim. Examples of germane information include labor productivity, labor manpower levels, production data and Progress Schedule revisions.

11.1.6. If the **Contractor's** surety(ies) requires notice of any adjustment in Contract Price and/or Contract Time, whether made pursuant to Article 11 or otherwise; any "or equal" material or equipment or substitution approved by the **Professional**; any change within the scope of Article 10; or any other addition, deletion or revision in the requirements of the Contract Documents, whether made by Change Order or Change Authorization, it shall be the **Contractor's** responsibility, and not the **Owner's**, to give notice to the **Contractor's** surety(ies). It is agreed that none of these modifications to the Contract Documents and/or the Work shall invalidate the Agreement.

11.2 Changes in Contract Time:

11.2.1. An extension in Contract Time will be justified only to the extent that the **Contractor** demonstrates, with comprehensive and detailed documentation, that the Delay is not reasonably anticipatable under the circumstances, is not caused by act or omission within the control of the **Contractor**, and, furthermore, that the Delay necessarily extends the Work, or portion of the Work in question, beyond the pertinent Contract Time. If the **Owner** determines that the **Contractor's** documentation is insufficient to allow a thorough evaluation of the time extension request, the **Contractor** shall further support the request through a detailed analysis of the Progress Schedule Revision Submittal.

11.2.2. Examples of events that may justify an extension in Contract Time include acts of God or the public enemy; acts of the U.S. Government, the State or a Political Subdivision, each acting in its public capacity (including acts as permitting agency); acts of a Public Utility acting in its public capacity; fires, floods, epidemics, quarantine restrictions; strikes, freight embargoes; unusual weather (unusual in the sense of frequency or severity vis-à-vis the prior five (5) year average); unusually severe shortages of construction materials (considering all feasible sources of supply); Underground Utilities which the Contract Documents, through error or omission, inaccurately show or indicate; Underground Utilities not previously located; objection, for the **Owner's** convenience, to a nominated Subcontractor; Archaeological Features; suspension of Work; changes in the Work, differing site conditions; variation in quantities; and Delay, as provided in this paragraph, of Subcontractors or Suppliers, at any tier, not caused in whole or in part by any act or omission within the control of both the **Contractor** and any such Subcontractors and Suppliers.

11.2.3. If upon evaluation of the **Contractor's** analysis, the **Owner** approves an extension in Contract Time for Delay not caused in whole or in part by any act or omission within the control of the **Owner** and/or **Professional**, the **Owner** shall authorize the necessary adjustment in Contract Time *only*. If the **Owner** approves an extension in Contract Time for Delay caused in whole or in part by any act or omission within the control of the **Owner** and/or **Professional**, the **Owner** shall authorize the necessary adjustments in Contract Time and Contract Price.

11.3 Methods for Making Adjustments in Contract Price:

11.3.1. The method to be used to determine any adjustment in Contract Price shall be selected by the **Owner** from one of the methods in paragraph 11.3.1.1 through 11.3.1.3, or otherwise shall be limited to the methods in paragraph 11.3.1.4 or 11.3.1.5.

11.3.1.1. If any Work Involved is covered by lump sum prices or unit prices contained in the Contract Documents, those prices shall be used (subject to the terms and conditions of paragraph 10.6 Unit Price Work). In the latter case, the unit prices shall be applied to the quantity of Unit Price Work Involved.

11.3.1.2. If any Work Involved is not covered by lump sum or unit prices contained in the Contract Documents, then application of a lump sum price may be negotiated using the **Contractor's** itemized estimate of the *anticipated* Cost of the Work Involved, as specified in this Article, and a Fee for the Work Involved, as specified in paragraph 11.11.1.

11.3.1.3. If the Work Involved is not covered by the first two methods, the **Owner** may direct the **Contractor** to proceed with the Work Involved on an *actual cost* basis, with or without a guaranteed maximum, based on an itemized breakdown of the *actual* Cost of the Work Involved, as specified in this Article, and a Fee for the Work Involved, as specified in paragraph 11.11.2.

11.3.1.4. If the Work Involved is not covered by the first two methods, the **Owner** may direct the **Contractor** to proceed through a *unilateral* Change Order on a lump sum basis or a not-to-exceed basis, based on the **Professional's** estimate of the anticipated Cost of Work Involved and a Fee for the Work Involved, as specified in paragraph 11.11.1 or 11.11.2.

11.3.1.5. If payment for the Work Involved is to be determined by the Michigan Court of Claims or a AAA arbitration panel, it is agreed by the **Contractor** that the *actual cost* and Fee method in paragraph 11.3.1.3 shall represent the appropriate method for determining such payment.

11.3.2. Items making-up the Cost of the Work Involved shall be allowable to the extent (a) consistent with those prevailing in the Project locality, (b) necessary, reasonable and clearly allocable to the Work Involved, and (c) limited to labor costs, Subcontract costs, material and equipment costs, construction equipment costs and general conditions costs, as specified in this Article.

11.4 Labor, Subcontract and Material/Equipment Costs:

11.4.1. The Cost of any Work Involved includes the **Contractor's** payroll costs for craft workers resident at the site (through crew foremen) assigned to furnishing and incorporating materials and equipment into the Work Involved. If craft labor manhours exceed those that can be gleaned from the Means Cost Data, or other cost guide acceptable to the **Owner**, the **Contractor** shall provide proper justification, which shall be acceptable to the **Professional**.

11.4.1.1. Payroll costs shall include wages, labor burdens and a factor for field supplies and purchase costs (less market value if not consumed) of tools not owned by the workers. Labor burdens shall be certified by an authorized financial representative of the **Contractor** and may include social security, unemployment taxes, workers' compensation, health and retirement benefits, vacation and holiday pay. The factor for field supplies and tools (individually valued at less than $1,000.00) shall not exceed four percent (4%) of the wages without burdens, unless the **Contractor** furnishes detailed data which supports a higher factor. For actual payroll costs, **Contractor** time sheets verified by the **Professional** and/or certified payrolls shall be the only valid Records. For actual payroll costs under paragraph 11.3.1.5, time sheets shall be valid only if they expressly correlate to the Work Involved and were recorded at that time and/or used for certified payrolls.

11.4.2. The Cost of the Work Involved includes the **Contractor's** costs for the labor costs, (lower tier) Subcontract costs, material and equipment costs and general conditions costs of Subcontractors nominated for the Work Involved. Except for a higher six percent (6%) limit on the factor for field supplies and small tools, the methods for calculating Subcontractors' costs shall be the same as those for **Contractor** costs, except that the term "Subcontractor" shall replace the term "**Contractor**," context permitting. If the **Owner** and **Contractor** agree in advance, the **Contractor** shall obtain detailed quotations and shall nominate at least two (2) Subcontractors, acceptable to both the **Contractor** and **Professional**, for selection by the **Owner**.

11.4.3. The Cost of any Work Involved includes the **Contractor's** costs for materials and equipment, including transportation, storage and necessary Suppliers' field services. All trade discounts, rebates and refunds and returns from surplus sales that can be realized at the time of pricing shall accrue to the **Owner**, and the **Contractor** shall make arrangements so that they may be obtained. If the Bulletin for the Work Involved *lists* specific Suppliers, the **Contractor** shall obtain written quotations from them and shall nominate one of the *listed* Suppliers to allow a comprehensive review of the proposal by the **Professional**. Invoices segregating items relating to the Work Involved shall be valid Records in support of actual Supplier costs.

11.5 Construction Equipment Costs:

11.5.1. The cost of any Work Involved includes costs for individual construction equipment with replacement value in excess of $1,000.00. Transportation, loading and unloading, installation, dismantling and removal and shipping costs shall be allowed to the extent required by the Work Involved and reasonable under the circumstances. Equipment costs shall cease when the equipment is no longer needed for the Work Involved. Payroll costs for labor operating the equipment are as specified in paragraph 11.4.1. Equipment costs shall be computed using the same accounting and estimating rules and prices, whether related to added or deleted Work.

11.5.2. When determining actual construction equipment costs (a) under paragraph 11.3.1.3, daily logs of the equipment, operators and actual usage, verified by the **Professional**, shall be the valid Records; (b) under paragraph 11.3.1.5, such daily Records shall be valid only if developed when any such Work Involved was performed and used for accounting purposes.

11.5.3. Rented (or owned) equipment, idled solely by actions of the **Owner** or **Professional**, shall be paid at the rate for rented equipment (or at fifty percent (50%) of the rate for owned equipment) provided the idle period exceeds what is normal for the equipment and occurs during normal working hours.

11.6 Rented or Leased Construction Equipment:

11.6.1. Construction equipment rented or leased from third parties shall be priced using the rates negotiated between the **Owner** and **Contractor**. If no agreement is reached, those rates listed in the Rental Rate "Blue Book" published by Primedia Information Inc. of San Jose, Ca, for the region where the Project is located applicable to the equipment (model number and year) shall be used. For equipment leased or rented on an hourly basis, the rate for second or third shifts shall not exceed fifty percent (50%) of the base rate. Operating costs shall not exceed the hourly operation rate in the Blue Book. Hourly rates for equipment previously in use at the site for a month or longer shall use the

monthly rate divided by 176 hours. Equipment previously in use for only one week or not previously in use at the site shall be invoiced to the **Owner** using the following schedule of equipment use:

Less than 8 hours	Hourly Rate
1 Day but less than 7 Calendar Days	Daily Rate
1 week but less than 30 Calendar Days	Weekly Rate
30 Calendar Days or more (when in use)	Monthly Rate

11.7 Owned Construction Equipment:

11.7.1. Construction equipment owned by the **Contractor**, or rented or leased from lessors associated with or owned by the **Contractor**, shall be priced using the rates negotiated between the **Owner** and **Contractor** based on the **Contractor's** normal accounting practices. If no agreement is reached, the hourly rates in the "Contractor's Equipment Cost Guide," published by Primedia Information Inc. for the region where the Project is located shall be used. Operating costs shall not exceed the hourly operation rate in the Blue Book. For multiple shifts, rates shall not exceed the shift Work adjustments recommended in the Cost Guide.

11.8 General Conditions Costs:

11.8.1. The Cost of any Work Involved may include necessary general conditions costs to the extent those costs increase or decrease on account of, or are directly attributable to, the performance of Work Involved, or are required due to an extension in Contract Time or Delay under paragraph 11.13.5. Categories of general conditions which are allowable under this paragraph (subject to the provisions of paragraph 11.9) include:

11.8.1.1. To the extent agreed to in advance by the **Owner**, payroll costs for the **Contractor's** project manager or construction manager, but not both, for Work activities conducted at the site;

11.8.1.2. Payroll costs for the **Contractor's** superintendent and full-time general foremen, if any are assigned to the Work, for Work Involved performed beyond normal working hours and/or to the extent those costs and subsistence expenses arise solely from an extension in Contract Time or Delay under paragraph 11.13.5;

11.8.1.3. If agreed to in advance by the **Owner**, payroll costs for management personnel resident and working at the site and for workers not covered under paragraph 11.4.1, resident at the site and engaged as support workers (i.e., loading/unloading, clean-up, etc.) to workers covered under paragraph 11.4.1;

11.8.1.4. Costs of office and temporary facilities at the site, including office materials, office supplies, office equipment, minor expenses, utilities, fuel, sanitary facilities, and telephone service at the site, provided those cost arise solely from an extension in Contract Time or Delay under paragraph 11.13.5;

11.8.1.5. Costs of liability insurance premiums for insurance not included within the labor burdens charged under paragraph 11.4.1, and costs of Bond premiums;

11.8.1.6. Costs of consultants not in the direct employ of the **Contractor**, or Subcontractors not covered under paragraph 11.4.2; to the extent authorized by the **Owner** before proceeding with the Work Involved, and provided that those costs are neither covered by paragraph 11.4 nor excluded by paragraph 11.10; and

11.8.1.7. Taxes on the Work Involved, and for which the **Contractor** is liable; and royalty payments and fees for permits and licenses, provided they relate solely to the Work Involved.

11.9 Limitations on Allowable Costs:

11.9.1. The **Contractor** shall not include as part of the Cost of any Work Involved any construction equipment costs, small tool costs, or general conditions costs that do not increase on account of, or are not directly attributable to, the furnishing and/or performance of any Work Involved. Examples of such unallowable costs include:

11.9.1.1. Charges for **Contractor's** superintendent, general foremen and management personnel assigned full-time to the Work, if the charges relate to Work Involved which does not extend the Contract Time or cause Delay under paragraph 11.13.5, or to Work Involved not performed beyond normal working hours;

11.9.1.2. Fixed percent mark-ups for construction equipment (as opposed to specific construction equipment costs); or

11.9.1.3. Cost of field supplies and/or small tools solely for extensions in Contract Time or Delay under paragraph 11.13.5.

11.9.2. Changes in Contract Price for extensions in Contract Time or Delay under paragraph 11.13.5 shall exclude any costs that are unaffected or do not relate to the extension in Contract Time or the Delay in early completion. Examples include:

11.9.2.1. Operating costs of construction equipment assigned to the Work for the duration, to the extent used in the incorporation of materials and equipment into the Work, provided the equipment is not subject to increased usage because of the extension in Contract Time or the Delay in early completion;

11.9.2.2. Operating costs plus owned/rental costs of construction equipment brought to the site for a specific activity (crane used for specific lifts, concrete pump used for pours, etc.), provided the equipment is not subject to increased usage because of the extension in Contract Time or the Delay in early completion;

11.9.2.3. Construction equipment and site facilities which are fully paid under the Contract Price for the Work, as awarded.

11.9.3. The **Contractor** shall not include as part of the Cost of any Work Involved acceleration costs incurred, for the **Contractor's** benefit, to make-up Delay which warrant extensions in Contract Time but do not justify increases in Contract Price.

11.10 Costs Covered by the Fee for the Work Involved (and not Allowable as Cost of the Work Involved):

11.10.1. **Contractor** administrative costs and home office overhead, whether at the **Contractor's** principal or branch offices, shall not be allowable as elements of the Cost of Work Involved. Rather, those administrative costs and home office overhead shall

be non-reimbursable expenses covered by the Fee for the Work Involved. Examples of administrative costs or home office overhead covered by this provision include, without limitation:

11.10.1.1. Payroll costs and other compensation of executives, general and administrative managers, estimators (except to the extent agreed to in advance by the **Owner**), claim consultants, attorneys, accountants, labor relation coordinators, purchasers, expeditors and other administrative staff, whether resident at the **Contractor's** principal or branch offices;

11.10.1.2. Payroll costs and other compensation of project managers, construction managers, architects, engineers, schedulers, detailers, safety personnel, clerks and other administrative staff not resident at the site and who are not part of the **Contractor's** general conditions personnel contingent;

11.10.1.3. Costs of engineers, architects, accountants, consultants, attorneys and others, in the direct employ of the **Contractor** or otherwise, utilized for services related to a controversy or claim about the acceptability of the Work;

11.10.1.4. Costs incurred in the preparation of Contract Change Orders (whether or not ultimately authorized by the **Owner**), except as otherwise authorized by the **Owner**; and costs incurred in the preparation or filing of claims; and

11.10.1.5. Any interest on the Work Involved, unless otherwise allowed by the Michigan Court of Claims or an arbitration panel; charges for delinquent payments; lost interest on unpaid withholdings; lost profits and lost opportunities; and home office storage and yard facilities.

11.11 Limits on the Fee for the Work Involved:

11.11.1. Any adjustment in Contract Price made by *bilateral* Change Order which stipulates a lump sum price (developed from the **Contractor's** itemized estimate of the *anticipated* Cost of the Work Involved) without incorporating a **Contractor** reservation of rights to claim additional adjustments, shall include a Fee for costs under paragraph 11.10 and for profit, not to exceed the following:

11.11.1.1. For Work Involved to be self-performed by the **Contractor**, the **Contractor's** Fee shall not exceed fifteen percent (15%) of the Cost of the Work Involved. For Work Involved to be performed by any nominated Subcontractor, regardless of tier, the nominated, performing Subcontractor's Fee also shall not exceed fifteen percent (15%) of the Cost of the Work Involved.

11.11.1.2. For Work Involved to be performed by any nominated Subcontractor, the **Contractor's** Fee shall be five percent (5%) of the performing Subcontractor's Cost of the Work Involved, excluding that Subcontractor's Fee. For Work Involved of any nominated lower tier Subcontractor, any corresponding higher tier Subcontractors shall share equally a Fee of five percent (5%) of the performing lower tier Subcontractor's Cost of the Work Involved, excluding the lower tier Subcontractor's Fee.

11.11.2. Any adjustment in Contract Price made by a *bilateral* Change Order (whether based on a *lump sum* or on the *actual cost* of the Work Involved) which incorporates a **Contractor** reservation of rights to claim additional adjustments, shall include a Fee of only two-thirds (2/3) of the Fee otherwise resulting from the application of paragraphs 11.11.1 or 11.11.2.

11.11.3. The credit to be allowed to the **Owner** for any individual change consisting of deletions, or additions and deletions, that yields a negative net Cost of the Work Involved, shall be the amount of the net decrease and, if the negative net Cost of the Work Involved exceeds $10,000.00, a Fee credit of one-fifth of the Fee resulting from the application of paragraphs 11.11.1.1 through 11.11.1.3 shall be added to that amount.

11.11.4. For any change in the Work combining additions, revisions and deletions, one single Fee for the Work Involved shall be added to the net Cost of the Work Involved, unless the change in the Work combines self-performed **Contractor** Work and Subcontractor Work, or Work of more than one Subcontractor, or both, in which case separate Fees for the **Contractor** Work and for the Subcontractor Work shall be calculated, as appropriate.

11.11.6. In the event unrelated changes in the Work are grouped in a Bulletin, or included in a claim, and each of the changes yields a net increase or decrease in the Cost of the Work Involved, the combined Fee for the changes in the Work so grouped shall be computed as the sum of the individual Fees otherwise calculated under paragraphs 11.11.1 through 11.11.5.

11.12 Fee for Unabsorbed Home Office Overhead:

11.12.1. It is intended that the Fee for the Work Involved allowed under paragraph 11.11 shall be included with any adjustment in Contract Price for any Cost of Work Involved. However, the Fee under paragraph 11.11.1 shall not be intended to cover unabsorbed home office overhead resulting from an extension of the Contract Time stated in paragraph 4.1.1 of Section 00500 Agreement. When justified under the Contract Documents, Fee for unabsorbed home office overhead shall be calculated as detailed in paragraph 11.12.2.

11.12.2. If an extension of the Contract Time stated in paragraph 4.1.1 of Section 00500 Agreement and an increase in Contract Price for such an extension in Contract Time is justified under the Contract Documents, the **Owner** shall negotiate with the **Contractor** the reimbursement of an amount for the **Contractor's** home office overhead (under paragraph 11.10) that will be or were unabsorbed before the expiration of that Contract Time. Any such reimbursement shall be based on the lesser of: (a) the product of the ratio of the **Contractor's** home office overhead to its contract billings times the Contract Price in paragraph 3.1 of Section 00500 Agreement that remains unbilled on the expiration of that Contract Time, or (b) that amount derived from the Eichleay formula.

11.13 Changes in Contract Time for Early Completion:

11.13.1. The Contract Times specified in paragraph 4.1 of Section 00500 Agreement represent the **Professional's** best estimate of the time required to complete the Work, and take into account comparisons with completed work similar in scope and character to the Work and constructed under similar conditions.

11.13.2. Since "time is of the essence" in performing this Contract, any early completion Rev. 0 Progress Schedule considered acceptable by the **Owne**r shall be construed as setting forth a corresponding amount of Contract Float, unless the **Contractor** delivers notice of a request for a shortening of the Contract Time within thirty (30) Calendar Days after receiving the **Owner's** written notice of "no objection" to such Rev. 0 Progress Schedule.

11.13.3. If the **Contractor** requests that the Contract Times be shortened to eliminate the Contract Float on any such early completion Progress Schedule, and the **Owner** agrees to the **Contractor's** request, the **Owner** and **Contractor** may negotiate a reduction in the affected Contract Time. Concurrently, the **Owner** will develop a level of liquidated damages appropriate to the revised Contract Time(s) or, if more appropriate under the circumstances, the **Owner** will specify actual damages, applicable from the negotiated, earlier Contract Time to the Contract Time under revision. In such case, the aggregate actual damages shall not exceed the sum liquidated damages that may have resulted from the originally-specified liquidated damages. Such agreement shall be memorialized through an appropriate Change Order.

11.13.4. If the **Owner** and **Contractor** are unable to agree to such reduction in the Contract Times, or the **Contractor** rejects the **Owner's** assessment of liquidated or the stipulation of actual damages, or both, the Contract Times in question shall remain unaltered and the early completion Progress Schedule shall be employed as provided in the Contract Documents.

11.13.5. To the extent that the Progress Schedule supports an early completion date, and a Delay extends performance of the Work beyond the **Contractor's** early completion date but not beyond the corresponding Contract Time, if the **Contractor** pursues an increase in Contract Price for such Delay in early completion, the **Owner** shall consider such request, subject to the following: (a) the early completion is reasonably achievable, i.e., includes proper allowances for weather, **Owner** and **Professional** activities, rework and other foreseeable events within the control of the **Contractor**, (b) the Progress Schedule used to support the request is loaded with Activity manpower data, and (c) the adjustment in Contract Price shall equal fifty percent (50%) of the **Contractor's** Delay costs otherwise allowable under this Article.

11.13.6. As a point of emphasis, under these provisions, an increase in Contract Time and an increase in Contract Price equaling the **Contractor's** costs occasioned by the Delay (as opposed to only fifty percent (50%) of the **Contractor's** Delay costs), shall be justified only if the Delay attributable to the **Owner** and/or **Professional** necessarily extends Substantial Completion of the Work, or the portion of the Work having a specified Contract Time, beyond the correspondingly specified Contract Time.

11.14 Access to Records:

11.14.1. The **Contractor** shall maintain and keep, and shall require all Subcontractors and Suppliers to maintain and keep, in accordance with generally accepted accounting principles, Records pertaining to the bidding, award and performance of the Work, including, but not limited to payroll and employment Records and all data used in estimating the **Contractor's** Bid and in pricing and negotiating Work covered by any Change Order, Change Authorization, proposal or claim.

11.14.2. For changes payable on an *actual cost* basis, or in the event of any claim, dispute, litigation, audit exception or appeal or termination, the **Owner** and any of the **Owner's** duly authorized representatives shall have access to those Records for the purpose of inspection, audit/review and copying. The **Contractor** shall provide appropriate facilities for access promptly after receiving a request. The **Owner** and any of its duly authorized representatives shall have the right to interview **Contractor** employees. The **Contractor** shall make employees available on Business Days between 8:00 AM and 4:00 PM, as requested.

11.14.3. Payroll and other employment Records of workers assigned to the site, including apprentices and trainees, maintained to comply with the requirements of this provision, shall contain the name and address of each worker, correct wage classification, rate of pay (including contributions, or costs assumed to provide, for fringe benefits), daily and weekly number of hours worked, deductions made and actual wages paid. The **Contractor** shall maintain Records that show: (a) the anticipated costs or actual costs incurred in providing such benefits, (b) that the commitment to provide such benefits is enforceable, and (c) that the plan or program is financially responsible and has been communicated in writing to the workers affected.

11.14.4. Access to Records, as prescribed in this paragraph, shall be allowed at any time during the execution of the Work and shall remain in full force and effect for five (5) years after final payment, or termination (in the event of termination), or date of final resolution of any dispute, litigation, audit exception or appeal – whichever event actually applies to this Contract.

11.15 Price Reduction for Defective Cost and Pricing Data:

11.15.1. If at any time during the prosecution of the Work, there is good cause to doubt the **Contractor's** compliance with the Defective Cost and Pricing Data requirements of this paragraph 11.15, the **Owner** shall be entitled to make an appropriate withholding from any payment otherwise owed to the **Contractor**.

11.15.2. Whenever the **Contractor** signs a proposal for a Contract Price or Contract Time adjustment, a Change Order or a claim settlement, the **Contractor** will be deemed to have certified, to the **Contractor's** best knowledge and belief, that the representations made and data submitted in pricing and negotiating the Cost of the Work Involved in that price proposal, Change Order, or claim settlement: (a) were made in good faith and are consistent with the facts, (b) are consistent with the provisions of Articles 10 and 11, and (c) are complete, accurate and current as of the date agreement was reached on the corresponding adjustments in Contract Price and/or Contract Time. This certification shall apply in each and every respect to any Subcontractor and Supplier who signs any cost and pricing data attached to any such a proposal for a Contract Price or Contract Time adjustment, Change Order or claim settlement.

11.15.3. If any adjustment in Contract Price or Contract Time made by any Change Order, claim or dispute settlement was increased by a material and significant amount because the **Contractor**, or any Subcontractor or Supplier, at any tier, made representations or furnished cost or pricing data of any kind that were false, contained math errors or were incomplete, the Contract Price shall be correspondingly reduced by Change Order.

ARTICLE 12 PROGRESS PAYMENTS; FINAL PAYMENT

12.1 Schedule of Values:

12.1.1. The Schedule of Values shall be approved by the **Professional** and divide the Work into pay items for significant Sections and areas, facilities or structures, with subtotals for first tier Subcontractors. If required in Division 1, the Schedule of Values shall be supported by a more detailed breakdown allocating the pay items to the Progress Schedule Activities.

12.1.2. The Schedule of Values shall tabulate labor costs, Subcontract costs and material and equipment costs. Labor costs shall include appropriate sums for construction equipment costs, general conditions costs, administrative costs (paragraph 11.10) and profit, unless separate pay items are itemized for those costs.

*12.1.3. The Schedule of Values shall include the following close-out pay items: (a) two percent (2%) of the Contract Price for Fire Marshall approval, certificate of occupancy and other code approvals, as specified in the Contract Documents, (b) two percent (2%) of the Contract Price for manufacturer warranties, finalized operating and maintenance documentation, **Owner** training documentation, and test and balance reports, and (c) two percent (2%) of the Contract Price to cover finalized Record Documents.

12.2 Requests for Payment:

12.2.1. Once each month, the **Contractor** shall submit to the **Professional** a Request for Payment on the **Owner's** form signed by the **Contractor** certifying Work completed and enclosing all supporting documentation. Each Request for Payment shall certify that all monies owed by the **Contractor** to Subcontractors and Suppliers for which payment previously has been sought has been paid from payments received. No Request for Payment shall include amounts for a Subcontractor or Supplier if the **Contractor** does not intend to use the payments requested, when received, to reduce the **Contractor's** outstanding obligations on the Work.

12.2.2. Payment to the **Contractor**, if approved by the **Owner**, will be made within thirty (30) Calendar Days after the **Owner** receives and approves a certified Request for Payment from the **Professional**. Payment for authorized reimbursable expenses shall be made monthly in the amount incurred before the cut-off date, provided each payment request expense is properly documented in spreadsheet form detailing the information about the request. The **Contractor** will provide a certification in writing that the payment request submittal is true and accurate.

12.2.3. If payment is requested based on materials and equipment stored at the site or at another location agreed to in writing, the Request for Payment also shall be accompanied by (a) consent of surety, (b) a bill of sale, invoice or other documentation warranting that the **Owner** has received the materials and equipment free and clear of all liens, and (c) evidence that the materials and equipment are covered by appropriate property insurance and other arrangements to protect them and the **Owner's** interests. If the documentation provided by the **Contractor** to comply with the intent of this paragraph is unsatisfactory, the **Owner** shall be entitled to withhold an appropriate amount from that Request for Payment until the **Contractor** provides documentation acceptable to the **Owner.**

12.2.4. The **Contractor** warrants and guarantees that title to all Work, materials and equipment covered by any Request for Payment, whether incorporated in the Work or not, will pass to the **Owner** free and clear of all liens no later than at the time of payment by the **Owner** to the **Contractor**.

12.3 Review of Request for Payment; Intent of Review:

12.3.1. Within ten (10) Calendar Days after receipt of a Request for Payment, the **Professional** shall certify to the **Owner** the amount the **Professional** determines to be due, or shall return the Request for Payment to the **Contractor** indicating the reasons for withholding certification. Certification shall be based on the **Professional's** review of the Request for Payment and enclosed documentation, On-Site Inspections and on-site Project representation, if any has been provided. If a Request for Payment is returned to the **Contractor**, the **Contractor** shall make the necessary corrections and resubmit that Request for Payment.

12.3.2. The **Professional's** certification of any Request for Payment constitutes a representation to the **Owner** that the Work has progressed to the point indicated; that to the best of the **Professional's** knowledge, information and belief, the quality of the Work is in accordance with the Contract Documents; and that the **Contractor** is entitled to payment in the amount certified. Any such representation by the **Professional**, however, shall be subject to an evaluation of the Work as a functioning whole before and upon Substantial Completion; to the results of any subsequent tests called for in the Contract Documents; to a final determination of quantities and classifications of Unit Price Work (if any is specified) and to any other qualifications stated in the certification.

12.3.3. In the case of final payment, the **Professional's** certification of final payment and recommendation that the Work is acceptable shall be a further representation that conditions governing final payment to the **Contractor** have been met.

12.4 Refusal to Make or to Recommend Payment:

12.4.1. The **Owner** may withhold from any payment an amount based on the **Professional's** refusal to recommend payment or the **Owner's** estimate of the fair value of items entitling the **Owner** to a withholding. Such may include, but not be limited to liquidated damages, claims made against the **Owner** arising out of or related to the Work, payment claims, or failure by the **Contractor** to reimburse the **Owner** any costs the **Owner** is entitled to recover. The **Owner** will give the **Contractor** reasonably prompt written notice supporting such action.

12.4.2. The **Professional** may refuse to recommend all or any part of any payment, or because of subsequently discovered evidence, inspections or tests or the value of the Punch List, nullify all or any portion of any payment previously recommended, as the **Professional** may consider necessary to protect the **Owner** from loss because (a) the Work is Defective or completed Work has been damaged requiring correction or replacement, (b) the Contract Price has been reduced by Change Order, (c) it has been necessary that the **Owner** correct Defective Work or complete Work, (d) reasonable evidence exists that all or a part of the Work will not be completed within the corresponding Contract Time, (e) of the **Contractor's** failure to comply with all material requirements of the Contract, including, but not limited to the failure to submit Progress Schedule Submittals or Record Documents when due, (f)

stored materials for which payment has been made or is sought has been determined by the **Professional** to be damaged or missing, (g) amounts are requested for a Supplier which is not the Supplier named in the **Contractor's** completed Section 00440 Schedule of Materials and Equipment or a Supplier approved by the **Professional** through an "or equal" or substitution procedure, or (h) the **Professional** reasonably believes or knows of the occurrence of an event justifying termination for cause.

12.5 Request for Final Payment:

12.5.1. The **Contractor** shall complete the Substantial Completion Punch List within the Contract Time and date fixed by the **Professional**. The **Contractor** shall assemble all requisite documentation before requesting final inspection.

12.5.2. Upon written notice from the **Contractor** that the **Contractor** considers the entire Work, or a part of the Work for which final payment is specified in the Contract Documents, to be complete and ready for final payment, the **Professional** will make a final completion inspection with the **Owner** and **Contractor** and notify the **Contractor** in writing of all instances of incomplete or Defective Work revealed by the final inspection. The **Contractor** shall immediately undertake all necessary measure to complete Work in the final completion inspection.

12.5.3. The **Contractor** may request final payment after completing the incomplete or Defective Work to the satisfaction of the **Professional** and delivering final operating and maintenance documentation (with revisions made after Substantial Completion), warranties, inspection certificates, Record Documents (with revisions made after Substantial Completion), release of payment claim forms and all other required documents.

12.5.4. The **Contractor's** request for final payment shall enclose evidence of completed operations insurance and affidavit certifying that the insurance coverage will not be canceled, materially changed or renewal refused except as provided in paragraph 7.4.3, and an affidavit certifying that the surety agrees that final payment shall not relieve the surety of any of its obligations under the Performance Bond and Payment Bond. The **Contractor's** request for final payment shall further include (a) a **Contractor's** "Guarantee and Statement" (available from the **Owner**, form DMB-437) containing a statement of guaranteed indebtedness acceptable to the **Owner** in the full amount of the Contract Price, or a release of payment claims in the form of a release of liens, or a Bond or other security acceptable to the **Owner** to indemnify the **Owner** against any payment claim, and (b) a list of all pending insurance claims rising out of or resulting from the Work being handled by the **Contractor** and/or its insurer.

12.6 Final Payment and Acceptance:

12.6.1. If the **Professional** is satisfied that the Work, or a part of the Work for which separate final payment is specified in the Contract Documents, has been completed and the **Contractor's** other obligations under the Contract Documents have been fulfilled, the **Professional** will, within thirty (30) Calendar Days after receipt of the final payment request, furnish to the **Owner** and **Contractor** the **Professional's** certification of final payment and acceptance. If the **Professional** is not satisfied, the **Professional** will return that request to the **Contractor**, indicating in writing the reasons for not certifying final payment, in which case the **Contractor** shall make the necessary corrections and request that final payment again be considered.

12.6.2. If the **Owner** concurs with the **Professional's** certification of final payment, the **Owner** will, within thirty (30) Calendar Days after receipt by the **Owner** of the **Professional's** certified recommendation of final acceptance, pay the balance of the Contract Price, subject to those provisions governing final payment specified in the Contract Documents. If the **Owner** does not concur with the **Professional's** determination, the **Owner** will return the request for final payment to the **Contractor** indicating in writing the reasons for refusing final payment and acceptance. In that case, the **Contractor** shall make the necessary corrections and shall request that final payment be again considered by the **Owner**. The **Owner's** written determination will be binding upon the **Contractor**, unless the **Contractor** delivers a notice of a claim and a claim Submittal within the deadlines set forth in Article 15.

12.6.3. If final completion of the Work is significantly delayed through no fault of the **Contractor**, the **Owner** may, upon receipt of the **Contractor's** final Request for Payment, and without terminating the Agreement, make payment of the balance due for that portion of the Work fully completed and accepted. Payment of the balance due shall be made under the provisions for final payment, but shall not constitute a waiver of claims.

12.6.4. The **Owner** shall pay with reasonable promptness any amounts deducted from the final payment, upon resolution of the claims justifying withholding of such monies.

12.7 Contractor's Continuing Obligation:

12.7.1. The following does not constitute acceptance of the Work in the event the Work or any Work is not in accordance with the Contract Documents, and therefore does not release the **Contractor** from its obligation to perform and furnish the Work in accordance with the Contract Documents: (a) a certification by the **Professional** of any Request for Payment or final payment; (b) the issuance of a Substantial Completion certificate; (c) any payment by the **Owner** to the **Contractor**; (d) any Partial Use; (e) any act of acceptance by the **Owner** or any failure to do so; (f) any review and approval of a Shop Drawing, sample, test procedure or other Submittal; (g) any review of a Progress Schedule; (h) any On-Site Inspection; (i) any inspection, test or approval; (j) any issuance of a notice of acceptability by the **Professional**; or (k) any correction of Defective Work or any completion of Work by the **Owner**.

12.8 Waiver of Claims:

12.8.1. The making and acceptance of final payment do not constitute a waiver by the **Owner** of any rights as to the **Contractor's** continuing obligations under the Contract Documents, nor will it constitute a waiver of any claims by the **Owner** against the **Contractor** still unsettled, or arising from unsettled payment claims, Defective Work appearing after final inspection or failure by the **Contractor** to comply with the Contract Documents or the terms of any special warranties provided by the Contract Documents or by Law.

12.8.2. The making and acceptance of final payment will constitute a waiver of all claims by the **Contractor** against the **Owner**, other than those claims previously made in writing, on a timely basis in accordance with Article 15, and still unsettled.

ARTICLE 13 OTHER WORK

13.1 Related Work at Site:

13.1.1. During the period allowed for the furnishing and performance and completion of the Work, the **Owner** may undertake other work at the site with its own forces, or have other work performed at the site by other parties (including, but not limited to contractors or Public Utilities). If the Contract Documents do not note the performance of any such other work, written notice will be given to the **Contractor** before starting that work.

13.1.2. Whenever Work to be performed by the **Contractor** interfaces with other work, the **Contractor** shall coordinate that Work with the interfacing work. Paragraphs 13.2 and 13.3 outline representative duties and responsibilities assumed by the **Contractor** under this requirement. Such duties and responsibilities are for the benefit of the parties on the other work to the extent there are comparable provisions for the benefit of the **Contractor** in the contracts between those parties and the **Owner.**

13.2 Coordination Requirements:

13.2.1. If other work is ongoing concurrently with the Work, the **Contractor** shall afford the responsible party proper and safe access to the site. The **Contractor** shall afford the other party a reasonable opportunity for the handling, unloading and storage of their materials and equipment and for the execution of their work.

13.2.2. If any part of the Work, for proper execution or results, interfaces on the work of the **Owner** or another party, the **Contractor** shall inspect and promptly report to the **Professional** in writing conditions in that work that render it unavailable or unsuitable for proper execution and results. The **Contractor's** failure to do so will constitute an acceptance of such other work as fit and proper for integration with the Work except for latent or non-apparent defects and deficiencies in the other work.

13.2.3. The **Contractor** shall do all cutting, fitting, patching and interfacing of the Work that may be required to make any part of the Work come together properly and integrate with other work. The **Contractor** shall not cut, excavate or otherwise alter any other work without prior written consent of the party responsible for such other work. The **Contractor** shall supply, install and/or cause items to be built into interfacing Work, verify dimensions of interfacing Work, and notify the **Professional** of interfacing work that is unsatisfactory for, or prevents satisfactory installation of, any Work. Installation of any Work shall constitute acceptance by the **Contractor** of all previously placed interfacing work.

13.2.4. The **Contractor** shall be responsible for cooperating with the **Professional** fully in the coordination of the **Contractor** Submittals with interfacing submittals of other parties whose work in any way integrates with the Work or vice versa. Any such coordinated Submittal of the **Contractor** shall identify, by specific written notation, Work which integrates with the other work and of which the **Contractor** knows or has reason to know.

13.2.5. If the **Owner** contracts for other work, the **Owner** will have authority and responsibility for coordinating the operations of the **Contractor** and the other work. The **Owner** may delegate the specific authority and responsibility for coordinating the operations of the **Contractor** and of those parties performing the other work to another organization either by provision in Section 00800 Supplementary Conditions or at the pre-construction conference.

13.3 Claims Between the Contractor and Other Parties:

13.3.1. If the **Contractor** causes damage to the work or property of others, or if a claim arising out of the **Contractor's** execution of Work is made by another party against the **Contractor**, **Owner** or **Professional**, the **Contractor** shall promptly attempt to settle with that party by agreement or otherwise resolve the claim. The **Contractor** shall in any event, defend, indemnify and hold harmless the **Owner** and **Professional** from and against all claims, as provided in paragraph 1.4, and/or judgments arising out of or resulting from damage by the **Contractor** to the work or property of others.

13.3.2. If another party causes damage to the Work or property of the **Contractor**, or if the performance of other work results in any claim by the **Contractor**, the **Contractor** shall promptly resolve the issue by agreement or otherwise resolve the claim. The **Contractor** shall not begin any action against the **Owner** (or its departments, agencies, boards, commissions, officers and employees) or **Professional** (or their consultants, agents or any of their directors, officers, shareholders, agents or employees), or permit any action against them to be maintained in the **Contractor's** name or for the **Contractor's** benefit before any court or tribunal, which action seeks to impose liability or recover damages from the **Owner** or **Professional** for such claim.

13.3.3. If the **Contractor** becomes involved in settling or otherwise resolving claims and disputes with other parties performing other work from events covered under paragraphs 13.3.1 or 13.3.2, or because of any other similar controversy, including damage to the Work or other work, or a dispute about responsibility for clean-up or any other issue, neither the **Owner** or **Professional** nor any of their respective consultants, agents, directors, shareholders, officers or employees will be involved in any way in such action (unless subpoenaed or ordered by a court). If the **Owner** incurs costs or damages of the types barred by the provisions paragraphs 13.2.1 and 13.2.2, the **Contractor** shall reimburse those costs and damages to the **Owner**.

13.3.4. Except as excluded in paragraph 13.3.5, if any party performing other work causes Delay upon the Work and if, upon a request from the **Contractor**, the **Owner** determines that any such Delay justifies an increase in Contract Price and/or Contract Time, the **Owner** shall amend the Contract Documents to provide the necessary adjustment in Contract Price or Contract Time, or both.

13.3.5. If a party performing other work is granted an extension in a contract time only (on account of Delay not reasonably anticipatable under the circumstances nor caused, in whole or in part, by any act or omission of the other party, the **Owner**, **Professional** or the **Owner's** representative on that other work), and if, upon a request from the **Contractor**, the **Owner** determines that the time extension granted to the other work requires a change in a coterminous Contract Time in the Contract Documents, the **Owner** shall amend the Contract Documents to provide for the necessary change in Contract Time only.

ARTICLE 14 TERMINATION

14.1 Notice Requiring Assurance of Due Performance:

14.1.1. The **Owner** may request the **Contractor** (with copy to the surety) to provide written assurance of due performance if, at any time, any of the following non-conformances occur, any of which, if not corrected, may justify defaulting the **Contractor**:

14.1.1.1. The **Contractor** fails to complete the Work, or a specified part of the Work, within the corresponding Contract Time; fails or refuses to supply sufficient management, supervision, workers, materials or equipment; or otherwise fails to prosecute the Work, or any specified part of the Work, with the diligence required to comply with the Contract Time(s);

*14.1.1.2. The **Contractor** persistently disregards the authority of the **Professional** or violates or disregards a provision of the Contract Documents or the Laws of any Political Subdivision with jurisdiction; or

14.1.1.3. The **Contractor** admits in writing, or the **Owner** otherwise establishes, the **Contractor's** inability or refusal to pay the **Contractor's** debts generally as they become due; or in response to the **Owner's** demand, fails to provide adequate, written assurance that the **Contractor** has the financial resources necessary to complete the Work within the Contract Time.

14.1.2. Within seven (7) Calendar Days after the **Contractor** receives a notice requiring assurance of due performance, the **Contractor** shall meet with the **Owner** and present the **Contractor's** plan to correct the non-performance with supporting documentation. If the **Owner** determines that the **Contractor's** plan provides adequate assurance of due performance, that determination shall not waive the **Owner's** right to subsequently default the **Contractor** or affect any rights or remedies of the **Owner** against the **Contractor** and/or surety then existing or that may accrue in the future.

14.2 Contractor Default and Termination for Cause:

14.2.1. The **Owner**, after giving the **Contractor** and surety seven (7) Calendar Days' written notice of intent to default, may declare the **Contractor** in default and terminate the services of the **Contractor** for cause upon the occurrence of one or more of the following events:

14.2.1.1. At or after the meeting referred to in paragraph 14.1.2, the **Owner** determines that there is sufficient cause, giving the issues raised, to default the **Contractor;**

*14.2.1.2. The **Contractor** fails to comply with the Michigan Residency requirements (1984 PA 431, as amended, MCL 18.1241a); or is found to be in violation of Section 4 of 1980 PA 278 concerning unfair labor practices, or any nondiscrimination requirements imposed by Law;

14.2.1.3. The **Contractor** violates or breaches any material provision of the Contract Documents which provides contractually for the for cause termination or rescission of the Contract or of the **Contractor's** right to complete the Work;

14.2.1.4. A trustee, receiver, custodian or agent of the **Contractor** is appointed under contract, as opposed to under bankruptcy Law, whose appointment or authority to take over the **Contractor's** property is for the purpose of enforcing a lien against such property or for the general administration of such property for the benefit of the **Contractor's** creditors; or

14.2.1.5. It is determined that gratuities, including, but not limited to entertainment, gifts or donations were given by or on behalf of the **Contractor** to an official, agent, servant or employee of the **Owner** or **Professional** to secure the Contract or favorable treatment with respect to the awarding or amending or the making of any determination relative to the execution of the Work.

14.2.2. Unless otherwise agreed between the **Owner** and **Contractor,** at the expiration of the seven (7) Day (intent to default) period, the **Contractor** shall immediately stop all Work and proceed in accordance with the **Owner**'s instructions. Following receipt, and expiration, of a second seven (7) Day written notice period intended to allow the surety to complete an investigation of the default, the surety shall immediately:

14.2.2.1. If approved by the **Owner, a**rrange for the **Contractor** to continue with performance and prosecution of the Work to completion; or

14.2.2.2. Undertake to perform and complete the Work, in accordance with the Contract Documents, in place of the **Contractor**, either through the surety's agents or by executing Subagreements with qualified contractors (excluding the **Contractor** and any of the **Contractor's** affiliates), or both; or

14.2.2.3. If agreed to by the **Owner**, waive the surety's rights set forth elsewhere in this Article, and with reasonable promptness under the circumstances, after investigating in good faith and with due care and diligence, determine the amount for which it may be liable to the **Owner**, and present that determination to the **Owner**. If the **Owner** rejects that amount, the surety shall negotiate a sum acceptable to the **Owner** and promptly pay that amount to the **Owner** in full and with interest from the date the termination of the **Contractor's** services became effective. If the **Owner** rejects the sum determined by the surety, or if the surety fails to negotiate an agreement with the **Owner** on the amount of the surety's liability, the **Owner** shall have full power and authority to default the surety.

14.2.3. If the **Owner** has terminated the **Contractor**, and the surety elects to act under paragraph 14.2.2.2, the **Owner** will determine in good faith the amount necessary to cover the total direct, indirect and consequential costs (including, but not limited to liquidated damages, costs of correcting Work, fees and charges of engineers, architects, attorneys and others and any other costs and damages for which the surety is liable under Section 00610 Performance Bond) that the **Owner** believes it will sustain from that default. The **Owner** will communicate its determination to the surety, and the **Owner** will deduct that amount in its entirety from Requests for Payment under the Contract Documents. Upon completion of the Work, if the unpaid balance of the Contract Price is not sufficient to reimburse the **Owner** for all actual direct, indirect and consequential costs resulting from the default of the **Contractor**, the surety and **Contractor**, jointly and severally, are liable to the **Owner** for the difference, which they shall pay to the **Owner** promptly.

14.2.4. If the **Owner** has terminated the **Contractor**, and the surety elects to act under paragraph 14.2.2.2, the surety's contract with another contractor makes that contractor a Subcontractor under the Contract, in which case: (a) the provisions of Article 11 shall remain in full force and effect, (b) the methods and criteria to be used to compute the surety's (in lieu of the **Contractor's**) and that contractor's Cost of and Fee for any Work involved shall be limited to those provided in Article 11, and (c) all Work performed by any such contractor pursuant to a Subagreement with the surety shall be governed by the flow-through requirement in paragraph 5.1.6, the waiver of rights of subrogation provision in paragraph 7.8 and any other requirements of the Contract Documents governing Subagreements.

14.2.5. If the **Owner** has terminated the **Contractor**, any such termination will not affect any rights or remedies of the **Owner** against the **Contractor** or surety, or both, then existing or that may accrue after termination. All provisions of the Contract Documents that, by their nature, survive final acceptance of the Work shall remain in full force and effect after a termination for cause of the **Contractor** or default of the surety, or both.

14.2.6. The **Owner** may, in its sole discretion, permit the **Contractor** to continue to perform Work when the **Contractor** is in default or has been defaulted. Such decision by the **Owner** shall in no way operate as a waiver of any of the **Owner's** rights under the Contract Documents or Section 00610 Performance Bond, nor in the event of a subsequent default, entitle the **Contractor** or surety to continue to perform or prosecute the Work to completion.

14.3 Surety Default:

14.3.1. If upon receipt of a notice of termination for cause, the surety fails to proceed immediately and as provided in paragraph 14.2.2, the **Owner** shall declare the surety in default under Section 00610 Performance Bond in accordance with the terms and conditions of this paragraph.

14.3.1.1. No default of the surety under the Section 00610 Performance Bond shall be declared, however, until the expiration of fifteen (15) Calendar Days after receipt by the surety of an additional written notice from the **Owner** demanding that the surety perform its obligations under Section 00610 Performance Bond.

14.3.2. If the **Owner** declares the surety in default, the **Owner** shall have full power and authority to exclude the surety and **Contractor** from the site, assume any Subagreements that the **Owner** so selects and take possession of the Work and of all the surety's and **Contractor's** tools, plant and office, and construction equipment at the site (without liability to the surety or **Contractor** for trespass, rent or conversion). The **Owner** will (a) proceed to the full extent that the surety and **Contractor** could have proceeded, (b) incorporate into the Work all materials and equipment stored at the site or elsewhere, and (c) prosecute the Work to completion as the **Owner** may deem expedient. When the **Owner** exercises any of the rights or remedies provided in this paragraph, the **Owner** shall not be required to obtain the lowest price for Work performed.

14.3.3. If the **Owner** has defaulted the surety, any such termination or default will not affect any rights or remedies of the **Owner** against the **Contractor** or surety, or both, then existing or that may accrue after termination. Any retention or payment of monies due the **Contractor** or surety by the **Owner** will not release the **Contractor** or surety from liability. All provisions of the Contract Documents that, by their nature, survive final acceptance of the Work shall remain in full force and effect after a termination for cause of the **Contractor** or default of the surety, or both.

14.4 Termination for Convenience of the Owner:

14.4.1. Upon fifteen (15) Calendar Days' written notice to the **Contractor** and surety, or sooner if reasonable under the circumstances, the **Owner** may, without cause and without prejudice to any other right or remedy it may have, elect to terminate any part of the Work, or the Agreement in whole or in part, as the **Owner** may deem appropriate for its convenience. Upon receipt of any such termination notice, the **Contractor** shall immediately proceed in accordance with any specific instructions, protect and maintain the Work, and make reasonable and diligent efforts to mitigate costs associated with the termination.

14.4.2. In any termination for convenience, the **Contractor** shall be paid for (a) Work completed, in accordance with the Contract Documents, before receipt of the notice of termination, and (b) reasonable termination settlement costs for commitments that had become firm before the termination. The **Contractor** shall not be paid any anticipated and unrealized general conditions costs, administrative expenses and profit for uncompleted Work. If no agreement can be reached as to reasonable termination costs, the **Owner** will make a determination in writing which shall be final and binding on the **Contractor** unless the **Contractor** delivers notice of a claim and a claim Submittal in accordance with the procedures and within the deadlines set forth in Article 15.

14.4.3. Upon termination for convenience, the **Owner** shall have full power and authority to take possession of the Work, assume any Subagreements with Subcontractors and Suppliers that the **Owner** selects, and prosecute the Work to completion by contract or as the **Owner** may deem expedient.

14.4.4. If after notice of termination of the services of the **Contractor**, it is determined the **Contractor** was not in default, the termination shall be deemed to have been for the convenience of the **Owner**. In such event the **Contractor** may recover from the **Owner** payment in accordance with paragraph 14.4.2.

14.5 The Contractor May Suspend Work:

14.5.1. In addition to being entitled to earning interest on unpaid Requests for Payment, the **Contractor** may, upon fifteen (15) Calendar Days written notice to the **Owner**, suspend the Work for the **Owner's** convenience if, through no act or fault of the **Contractor**, the **Professional** fails, for thirty (30) Calendar Days, to initiate processing of any Request for Payment or the **Owner** fails, for ninety (90) Calendar Days, to pay the **Contractor** any Request for Payment finally certified by the **Professional** to be due.

14.5.2. Except as specifically provided in paragraph 14.5.1, this provision shall not relieve the **Contractor** of the **Contractor's** obligations to prosecute the Work in accordance with the Progress Schedule and without Delay during any disputes and disagreements with the **Owner**.

ARTICLE 15 DISPUTES

15.1 Claims Under This Article:

15.1.1. All claims, counterclaims, disputes and other matters in question between the **Owner** and **Contractor** arising out of or relating to the Contract Documents or the breach thereof, shall be submitted in writing to the **Professional** and otherwise processed and resolved as provided in this Article.

15.1.2. A claim means a written demand or assertion by the **Owner** or **Contractor**, which is properly certified, seeking an adjustment in Contract Price and/or payment of moneys due, an extension or shortening in Contract Time, the adjustment or interpretation of Contract terms, or other relief arising under or relating to the Contract, which becomes a claim or dispute after a written determination by the **Professional** or **Owner** under the appropriate provision of the Contract Documents.

15.1.3. Unless otherwise agreed between the parties, any claim that can be resolved under a provision of the Contract Documents providing for or excluding the relief sought by the claimant shall be resolved in accordance with that provision.

15.1.4. Notice of Claim - Except for **Owner** claims for liquidated damages, no claim shall be valid unless it is based upon written notice delivered by the claimant to the other party promptly, but in no event later than thirty (30) Calendar Days after the **Professional's** or **Owner's** determination giving rise to the claim. The notice shall include a supporting statement stating the nature of the dispute, the amount involved, if any, and the remedy sought. The claim submittal with all supporting data shall be delivered within sixty (60) Calendar Days after the determination giving rise to the claim (unless the **Professional** allows an extension). The responsibility to substantiate claims shall rest with the claimant.

*15.1.5. A claim by the **Contractor** shall be submitted to the **Professional** and **Owner** for a recommendation or decision from the **Professional** and, if necessary, an **Owner** determination. A claim by the **Owner** shall be submitted to the **Contractor** and the **Professional** for a written recommendation or decision by the **Professional**. The **Owner** reserves the right to audit, using the provisions in paragraph 11.14, any **Contractor** claim (or claim package) that the **Contractor** values at more than $50,000.00.

15.1.6. Pending final resolution of any claim under this Article, the **Contractor** shall proceed diligently with the Work and comply with any decision of the **Owner** and/or **Professional**.

15.2 Requirement for Certification of Contractor Claims:

15.2.1. For all **Contractor** claims seeking an increase in Contract Price or Contract Time, the **Contractor** shall submit an affidavit, certifying that the amount claimed accurately reflects any Delay and all costs that the **Contractor** is entitled from the occurrence of the claimed event and that supporting cost and pricing data are current, accurate, complete and represent the **Contractor's** best knowledge and belief. The affidavit shall be executed by an officer or partner of the **Contractor** with proper authority or his/her designee.

15.3 Recommendations or Decisions from the Professional:

*15.3.1. For **Contractor** claims under $100,000.00, if requested in writing by the **Contractor**, the **Professional** will render a recommendation or decision within thirty (30) Calendar Days after the request and the **Owner** will issue, if necessary, a determination within thirty (30) Calendar Days after the **Professional's** recommendation or decision. For **Contractor** claims exceeding $100,000.00, the **Professional** will issue its recommendation or decision and the **Owner**, if necessary, will issue its determination, within sixty (60) Calendar Days after completing an audit of the claim, or after deciding not to conduct such an audit or, in the alternative, will notify the **Contractor** of the date when the determination will be made. In the latter case, a final determination will be concluded within sixty (60) Calendar Days from the date of such notification.

*15.3.2. For **Owner** claims under $100,000.00, the **Professional** will render a recommendation or decision within thirty (30) Calendar Days of the request. For **Owner** claims over $100,000.00, the **Professional**, within sixty (60) Calendar Days, will render a recommendation or decision or notify the **Owner** and **Contractor** when such will be rendered.

*15.3.3. To the extent any **Professional's** decision is to deny a **Contractor** claim or to agree with an **Owner** claim, that decision shall be final and binding on the **Contractor**, without any determination by the **Owner**, unless the **Contractor** files a request for a presentation with the **Director-OOF** within thirty (30) Calendar Days as required by paragraph 15.4.1. Unless a claim is made in accordance with these requirements, it shall be waived.

*15.3.4. To the extent that any recommendation from the **Professional** is partly or wholly adverse to a claim from the **Owner**, that determination shall be final and binding on both the **Owner** and **Contractor** unless either party files a request for a presentation with the **Director-OOF** as required in paragraph 15.4.1.

*15.3.5. To the extent the **Professional** recommends payment of any **Contractor** claim which increases the Contract Price, that recommendation shall be subject to a determination from the **Owner** in a written opinion. In the event any such determination from the **Owner** is partly or wholly adverse to the preceding recommendation from the **Professional**, that determination shall be final and binding on the **Contractor** unless the **Contractor** files suit in the Michigan Court of Claims within thirty (30) Calendar Days after receipt of such determination. Unless a claim is made in accordance with these requirements, it shall be waived.

15.4 Determinations by the Director-IS:

*15.4.1. If either the **Contractor** or **Owner** is not satisfied with any decision of the **Professional** rendered pursuant to paragraph 15.3.3 or 15.3.4, that party shall, within thirty (30) Calendar Days of receiving that decision, file a written appeal with the **Director-OOF**. If a **Contractor** or **Owner** appeal is timely filed, the claimant shall be entitled to present its claim, unless waived, to the **Director-OOF**, or his/her designee, provided that a claim narrative with complete supporting documentation is delivered to the **Director-OOF**, or his/her designee, within thirty (30) Calendar Days of that party's written notice of appeal.

*15.4.2. Within thirty (30) Calendar Days after receipt of any such claim narrative, the **Director-OOF**, or his/her designee, shall schedule the time to start the presentations taking into account the dispute's complexity and the urgency of its resolution. Subject to any recognized privilege, discovery shall be available to either party as provided by the **Director-OOF**, and his/her designee, and shall be concluded thirty (30) Calendar Days before the start of the presentations.

*15.4.3. During the presentations, the **Director-OOF**, or his/her designee, shall hear presentations and receive evidence on the matters in dispute, as supported by the statement of the dispute. The **Director-OOF**, or his/her designee, shall have discretion concerning the allowability of evidence submitted, and shall not be bound to any rules of evidence other than those he/she promulgates.

*15.4.4. If the right to a presentation is waived or if a presentation is conducted and the dispute remains unresolved, the **Director-OOF**, or his/her designee, at his/her sole option, shall specify in which forum the dispute shall thereafter be conducted by issuing a written determination to the **Contractor** that the dispute if the **Contractor** so elects, be submitted in writing to:

*15.4.4.1. The Court of Claims maintained by the State of Michigan for the purpose of adjudicating claims against the State or other appropriate court, or

*15.4.4.2. Arbitration in accordance with the construction industry rules of arbitration of the American Arbitration Association, subject to the provisions of paragraphs 15.5.1 and 15.5.2, unless the parties mutually agree otherwise.

*15.4.5. The **Director-OOF's**, or his/her designee's, determination on the forum in which the dispute shall be conducted is final and binding upon the **Owner** and **Contractor**. The **Director-OOF's**, or his/her designee's determination on the dispute shall be final and binding on the **Contractor** unless the **Contractor** files a lawful action in the forum so chosen (Michigan Court of Claims or arbitration) within thirty (30) Calendar Days after receiving the **Director-OOF's**, or his/her designee's, determination.

*15.4.6. If, after such determination from the **Director-OOF**, or his/her designee, the **Contractor** properly submits the dispute to the Michigan Court of Claims or requests arbitration, and the final determination of either forum does not increase the **Contractor's** recovery by thirty (30%) percent or more above that awarded by the **Director-OOF**, or his/her designee, or voluntarily withdraws the action, the **Contractor** shall pay all resulting expenses of the **Owner** (including, but not limited to reasonable charges of attorneys, engineers, others and court or arbitration costs).

15.5 Supplements to AAA Arbitration:

*15.5.1. No arbitration, arising out of, or relating to the Contract Documents shall include, by consolidation, joinder or in any other manner, any additional party not a party to this Contract, except by written consent containing a specific reference to the Agreement and signed by all the parties involved. Consent shall be deemed given by any party who has executed an agreement directly with the **Owner** affected by the Project and containing provisions comparable to those in this Article 15. Any consent to arbitration involving any additional party or parties shall not constitute consent to arbitration of any dispute not permitted in this Article. The agreement to arbitrate with any additional party or parties duly consented to by the parties to this Contract shall be specifically enforceable under the prevailing arbitration Law.

15.5.2. Subject to any recognized privilege, discovery shall be available to each party to the arbitration as it would be available under the general court rules of the Michigan Court of Claims which shall be enforced by the American Arbitration Association. All discovery and amendments to the prehearing summary shall conclude thirty (30) Calendar Days before the arbitration date. Failure to provide the foregoing discovery shall render any claim supported by witnesses or documents not so disclosed excludable by the arbitration panel in its discretion.

15.6 Interest on a Judgment; Payment of Judgment:

*15.6.1. If, subsequent to a determination by the **Director-OOF**, or his/her designee, the **Owner** or **Contractor** files a Michigan Claims Court or AAA arbitration action, and the party filing for such action increases its recovery by thirty (30%) percent or more above that awarded by the **Director-OOF**, or his/her designee, that party shall be entitled to interest calculated in accordance with MCL 600.6013, as amended, whether the action is filed with the Michigan Court of Claims or the American Arbitration Association.

*15.6.2. After settlement or final adjudication of any claim under this Article if, upon demand, payment by the **Contractor** is not made to the **Owner**, the **Owner** may offset the appropriate amounts against (a) payments due to the **Contractor** under any other contract between the **Owner** and the **Contractor**, or (b) any amounts for which the **Owner** may be obligated to the **Contractor** in any capacity.

15.7 Venue; Flow-Through Provision:

15.7.1. The **Contractor** agrees to waive jurisdiction and venue, to consent and submit to the jurisdiction of, and not commence any action in other than, a competent State court in Ingham County, Michigan, unless original jurisdiction is vested in the Michigan Court of Appeals, the Michigan Court of Claims or the Michigan Supreme Court, regardless of residence or domicile, for any action or suit at law or in equity arising out of or under the Contract Documents. The **Contractor** further agrees that it will have each of its Suppliers and Subcontractors provide similar waivers as those required in this paragraph.

15.7.2. The **Contractor** shall insert the provisions of this Article in all Subagreements, altering those paragraphs only to identify properly the contracting parties.

END OF SECTION 00700

SECTION 00800 SUPPLEMENTARY CONDITIONS

PROFESSIONAL – **Wigen Tincknell Meyer & Associates, Inc.**

WORK – **Window Replacement and Exterior Facade Renovations to the Flint State Office Building**

AGENCY No. **071** INDEX No. **11730** FILE No. **071/12253.JAN**

The provisions of this Section 00800 Supplementary Conditions amend or supplement Section 00700 General Conditions and those other provisions of the Contract Documents, as indicated below. All other provisions of the Contract Documents that are not so amended or supplemented remain in full force and effect.

Delete the definition of Apparent Low Bidder, Section 00020 GLOSSARY, Article 1.1 Defined Terms in its entirety and replace with the following:

Apparent Low Bidders: Those Bidders whose Base Bid, when added to those specific Alternates the Owner intends to accept, yields the three lowest sums of Base Bid and Alternates. Additional Bidders may be considered Apparent Low Bidders if their Base Bid, when added to those specific Alternates the Owner intends to accept, yields a sum within 10% of the lowest of the Apparent Low Bidder's sum. If a qualified disabled veteran meets the requirements of the contract solicitation and with the veteran's preference is the lowest Bidder is considered the Apparent Low Bidder.

Delete Section 00100 INSTRUCTIONS TO BIDDERS, Article 14, AWARD OF THE CONTRACT, Items 14.1, 14.1.1, and 14.4 in their entirety and replace with the following:

ARTICLE 14 AWARD OF THE CONTRACT

14.1 If the Owner elects to award the Contract, the Owner will make the award to the responsive and responsible best value bidder except as provided below relative to veteran's preference.

14.1.1 The Apparent Low Bidders will be evaluated for responsiveness and responsibility based on the following:

- Compliance with the bid specifications and requirements.
- The Bidder's financial resources.
- The Bidder's technical capabilities.
- The Bidder's technical experience.
- The Bidder's past performance.
- The Bidder's insurance and bonding capacity.
- The Bidder's business integrity.

If a qualified disabled veteran meets the requirements of the contract solicitation and with the veteran's preference is the lowest Bidder the Owner will award the contract to the qualified disabled veteran bidder.

A determination as to whether the requirements of the bid solicitation have been met will be based solely on the Owner's and Professional's evaluation of the Section 00300 Bid Form, Bid Form Attachments, Bidder-provided documents, interview, and Bidder Qualification Submittals received in a timely basis. Each bid requesting the Qualified Disabled Veterans (QDV) preference, in accordance with Public Act 22 of 2010, MCL 18.1241.3 shall include a DD 214 Proof of Service and Discharge, a Veterans Administration rating decision letter, proof of disability (if the disability is not indicated on the DD 214), and appropriate legal documents setting forth the 51% natural persons QDV ownership.

The bids will be evaluated for best value based on price and qualitative components by comparing the qualitative components of the three lowest responsive and responsible Bidders. The comparison may also include other Bidders whose bids are within 10% of the lowest responsive and responsible Bidder. Determination of the lowest three Bidders shall be on the basis of the sum of the Base Bid and any additive and deductive Alternates the Owner accepts. Alternates shall be accepted in the order listed in paragraph 6.2 Schedule of Alternates in Section 00300 Bid Form only. The Owner will accept an Alternate only if all other previously listed Alternates are also accepted, unless acceptance by the Owner of Alternates in a different order does not affect determination of the lowest three bidders in any way.

Some qualitative components that may be evaluated are:

- Technical approach.
- Quality of proposed personnel.
- Management plans.
- ADD ANY OTHER PROJECT SPECIFIC

For contracts under $250,000, best value will primarily be based on the lowest responsive and responsible bid.

14.4 If the Owner, either through the Director-DCD or his/her designee, or the Board, intends to disqualify any Bidder under consideration for award, written notice of the impending disqualification will be provided by the Owner (including reasons for the disqualification) to that Bidder and those Bidders remaining under consideration to the award. If the disqualified Bidder has any objection to the disqualification that Bidder shall, within two (2) Business Days, file a written protest, as provided in paragraph 12.2 and follow the protest procedures in paragraphs 12.3 through 12.5. The decision of the Board shall be final and binding on the disqualified Bidder.

Section 00300 BID FORM, Article 4 ATTACHMENTS INCLUDED WITH THIS BID

Add:

4.1.5 Current Experience Modification Rating (EMR)

4.1.6 Identification of the proposed project superintendent with a resume or list of similar projects handled by that individual.

4.1.7 A list of at least three (3) projects completed within the last three (3) years of similar size and complexity, with contact information for references for each.

Delete Section 00700 GENERAL CONDITIONS, Article 5 SUBCONTRACTORS AND SUPPLIERS, Item 5.1.6 in its entirety and replace with the following:

5.1.6 Work performed by any Subcontractor or Supplier shall be through an appropriate written Subagreement that expressly binds the Subcontractor or Supplier to the requirements of the Contract Documents and contains the waiver of rights of subrogation provisions of Article 7.

SC-7: SUPPLEMENTARY CONDITIONS TO ARTICLE 7 LEGAL REQUIREMENTS; INSURANCE

SC-7.1.14.8. Add the following paragraph 7.14.8 to Section 00700 General Conditions:

7.14.8 The schedule of Prevailing Wage and Fringe Benefit Rates applicable to the Work is attached to this Section 00800 Supplementary Conditions.

Work associated with a separate contract will take place during the course of this entire project. The Construction Manager in charge of the separate contract is CSM Group (CSM) and the following are requirements by CSM that will need to be included within this contract. Note that the All Trades Contractor for this contract is referenced as the "Building Envelope Trade Contractor" within the following requirements.

A. CSM's main goal is to provide a safe and productive work environment.

B. CSM will require that the Building Envelope Trade Contractor attend 30 minute long CSM safety and logistics orientation. Once through orientation they will receive a badge that allows them to access the site. CSM is requesting that we have all emergency contact information associated with the awarded contractor. Especially the competent person designated to this project.

C. CSM will require that the Building Envelope Trade Contractor attend our one hour weekly trade progress meetings to discuss schedule and deliveries as well as a 15-30 minute safety huddle with the foreman weekly. Time and day has not been determined.

D. CSM will have dumpsters and port-a-johns onsite. Building Envelope Trade Contractor will be required to provide their own port-a-john. Also, there will not be any extra space at the truck dock for added dumpsters. Building Envelope Trade Contractor should remove stone debris on a daily basis and the smaller misc. debris can go in our dumpsters.

E. CSM requires all trades contractors to follow MIOSHA safety requirements. Including but not limited to – high visibility shirts, vests, or coats, steel toed boots, hardhats, and safety glasses all of these items worn 100% of the time onsite. Since the Building Envelope Trade Contractor will be onsite we ask they follow the same PPE requirements. The Building Envelope Trade Contractor is required to work in a safe manner and follow MIOSHA rules. It is not CSM's responsibility to monitor these workers. But if unsafe practices are evident we will let the SOM know what we are witnessing. CSM would recommend they provide a jobsite dedicated safety inspector that will coordinate with CSM's onsite inspector during the duration of the project.

F. To maintain a safe working site, daily cleanup is a must, but this is not CSM's responsibility to monitor.

G. If Building Envelope Trade Contractor is going to access the roof for any reason fall protection is required at all times. Once new roofing is installed Building Envelope Trade Contractor will be responsible for full protection of the new roof system and any damages that may occur. They will need to submit for review by the SOM and the Architect their means of protection. Reference Overall Roof Plan (Appendix B) included in specifications for new roof system schedule.

H. The Building Envelope Trade Contractor is responsible for providing OSHA approved covered walkways to protect all pedestrian traffic areas while working above (i.e. emergency egress doors, and loading dock area). Reference Site Plan (Appendix A) included in specifications.

I. Use of the truck lane is for unloading materials. Usage of this truck lane needs to be coordinated with CSM. This is the only location materials can be loaded and unloaded by the tower crane which will have priority.

J. The tower crane is not available for the Building Envelope Trade Contractor. CSM/HBC's schedule revolves around the use of the tower crane and requires 100% dedication to the separate core/shell project.

K. Storage of material for the Building Envelope Trade Contractor's project needs to be coordinated with CSM/SOM. There is no area on the south side of the building for material storage.

The Trade Contractor that will be performing the masonry and flashing repairs must be able to demonstrate that they have a minimum of (10) ten years direct experience in performing work indicated within these documents. Documentation of this experience shall be provided with the Bid Proposal per Section 00400 – Qualification Submittal.

END OF SECTION 00800

RICK. SNYDER
GOVERNOR

STATE OF MICHIGAN

Prevailing Wages
PO Box 30476
Lansing, MI 48909
517-322-1825

Informational Sheet: Prevailing Wages on State Projects

REQUIREMENTS OF
THE PREVAILING WAGES ON STATE PROJECTS ACT, PUBLIC ACT 166 OF 1965

The State of Michigan determines prevailing rates pursuant to the Prevailing Wages on State Projects Act, Public Act 166 of 1965, as amended. The purpose of establishing prevailing rates is to provide minimum rates of pay that must be paid to workers on construction projects for which the state or a school district is the contracting agent and which is financed or financially supported by the state. By law, prevailing rates are compiled from the rates contained in collectively bargained agreements which cover the locations of the state projects. The official prevailing rate schedule provides an hourly rate which includes *wage and fringe benefit totals* for designated construction mechanic classifications. The overtime rates also include *wage and fringe benefit totals*. Please pay special attention to the overtime and premium pay requirements. Prevailing wage is satisfied when wages plus fringe benefits paid to a worker are equal to or greater than the required rate.

State of Michigan responsibilities under the law:

- The department establishes the prevailing rate for each classification of construction mechanic ***requested by a contracting agent*** prior to contracts being let out for bid on a state project.

Contracting agent responsibilities under the law:

- If a contract is not awarded or construction does not start within 90 days of the date of the issuance of rates, a re-determination of rates must be requested by the contracting agent.
- Rates for classifications needed but not provided on the Prevailing Rate Schedule, ***must*** be obtained ***prior*** to contracts being let out for bid on a state project.
- The contracting agent, by written notice to the contractor and the sureties of the contractor known to the contracting agent, may terminate the contractor's right to proceed with that part of the contract, for which less than the prevailing rates have been or will be paid, and may proceed to complete the contract by separate agreement with another contractor or otherwise, and the original contractor and his sureties shall be liable to the contracting agent for any excess costs occasioned thereby.

Contractor responsibilities under the law:

- Every contractor and subcontractor shall keep posted on the construction site, in a conspicuous place, a copy of all prevailing rates prescribed in a contract.
- Every contractor and subcontractor shall keep an accurate record showing the name and occupation of and the actual wages and benefits paid to each construction mechanic employed by him in connection including certified payroll, as used in the industry, with said contract. This record shall be available for reasonable inspection by the contracting agent or the department.
- Each contractor or subcontractor is separately liable for the payment of the prevailing rate to its employees.
- The prime contractor is responsible for advising all subcontractors of the requirement to pay the prevailing rate prior to commencement of work.
- The prime contractor is secondarily liable for payment of prevailing rates that are not paid by a subcontractor.
- A construction mechanic *shall only* be paid the apprentice rate if registered with the United States Department of Labor, Bureau of Apprenticeship and Training and the rate is included in the contract.

Enforcement:

A person who has information of an alleged prevailing wage violation on a state project may file a complaint with the State of Michigan. The department will investigate and attempt to resolve the complaint informally. During the course of an investigation, if the requested records and posting certification are not made available in compliance with Section 5 of Act 166, the investigation will be concluded and a referral to the Office of Attorney General for civil action will be made. The Office of Attorney General will pursue costs and fees associated with a lawsuit if filing is necessary to obtain records.

RICK. SNYDER
GOVERNOR

MIOSHA

STATE OF MICHIGAN

Prevailing Wages
PO Box 30476
Lansing, MI 48909
517-322-1825

Informational Sheet: Prevailing Wages on State Projects

General Information Regarding Fringe Benefits

Certain fringe benefits **may** be credited toward the payment of the Prevailing Wage Rate:

- If a fringe benefit is paid directly to a construction mechanic
- If a fringe benefit contribution or payment is made on behalf of a construction mechanic
- If a fringe benefit, which may be provided to a construction mechanic**,** is pursuant to a written contract or policy
- If a fringe benefit is paid into a fund, for a construction mechanic

When a fringe benefit is not paid by an hourly rate, the hourly credit will be calculated based on the annual value of the fringe benefit divided by 2080 hours per year (52 weeks @ 40 hours per week).

The following is an example of the types of fringe benefits allowed and how an hourly credit is calculated:

Vacation	40 hours X $14.00 per hour = $560/2080 =	$.27
Dental insurance	$31.07 monthly premium X 12 mos. = $372.84 /2080 =	$.18
Vision insurance	$5.38 monthly premium X 12 mos. = $64.56/2080 =	$.03
Health insurance	$230.00 monthly premium X 12 mos. = $2,760.00/2080 =	$1.33
Life insurance	$27.04 monthly premium X 12 mos. = $324.48/2080 =	$.16
Tuition	$500.00 annual cost/2080 =	$.24
Bonus	4 quarterly bonus/year x $250 = $1000.00/2080 =	$.48
401k Employer Contribution	$2000.00 total annual contribution/2080 =	$.96
Total Hourly Credit		$3.65

Other examples of the types of fringe benefits allowed:

- Sick pay
- Holiday pay
- Accidental Death & Dismemberment insurance premiums

The following are examples of items that **will not** be credited toward the payment of the Prevailing Wage Rate

- Legally required payments, such as:
  - Unemployment Insurance payments
  - Workers' Compensation Insurance payments
  - FICA (Social Security contributions, Medicare contributions)
- Reimbursable expenses, such as:
  - Clothing allowance or reimbursement
  - Uniform allowance or reimbursement
  - Gas allowance or reimbursement
  - Travel time or payment
  - Meals or lodging allowance or reimbursement
  - Per diem allowance or payment
- Other payments to or on behalf of a construction mechanic that are not wages or fringe benefits, such as:
  - Industry advancement funds
  - Financial or material loans

State of Michigan
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
MICHIGAN OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION
MARTHA B. YODER
DIRECTOR

OVERTIME PROVISIONS for MICHIGAN PREVAILING WAGE RATE COMMERCIAL SCHEDULE

1. Overtime is represented as a nine character code. Each character represents a certain period of time after the first 8 hours Monday thru Friday.

	Monday thru Friday	Saturday	Sunday & Holidays	Four 10s
First 8 Hours		**4**	**8**	**9**
9th Hour	**1**	**5**		
10th Hour	**2**	**6**		
Over 10 hours	**3**	**7**		

Overtime for Monday thru Friday after 8 hours:
the 1st character is for time worked in the 9th hour *(8.1 - 9 hours)*
the 2nd character is for time worked in the 10th hour *(9.1 - 10 hours)*
the 3rd character is for time worked beyond the 10th hour *(10.1 and beyond)*

Overtime on Saturday:
the 4th character is for time worked in the first 8 hours on Saturday *(0 - 8 hours)*
the 5th character is for time worked in the 9th hour on Saturday *(8.1 - 9 hours)*
the 6th character is for time worked in the 10th hour *(9.1 - 10 hours)*
the 7th character is for time worked beyond the 10th hour *(10.01 and beyond)*

Overtime on Sundays & Holidays
The 8th character is for time worked on Sunday or on a holiday

Four Ten Hour Days
The 9th character indicates if an optional 4-day 10-hour per day workweek can be worked ***between Monday and Friday* without paying overtime after 8 hours worked, unless otherwise noted in the rate schedule. To *utilize a 4 ten workweek, notice is required from the employer to employee prior to the start of work on the project.***

2. Overtime Indicators Used in the Overtime Provision:
   H - means TIME AND ONE-HALF due
   X - means TIME AND ONE-HALF due after 40 HOURS worked
   D - means DOUBLE PAY due
   Y - means YES an optional 4-day 10-hour per day workweek can be worked without paying overtime after 8 hours worked
   N - means NO an optional 4-day 10-hour per day workweek *can not* be worked without paying overtime after 8 hours worked

3. EXAMPLES:
   HHHHHHHDN - This example shows that the 1½ rate must be used for time worked after 8 hours Monday thru Friday *(characters 1 - 3);* for all hours worked on Saturday, 1½ rate is due *(characters 4 - 7).* Work done on Sundays or holidays must be paid double time *(character 8).* The N *(character 9)* indicates that 4 ten-hour days is not an acceptable workweek at regular pay.

   XXXHHHHDY - This example shows that the 1½ rate must be used for time worked after 40 hours are worked Monday thru Friday *(characters 1-3);* for hours worked on Saturday, 1½ rate is due *(characters 4 – 7).* Work done on Sundays or holidays must be paid double time *(character 8).* The Y *(character 9)* indicates that 4 ten-hour days is an acceptable alternative workweek.

ENGINEERS - CLASSES OF EQUIPMENT LIST

UNDERGROUND ENGINEERS

CLASS I

Backfiller Tamper, Backhoe, Batch Plant Operator, Clam-Shell, Concrete Paver (2 drums or larger), Conveyor Loader (Euclid type), Crane (crawler, truck type or pile driving), Dozer, Dragline, Elevating Grader, End Loader, Gradall (and similar type machine), Grader, Power Shovel, Roller (asphalt), Scraper (self propelled or tractor drawn), Side Broom Tractor (type D-4 or larger), Slope Paver, Trencher (over 8' digging capacity), Well Drilling Rig, Mechanic, Slip Form Paver, Hydro Excavator.

CLASS II

Boom Truck (power swing type boom), Crusher, Hoist, Pump (1 or more 6" discharge or larger gas or diesel powered by generator of 300 amps or more, inclusive of generator), Side Boom Tractor (smaller than type D-4 or equivalent), Tractor (pneu-tired, other than backhoe or front end loader), Trencher (8' digging capacity and smaller), Vac Truck.

CLASS III

Air Compressors (600 cfm or larger), Air Compressors (2 or more less than 600 cfm), Boom Truck (non-swinging, non-powered type boom), Concrete Breaker (self-propelled or truck mounted, includes compressor), Concrete Paver (1 drum, ½ yard or larger), Elevator (other than passenger), Maintenance Man, Mechanic Helper, Pump (2 or more 4" up to 6" discharge, gas or diesel powered, excluding submersible pump), Pumpcrete Machine (and similar equipment), Wagon Drill Machine, Welding Machine or Generator (2 or more 300 amp or larger, gas or diesel powered).

CLASS IV

Boiler, Concrete Saw (40HP or over), Curing Machine (self-propelled), Farm Tractor (w/attachment), Finishing Machine (concrete), Firemen, Hydraulic Pipe Pushing Machine, Mulching Equipment, Oiler (2 or more up to 4", exclude submersible), Pumps (2 or more up to 4" discharge if used 3 hrs or more a day-gas or diesel powered, excluding submersible pumps), Roller (other than asphalt), Stump Remover, Vibrating Compaction Equipment (6' wide or over), Trencher (service) Sweeper (Wayne type and similar equipment), Water Wagon, Extend-a-Boom Forklift.

HAZARDOUS WASTE ABATEMENT ENGINEERS

CLASS I

Backhoe, Batch Plant Operator, Clamshell, Concrete Breaker when attached to hoe, Concrete Cleaning Decontamination Machine Operator, Concrete Pump, Concrete Paver, Crusher, Dozer, Elevating Grader, Endloader, Farm Tractor (90 h.p. and higher), Gradall, Grader, Heavy Equipment Robotics Operator, Hydro Excavator, Loader, Pug Mill, Pumpcrete Machines, Pump Trucks, Roller, Scraper (self-propelled or tractor drawn), Side Boom Tractor, Slip Form Paver, Slope Paver, Trencher, Ultra High Pressure Waterjet Cutting Tool System Operator, Vactors, Vacuum Blasting Machine Operator, Vertical Lifting Hoist, Vibrating Compaction Equipment (self-propelled), and Well Drilling Rig.

CLASS II

Air Compressor, Concrete Breaker when not attached to hoe, Elevator, End Dumps, Equipment Decontamination Operator, Farm Tractor (less than 90 h.p.), Forklift, Generator, Heater, Mulcher, Pigs (Portable Reagent Storage Tanks), Power Screens, Pumps (water), Stationary Compressed Air Plant, Sweeper, Water Wagon and Welding Machine.

State of Michigan

WHPWRequest@michigan.gov

Official Request #: 74
Requestor: DTMB
Project Description: Stevens T Mason Building - Facade Repairs
Project Number: File# 071/11193.CAK – Index# 44103

Ingham County

Official 2014 Prevailing Wage Rates for State Funded Projects

Issue Date: 1/23/2014
Contract must be awarded by: 4/23/2014

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Asbestos & Lead Abatement Laborer						
Asbestos & Lead Abatement Laborer	MLDC	8/14/2013	$39.75	$53.04	$66.32	H H H X X X X D Y
4 ten hour days @ straight time allowed Monday-Saturday, must be consecutive calendar days						
Asbestos & Lead Abatement, Hazardous Material Handler						
Asbestos and Lead Abatement, Hazardous Material Handler	AS207	9/16/2013	$39.75	$53.08	$66.40	H H H X X X X D Y
4 ten hour days @ straight time allowed Monday-Saturday,						
Boilermaker						
Boilermaker	BO169	8/14/2009	$54.70	$81.08	$107.45	H H H H H H H D Y
	Apprentice Rates:					
	1st 6 months		$40.31	$59.49	$78.67	
	2nd 6 months		$41.45	$61.21	$80.95	
	3rd 6 months		$42.57	$62.88	$83.19	
	4th 6 months		$43.69	$64.57	$85.43	
	5th 6 months		$44.81	$66.24	$87.67	
	6th 6 months		$49.53	$73.40	$97.26	
	7th 6 months		$49.32	$73.01	$96.69	
	8th 6 months		$51.58	$76.40	$101.21	

Official Rate Schedule

Every contractor and subcontractor shall keep posted on the construction site, in a conspicuous place, a copy of all prevailing wage and fringe benefit rates prescribed in a contract.

Official 2014 Prevailing Wage Rates for State Funded Projects

Issue Date: 1/23/2014

Contract must be awarded by: 4/23/2014

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Bricklayer						
Brick, stone, artificial, cement masonry, pointing, caulking & cleaning	BR9-31	3/8/2013	$44.22	$62.58	$80.94	H H H H H H H D Y
Apprentice Rates:						
0-749 hours			$33.16	$45.99	$58.82	
750-1,499 hours			$34.55	$48.08	$61.60	
1,500-2,249 hours			$35.93	$50.14	$64.36	
2,250-2,999 hours			$37.31	$52.22	$67.12	
3,000-3,749 hours			$38.69	$54.28	$69.88	
3,750-4,499 hours			$40.07	$56.36	$72.64	
4,500 - 5,249 hours			$41.46	$58.44	$75.42	
5,250 - 6,000 hours			$42.84	$60.51	$78.18	
Carpenter						
Floor layer	CA1004FL	9/16/2013	$37.71	$48.16	$58.60	X X H H H H H D Y
Apprentice Rates:						
1st Year			$29.33	$35.58	$41.84	
2nd Year			$31.44	$38.75	$46.06	
3rd Year			$33.53	$41.88	$50.24	
4th Year			$34.58	$43.46	$52.34	
Carpenter	CA1004L	10/1/2013	$41.17	$53.36	$65.54	X X H H H H H D Y
Apprentice Rates:						
1st Year			$31.42	$38.73	$46.04	
2nd Year			$33.86	$42.39	$50.92	
3rd Year			$36.30	$46.05	$55.80	
4th Year			$37.51	$47.86	$58.22	
Cement Mason						
Cement Mason	PL16-7	10/23/2012	$37.52	$49.84	$62.16	H H H H H H H D Y
Four 10s allowed Monday-Thursday with Friday or Saturday inclement weather make up days. Saturday hours for inclement weather make up shall be paid straight rate unless over 40 hours worked.						
Apprentice Rates:						
1st year			$28.90	$36.91	$44.92	
2nd year			$31.36	$40.60	$49.84	
3rd year			$33.82	$44.29	$54.76	

Official Request #: 74
Requestor: DTMB
Project Description: Stevens T Mason Building - Facade Repairs

Project Number: File# 071/11193.CAK – Index# 44103
County: Ingham

Official Rate Schedule

Every contractor and subcontractor shall keep posted on the construction site, in a conspicuous place, a copy of all prevailing wage and fringe benefit rates prescribed in a contract.

Classification Name	Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Drywall							
Drywall Taper and Finisher		PT-845-DF	10/6/2009	$36.89	$48.89	$60.89	H H H H H H H D N
	Apprentice Rates:						
	0 - 1,000 hours			$26.09	$32.69	$39.29	
	1,001 - 2,000 hours			$27.29	$34.49	$41.69	
	2,001 to 3,000 hours			$29.21	$37.37	$45.53	
	3,001 to 4,000 hours			$30.89	$39.89	$48.89	
	4,001 to 5,000 hours			$33.29	$43.49	$53.69	
	5,001 to 6,000 hours			$35.69	$47.09	$58.49	
Electrician							
Road Way Electrical Work Double time due after 16 hours on any calendar day and all hours Sunday.		EC-17	8/6/2013	$50.53	$73.30	$96.06	H H H H H H H D Y
	Apprentice Rates:						
	1st 6 months			$32.32	$45.98	$59.64	
	2nd 6 months			$34.59	$49.39	$64.18	
	3rd 6 months			$36.88	$52.82	$68.76	
	4th 6 months			$39.15	$56.23	$73.30	
	5th 6 months			$41.43	$59.65	$77.86	
	6th 6 months			$45.97	$66.46	$86.94	
Inside wireman		EC-252-IW	6/25/2013	$59.91	$80.70	$101.48	H H D H D D D D N
	Apprentice Rates:						
	1st Period			$34.43	$42.48	$50.52	
	2nd Period			$39.14	$49.54	$59.94	
	3rd Period			$43.28	$55.75	$68.22	
	4th Period			$47.45	$62.01	$76.56	
	5th Period			$51.60	$68.23	$84.86	
	6th Period			$55.75	$74.46	$93.16	

Subdivision of county Townships of Onondaga, Leslie, Stockbridge and Bunker Hill ONLY.

Official 2014 Prevailing Wage Rates for State Funded Projects

Issue Date: 1/23/2014

Contract must be awarded by: 4/23/2014

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Sound and Communications Installer/Technician	EC-252-SC	11/16/2012	$38.74	$52.04	$65.33	H H D H D D D D N
Apprentice Rates:						
Period 1			$21.76	$28.40	$35.05	
Period 2			$23.09	$30.40	$37.71	
Period 3			$24.43	$32.41	$40.39	
Period 4			$25.76	$34.41	$43.05	
Period 5			$30.77	$40.08	$49.39	
Period 6			$33.43	$44.08	$54.72	
Period 7			$36.08	$48.05	$60.01	
Period 8			$37.42	$50.06	$62.69	
Subdivision of county	Onondaga, Leslie, Stockbridge & Bunker Hill townships					
Inside Wireman	EC-665-IW	9/13/2013	$51.75	$68.20	$84.65	H H D H H H D D Y
A four day schedule of ten hours a day is allowed Monday thru Friday.						
Apprentice Rates:						
0-1000 hours			$29.63	$37.86	$46.07	
1000-2000 hours			$31.28	$40.31	$49.35	
2000-3500 hours			$32.93	$42.81	$52.68	
3500-5000 hours			$36.42	$47.12	$57.80	
5000-6500 hours			$38.07	$49.59	$61.10	
6500-8000 hours			$39.72	$52.06	$64.39	
Subdivision of county	Lansing, Meridian, Williamston, Locke, Delhi, Alaiedon, Wheatfield, Leroy, Aurelius, Vevay, Ingham, & White Oak townships					
Sound and Communication Journeyman	EC-665-SD	9/13/2013	$40.92	$54.31	$67.69	H H D H H H D D Y
A four day schedule of ten hours a day is allowed Monday thru Friday.						
Apprentice Rates:						
1st period			$23.84	$30.82	$37.80	
2nd period			$25.56	$33.25	$40.94	
3rd period			$27.28	$35.67	$44.05	
4th period			$28.98	$38.07	$47.14	
5th period			$30.87	$40.66	$50.44	
6th period			$32.41	$42.89	$53.37	
Subdivision of county	Lansing, Meridian, Williamston, Locke, Delhi, Alaiedon, Wheatfield, Leroy, Aurelius, Vevay, Ingham and White townships					

Official Request #: 74
Requestor: DTMB
Project Description: Stevens T Mason Building - Facade Repairs

Project Number: File# 071/11193.CAK – Index# 44103
County: Ingham

Official Rate Schedule

Every contractor and subcontractor shall keep posted on the construction site, in a conspicuous place, a copy of all prevailing wage and fringe benefit rates prescribed in a contract.

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Lineman/Technician outside utility and commercial power and high voltage pipe type cable work and electrical underground.	EC-876	11/18/2009	$47.05	$68.11	$89.17	H H H H H H H D Y
Four 10s allowed Monday-Thursday with Friday makeup or Tuesday-Friday with Monday makeup.						
	Apprentice Rates:					
	1st period		$30.20	$42.69	$55.26	
	2nd period		$32.32	$46.02	$59.70	
	3rd period		$34.42	$49.16	$63.90	
	4th period		$36.53	$52.33	$68.12	
	5th period		$38.63	$55.47	$72.32	
	6th period		$40.74	$58.64	$76.54	
	7th period		$42.84	$61.79	$80.74	
Subdivision of county	Alaiedon, Aurelius, Bunker Hill, Delhi, Ingham, Lansing, Leslie, Meridan, Onondago, Stockbridge, & Vevay townships					
Elevator Constructor						
Elevator Constructor Mechanic	EL-85	4/8/2013	$70.77		$116.32	D D D D D D D D Y
	Apprentice Rates:					
	1st year		$50.27		$75.32	
	2nd year		$54.83		$84.44	
	3rd year		$57.10		$88.98	
	4th year		$61.66		$98.10	
Glazier						
Glazier 4 tens allowed on consecutive days	GL-826	8/2/2013	$42.89	$57.34	$71.79	H H H H H H H D Y
	Apprentice Rates:					
	1st 6 months		$30.29	$38.96	$47.63	
	2nd 6 months		$31.79	$41.18	$50.57	
	3rd 6 months		$33.30	$43.41	$53.53	
	4th 6 months		$34.80	$45.63	$56.47	
	5th 6 months		$36.30	$47.86	$59.42	
	6th 6 months		$37.80	$50.08	$62.36	
	7th 6 months		$39.31	$52.32	$65.32	
	8th 6 months		$40.82	$54.55	$68.28	
Heat and Frost Insulator						
Spray Insulation	AS25S	3/5/2007	$20.14	$29.14		H H H H H H H H N

Official Request #: 74
Requestor: DTMB
Project Description: Stevens T Mason Building - Facade Repairs

Project Number: File# 071/11193.CAK – Index# 44103
County: Statewide

Official Rate Schedule

Every contractor and subcontractor shall keep posted on the construction site, in a conspicuous place, a copy of all prevailing wage and fringe benefit rates prescribed in a contract.

Official 2014 Prevailing Wage Rates for State Funded Projects

Issue Date: 1/23/2014

Contract must be awarded by: 4/23/2014

Classification Name	Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Heat and Frost Insulator and Asbestos Worker							
Heat and Frost Insulator and Asbestos Worker		AS47		$44.40	$58.76	$73.12	H H H H H H H D Y
4 ten hour work days shall be either Monday thru Thursday or Tuesday thru Friday			3/11/2013				
	Apprentice Rates:						
	1st year			$25.78	$32.96	$40.14	
	2nd year			$29.50	$38.11	$46.73	
	3rd year			$33.22	$43.27	$53.32	
	4th year			$36.95	$48.44	$59.93	
	5th year			$40.68	$53.61	$66.53	
Ironworker							
Siding, Glazing, Curtain Wall		IR-25-GZ2		$44.11	$55.52	$66.93	X X H H H H D D Y
4 tens may be worked Monday thru Thursday @ straight time.			4/11/2013				
	Apprentice Rates:						
	Level 1			$27.18	$33.53	$39.88	
	Level 2			$29.29	$36.27	$43.25	
	Level 3			$31.41	$39.03	$46.64	
	Level 4			$33.53	$41.78	$50.02	
	Level 5			$35.64	$44.53	$53.40	
	Level 6			$37.76	$47.28	$56.78	
Pre-engineered Metal Work		IR-25-PE-Z2		$42.37	$51.88	$61.39	X X H X X X X D Y
			6/3/2013				
	Apprentice Rates:						
	1st Year			$25.46	$30.77	$36.08	
	3rd 6 month period			$27.58	$33.64	$39.70	
	4th 6 month period			$29.71	$36.53	$43.35	
	5th 6 month period			$31.83	$39.40	$46.97	
	6th 6 month period			$33.96	$42.29	$50.61	
Reinforced Iron Work		IR-25-RF		$54.61	$81.78	$108.95	H H D H D D D D N
			6/25/2013				
	Apprentice Rates:						
	Level 1			$34.66	$51.56	$68.45	
	Level 2			$37.11	$55.23	$73.35	
	Level 3			$39.54	$58.70	$77.84	
	Level 4			$42.16	$62.80	$83.45	
	Level 5			$44.76	$66.71	$88.65	
	Level 6			$47.38	$70.64	$93.89	

Official Request #: 74
Requestor: DTMB
Project Description: Stevens T Mason Building - Facade Repairs

Project Number: File# 071/11193.CAK – Index# 44103
County: Ingham

Official Rate Schedule

Every contractor and subcontractor shall keep posted on the construction site, in a conspicuous place, a copy of all prevailing wage and fringe benefit rates prescribed in a contract.

Classification Name	Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Rigging Work		IR-25-RIG	6/25/2013	$60.28	$90.26	$120.24	H H H H H H H D N
	Apprentice Rates:						
	Level 1& 2			$34.93	$52.39	$69.86	
	Level 3			$37.80	$56.71	$75.60	
	Level 4			$40.66	$60.99	$81.32	
	Level 5			$43.53	$65.29	$87.06	
	Level 6			$46.41	$69.62	$92.82	
Decking 4 tens may be worked Monday thru Thursday @ straight time. If bad weather, Friday may be a make up day. If holiday celebrated on a Monday, 4 10s may be worked Tuesday thru Friday. Work in excess of 12 hours per day must be paid @ double time.		IR-25-SD	6/25/2013	$52.24	$78.08	$103.92	X X H H H H D D Y
Structural, ornamental, conveyor, welder and pre-cast 4 tens may be worked Monday thru Thursday @ straight time. If bad weather, Friday may be a make up day. If holiday celebrated on a Monday, 4 10s may be worked Tuesday thru Friday. Work in excess of 12 hours per day must be paid @ double time.		IR-25-STR	6/25/2013	$60.41	$90.34	$120.26	H H H H H H D D Y
	Apprentice Rates:						
	Levels 1 & 2			$35.06	$52.64	$69.98	
	Level 3			$37.89	$56.52	$75.14	
	Level 4			$40.71	$60.74	$80.78	
	Level 5			$43.54	$65.37	$86.94	
	Level 6			$46.37	$69.24	$92.10	
	Level 7			$49.19	$73.47	$97.74	
	Level 8			$52.02	$77.71	$103.40	
Industrial Door erection & construction		IR-25-STR-D	6/27/2013	$40.97	$61.13	$81.29	H H H H H H D D Y

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Fence, Sound Barrier & Guardrail erection/installation and Exterior Signage work	IR-340-F2	4/2/2013	$29.15	$39.15	$49.15	X X H X X X H D Y
Four ten hour work days may be worked during Monday-Saturday.						
	Apprentice Rates:					
	60% Level		$20.35	$26.35	$32.35	
	65% Level		$21.45	$27.95	$34.45	
	70% Level		$22.56	$29.56	$36.56	
	75% Level		$23.65	$31.15	$38.65	
	80% Level		$24.75	$32.75	$40.75	
	85% Level		$25.85	$34.35	$42.85	
Laborer						
Journeyperson - building and heavy construction craft laborer, portable concrete mixer operator, air, electric or gasoline tool operator, hot dope carrier, tar kettle tender, gasoline vibrators, concrete gas buggies, concrete saw, signal person and top person on sewer, caisson construction (open cut work), concrete shoveler, car pusher, and bottom person (on sewer work). Demolition laborer, 3" pumps & below, jobsite clean-up, deep cleaning, jackhammer operators, burner, crock layer, caisson worker, tunnel mucker and tunnel miner, welder, mason tender, mortar mixer, scaffold builder, forklift operator (masonry only), helper and tender on work customarily performed by laborers and all laborers working for masonry contractors and plasterer tenders.	L499L	10/25/2013	$34.42	$45.34	$56.26	X X H H H H H D Y
	Apprentice Rates:					
	0-1,000 hours		$28.96	$37.15	$45.34	
	1,001-2,000 hours		$30.05	$38.78	$47.52	
	2,001-3,000 hours		$31.14	$40.42	$49.70	
	3,001-4,000 hours		$33.33	$43.70	$54.08	

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Laborer - Hazardous						
Class A Laborer - performing work in conjunction with site preparation and other preliminary work prior to actual removal, handling, or containment of hazardous waste substances not requiring use of personal protective equipment required by state or federal regulations; or a laborer performing work in conjunction with the removal, handling, or containment of hazardous waste substances when use of personal protective equipment level "D" is required.	LHAZ-Z6-A	11/1/2013	$34.42	$48.70	$62.97	H H H H H H H D Y
Apprentice Rates:						
0-1,000 work hours			$28.96	$40.51	$52.05	
1,001-2,000 work hours			$30.05	$42.14	$54.23	
2,001-3,000 work hours			$31.14	$43.78	$56.41	
3,001-4,000 work hours			$33.33	$47.06	$60.79	
Class B Laborer - performing work in conjunction with the removal, handling, or containment of hazardous waste substances when the use of personal protective equipment levels "A", "B" or "C" is required.	LHAZ-Z6-B	11/1/2013	$35.42	$50.20	$64.97	H H H H H H H D Y
Apprentice Rates:						
0-1,000 work hours			$29.71	$41.64	$53.55	
1,001-2,000 work hours			$30.85	$43.34	$55.83	
2,001-3,000 work hours			$31.99	$45.06	$58.11	
3,001-4,000 work hours			$34.28	$48.49	$62.69	
Laborer Underground - Tunnel, Shaft & Caisson						
Class I - Tunnel, shaft and caisson laborer, dump man, shanty man, hog house tender, testing man (on gas), and watchman.	LAUCT-Z2-1	9/9/2013	$35.67	$47.07	$58.47	X X X X X X X D Y
Apprentice Rates:						
0-1,000 work hours			$30.52	$39.35	$48.17	
1,001-2,000 work hours			$31.55	$40.90	$50.23	
2,001-3,000 work hours			$32.58	$42.44	$52.29	
3,001-4,000 work hours			$34.64	$45.53	$56.41	

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Class II - Manhole, headwall, catch basin builder, bricklayer tender, mortar man, material mixer, fence erector, and guard rail builder	LAUCT-Z2-2	9/9/2013	$35.76	$47.21	$58.65	X X X X X X X D Y
Apprentice Rates:						
0-1,000 work hours			$30.58	$39.44	$48.29	
1,001-2,000 work hours			$31.62	$41.00	$50.37	
2,001-3,000 work hours			$32.66	$42.56	$52.45	
3,001-4,000 work hours			$34.72	$45.65	$56.57	
Class III - Air tool operator (jack hammer man, bush hammer man and grinding man), first bottom man, second bottom man, cage tender, car pusher, carrier man, concrete man, concrete form man, concrete repair man, cement invert laborer, cement finisher, concrete shoveler, conveyor man, floor man, gasoline and electric tool operator, gunnite man, grout operator, welder, heading dinky man, inside lock tender, pea gravel operator, pump man, outside lock tender, scaffold man, top signal man, switch man, track man, tugger man, utility man, vibrator man, winch operator, pipe jacking man, wagon drill and air track operator and concrete saw operator (under 40 h.p.).	LAUCT-Z2-3	9/9/2013	$35.86	$47.36	$58.85	X X X X X X X D Y
Apprentice Rates:						
0-1,000 work hours			$30.66	$39.56	$48.45	
1,001-2,000 work hours			$31.70	$41.12	$50.53	
2,001-3,000 work hours			$32.74	$42.68	$52.61	
3,001-4,000 work hours			$34.82	$45.80	$56.77	
Class IV - Tunnel, shaft and caisson mucker, bracer man, liner plate man, long haul dinky driver and well point man.	LAUCT-Z2-4	9/9/2013	$36.02	$47.60	$59.17	X X X X X X X D Y
Apprentice Rates:						
0-1,000 work hours			$30.78	$39.74	$48.69	
1,001-2,000 work hours			$31.83	$41.32	$50.79	
2,001-3,000 work hours			$32.88	$42.89	$52.89	
3,001-4,000 work hours			$34.97	$46.02	$57.07	
Class V - Tunnel, shaft and caisson miner, drill runner, keyboard operator, power knife operator, reinforced steel or mesh man (e.g. wire mesh, steel mats, dowel bars)	LAUCT-Z2-5	9/9/2013	$36.28	$47.99	$59.69	X X X X X X X D Y
Apprentice Rates:						
0-1,000 work hours			$30.98	$40.04	$49.09	
1,001-2,000 work hours			$32.04	$41.63	$51.21	
2,001-3,000 work hours			$33.10	$43.22	$53.33	
3,001-4,000 work hours			$35.22	$46.40	$57.57	

Official Request #: 74
Requestor: DTMB
Project Description: Stevens T Mason Building - Facade Repairs

Project Number: File# 071/11193.CAK – Index# 44103
County: Ingham

Official Rate Schedule

Every contractor and subcontractor shall keep posted on the construction site, in a conspicuous place, a copy of all prevailing wage and fringe benefit rates prescribed in a contract.

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Class VI - Dynamite man and powder man.	LAUCT-Z2-6	9/9/2013	$36.59	$48.45	$60.31	X X X X X X X D Y
Apprentice Rates:						
0-1,000 work hours			$31.21	$40.38	$49.55	
1,001-2,000 work hours			$32.28	$41.99	$51.69	
2,001-3,000 work hours			$33.36	$43.61	$53.85	
3,001-4,000 work hours			$35.51	$46.84	$58.15	
Class VII - Restoration laborer, seeding, sodding, planting, cutting, mulching and topsoil grading and the restoration of property such as replacing mail boxes, wood chips, planter boxes and flagstones.	LAUCT-Z2-7	9/9/2013	$28.86	$36.86	$44.85	X X X X X X X D Y
Apprentice Rates:						
0-1,000 work hours			$25.41	$31.68	$37.95	
1,001-2,000 work hours			$26.10	$32.72	$39.33	
2,001-3,000 work hours			$26.79	$33.76	$40.71	
3,001-4,000 work hours			$28.17	$35.82	$43.47	
Landscape Laborer Landscape Specialist includes air, gas, and diesel equipment operator, skidsteer (or equivalent), lawn sprinkler installer on landscaping work where seeding, sodding, planting, cutting, trimming, backfilling, rough grading or maintenance of landscape projects occurs. Sundays paid at time & one half. Holidays paid at double time.	LLAN-Z2-A	7/5/2013	$27.45	$37.91	$48.37	X X H X X X H D Y
Skilled Landscape Laborer: small power tool operator, lawn sprinkler installers' tender, material mover, truck driver on when seeding, sodding, planting, cutting, trimming, backfilling, rough grading or maintaining of landscape projects occurs Sundays paid at time & one half. Holidays paid at double time.	LLAN-Z2-B	7/5/2013	$23.25	$31.61	$39.97	X X H X X X H D Y

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Operating Engineer						
Class C- Regular equipment operator, crane, stiff leg derrick, scraper dozer, grader, front end loader, hoist, job mechanic, head grease man, concrete pump truck and hydro excavators	EN-324-BH2C	10/22/2013	$48.75	$62.62	$76.49	H H H H H H H D Y
Four 10 hour days may be scheduled Monday-Thursday or Tuesday-Friday. Work not performed due to weather, Monday-Thursday may be scheduled on Friday.						
Apprentice Rates:						
0 - 999 hours			$39.83	$49.54	$59.25	
1,000 - 1,999 hours			$41.21	$51.61	$62.01	
2,000 - 2,999 hours			$42.60	$53.69	$64.79	
3,000 - 3,999 hours			$43.99	$55.78	$67.57	
4,000 - 4,999 hours			$45.38	$57.87	$70.35	
5,000 - 5,999 hours			$46.76	$59.93	$73.11	
Class D- Air tugger (single drum), material hoist, boiler operator, sweeping machine, winch truck, Bob Cat and similar equipment, elevators (when operated by an operating engineer), and fork truck over 20' lift	EN-324-BH2D	9/12/2013	$43.95	$55.42	$66.89	H H H H H H H D Y
Four 10 hour days may be scheduled Monday-Thursday or Tuesday-Friday. Work not performed due to weather, Monday-Thursday may be scheduled on Friday.						
Class E- Pump 6" or over, well points, freeze systems, boom truck (non-swinging), end dumps and laser/power screed, concrete wire saw 20 h.p. and over and brokk concrete breaker	EN-324-BH2E	9/12/2013	$43.35	$54.52	$65.69	H H H H H H H D Y
Four 10 hour days may be scheduled Monday-Thursday or Tuesday-Friday. Work not performed due to weather, Monday-Thursday may be scheduled on Friday.						
Class F- Air compressor, welder, generators, conveyors, pumps under 6", Grease man, and fork truck 20' or less lift	EN-324-BH2F	9/12/2013	$40.90	$50.85	$60.79	H H H H H H H D Y
Four 10 hour days may be scheduled Monday-Thursday or Tuesday-Friday. Work not performed due to weather,						

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Class G- Oiler, fireman and heater operator Four 10 hour days may be scheduled Monday-Thursday or Tuesday-Friday. Work not performed due to weather, Monday-Thursday may be scheduled on Friday.	EN-324-BH2G	9/12/2013	$39.20	$48.30	$57.39	H H H H H H H D Y
Class A- Crane w/ main Boom & Jib 220' or longer Four 10 hour days may be scheduled Monday-Thursday or Tuesday-Friday. Work unabled to be performed due to weather, Monday-Thursday may be scheduled on Friday.	EN-OSA	9/12/2013	$50.10	$64.65	$79.19	H H H H H H H D Y
Class A- Crane w/ main Boom & Jib 300' or longer Four 10 hour days may be scheduled Monday-Thursday or Tuesday-Friday. Work unabled to be performed due to weather, Monday-Thursday may be scheduled on Friday.	EN-OSA3	9/12/2013	$51.60	$66.90	$82.19	H H H H H H H D Y
Class A- Crane w/ main Boom & Jib 400' or longer Four 10 hour days may be scheduled Monday-Thursday or Tuesday-Friday. Work not performed due to weather, Monday-Thursday may be scheduled on Friday.	EN-OSA4	9/12/2013	$53.10	$69.15	$85.19	H H H H H H H D Y
Class B- Crane Operator with main boom and jib 140' or longer, tower cranes, gantry crane, whirley derrick Four 10 hour days may be scheduled Monday-Thursday or Tuesday-Friday. Work unabled to be performed due to weather, Monday-Thursday may be scheduled on Friday.	EN-OSB	9/12/2013	$49.85	$64.27	$78.69	H H H H H H H D Y
Operating Engineer - Marine Construction Diver/Wet Tender, Engineer (hydraulic dredge)	GLF-1	3/1/2013	$63.00	$82.35	$101.70	X X H H H H H D Y
Holiday pay= $121.05 per hour, wages & fringes						
Subdivision of county all Great Lakes, islands therein, & connecting & tributary waters						
Crane/Backhoe Operator, 70 ton or over Tug Operator, Mechanic/Welder, Assistant Engineer (hydraulic dredge), Leverman (hydraulic dredge), Diver Tender	GLF-2	3/1/2013	$61.50	$80.10	$98.70	X X H H H H H D Y
Holiday pay = $117.30 per hour, wages & fringes						

Official Request #: 74
Requestor: DTMB
Project Description: Stevens T Mason Building - Facade Repairs

Project Number: File# 071/11193.CAK – Index# 44103
County: Statewide

Official Rate Schedule

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Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Subdivision of county	All Great Lakes, islands therein, & connecting & tributary waters					
Friction, Lattice Boom or Crane License Certification	GLF-2B	3/1/2013	$62.50	$81.60	$100.70	X X H H H H H D Y
Holiday pay = $119.80						
Subdivision of county	All Great Lakes, islands, therein, & connecting & tributary waters					
Deck Equipment Operator, Machineryman, Maintenance of Crane (over 50 ton capacity) or Backhoe (115,000 lbs or more), Tug/Launch Operator, Loader, Dozer on Barge, Deck Machinery	GLF-3	3/1/2013	$57.40	$73.95	$90.50	X X H H H H H D Y
Holiday pay = $107.05 per hour, wages & fringes						
Subdivision of county	All Great Lakes, islands therein, & connecting & tributary waters					
Deck Equipment Operator, (Machineryman/Fireman), (4 equipment units or more), Off Road Trucks, Deck Hand, Tug Engineer, & Crane Maintenance 50 ton capacity and under or Backhoe 115,000 lbs or less, Assistant Tug Operator	GLF-4	3/1/2013	$51.85	$65.63	$79.40	X X H H H H H D Y
Holiday pay = $93.17 per hour, wages & fringes						
Subdivision of county	All Great Lakes, islands therein, & connecting & tributary waters					
Operating Engineer Hazardous Waste Class I Level A - Fully encapsulating chemical resistant suit w/ pressure demand, full face piece SCBA or pressure demand supplied air respirator w/ escape SCBA. The highest available level of respiratory, skin and eye protection.	EN-324-HWCI-Z2A	1/20/2012	$50.13	$65.29	$80.45	H H H H H H H D Y
Four 10 hour days may be worked Monday-Thursday with Friday as a straight-time make up day.						
Apprentice Rates:						
1st 6 months			$40.44	$51.06	$61.67	
2nd 6 months			$41.96	$53.34	$64.71	
3rd 6 months			$43.48	$55.62	$67.75	
4th 6 months			$44.98	$57.87	$70.75	
5th 6 months			$46.50	$60.15	$73.79	
6th 6 months			$48.02	$62.43	$76.83	

Classification Name / Description	Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Level B & C protection. B - Pressure demand, full face or pressure demand supplied air respirator w/ escape SCBA w/chemical resistant clothing. C - Full face piece, air purifying canister-equipped respirator w/chemical resistant clothing.	EN-324-HWCI-Z2B 1/23/2012	$49.18	$63.87	$78.55	H H H H H H H D Y
Four 10 hour days may be worked Monday-Thursday with Friday as a straight-time make up day.					
Apprentice Rates:					
1st 6 months		$39.77	$50.05	$60.33	
2nd 6 months		$41.24	$52.26	$63.27	
3rd 6 months		$42.70	$54.44	$66.19	
4th 6 months		$44.18	$56.66	$69.15	
5th 6 months		$45.65	$58.87	$72.09	
6th 6 months		$47.11	$61.06	$75.01	
Level D - Coveralls, safety boots, glasses or chemical splash goggles and hard hats.	EN-324-HWCI-Z2D 1/23/2012	$47.88	$61.92	$75.95	H H H H H H H D Y
Four 10 hour days may be worked Monday-Thursday with Friday as a straight-time make up day.					
Apprentice Rates:					
1st 6 months		$38.86	$48.69	$58.51	
2nd 6 months		$40.27	$50.80	$61.33	
3rd 6 months		$41.67	$52.91	$64.13	
4th 6 months		$43.07	$55.00	$66.93	
5th 6 months		$44.48	$57.12	$69.75	
6th 6 months		$45.88	$59.21	$72.55	
Level D When Capping Landfill Coveralls, safety boots, glasses or chemical splash goggles and hard hats.	EN-324-HWCI-Z2DCL 1/23/2012	$47.63	$61.54	$75.45	H H H H H H H D Y
Four 10 hour days may be worked Monday-Thursday with Friday as a straight-time make up day.					
Apprentice Rates:					
1st 6 months		$38.68	$48.42	$58.15	
2nd 6 months		$40.07	$50.50	$60.93	
3rd 6 months		$41.46	$52.58	$63.71	
4th 6 months		$42.85	$54.67	$66.49	
5th 6 months		$44.25	$56.78	$69.29	
6th 6 months		$45.64	$58.86	$72.07	

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Operating Engineer Hazardous Waste Class II						
Level A - Fully encapsulating chemical resistant suit w/ pressure demand, full face piece SCBA or pressure demand supplied air respirator w/ escape SCBA. The highest available level of respiratory, skin and eye protection. Four 10 hour days may be worked Monday-Thursday with Friday as a straight-time make up day.	EN-324-HWCII-Z2A	1/20/2012	$45.73	$58.69	$71.65	H H H H H H H D Y
Level B & C protection. B - Pressure demand, full face SCBA or pressure demand supplied air respirator w/ escape SCBA w/chemical resistant clothing. C - Full face piece, air purifying canister-equipped respirator w/chemical resistant clothing. Four 10 hour days may be worked Monday-Thursday with Friday as a straight-time make up day.	EN-324-HWCII-Z2B	1/23/2012	$44.79	$57.28	$69.77	H H H H H H H D Y
Level D - Coveralls, safety boots, glasses or chemical splash goggles and hard hats. Four 10 hour days may be worked Monday-Thursday with Friday as a straight-time make up day.	EN-324-HWCII-Z2D	1/23/2012	$43.49	$55.33	$67.17	H H H H H H H D Y
Level D When Capping Landfill Coveralls, safety boots, glasses or chemical splash goggles and hard hats. Four 10 hour days may be worked Monday-Thursday with Friday as a straight-time make up day.	EN-324-HWCII-Z2DCL	1/23/2012	$43.24	$54.96	$66.67	H H H H H H H D Y
Operating Engineer Hazardous Waste Crane w/ Boom & Jib leads 140' or longer						
Level A - Fully encapsulating chemical resistant suit w/ pressure demand, full face piece SCBA or pressure demand supplied air respirator w/ escape SCBA. The highest available level of respiratory, skin and eye protection. Four 10 hour days may be worked Monday-Thursday with Friday as a straight-time make up day.	EN-324-HW140-Z2A	1/20/2012	$52.78	$69.27	$85.75	H H H H H H H D Y

Classification Name	Description	Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
	Level B & C protection. B - Pressure demand, full face SCBA or pressure demand supplied air respirator w/ escape SCBA w/chemical resistant clothing. C - Full face piece, air purifying canister-equipped respirator w/chemical resistant clothing. Four 10 hour days may be worked Monday-Thursday with Friday as a straight-time make up day.	EN-324-HW140-Z2B 1/23/2012	$51.72	$67.68	$83.63	H H H H H H H D Y
	Level D - Coveralls, safety boots, glasses or chemical splash goggles and hard hats. Four 10 hour days may be worked Monday-Thursday with Friday as a straight-time make up day.	EN-324-HW140-Z2D 1/23/2012	$50.53	$65.89	$81.25	H H H H H H H D Y
	Level D When Capping Landfill Coveralls, safety boots, glasses or chemical splash goggles and hard hats. Four 10 hour days may be worked Monday-Thursday with Friday as a straight-time make up day.	EN-324-HW140-Z2DCL 1/23/2012	$50.28	$65.52	$80.75	H H H H H H H D Y
Operating Engineer Hazardous Waste Crane w/ Boom & Jib leads 220' or longer						
	Level A - Fully encapsulating chemical resistant suit w/ pressure demand, full face piece SCBA or pressure demand supplied air respirator w/ escape SCBA. The highest available level of respiratory, skin and eye protection. Four 10 hour days may be worked Monday-Thursday with Friday as a straight-time make up day.	EN-324-HW220-Z2A 1/20/2012	$53.08	$69.72	$86.35	H H H H H H H D Y
	Level B & C protection. B - Pressure demand, full face SCBA or pressure demand supplied air respirator w/ escape SCBA w/chemical resistant clothing. C - Full face piece, air purifying canister-equipped respirator w/chemical resistant clothing. Four 10 hour days may be worked Monday-Thursday with Friday as a straight-time make up day.	EN-324-HW220-Z2B 1/23/2012	$52.04	$68.16	$84.27	H H H H H H H D Y
	Level D - Coveralls, safety boots, glasses or chemical splash goggles and hard hats. Four 10 hour days may be worked Monday-Thursday with Friday as a straight-time make up day.	EN-324-HW220-Z2D 1/23/2012	$50.83	$66.34	$81.85	H H H H H H H D Y

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Level D When Capping Landfill Coveralls, safety boots, glasses or chemical splash goggles and hard hats. Four 10 hour days may be worked Monday-Thursday with Friday as a straight-time make up day.	EN-324-HW220-Z2DCL	1/23/2012	$50.58	$65.97	$81.35	H H H H H H H D Y
Operating Engineer Hazardous Waste Regular Crane, Job Mechanic, Dragline Operator, Boom Truck Operator, Power Shovel Operator and Concrete Pump with boom Level A - Fully encapsulating chemical resistant suit w/ pressure demand, full face piece SCBA or pressure demand supplied air respirator w/ escape SCBA. The highest available level of respiratory, skin and eye protection. Four 10 hour days may be worked Monday-Thursday with Friday as a straight-time make up day.	EN-324-HWRC-Z2A	1/20/2012	$51.10	$66.75	$82.39	H H H H H H H D Y
Operating Engineer Hazardous Waste Regular Crane, Job Mechanic, Dragline Operator, Boom Truck Operator, Power Shovel Operator and Concrete Pump with Boom Operator Level B & C protection. B - Pressure demand, full face SCBA or pressure demand supplied air respirator w/ escape SCBA w/chemical resistant clothing. C - Full face piece, air purifying canister-equipped respirator w/chemical resistant clothing. Four 10 hour days may be worked Monday-Thursday with Friday as a straight-time make up day.	EN-324-HWRC-Z2B	1/23/2012	$50.15	$65.32	$80.49	H H H H H H H D Y
Level D - Coveralls, safety boots, glasses or chemical splash goggles and hard hats. Four 10 hour days may be worked Monday-Thursday with Friday as a straight-time make up day.	EN-324-HWRC-Z2D	1/23/2012	$48.85	$63.37	$77.89	H H H H H H H D Y
Level D When Capping Landfill Coveralls, safety boots, glasses or chemical splash goggles and hard hats. Four 10 hour days may be worked Monday-Thursday with Friday as a straight-time make up day.	EN-324-HWRC-Z2DCL	1/23/2012	$48.60	$63.00	$77.39	H H H H H H H D Y
Operating Engineer Steel Work Forklift, 1 Drum Hoist	EN-324-ef	6/17/2013	$57.11	$75.12	$93.13	H H D H H H D D Y

Classification Name	Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Crane w/ 120' boom or longer		EN-324-SW120	6/14/2013	$59.81	$79.17	$98.53	H H D H H H D D Y
Crane w/ 120' boom or longer w/ Oiler		EN-324-SW120-O	6/14/2013	$60.81	$80.67	$100.53	H H D H H H D D Y
Crane w/ 140' boom or longer		EN-324-SW140	6/14/2013	$60.99	$80.94	$100.89	H H D H H H D D Y
Crane w/ 140' boom or longer W/ Oiler		EN-324-SW140-O	6/14/2013	$61.99	$82.44	$102.89	H H D H H H D D Y
Boom & Jib 220' or longer		EN-324-SW220	6/14/2013	$61.26	$81.35	$101.43	H H D H H H D D Y
Crane w/ 220' boom or longer w/ Oiler		EN-324-SW220-O	6/14/2013	$62.26	$82.85	$103.43	H H D H H H D D Y
Boom & Jib 300' or longer		EN-324-SW300	6/14/2013	$62.76	$83.60	$104.43	H H D H H H D D Y
Crane w/ 300' boom or longer w/ Oiler		EN-324-SW300-O	6/14/2013	$63.76	$85.10	$106.43	H H D H H H D D Y
Boom & Jib 400' or longer		EN-324-SW400	6/14/2013	$64.26	$85.85	$107.43	H H D H H H D D Y
Crane w/ 400' boom or longer w/ Oiler		EN-324-SW400-O	6/14/2013	$65.26	$87.35	$109.43	H H D H H H D D Y
Crane Operator, Job Mechanic, 3 Drum Hoist & Excavator		EN-324-SWCO	6/17/2013	$59.45	$78.63	$97.81	H H D H H H D D Y
	Apprentice Rates:						
	0-999 hours			$47.09	$60.51	$73.94	
	1,000-1,999 hours			$49.01	$63.40	$77.78	
	2,000-2,999 hours			$50.93	$66.28	$81.62	
	3,000-3,999 hours			$52.85	$69.16	$85.46	
	4,000-4,999 hours			$54.76	$72.02	$89.28	
	5,000 hours			$56.68	$74.91	$93.12	
Crane w/ Oiler		EN-324-SWCO-O	6/17/2013	$60.45	$80.13	$99.81	H H D H H H D D Y

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Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Compressor or Welder Operator	EN-324-SWCW	6/17/2013	$52.00	$67.46	$82.91	H H D H H H D D Y
Hoisting Operator, 2 Drum Hoist, & Rubber Tire Backhoe	EN-324-SWHO	6/17/2013	$58.81	$77.67	$96.53	H H D H H H D D Y
Oiler	EN-324-SWO	6/17/2013	$50.59	$65.34	$80.09	H H D H H H D D Y
Tower Crane & Derrick where work is 50' or more above first level	EN-324-SWTD50	6/14/2013	$60.54	$80.27	$99.99	H H D H H H D D Y
Tower Crane & Derrick 50' or more w/ Oiler where work station is 50' or more above first level	EN-324-SWTD50-O	6/14/2013	$61.54	$81.77	$101.99	H H D H H H D D Y
Operating Engineer Underground						
Class I Equipment - Backfiller Tamper, Backhoe, Batch Plant Operator, Clamshell, Concrete Paver 2 drums or larger, Conveyor Loader Euclid type, Crane (crawler, truck type or pile driving), Dozer, Dragline, Elevating Grader, endloader, gradall, grader, hydro excavator, power shovel, roller asphalt, scraper self-propelled or tractor drawn, side boom tractor, slip form paver, slope paver, trencher over 8 ft. digging capacity, well drilling rig, concrete pump with boom operator	EN-324A2-UC1	9/13/2013	$48.63	$62.77	$76.90	H H H H H H H D Y
Apprentice Rates:						
0-999 hours			$38.70	$48.42	$58.14	
1,000-1,999 hours			$40.09	$50.50	$60.92	
2,000-2,999 hours			$41.48	$52.59	$63.70	
3,000-3,999 hours			$42.87	$54.68	$66.48	
4,000-4,999 hours			$44.26	$56.76	$69.26	
5,000-5,999 hours			$45.64	$58.83	$72.02	
Class II Equipment - Boom Truck, Crusher, Hoist, Pump 6 inch discharge or larger, side boom tractor, Tractor (pneu-tired other than backhoe or front end loader), Trencher 8 ft. digging capcity and smaller, Vac Truck	EN-324A2-UC2	9/13/2013	$43.74	$55.43	$67.12	H H H H H H H D Y

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Class III Equipment - Air Compressors 600 cfm or larger, Air Compressors 2 or more less than 600 dfm, Boom Truck non-swinging non-powered type boom, Concrete Breaker self-propelled or truck mounted, Concrete paver 1 drum 1/2 yd. or larger, Elevator other than passenger, Pump 4 inch to 6 inch discharge, pumpcrete machine, wagon drill, welding machine or generator 2 or more 300 amp or larger	EN-324A2-UC3	9/13/2013	$43.24	$54.68	$66.12	H H H H H H H D Y
Class IV Equipment - Boiler, Concrete Saw 40 hp or over, curing machine self propelled, end dumps, extend a boom forklift, farm tractor with attachment, finishing machine concrete, firemen, hydraulic pipe pushing machine, mulching equipment, oiler, pumps up to 4 inch discharge, roller other than asphalt, stump remover, sweeper wayne type, trencher, vibrating compaction equipment self propelled 6 ft. wide or over, water wagon.	EN-324A2-UC4	9/13/2013	$42.96	$54.26	$65.56	H H H H H H H D Y
Painter						
Painter	PT-845-BR	8/2/2013	$33.24	$43.94	$54.63	H H H H H H H D Y
A 4-10s workweek allowed Monday-Thursday. Friday may be a make-up day if less than 40 were worked Mon-Thurs.						
Apprentice Rates:						
0-1000 hours			$23.61	$29.49	$35.37	
1001-2000 hours			$24.68	$31.09	$37.51	
2001-3000 hours			$26.40	$33.67	$40.95	
3001-4000 hours			$27.89	$35.91	$43.93	
4001-5000 hours			$30.03	$39.12	$48.21	
5001-6000 hours			$32.17	$42.33	$52.49	
Pipe and Manhole Rehab						
General Laborer for rehab work or normal cleaning and cctv work-top man, scaffold man, CCTV assistant, jetter-vac assistant	TM247	10/15/2012	$27.20	$36.70		H H H H H H H H N
Tap cutter/CCTV Tech/Grout Equipment Operator: unit driver and operator of CCTV; grouting equipment and tap cutting equipment	TM247-2	10/15/2012	$31.70	$43.45		H H H H H H H H N
CCTV Technician/Combo Unit Operator: unit driver and operator of cctv unit or combo unit in connection with normal cleaning and televising work	TM247-3	10/15/2012	$30.45	$41.57		H H H H H H H H N

Official 2014 Prevailing Wage Rates for State Funded Projects

Issue Date: 1/23/2014

Contract must be awarded by: 4/23/2014

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Boiler Operator: unit driver and operator of steam/water heater units and all ancillary equipment associated	TM247-4	10/15/2012	$32.20	$44.20		H H H H H H H H N
Combo Unit driver & Jetter-Vac Operator	TM247-5	10/15/2012	$32.20	$44.20		H H H H H H H H N
Pipe Bursting & Slip-lining Equipment Operator	TM247-6	10/15/2012	$33.20	$45.70		H H H H H H H H N
Plasterer						
Plasterer	PL16-2	6/1/2010	$36.92	$49.39	$61.86	H H H H H H H D N
Apprentice Rates:						
1st year			$28.19	$36.30	$44.40	
2nd year			$30.68	$40.03	$49.38	
3rd year			$33.18	$43.78	$54.38	
Plumber & Pipefitter						
Plumber & Pipefitter Four 10s allowed Monday thru Thursday. Friday not a makeup, considered OT, paid @ time & one-half.	PL-333-RI	12/29/2009	$51.02	$76.33	$101.64	H H H H H H H D Y
Apprentice Rates:						
1st 6 months			$32.97	$49.26	$65.54	
2nd 6 months			$34.61	$51.72	$68.82	
3rd 6 months			$36.25	$54.18	$72.10	
4th 6 months			$37.89	$56.64	$75.38	
5th 6 months			$39.53	$59.10	$78.66	
6th 6 months			$41.17	$61.56	$81.94	
7th 6 months			$42.82	$64.03	$85.24	
8th 6 months			$44.46	$66.49	$88.52	
9th 6 months			$46.10	$68.95	$91.80	
10th 6 months			$47.74	$71.41	$95.08	

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Project Number: File# 071/11193.CAK – Index# 44103
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Official 2014 Prevailing Wage Rates for State Funded Projects

Issue Date: 1/23/2014

Contract must be awarded by: 4/23/2014

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Roofer						
Commercial Roofer 4 consecutive tens allowed M-TH	RO-70-Z2	6/28/2013	$40.10	$52.42	$64.73	H H H X H H H D Y
	Apprentice Rates:					
	1st Class		$25.44	$30.88	$36.32	
	2nd Class		$27.34	$33.67	$40.01	
	3rd Class		$29.38	$36.71	$44.03	
	4th Class		$31.29	$39.54	$47.80	
	5th Class		$33.21	$42.37	$51.53	
	6th Class		$35.11	$45.16	$55.22	
Sewer Relining						
Class I-Operator of audio visual CCTV system including remote in-ground cutter and other equipment used in conjunction with CCTV system.	SR-I	3/27/2013	$42.07	$56.90	$71.72	H H H H H H H D N
Class II-Operator of hot water heaters and circulation system; water jetters; and vacuum and mechanical debris removal systems and those assisting.	SR-II	3/27/2013	$40.54	$54.60	$68.66	H H H H H H H D N
Sheet Metal Worker						
Sheet Metal Worker 4 10s allowed as consecutive days, M-Th or T-F	SHM-7-1	10/22/2012	$45.92	$59.47	$73.02	H H H H D D D D Y
	Apprentice Rates:					
	First Year		$24.69	$31.46	$38.24	
	Second Year		$29.86	$37.99	$46.12	
	Third Year		$37.79	$47.28	$56.76	
	Fourth Year		$40.50	$51.34	$62.18	

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Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Sprinkler Fitter						
Sprinkler Fitter	SP 669	9/17/2009	$46.51	$61.99	$77.47	H H H H H H H D Y
	Apprentice Rates:					
	Class 1 & 2		$23.44	$31.31	$39.17	
	Class 3		$29.35	$37.75	$46.15	
	Class 4		$30.93	$40.12	$49.31	
	Class 5		$35.50	$45.47	$55.45	
	Class 6		$37.07	$47.83	$58.59	
	Class 7		$38.65	$50.20	$61.75	
	Class 8		$40.22	$52.55	$64.89	
	Class 9		$41.79	$54.91	$68.03	
	Class 10		$43.36	$57.27	$71.17	
Tile, Terrazzo and Mosiac						
Finisher	BR9-31-TF	3/7/2013	$30.57	$39.66	$48.75	H H H H H H H D Y
	Apprentice Rates:					
	0-749 hours		$24.21	$30.12	$36.03	
	750-1,499 hours		$25.12	$31.49	$37.85	
	1,500-2,249 hours		$26.03	$32.85	$39.67	
	2,250-2,999 hours		$26.93	$34.20	$41.47	
	3,000-3,749 hours		$27.84	$35.57	$43.29	
	3,750-4,499 hours		$28.75	$36.93	$45.11	
Setter	BR9-31-TS	3/7/2013	$35.94	$46.71	$57.47	H H H H H H H D Y
	Apprentice Rates:					
	0-749 hours		$28.40	$35.39	$42.39	
	750-1499 hours		$29.48	$37.01	$44.55	
	1500-2249 hours		$30.56	$38.63	$46.71	
	2250-2999 hours		$31.63	$40.24	$48.85	
	3000-3749 hours		$32.71	$41.86	$51.01	
	3750-4499 hours		$33.79	$43.48	$53.17	
Truck Driver						
of all trucks of 8 cubic yd capacity or over	TM-RB2	8/8/2013	$41.92	$37.85		H H H H H H H H Y
of all trucks of 8 cubic yard capacity or less (except dump trucks of 8 cubic yard capacity or over, tandem axle trucks, transit mix and semis, euclid type equipment, double bottoms and low boys)	TM-RB2A	8/8/2013	$41.82	$37.70		H H H H H H H H Y

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Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
on euclid type equipment	TM-RB2B	8/8/2013	$41.35	$38.08		H H H H H H H H Y
Underground Laborer Open Cut, Class I						
Construction Laborer	LAUC-Z3-1	9/9/2013	$33.61	$43.93	$54.25	X X X X X X X D Y
Apprentice Rates:						
0-1,000 work hours			$29.08	$37.14	$45.19	
1,001-2,000 work hours			$29.98	$38.49	$46.99	
2,001-3,000 work hours			$30.89	$39.86	$48.81	
3,001-4,000 work hours			$32.70	$42.57	$52.43	
Underground Laborer Open Cut, Class II						
Mortar and material mixer, concrete form man, signal man, well point man, manhole, headwall and catch basin builder, guard rail builders, headwall, seawall, breakwall, dock builder and fence erector.	LAUC-Z3-2	9/9/2013	$33.75	$44.14	$54.53	X X X X X X X D Y
Apprentice Rates:						
0-1,000 work hours			$29.18	$37.29	$45.39	
1,001-2,000 work hours			$30.10	$38.67	$47.23	
2,001-3,000 work hours			$31.01	$40.04	$49.05	
3,001-4,000 work hours			$32.84	$42.78	$52.71	
Underground Laborer Open Cut, Class III						
Air, gasoline and electric tool operator, vibrator operator, drillers, pump man, tar kettle operator, bracers, rodder, reinforced steel or mesh man (e.g. wire mesh, steel mats, dowel bars, etc.), cement finisher, welder, pipe jacking and boring man, wagon drill and air track operator and concrete saw operator (under 40 h.p.), windlass and tugger man, and directional boring man.	LAUC-Z3-3	9/9/2013	$33.87	$44.32	$54.77	X X X X X X X D Y
Apprentice Rates:						
0-1,000 work hours			$29.27	$37.42	$45.57	
1,001-2,000 work hous			$30.19	$38.80	$47.41	
2,001-3,000 work hours			$31.11	$40.18	$49.25	
3,001-4,000 work hours			$32.95	$42.94	$52.93	

Classification Name / Description		Last Updated	Straight Hourly	Time and a Half	Double Time	Overtime Provision
Underground Laborer Open Cut, Class IV						
Trench or excavating grade man.	LAUC-Z3-4	9/9/2013	$33.92	$44.40	$54.87	X X X X X X X D Y
	Apprentice Rates:					
	0-1,000 work hours		$29.31	$37.48	$45.65	
	1,001-2,000 work hours		$30.23	$38.86	$47.49	
	2,001-3,000 work hours		$31.15	$40.24	$49.33	
	3,001-4,000 work hours		$33.00	$43.02	$53.03	
Underground Laborer Open Cut, Class V						
Pipe Layer	LAUC-Z3-5	9/9/2013	$34.06	$44.61	$55.15	X X X X X X X D Y
	Apprentice Rates:					
	0-1,000 work hours		$29.41	$37.64	$45.85	
	1,001-2,000 work hours		$30.34	$39.03	$47.71	
	2,001-3,000 work hours		$31.27	$40.42	$49.57	
	3,001-4,000 work hours		$33.13	$43.22	$53.29	
Underground Laborer Open Cut, Class VI						
Grouting man, top man assistant, audio visual television operations and all other operations in connection with closed circuit television inspection, pipe cleaning and pipe relining work and the installation & repair of water service pipe & appurtenances	LAUC-Z3-6	9/9/2013	$31.36	$40.56	$49.75	X X X X X X X D Y
	Apprentice Rates:					
	0-1,000 work hours		$27.39	$34.60	$41.81	
	1,001-2,000 work hours		$28.18	$35.79	$43.39	
	2,001-3,000 work hours		$28.98	$36.99	$44.99	
	3,001-4,000 work hours		$30.57	$39.38	$48.17	
Underground Laborer Open Cut, Class VII						
Restoration laborer, seeding, sodding, planting, cutting, mulching and topsoil grading and the restoration of property such as replacing mail boxes, wood chips, planter boxes, flagstones etc.	LAUC-Z3-7	9/9/2013	$28.51	$36.28	$44.05	X X X X X X X D Y
	Apprentice Rates:					
	0-1,000 work hours		$25.25	$31.40	$37.53	
	1,001-2,000 work hours		$25.90	$32.37	$38.83	
	2,001-3,000 work hours		$26.56	$33.36	$40.15	
	3,001-4,000 work hours		$27.86	$35.31	$42.75	

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This is a Cover Sheet to State's Section 01310 Progress Schedule Specification (Cost-Loaded CPM Model), a Division 1 Specification modeled from FORMSPEC™ U.S. Domestic Model, Y2000 Edition. The Progress Schedule Specification reflects the scheduling expertise of professionals in the employ of PMA Consultants LLC. This Model Specification has been written as simply as practical, however, its use does presume a working knowledge of Critical Path Methods and construction scheduling fundamentals. Specifiers are encouraged to consult with a CPM scheduling practitioner when preparing specifications for a specific project.

STATE OF MICHIGAN

DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET

FACILITIES AND BUSINESS SERVICES ADMINISTRATION

MODEL COST-LOADED PROGRESS SCHEDULE SPECIFICATION

FORMSPEC™ No. Y2000.0821 – 01310

RELEASED ON NOVEMBER 15, 2001

Developed from

FORMSPEC™ Model Progress Schedule Specification

Cost-Loaded CPM Model, Public Building Projects

and suggested for use with

MICHSPEC™ Contract Forms and

Conditions of the Contract

1997 Edition/2011 Version

SECTION 01310 PROGRESS SCHEDULE

PART 1 - GENERAL

1.01 SUMMARY

A. The **Contractor** will submit cost-loaded CPM Progress Schedules to the **Owner** depicting its approach to prosecution and completion of the Work. This requirement includes, but is not limited to the **Contractor's** approach to Activity cost-loading, recovering schedule and managing the effect of changes, "or equal" and substitution proposals and their implementation, and Delays on Work sequencing.

B. The Progress Schedule will consist of the Revision 0 Submittal (paragraph 3.02), Payment Submittals (paragraph 3.03) and Revision Submittals (paragraph 3.04). The **Contractor,** with the **Professionals** input, will uniquely number each Progress Schedule Submittal. For a Progress Schedule resubmission, the initial Submittal number will be modified by the letter A, B, or C, etc., as appropriate.

C. Each Progress Schedule Submittal will consist of an electronic disk with the **Contractor's** files, a narrative and three (3) copies of the required reports and plots.

D. Through the review of Progress Schedule Submittals, the **Owner** will endeavor to stay current on Work progress against Milestones, updated Activity Early and Late Dates and the **Contractor's** approach to Work remaining.

E. References to the Critical Path Method (CPM) are to CPM construction industry standards consistent with the requirements of this Section 01310 Progress Schedule.

1.02 RELATED SECTIONS

A. Mainly, Section 00100 Instructions to Bidders; Section 00440 Schedule of Materials and Equipment; Section 00500 Agreement; Section 00700 General Conditions; and Section 00800 Supplementary Conditions.

B. Notice of Award; Notice to Proceed; the Drawings; and all Change Orders and Change Authorizations.

1.03 GLOSSARY OF TERMS

A. Capitalized terms not already defined in any Division 0 Specification have the following intent and meanings:

1. *Activity Value (Value)*–That portion of the Contract Price representing an appropriate level of payment for the part of the Work designated by the Activity.

2. *Line Of Balance*–A multiunit scheduling technique graphing, in an X–Y plot, the timing of the trade Work elements within each repetitive unit. Generally, each trade Work element is represented by an inclined production line. Also, in a Line of Balance plot, the X-axis plots the calendar and the Y-axis represents the units (unit count).

3. *Milestones*–Key, pre-determined points of progress in the completion of a facility, designating interim target dates in support of the Contract Times. Milestones may pinpoint the start of critical path foundations, significant deliveries (e.g. structural steel), start of building framing, start of MEP rough-in, building enclosure, start or completion of interior partitions, start of interior finishes, availability of conditioned space, critical path commissioning stages, Substantial Completion and other events of like import

4. *Official Schedule*–The most recent Revision Submittal returned to the **Contractor** as "Resubmittal Not Required." The Rev. 0 Official Schedule is the As-Planned Schedule.

5. *Payment Submittal*–A monthly Progress Schedule update reflecting progress and minor adjustments on the Activities, sequencing and restraints for Work remaining.

6. *Revision 0 Submittal*–The first, complete Progress Schedule submitted by the **Contractor** with the intent to depict the entire Work as awarded.

7. *Rough–In MEP*–A common term in architectural construction, often grouping the installation of ductwork, piping, plumbing, fire protection and conduit and wiring.

8. *Short Term Schedules*–Rolling bar chart diagrams, each detailing progress and upcoming Activities that were and/or are scheduled over a four-week window.

1.04 QUALITY ASSURANCE

A. The **Contractor** will obtain a written interpretation from the **Professional,** if the **Contractor** believes the selection of Activities, logic ties or restraints requires an interpretation of the Contract Documents. With each submission, the **Contractor** will point out by specific, written notation, any Progress Schedule feature that may reflect variations from a requirement of the Contract Documents.

B. The **Contractor** is responsible to obtain information from each Subcontractor and Supplier when scoping their respective Activities, Values, logic ties and restraints.

C. No review of a Progress Schedule will relieve the **Contractor** from its obligation to comply with the Contract Times and any sequence of Work indicated in or required by the Contract Documents and for the timely completion of any Work omitted from that Progress Schedule.

D. No review of a Progress Schedule will imply approval of any interpretation of or variation from the Contract Documents, unless expressly approved by the **Professional** through a written interpretation or by a separate, written notation on the returned Progress Schedule Submittal.

1.05 ALLOWANCES

A. Work covered by Cash Allowances will be completed within the Contract Times. To the extent reasonable and consistent with the **Contractor's** plan, Work authorized by Provisionary Allowances will be completed within the Contract Times. The Progress Schedule will incorporate the **Contractor's** best estimate of the Activities, logic and restraints required, using the information in the Contract Documents or as indicated by the **Professional** in writing.

1.06 "OR EQUALS" AND SUBSTITUTIONS

A. Activities in the Rev. 0 Progress Schedule will be based only on the products nominated in Section 00440 Schedule of Materials and Equipment, and will not reflect any "or equal" or substitute materials or equipment, even if the **Contractor** intends to pursue "or equal" and substitution proposals. This limitation applies to Means and Methods indicated in or required by the Contract Documents.

1.07 MILESTONES; SCHEDULE RECOVERY

A. The **Owner** will select Milestones and Milestone Dates on the basis of the Rev. 0 Submittal. As the Official Schedule is revised, Milestone Dates will be revised accordingly. Milestone Dates will serve as target dates.

B. Whenever any Activity slips by twenty (20) or more Days from a pertinent Contract Time, the **Contractor** will deliver a Revision Submittal documenting its schedule recovery plan and/or its request for an extension in Contract Time. Upon evaluation of that Revision Submittal, if the **Owner,** with the **Professional's** advise, determines there is sufficient cause, the **Owner** will withhold liquidated damages or provide a notice of intent to do so, if schedule is indeed not recovered, and/or may give a notice of default.

1. The narrative will identify the Delay and actions taken by the **Contractor** to recover schedule, whether by adding labor or construction equipment, Activity re-sequencing, expediting of deliveries, overtime or shift Work, and so on.

1.08 SCHEDULE OF VALUES (SOV)

A. If the Schedule of Values includes pay items for mobilization, general conditions, Record Documents, operating and maintenance documentation, etc., the values of those pay items do not have to be cost-loaded into the Activities. This rule equally applies to other pay items for Work not necessarily controlling the rate of progress.

B. The Schedule of Values and Cost Report may assign pay items and Activity Values, respectively, to Submittals for equipment requiring Shop Drawings of significant engineering scope and fabrication and delivery lead times longer than sixty (60) Days. However, progress payments on any such pay item or Activity Value will not exceed fifteen percent (15%) of the equipment cost, meaning furnished, installed and checked out. The term "equipment," as used in this paragraph, is interpreted in paragraph 1.5.4 of Section 00700 General Conditions.

1.09 PROGRESS SCHEDULE SOFTWARE

A. The scheduling software employed by the **Contractor** to process the Progress Schedule will be the current version of Primavera Project Planner®, SureTrak®, Microsoft Project® or equivalent CPM scheduling software.

B. If the **Contractor** intends to use companion schedule graphics and/or Line of Balance software tools, the **Contractor** will furnish to the **Owner** descriptive materials and samples describing such software tools.

1.10 MEASUREMENT AND PAYMENT

A. The Schedule of Values will include a pay item capturing the cost for the Work required by this Section.

B. Fifteen percent (15%) of the Progress Schedule pay item will be eligible for payment upon delivery of the complete Revision 0 Submittal. The balance of this pay item will be eligible for payment, on a prorated basis, with each Progress Payment attaching the required Payment Submittal.

1.11 NON-PERFORMANCE

A. In the event the **Contractor** fails, refuses or neglects to comply to a significant extent with the progress schedule submittal requirements of this Section 01310, the **Owner** may stop payments under the Progress Schedule pay item.

B. If justified under the circumstances, the **Owner** also may prepare alternate progress schedules and deduct from the Contract Price all related costs by Change Order and/or take other action commensurate with the breach.

PART 2 - WORK PRODUCTS

2.01 PRINTOUTS

A. Schedule Reports will include Activity (ID) code and description, duration, calendar, Early Dates, Late Dates and Total Float, all of which will comport with the requirements of paragraph 8.3.4 of Section 00700 General Conditions.

1. For Precedence Diagram Method, separate Schedule Reports will tabulate, for each Activity, all preceding and succeeding logic types and lead times, whether CPM Plots displaying vertical logic ties are appended or not.

B. CPM Schedule Plots will be plotted on a suitable time scale and identify the Contract Times, Critical Paths and sub-Critical Paths. Activities will be shown on the Early Dates with Total Floats noted by Late Date flags.

C. Cost Reports will tabulate Activity code and description and Activity Value, percent complete and earned payment, as certified in the **Professional's** certified Application for Payment. Separate Activity Cost Reports are preferred, particularly if the Schedule Reports append CPM diagrams.

D. Resource Plots will graph weekly and cumulative craft head-counts and Activity Values, by Early Dates and, for Revision Submittals, compare As-Planned and Early Dates.

E. Short Term Schedules will break Activities into detailed tasks and cover the previous week and next three (3) weeks. Each installation task will be cross-referenced to an Activity and tabulate that Activity Early Date and Total Float.

F. Line of Balance Plots will reflect industry practice for repetitive construction, and will segregate the production lines for all trades within the hammock Activities.

2.02 NARRATIVE REQUIREMENTS

A. In general, a narrative will describe the **Contractor's** approach to prosecution of the Work, subject to the requirements of the Contract Documents. Further, each narrative will list the Critical Path Activities and compare Early and Late Dates against Contract Times and Milestone Dates. The basis for restraint dates will be explained.

B. For each Payment Submittal, the narrative will compare current Dates to the respective Milestone Dates, describe changes in crewing and construction equipment and identify all Delays. For each Revision Submittal, the narrative also will itemize changes in Activities, logic ties and restraint dates made necessary by each change, Delay, schedule recovery, substitution and **Contractor**-initiated revision occurring since the previous Submittal.

2.0 3 ACTIVITY REQUIREMENTS

A. Separate Activities will designate permitting, construction, Submittal preparation and review (and resubmission and re-review for same); MEP coordination drawings; deliveries (to the site or storage); commissioning; and Punch List. Separate Activities will designate **Owner**-furnished items, interfaces with other work and the **Owner** and **Professional's** responsibilities.

B. Activities will be detailed only to the extent required to show the transition of trade Work. Activities will detail the progression through site/excavation, foundations, building framing, start/completion of interior partitions, MEP rough-in, building enclosure, interior finishes, conditioned space and commissioning.

1. Submittal Activities will segregate long-lead items, any item requiring structural access and other procurements that, in the **Contractor's** judgment, may bear on the rate of progress. Separate MEP coordination drawing Activities will be used for each floor. Beyond these requirements, it is not necessary to burden the Progress Schedule with Activities for less significant Submittals and deliveries.

2. For multiunit Work (e.g., rough-in overhead MEP for each floor, etc.), detailed Activities will be shown for a typical (often, the first) unit. Other or follow-on units may be replicated, as appropriate, or modeled with a hammock Activity that combines the sum total of the typical detailed Activities. If a hammock Activity is used, Line of Balance Plots will be provided showing that proper logic ties between like Work are preserved from unit to unit.

3. Separate Activities, as suitable to the Divisions of Work involved, will be identified for single-unit Work. This requirement applies to Work in mechanical rooms, building framing, commissioning, etc.

4. Activities will not combine separate or non-concurrent items of Unit Price or lump sum Work, Work in separate structures and Work in distinct areas, locations or floors within an area or structure; or rough-in and finish Work.

C. Activity durations will equal the Business Days required to sufficiently complete the Work designated by the Activity (i.e., when finish-to-start successors may start, even if the Activity is not quite 100% complete). Installation Activities will last from twenty (20) to forty (40) Days.

D. Activities will be assigned consistent descriptions and identification codes. Sort codes will group Activities by building or structure, floor or area, Change Order and Change Authorization and other meaningful schemes.

PART 3 – EXECUTION

3.01 FLOAT TOLERANCES

A. Any Progress Schedule with Early Dates after a Contract Time will yield negative Total and Contract Floats, whether shown/calculated or not. Any Revision Submittal with less than negative twenty (20) Days of Float will be returned as "Revise and Resubmit," unless a time extension is requested, or the **Owner** withholds liquidated damages for any progress payment or gives notice of the intent to do so, in the event schedule is not recovered.

B. Floats calculated from the definitions given in Section 00020 Glossary supersede any conflicting Float values calculated within any early completion Progress Schedule.

3.02 REVISION 0 (Rev. 0) SUBMITTAL

A. The initial Revision 0 Submittal, consisting of the Rev. 0 CPM Progress Schedule, will be due with the first Request for Payment. The Rev. 0 CPM Progress Schedule will show the Work as awarded, without Delays, "or equal" or substitutions, Change Orders or Change Authorizations.

1. The Rev. 0 Schedule of Values and Schedule of Shop Drawing submissions, itemizing the required Submittals, will be due with the second Request for Payment. Activity Values will prorate Schedule of Value pay item costs through simple allocations of Activities and pay items scope. The Schedule of Shop Drawing submissions may employ the log, custom data or other like feature of the progress scheduling software or a table prepared by software designed to process Submittals and deliveries.

2. The Rev. 0 narrative will detail the **Contractor's** management of the site, e.g., lay down, staging, parking, etc. and use of construction equipment. The narrative also will identify non-Business Days, shifts, weekend Work and multiple calendars applied to the Activities, all Delays occurring since Contract Award and all pending and anticipated "or equal" and substitution proposals.

3. If required in Section 00800 Supplementary Conditions, the **Contractor** will furnish to the **Owner** a licensed copy of the scheduling software and all upgrades and updates acquired from the vendor and used on the Work.

B. Once endorsed by the **Owner** and returned to the **Contractor** as "Resubmittal Not Required," the Rev. 0 Progress Schedule (or Rev. 0A, etc.) will be the As-Planned Schedule and the basis for Payment Submittals until the Rev. 1 Official Schedule is established.

C. After the As-Planned Schedule is established, the **Owner** will select Milestones and record the Milestone Early and Late Dates. As the Official Schedule evolves, Milestone Dates will be revised accordingly.

D. If the **Owner** refuses to endorse the Rev. 0 Submittal (or Rev. 0A, for a resubmission) as "Resubmittal Not Required," the As-Planned Schedule will not be established. In that event, the **Contractor** will continue to submit Payment and Revision Submittals reflecting progress and the **Contractor's** approach to remaining Work. The **Professional** will rely on the available Payment and Revision Submittals, subject to whatever adjustments it determines appropriate.

3.03 PAYMENT SUBMITTALS

A. Payment Submittals with progress up to the closing date and updated Early Dates and Late Dates for progress and remaining Activities will be due with each Progress Payment. As-built data will consist of actual dates, percent complete, earned payment, changes, Delays and other significant events occurring before the closing date.

B. Activity percent complete and earned payment will be as in the Request for Payment certified by the **Professional.** As a point of emphasis, earned payment will be intended to equal Value times percent complete, as certified by the **Professional** and, for unit price Work, unit price times quantities completed, as certified by the **Professional.** For Submittals and deliveries, earned payment will equal one hundred percent upon approval or delivery, respectively.

C. At the **Contractor's** option, a Payment Submittal may overlay minor adjustments on Activities and sequencing for Work remaining. This excludes Activity re-scoping to reflect Delays, changes, schedule recovery or substitutions.

3.04 REVISION SUBMITTALS

A. Progress Schedule Revisions will be submitted with the third Request for Payment and every three (3) months after that, or more frequently, if necessary because of major revisions on the Activities, sequencing and restraints for Work remaining or to put forth a schedule recovery plan.

B. Revisions will detail all impacts on pre-existing Activities, logic ties and restraints and reflect the **Contractor's** current approach to Work remaining. Revisions may be required because of **Contractor**-initiated re-planning, changes in the Work, substitutions, schedule recovery and/or Delays.

C. Once endorsed by the **Owner** and returned to the **Contractor** as "Resubmittal Not Required," a Revision Submittal becomes the Rev. 1, Rev. 2, etc. Official Schedule and the basis for subsequent Payment Submittals until a more current Official Schedule is established. If the **Owner** refuses to endorse any Revision Submittal as "Resubmittal Not Required," the **Contractor** will continue to submit Payment and Revision Submittals when and as required in this Section.

3.05 RETROSPECTIVE DELAY ANALYSIS

A. If the **Owner** refuses to endorse any Revision Submittal as "Resubmittal Not Required," the **Contractor** and **Owner** will use the latest Official Schedule when evaluating the effect of Delays on Contract Time and/or Contract Price. The procedure to be used will consist of progressively revising the latest Official Schedule at key, subsequent Revision Submittal closing dates. For each Progress Schedule iteration, slippage between actual Milestone Dates and Rev. 0 Milestone Dates will be correlated to Delays occurring solely in that iteration.

B. For each iteration, revisions in Activities, logic ties and restraints affecting Work after the closing date will be included in that Progress Schedule only if they meet any of the following conditions. First, they are Progress Schedule revisions that the **Owner** consented to contemporaneously (i.e., before the closing date) in writing. Second, they reflect comments or objections raised by or on behalf of the **Owner** and that were actually confirmed by the as-built progress. Lastly, they represent **Contractor** schedule recovery plans or other Progress Schedule revisions that were actually confirmed by the as-built progress.

END OF SECTION 01310

This 01310 Specification uses the FORMSPEC™ Section 01310 Model Progress Schedule Specification (CPM Cost-Loaded). Title to and use of this Specification is strictly restricted. Except as may be appropriate for use in the bidding and execution of the Work, reproduction, translation or substantial use or quotation of any part of this Specification beyond that permitted by the 1976 United States Copyright Act without prior written permission of the copyright holder is unlawful.

SECTION 011000 - SUMMARY

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:
1. Project information.
2. Work covered by Contract Documents.
3. Phased construction.
4. Work under separate contracts.
5. Access to site.
6. Coordination with occupants.
7. Work restrictions.
8. Specification and drawing conventions.
9. Miscellaneous provisions.

B. Related Requirements:
1. Section 015000 "Temporary Facilities and Controls" for limitations and procedures governing temporary use of Owner's facilities.

1.2 PROJECT INFORMATION

A. Project Identification: Exterior Facade Repairs To: Stevens T. Mason Building.
1. Project Location: 530 W. Allegan Street, Lansing, Michigan 48933.

B. Owner: State of Michigan.
1. Owner's Representative: Chris Kulhanek, Department of Technology, Management & Budget.

C. Architect: Wigen Tincknell Meyer & Associates, Inc.
100 S. Jefferson Avenue, Suite 601
Saginaw, Michigan 48607

1.3 WORK COVERED BY CONTRACT DOCUMENTS

A. The Work of Project is defined by the Contract Documents and consists of the following:
1. Exterior Facade Repairs including, but is not necessarily limited to the masonry facade throughout the entire building, concrete planter walls adjacent to the loading dock and masonry within the East Plaza Area. Repairs include window head flashings, damaged brick, stone, mortar and concrete, and sealant replacement.

B. Type of Contract.
1. Project will be constructed under a single prime contract.

1.4 ACCESS TO SITE

A. General: Contractor shall have full use of Project site for construction operations during construction period. Contractor's use of Project site is limited only by Owner's right to perform work or to retain other contractors on portions of Project.

B. General: Contractor shall have limited use of Project site for construction operations as indicated on Drawings by the Contract limits and as indicated by requirements of this Section.

C. Use of Site: Limit use of Project site to work in areas indicated. Do not disturb portions of Project site beyond areas in which the Work is indicated.

1. Limits: Confine construction operations to exterior of building façade, and interiors where windows are to be replaced.
2. Driveways, Walkways and Entrances: Keep driveways, loading areas, and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials.
   a. Schedule deliveries to minimize use of driveways and entrances by construction operations.
   b. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.

D. Condition of Existing Building: Maintain portions of existing building affected by construction operations in a weathertight condition throughout construction period. Repair damage caused by construction operations.

1.5 COORDINATION WITH OCCUPANTS

A. Full Owner Occupancy: Owner will occupy site and existing building(s) during entire construction period. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's day-to-day operations. Maintain existing exits unless otherwise indicated.
1. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities. Do not close or obstruct walkways, corridors, or other occupied or used facilities without written permission from Owner and approval of authorities having jurisdiction.
2. Notify Owner not less than 72 hours in advance of activities that will affect Owner's operations.

B. Partial Owner Occupancy: Owner will occupy the premises during entire construction period, with the exception of areas under construction. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's operations. Maintain existing exits unless otherwise indicated.
1. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities. Do not close or obstruct walkways, corridors, or other occupied or used facilities without written permission from Owner and authorities having jurisdiction.
2. Provide not less than 72 hours' notice to Owner of activities that will affect Owner's operations.

C. Owner Limited Occupancy of Completed Areas of Construction: Owner reserves the right to occupy and to place and install equipment in completed portions of the Work, prior to Substantial Completion of the Work, provided such occupancy does not interfere with completion of the Work. Such placement of equipment and limited occupancy shall not constitute acceptance of the total Work.
1. Architect will prepare a Certificate of Substantial Completion for each specific portion of the Work to be occupied prior to Owner acceptance of the completed Work.
2. Obtain a Certificate of Occupancy from authorities having jurisdiction before limited Owner occupancy.
3. Before limited Owner occupancy, mechanical and electrical systems shall be fully operational, and required tests and inspections shall be successfully completed. On occupancy, Owner will operate and maintain mechanical and electrical systems serving occupied portions of Work.
4. On occupancy, Owner will assume responsibility for maintenance and custodial service for occupied portions of Work.

1.6 WORK RESTRICTIONS

A. Work Restrictions, General: Comply with restrictions on construction operations.
1. Comply with limitations on use of public streets and with other requirements of authorities having jurisdiction.

B. On-Site Work Hours: Limit work in the existing building to normal business working hours, Monday through Friday, unless otherwise indicated.

C. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after providing temporary utility services according to requirements indicated:
   1. Notify Architect/Owner's not less than two days in advance of proposed utility interruptions.
   2. Obtain Architect/Owner's written permission before proceeding with utility interruptions.

D. Noise, Vibration, and Odors: Coordinate operations that may result in high levels of noise and vibration, odors, or other disruption to Owner occupancy with Owner.
   1. Notify Architect/Owner's not less than two days in advance of proposed disruptive operations.
   2. Obtain Architect/Owner's written permission before proceeding with disruptive operations.

E. Nonsmoking Building: Smoking is not permitted within the building or within 25 feet (8 m) of entrances, operable windows, or outdoor-air intakes.

F. Controlled Substances: Use of tobacco products and other controlled substances within the existing building on Project site is not permitted.

1.7 SPECIFICATION AND DRAWING CONVENTIONS

A. Specification Content: The Specifications use certain conventions for the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations. These conventions are as follows:
   1. Imperative mood and streamlined language are generally used in the Specifications. The words "shall," "shall be," or "shall comply with," depending on the context, are implied where a colon (:) is used within a sentence or phrase.
   2. Specification requirements are to be performed by Contractor unless specifically stated otherwise.

B. **Should a conflict exist between a section of the MICHSPEC™ DTMB Construction Documents and a section other than MICHSPEC™ DTMB, then the MICHSPEC™ section shall supersede the other.**

C. Division 01 General Requirements: Requirements of Sections in Division 01 apply to the Work of all Sections in the Specifications.

D. Drawing Coordination: Requirements for materials and products identified on Drawings are described in detail in the Specifications. One or more of the following are used on Drawings to identify materials and products:
   1. Terminology: Materials and products are identified by the typical generic terms used in the individual Specifications Sections.
   2. Abbreviations: Materials and products are identified by abbreviations published as part of the U.S. National CAD Standard and scheduled on Drawings.
   3. Keynoting: Materials and products are identified by reference keynotes referencing Specification Section numbers found in this Project Manual.

1.8 MISCELLANEOUS PROVISIONS

(Not Used)

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 011000

SECTION 012100 - ALLOWANCES

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes administrative and procedural requirements governing allowances.
B. Types of allowances include the following:
   1. Owner's Contingency allowance.
C. Related Requirements:
   1. Section 012200 "Unit Prices" for procedures for using unit prices.
   2. Section 014000 "Quality Requirements" for procedures governing the use of allowances for testing and inspecting.

1.2 SELECTION AND PURCHASE

A. At the earliest practical date after award of the Contract, advise Architect of the date when final selection and purchase of each product or system described by an allowance must be completed to avoid delaying the Work.
B. At Architect's request, obtain proposals for each allowance for use in making final selections. Include recommendations that are relevant to performing the Work.
C. Purchase products and systems selected by Architect from the designated supplier.

1.3 ACTION SUBMITTALS

A. Submit proposals for purchase of products or systems included in allowances, in the form specified for Change Orders.

1.4 INFORMATIONAL SUBMITTALS

A. Submit invoices or delivery slips to show actual quantities of materials delivered to the site for use in fulfillment of each allowance.
B. Submit time sheets and other documentation to show labor time and cost for installation of allowance items that include installation as part of the allowance.
C. Coordinate and process submittals for allowance items in same manner as for other portions of the Work.

1.5 COORDINATION

A. Coordinate allowance items with other portions of the Work. Furnish templates as required to coordinate installation.

1.6 ALLOWANCE

A. Allowance shall include cost to Contractor of specific products and materials ordered by Owner or selected by Architect under allowance and shall include taxes, freight, and delivery to Project site.
B. Unless otherwise indicated, Contractor's costs for receiving and handling at Project site, labor, installation, overhead and profit, and similar costs related to products and materials under allowance shall be included as part of the Contract Sum and not part of the allowance.
C. Unused Materials: Return unused materials purchased under an allowance to manufacturer or supplier for credit to Owner, after installation has been completed and accepted.
   1. If requested by Architect, retain and prepare unused material for storage by Owner. Deliver unused material to Owner's storage space as directed.

1.7 OWNER'S CONTINGENCY ALLOWANCE

A. Use the contingency allowance only as directed by Architect for Owner's purposes and only by Change Orders that indicate amounts to be charged to the allowance.

B. Contractor's related costs for products and equipment ordered by Owner under the contingency allowance are included in the allowance and are not part of the Contract Sum. These costs include delivery, installation, taxes, insurance, equipment rental, and similar costs.

C. Change Orders authorizing use of funds from the contingency allowance will include Contractor's related costs and reasonable overhead and profit margins.

D. At Project closeout, credit unused amounts remaining in the contingency allowance to Owner by Change Order.

1.8 ADJUSTMENT OF ALLOWANCES

A. Allowance Adjustment: To adjust allowance amounts, prepare a Change Order proposal based on the difference between purchase amount and the allowance, multiplied by final measurement of work-in-place where applicable. If applicable, include reasonable allowances for cutting losses, tolerances, mixing wastes, normal product imperfections, and similar margins.
   1. Include installation costs in purchase amount only where indicated as part of the allowance.
   2. If requested, prepare explanation and documentation to substantiate distribution of overhead costs and other margins claimed.
   3. Submit substantiation of a change in scope of work, if any, claimed in Change Orders related to unit-cost allowances.
   4. Owner reserves the right to establish the quantity of work-in-place by independent quantity survey, measure, or count.

B. Submit claims for increased costs because of a change in scope or nature of the allowance described in the Contract Documents, whether for the purchase order amount or Contractor's handling, labor, installation, overhead, and profit.
   1. Do not include Contractor's or subcontractor's indirect expense in the Change Order cost amount unless it is clearly shown that the nature or extent of work has changed from what could have been foreseen from information in the Contract Documents.
   2. No change to Contractor's indirect expense is permitted for selection of higher- or lower-priced materials or systems of the same scope and nature as originally indicated.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 EXAMINATION

A. Examine products covered by an allowance promptly on delivery for damage or defects. Return damaged or defective products to manufacturer for replacement.

3.2 PREPARATION

A. Coordinate materials and their installation for each allowance with related materials and installations to ensure that each allowance item is completely integrated and interfaced with related work.

3.3 SCHEDULE OF ALLOWANCES

A. Allowance No. 1: Owner's Contingency Allowance: Include the sum of $150,000.00.
   1. Coordinate quantity allowance adjustment with corresponding unit-price requirements in Section 012200 "Unit Prices."

END OF SECTION 012100

SECTION 012200 - UNIT PRICES

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes administrative and procedural requirements for unit prices.
B. Related Requirements:
   1. Section 012600 "Contract Modification Procedures" for procedures for submitting and handling Change Orders.

1.2 DEFINITIONS

A. Unit price is an amount incorporated in the Agreement, applicable during the duration of the Work as a price per unit of measurement for materials, equipment, or services, or a portion of the Work, added to or deducted from the Contract Sum by appropriate modification, if the scope of Work or estimated quantities of Work required by the Contract Documents are increased or decreased.

1.3 PROCEDURES

A. Unit prices include all necessary material, plus cost for delivery, installation, insurance, applicable taxes, overhead, and profit.
B. Measurement and Payment: See individual Specification Sections for work that requires establishment of unit prices. Methods of measurement and payment for unit prices are specified in those Sections.
C. Owner reserves the right to reject Contractor's measurement of work-in-place that involves use of established unit prices and to have this work measured, at Owner's expense, by an independent surveyor acceptable to Contractor.
D. List of Unit Prices: A schedule of unit prices is included in Part 3. Specification Sections referenced in the schedule contain requirements for materials described under each unit price.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 SCHEDULE OF UNIT PRICES

A. Unit Price No. 1: (MICHSPEC 7.2.1) ADD or DEDUCT $_____
   1. Description: Remove existing stone mortar to a depth of one (1) inch minimum and repoint with new mortar.
   2. Unit of Measurement: One (1) Lineal Foot.
B. Unit Price No. 2: (MICHSPEC 7.2.2) ADD or DEDUCT $_____
   1. Description: Remove existing brick mortar to a depth of one (1) inch minimum and repoint with new mortar.
   2. Unit of Measurement: One (1) Lineal Foot.
C. Unit Price No. 3: (MICHSPEC 7.2.3) ADD or DEDUCT $_____
   1. Description: Remove one (1) isolated brick unit and replace with new brick. This unit price shall not be considered for removal/replacement of four (4) or more adjacent brick units.
   2. Unit of Measurement: One (1) Brick Unit.
D. Unit Price No. 4: (MICHSPEC 7.2.4) ADD or DEDUCT $_____
   1. Description: Remove seven (7) full brick units and replace with new brick. Based on seven(7) brick units per square foot. This unit price shall be used where seven (7) or more brick units are removed and replaced at a repair location.
   2. Unit of Measurement: One (1) Square Foot.
E. Unit Price No. 5: (MICHSPEC 7.2.5) ADD or DEDUCT $_____
   1. Description: Remove one (1) lineal foot (single course) of brick and replace with new brick.

2. Unit of Measurement: One (1) Lineal Foot.

F. Unit Price No. 6: (MICHSPEC 7.2.6) ADD or DEDUCT $_____
1. Description: Remove existing sealant and backer rod from existing masonry joint. Install new backer rod and sealant.
2. Unit of Measurement: One (1) Lineal Foot.

G. Unit Price No. 7: (MICHSPEC 7.2.7) ADD $_____
1. Description: Saw cut into brick and mortar a new expansion joint with a minimum width of 1/2 inch. Install new backer rod and sealant.
2. Unit of Measurement: One (1) Lineal Foot.

H. Unit Price No. 8: (MICHSPEC 7.2.8) ADD or DEDUCT $_____
1. Description: Install new cementitious crystalline waterproofing per Specification Section 07160.1 to surface of existing concrete wall.
2. Unit of Measurement: One (1) Square Foot.

I. Unit Price No. 9: (MICHSPEC 7.2.9) ADD or DEDUCT $_____
1. Description: Install new cementitious crystalline waterproofing per Specification Section 07160.2 to surface of existing concrete wall.
2. Unit of Measurement: One (1) Square Foot.

J. Unit Price No. 10: (MICHSPEC 7.2.10) DEDUCT $_____
1. Description: Perform all work associated with installing new flashings and sealant at (1) one complete window head location per Enlarged Elevation 1/A5.3 and Details 2/A7.1, 4/A7.1, 5/A7.1, 1/A7.2, 2/A7.2, 3/A7.2, 4/A7.2, 5/A7.2, 6/A7.2, 7/A7.2, 8/A7.2, 11/A7.2, 12/A7.2, 13/A7.2, 14/A7.2, 15/A7.2 and 16/A7.2.
2. Unit of Measurement: One (1) Location.

K. Unit Price No. 11: (MICHSPEC 7.2.11) ADD or DEDUCT $_____
1. Description: Typical to Change Order Price 7.2.10 except to also add the complete removal of six (6) full existing Mankato stone panels between the window units and installation of new stainless steel through-wall flashing along with installation of six (6) new full panels of Mankato stone matching existing.
2. Unit of Measurement: One (1) Location.

L. Unit Price No. 12: (MICHSPEC 7.2.12) ADD $_____
1. Description: At an area where the contractor had already installed and removed their means of accessing the building's facade, provide an additional total cost for contractor to remobilize, reinstall means to access facade and then remove accessible means of access completely. This shall take place at one (1) complete window bay and the bay's adjacent piers for the entire height of the building.
2. Unit of Measurement: One (1) Window Bay Drop, Full Height of Building.

M. Unit Price No. 13: (MICHSPEC 7.2.13) ADD $_____
1. Description: Remove one (1) typical isolated limestone panel and replace with new limestone matching existing. Base size of panel on existing panels at the inside surface of the end piers, adjacent to the window heads.
2. Unit of Measurement: One (1) Limestone Panel.

N. Unit Price No. 14: (MICHSPEC 7.2.14) ADD $_____
1. Description: Remove one (1) typical Mankato stone panel between window units and replace with new Mankato stone matching existing.
2. Unit of Measurement: One (1) Mankato Panel.

END OF SECTION 012200

SECTION 012600 - CONTRACT MODIFICATION PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes administrative and procedural requirements for handling and processing Contract modifications.

B. Related Requirements:
   1. Section 012500 "Substitution Procedures" for administrative procedures for handling requests for substitutions made after the Contract award.

1.3 MINOR CHANGES IN THE WORK

A. Architect will issue supplemental instructions authorizing minor changes in the Work, not involving adjustment to the Contract Sum or the Contract Time, on AIA Document G710, "Architect's Supplemental Instructions."

1.4 PROPOSAL REQUESTS

A. Owner-Initiated Proposal Requests: Architect will issue a detailed description of proposed changes in the Work that may require adjustment to the Contract Sum or the Contract Time. If necessary, the description will include supplemental or revised Drawings and Specifications.
   1. Work Change Proposal Requests issued by Architect are not instructions either to stop work in progress or to execute the proposed change.
   2. Within 14 days after receipt of Proposal Request, submit a quotation estimating cost adjustments to the Contract Sum and the Contract Time necessary to execute the change.
      a. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
      b. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
      c. Include costs of labor and supervision directly attributable to the change.
      d. Include an updated Contractor's construction schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.

B. Contractor-Initiated Proposals: If latent or changed conditions require modifications to the Contract, Contractor may initiate a claim by submitting a request for a change to Architect.
   1. Include a statement outlining reasons for the change and the effect of the change on the Work. Provide a complete description of the proposed change. Indicate the effect of the proposed change on the Contract Sum and the Contract Time.
   2. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
   3. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
   4. Include costs of labor and supervision directly attributable to the change.

5. Include an updated Contractor's construction schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.
6. Comply with requirements in Section 012500 "Substitution Procedures" if the proposed change requires substitution of one product or system for product or system specified.

1.5 ADMINISTRATIVE CHANGE ORDERS

A. Allowance Adjustment: See Section 012100 "Allowances" for administrative procedures for preparation of Change Order Proposal for adjusting the Contract Sum to reflect actual costs of allowances.
B. Unit Price Adjustment: See Section 012200 "Unit Prices" for administrative procedures for preparation of Change Order Proposal for adjusting the Contract Sum to reflect measured scope of unit-price work.

1.6 CHANGE ORDER PROCEDURES

A. On Owner's approval of a Work Changes Proposal Request, Architect will issue a Change Order for signatures of Owner and Contractor on AIA Document G701.

1.7 CONSTRUCTION CHANGE DIRECTIVE

A. Construction Change Directive: Architect may issue a Construction Change Directive on AIA Document G714. Construction Change Directive instructs Contractor to proceed with a change in the Work, for subsequent inclusion in a Change Order.
   1. Construction Change Directive contains a complete description of change in the Work. It also designates method to be followed to determine change in the Contract Sum or the Contract Time.

B. Documentation: Maintain detailed records on a time and material basis of work required by the Construction Change Directive.
   1. After completion of change, submit an itemized account and supporting data necessary to substantiate cost and time adjustments to the Contract.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 012600

SECTION 012900 - PAYMENT PROCEDURES

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes administrative and procedural requirements necessary to prepare and process Applications for Payment.

B. Related Requirements:
   1. Section 012100 "Allowances" for procedural requirements governing the handling and processing of allowances.
   2. Section 012200 "Unit Prices" for administrative requirements governing the use of unit prices.
   3. Section 012600 "Contract Modification Procedures" for administrative procedures for handling changes to the Contract.
   4. Section 013200 "Construction Progress Documentation" for administrative requirements governing the preparation and submittal of the Contractor's construction schedule.

1.2 SCHEDULE OF VALUES

A. Coordination: Coordinate preparation of the schedule of values with preparation of Contractor's construction schedule.
   1. Coordinate line items in the schedule of values with other required administrative forms and schedules, including the following:
      a. Application for Payment forms with continuation sheets.
      b. Submittal schedule.
      c. Items required to be indicated as separate activities in Contractor's construction schedule.
   2. Submit the schedule of values to Architect at earliest possible date but no later than seven days before the date scheduled for submittal of initial Applications for Payment.
   3. Subschedules for Phased Work: Where the Work is separated into phases requiring separately phased payments, provide subschedules showing values coordinated with each phase of payment.

B. Format and Content: Use Project Manual table of contents as a guide to establish line items for the schedule of values. Provide at least one line item for each Specification Section.
   1. Identification: Include the following Project identification on the schedule of values:
      a. Project name and location.
      b. Name of Architect.
      c. Architect's project number.
      d. Contractor's name and address.
      e. Date of submittal.
   2. Arrange schedule of values consistent with format of AIA Document.
   3. Arrange the schedule of values in tabular form with separate columns to indicate the following for each item listed:
      a. Related Specification Section or Division.
      b. Description of the Work.
      c. Name of subcontractor.
      d. Name of manufacturer or fabricator.
      e. Name of supplier.
      f. Change Orders (numbers) that affect value.
      g. Dollar value of the following, as a percentage of the Contract Sum to nearest one-hundredth percent, adjusted to total 100 percent.
         1) Labor.
         2) Materials.
         3) Equipment.

4. Provide a breakdown of the Contract Sum in enough detail to facilitate continued evaluation of Applications for Payment and progress reports. Coordinate with Project Manual table of contents. Provide multiple line items for principal subcontract amounts in excess of five percent of the Contract Sum.
5. Round amounts to nearest whole dollar; total shall equal the Contract Sum.
6. Provide a separate line item in the schedule of values for each part of the Work where Applications for Payment may include materials or equipment purchased or fabricated and stored, but not yet installed.
7. Provide separate line items in the schedule of values for initial cost of materials, for each subsequent stage of completion, and for total installed value of that part of the Work.
8. Allowances: Provide a separate line item in the schedule of values for each allowance. Show line-item value of unit-cost allowances, as a product of the unit cost, multiplied by measured quantity. Use information indicated in the Contract Documents to determine quantities.
9. Each item in the schedule of values and Applications for Payment shall be complete. Include total cost and proportionate share of general overhead and profit for each item.
    a. Temporary facilities and other major cost items that are not direct cost of actual work-in-place may be shown either as separate line items in the schedule of values or distributed as general overhead expense, at Contractor's option.
10. Schedule Updating: Update and resubmit the schedule of values before the next Applications for Payment when Change Orders or Construction Change Directives result in a change in the Contract Sum.

1.3 APPLICATIONS FOR PAYMENT

A. Each Application for Payment shall be consistent with previous applications and payments as certified by Architect and paid for by Owner.
    1. Initial Application for Payment, Application for Payment at time of Substantial Completion, and final Application for Payment involve additional requirements.

B. Payment Application Times: The date for each progress payment is indicated in the Agreement between Owner and Contractor. The period of construction work covered by each Application for Payment is the period indicated in the Agreement.

C. Payment Application Times: Submit Application for Payment to Architect by the tenth of the month. The period covered by each Application for Payment is one month, ending on the last day of the month.
    1. Submit draft copy of Application for Payment seven days prior to due date for review by Architect.

D. Application for Payment Forms: Use AIA Document G702 and AIA Document G703 as form for Applications for Payment.

E. Application for Payment Forms: Use forms provided by Owner for Applications for Payment. Sample copies are included in Project Manual.

F. Application Preparation: Complete every entry on form. Notarize and execute by a person authorized to sign legal documents on behalf of Contractor. Architect will return incomplete applications without action.
    1. Entries shall match data on the schedule of values and Contractor's construction schedule. Use updated schedules if revisions were made.
    2. Include amounts of Change Orders and Construction Change Directives issued before last day of construction period covered by application.
    3. Include amounts of Change Orders and Construction Change Directives issued before last day of construction period covered by application.
    4. Indicate separate amounts for work being carried out under Owner-requested project acceleration.

G. Stored Materials: Include in Application for Payment amounts applied for materials or equipment purchased or fabricated and stored, but not yet installed. Differentiate between items stored on-site and items stored off-site.
    1. Provide certificate of insurance, evidence of transfer of title to Owner, and consent of surety to payment, for stored materials.
    2. Provide supporting documentation that verifies amount requested, such as paid invoices. Match amount requested with amounts indicated on documentation; do not include overhead and profit on stored materials.

3. Provide summary documentation for stored materials indicating the following:

    a. Value of materials previously stored and remaining stored as of date of previous Applications for Payment.
    b. Value of previously stored materials put in place after date of previous Application for Payment and on or before date of current Application for Payment.
    c. Value of materials stored since date of previous Application for Payment and remaining stored as of date of current Application for Payment.

H. Transmittal: Submit three signed and notarized original copies of each Application for Payment to Architect by a method ensuring receipt within 24 hours. One copy shall include waivers of lien and similar attachments if required.
1. Transmit each copy with a transmittal form listing attachments and recording appropriate information about application.

I. Waivers of Mechanic's Lien: With each Application for Payment, submit waivers of mechanic's lien from entities lawfully entitled to file a mechanic's lien arising out of the Contract and related to the Work covered by the payment.
1. Submit partial waivers on each item for amount requested in previous application, after deduction for retainage, on each item.
2. When an application shows completion of an item, submit conditional final or full waivers.
3. Owner reserves the right to designate which entities involved in the Work must submit waivers.
4. Waiver Forms: Submit executed waivers of lien on forms acceptable to Owner.

J. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of first Application for Payment include the following:
1. List of subcontractors.
2. Schedule of values.
3. LEED submittal for project materials cost data.
4. Contractor's construction schedule (preliminary if not final).
5. LEED action plans.
6. Schedule of unit prices.
7. Submittal schedule (preliminary if not final).
8. List of Contractor's staff assignments.
9. List of Contractor's principal consultants.
10. Copies of building permits.
11. Copies of authorizations and licenses from authorities having jurisdiction for performance of the Work.
12. Initial progress report.
13. Report of preconstruction conference.
14. Certificates of insurance and insurance policies.

K. Application for Payment at Substantial Completion: After Architect issues the Certificate of Substantial Completion, submit an Application for Payment showing 100 percent completion for portion of the Work claimed as substantially complete.
1. Include documentation supporting claim that the Work is substantially complete and a statement showing an accounting of changes to the Contract Sum.
2. This application shall reflect Certificates of Partial Substantial Completion issued previously for Owner occupancy of designated portions of the Work.

L. Final Payment Application: After completing Project closeout requirements, submit final Application for Payment with releases and supporting documentation not previously submitted and accepted, including, but not limited, to the following:
1. Evidence of completion of Project closeout requirements.
2. Insurance certificates for products and completed operations where required and proof that taxes, fees, and similar obligations were paid.

3. Updated final statement, accounting for final changes to the Contract Sum.
4. AIA Document G706-1994, "Contractor's Affidavit of Payment of Debts and Claims."
5. AIA Document G706A-1994, "Contractor's Affidavit of Release of Liens."
6. AIA Document G707-1994, "Consent of Surety to Final Payment."
7. Evidence that claims have been settled.
8. Final meter readings for utilities, a measured record of stored fuel, and similar data as of date of Substantial Completion or when Owner took possession of and assumed responsibility for corresponding elements of the Work.
9. Final liquidated damages settlement statement.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 012900

SECTION 013100 - PROJECT MANAGEMENT AND COORDINATION

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes administrative provisions for coordinating construction operations on Project including, but not limited to, the following:
   1. Coordination drawings.
   2. Requests for Information (RFIs).
   3. Project Web site.
   4. Project meetings.

B. Related Requirements:
   1. Section 011200 "Multiple Contract Summary" for a description of the division of work among separate contracts and responsibility for coordination activities not in this Section.
   2. Section 017300 "Execution" for procedures for coordinating general installation and field-engineering services, including establishment of benchmarks and control points.

1.2 DEFINITIONS

A. RFI: Request from Owner, Architect, or Contractor seeking information required by or clarifications of the Contract Documents.

1.3 INFORMATIONAL SUBMITTALS

A. Subcontract List: Prepare a written summary identifying individuals or firms proposed for each portion of the Work, including those who are to furnish products or equipment fabricated to a special design. Include the following information in tabular form:
   1. Name, address, and telephone number of entity performing subcontract or supplying products.
   2. Number and title of related Specification Section(s) covered by subcontract.
   3. Drawing number and detail references, as appropriate, covered by subcontract.

1.4 GENERAL COORDINATION PROCEDURES

A. Coordination: Coordinate construction operations included in different Sections of the Specifications to ensure efficient and orderly installation of each part of the Work. Coordinate construction operations, included in different Sections, that depend on each other for proper installation, connection, and operation.
   1. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
   2. Coordinate installation of different components to ensure maximum performance and accessibility for required maintenance, service, and repair.
   3. Make adequate provisions to accommodate items scheduled for later installation.

B. Prepare memoranda for distribution to each party involved, outlining special procedures required for coordination. Include such items as required notices, reports, and list of attendees at meetings.
   1. Prepare similar memoranda for Owner and separate contractors if coordination of their Work is required.

C. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities and activities of other contractors to avoid conflicts and to ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:
   1. Preparation of Contractor's construction schedule.
   2. Preparation of the schedule of values.
   3. Installation and removal of temporary facilities and controls.

4. Delivery and processing of submittals.
5. Progress meetings.
6. Preinstallation conferences.
7. Project closeout activities.
8. Startup and adjustment of systems.

1.5 COORDINATION DRAWINGS

A. Coordination Drawings, General: Prepare coordination drawings according to requirements in individual Sections, where installation is not completely shown on Shop Drawings, where limited space availability necessitates coordination, or if coordination is required to facilitate integration of products and materials fabricated or installed by more than one entity.
   1. Content: Project-specific information, drawn accurately to a scale large enough to indicate and resolve conflicts. Do not base coordination drawings on standard printed data. Include the following information, as applicable:
      a. Indicate functional and spatial relationships of components of architectural, structural, civil, mechanical, and electrical systems.
      b. Indicate dimensions shown on the Drawings. Specifically note dimensions that appear to be in conflict with submitted equipment and minimum clearance requirements. Provide alternate sketches to Architect indicating proposed resolution of such conflicts. Minor dimension changes and difficult installations will not be considered changes to the Contract.

B. Coordination Drawing Organization: Organize coordination drawings as follows:
   1. Floor Plans and Reflected Ceiling Plans: Show architectural and structural elements, and mechanical, plumbing, fire-protection, fire-alarm, and electrical Work. Show locations of visible ceiling-mounted devices relative to acoustical ceiling grid.
   2. Plenum Space: Indicate subframing for support of ceiling and wall systems, mechanical and electrical equipment, and related Work. Locate components within ceiling plenum to accommodate layout of light fixtures indicated on Drawings.
   3. Mechanical Rooms: Provide coordination drawings for mechanical rooms showing plans and elevations of mechanical, plumbing, fire-protection, fire-alarm, and electrical equipment.
   4. Structural Penetrations: Indicate penetrations and openings required for all disciplines.
   5. Slab Edge and Embedded Items: Indicate slab edge locations and sizes and locations of embedded items for metal fabrications, sleeves, anchor bolts, bearing plates, angles, door floor closers, slab depressions for floor finishes, curbs and housekeeping pads, and similar items.
   6. Review: Architect will review coordination drawings to confirm that the Work is being coordinated, but not for the details of the coordination, which are Contractor's responsibility.

1.6 REQUESTS FOR INFORMATION (RFIs)

A. General: Immediately on discovery of the need for additional information or interpretation of the Contract Documents, Contractor shall prepare and submit an RFI in the form specified.
   1. Architect will return RFIs submitted to Architect by other entities controlled by Contractor with no response.
   2. Coordinate and submit RFIs in a prompt manner so as to avoid delays in Contractor's work or work of subcontractors.

B. Content of the RFI: Include a detailed, legible description of item needing information or interpretation and the following:
   1. Project name.
   2. Project number.
   3. Date.
   4. Name of Contractor.
   5. Name of Architect.
   6. RFI number, numbered sequentially.

7. RFI subject.
8. Specification Section number and title and related paragraphs, as appropriate.
9. Drawing number and detail references, as appropriate.
10. Field dimensions and conditions, as appropriate.
11. Contractor's suggested resolution. If Contractor's solution(s) impacts the Contract Time or the Contract Sum, Contractor shall state impact in the RFI.
12. Contractor's signature.
13. Attachments: Include sketches, descriptions, measurements, photos, Product Data, Shop Drawings, coordination drawings, and other information necessary to fully describe items needing interpretation.

C. RFI Forms: Software-generated form with substantially the same content as indicated above, acceptable to Architect.
1. Attachments shall be electronic files in Adobe Acrobat PDF format.

D. Architect's Action: Architect will review each RFI, determine action required, and respond. Allow seven working days for Architect's response for each RFI. RFIs received by Architect after 1:00 p.m. will be considered as received the following working day.
1. The following RFIs will be returned without action:
   a. Requests for approval of submittals.
   b. Requests for approval of substitutions.
   c. Requests for coordination information already indicated in the Contract Documents.
   d. Requests for adjustments in the Contract Time or the Contract Sum.
   e. Requests for interpretation of Architect's actions on submittals.
   f. Incomplete RFIs or inaccurately prepared RFIs.
2. Architect's action may include a request for additional information, in which case Architect's time for response will date from time of receipt of additional information.
3. Architect's action on RFIs that may result in a change to the Contract Time or the Contract Sum may be eligible for Contractor to submit Change Proposal according to Section 012600 "Contract Modification Procedures."
   a. If Contractor believes the RFI response warrants change in the Contract Time or the Contract Sum, notify Architect in writing within 10 days of receipt of the RFI response.

E. RFI Log: Prepare, maintain, and submit a tabular log of RFIs organized by the RFI number. Submit log weekly. Include the following:
1. Project name.
2. Name and address of Contractor.
3. Name and address of Architect.
4. RFI number including RFIs that were dropped and not submitted.
5. RFI description.
6. Date the RFI was submitted.
7. Date Architect's response was received.

F. On receipt of Architect's action, update the RFI log and immediately distribute the RFI response to affected parties. Review response and notify Architect within seven days if Contractor disagrees with response.
1. Identification of related Minor Change in the Work, Construction Change Directive, and Proposal Request, as appropriate.
2. Identification of related Field Order, Work Change Directive, and Proposal Request, as appropriate.

1.7 PROJECT MEETINGS

A. General: Schedule and conduct meetings and conferences at Project site unless otherwise indicated.
1. Attendees: Inform participants and others involved, and individuals whose presence is required, of date and time of each meeting. Notify Owner and Architect of scheduled meeting dates and times.
2. Agenda: Prepare the meeting agenda. Distribute the agenda to all invited attendees.

3. Minutes: Entity responsible for conducting meeting will record significant discussions and agreements achieved. Distribute the meeting minutes to everyone concerned, including Owner and Architect, within three days of the meeting.

B. Preconstruction Conference: Architect will schedule and conduct a preconstruction conference before starting construction, at a time convenient to Owner and Architect, but no later than 15 days after execution of the Agreement.
1. Attendees: Authorized representatives of Owner, Architect, and their consultants; Contractor and its superintendent; major subcontractors; suppliers; and other concerned parties shall attend the conference. Participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
2. Agenda: Discuss items of significance that could affect progress, including the following:
   a. Tentative construction schedule.
   b. Phasing.
   c. Critical work sequencing and long-lead items.
   d. Designation of key personnel and their duties.
   e. Procedures for processing field decisions and Change Orders.
   f. Procedures for RFIs.
   g. Procedures for testing and inspecting.
   h. Procedures for processing Applications for Payment.
   i. Distribution of the Contract Documents.
   j. Submittal procedures.
   k. Preparation of record documents.
   l. Use of the premises and existing building.
   m. Work restrictions.
   n. Working hours.
   o. Owner's occupancy requirements.
   p. Responsibility for temporary facilities and controls.
   q. Procedures for moisture and mold control.
   r. Procedures for disruptions and shutdowns.
   s. Construction waste management and recycling.
   t. Parking availability.
   u. Office, work, and storage areas.
   v. Equipment deliveries and priorities.
   w. First aid.
   x. Security.
   y. Progress cleaning.
3. Minutes: Entity responsible for conducting meeting will record and distribute meeting minutes.

C. Preinstallation Conferences: Conduct a preinstallation conference at Project site before each construction activity that requires coordination with other construction.
1. Attendees: Installer and representatives of manufacturers and fabricators involved in or affected by the installation and its coordination or integration with other materials and installations that have preceded or will follow, shall attend the meeting. Advise Architect of scheduled meeting dates.
2. Agenda: Review progress of other construction activities and preparations for the particular activity under consideration, including requirements for the following:
   a. Contract Documents.
   b. Options.
   c. Related RFIs.
   d. Related Change Orders.
   e. Purchases.
   f. Deliveries.
   g. Submittals.
   h. Review of mockups.
   i. Possible conflicts.

j. Compatibility problems.
k. Time schedules.
l. Weather limitations.
m. Manufacturer's written instructions.
n. Warranty requirements.
o. Compatibility of materials.
p. Acceptability of substrates.
q. Temporary facilities and controls.
r. Space and access limitations.
s. Regulations of authorities having jurisdiction.
t. Testing and inspecting requirements.
u. Installation procedures.
v. Coordination with other work.
w. Required performance results.
x. Protection of adjacent work.
y. Protection of construction and personnel.

3. Record significant conference discussions, agreements, and disagreements, including required corrective measures and actions.
4. Reporting: Distribute minutes of the meeting to each party present and to other parties requiring information.
5. Do not proceed with installation if the conference cannot be successfully concluded. Initiate whatever actions are necessary to resolve impediments to performance of the Work and reconvene the conference at earliest feasible date.

D. Progress Meetings: Conduct progress meetings at biweekly intervals.
1. Attendees: In addition to representatives of Owner, and Architect, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the meeting shall be familiar with Project and authorized to conclude matters relating to the Work.
2. Agenda: Review and correct or approve minutes of previous progress meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
   a. Contractor's Construction Schedule: Review progress since the last meeting. Determine whether each activity is on time, ahead of schedule, or behind schedule, in relation to Contractor's construction schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
      1) Review schedule for next period.
   b. Review present and future needs of each entity present, including the following:
      1) Interface requirements.
      2) Sequence of operations.
      3) Status of submittals.
      4) Deliveries.
      5) Off-site fabrication.
      6) Access.
      7) Site utilization.
      8) Temporary facilities and controls.
      9) Progress cleaning.
      10) Quality and work standards.
      11) Status of correction of deficient items.
      12) Field observations.
      13) Status of RFIs.
      14) Status of proposal requests.
      15) Pending changes.
      16) Status of Change Orders.
      17) Pending claims and disputes.

18) Documentation of information for payment requests.

3. Minutes: Entity responsible for conducting the meeting will record and distribute the meeting minutes to each party present and to parties requiring information.
   a. Schedule Updating: Revise Contractor's construction schedule after each progress meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with the report of each meeting.

E. Coordination Meetings: Conduct Project coordination meetings at regular intervals. Project coordination meetings are in addition to specific meetings held for other purposes, such as progress meetings and preinstallation conferences.
   1. Attendees: In addition to representatives of Owner and Architect, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the meetings shall be familiar with Project and authorized to conclude matters relating to the Work.
   2. Agenda: Review and correct or approve minutes of the previous coordination meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
      a. Combined Contractor's Construction Schedule: Review progress since the last coordination meeting. Determine whether each contract is on time, ahead of schedule, or behind schedule, in relation to combined Contractor's construction schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
      b. Schedule Updating: Revise combined Contractor's construction schedule after each coordination meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with report of each meeting.
      c. Review present and future needs of each contractor present, including the following:
         1) Interface requirements.
         2) Sequence of operations.
         3) Resolution of BIM component conflicts.
         4) Status of submittals.
         5) Deliveries.
         6) Off-site fabrication.
         7) Access.
         8) Site utilization.
         9) Temporary facilities and controls.
         10) Work hours.
         11) Hazards and risks.
         12) Progress cleaning.
         13) Quality and work standards.
         14) Change Orders.

   3. Reporting: Record meeting results and distribute copies to everyone in attendance and to others affected by decisions or actions resulting from each meeting.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 013100

SECTION 013200 - CONSTRUCTION PROGRESS DOCUMENTATION

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes administrative and procedural requirements for documenting the progress of construction during performance of the Work, including the following:
   1. Contractor's construction schedule.
   2. Construction schedule updating reports.
   3. Daily construction reports.
   4. Site condition reports.

B. Related Requirements:
   1. Section 011200 "Multiple Contract Summary" for preparing a combined Contractor's construction schedule.

1.2 DEFINITIONS

A. Activity: A discrete part of a project that can be identified for planning, scheduling, monitoring, and controlling the construction project. Activities included in a construction schedule consume time and resources.
   1. Critical Activity: An activity on the critical path that must start and finish on the planned early start and finish times.
   2. Predecessor Activity: An activity that precedes another activity in the network.
   3. Successor Activity: An activity that follows another activity in the network.

B. CPM: Critical path method, which is a method of planning and scheduling a construction project where activities are arranged based on activity relationships. Network calculations determine when activities can be performed and the critical path of Project.

C. Critical Path: The longest connected chain of interdependent activities through the network schedule that establishes the minimum overall Project duration and contains no float.

D. Float: The measure of leeway in starting and completing an activity.
   1. Float time is not for the exclusive use or benefit of either Owner or Contractor, but is a jointly owned, expiring Project resource available to both parties as needed to meet schedule milestones and Contract completion date.
   2. Free float is the amount of time an activity can be delayed without adversely affecting the early start of the successor activity.
   3. Total float is the measure of leeway in starting or completing an activity without adversely affecting the planned Project completion date.

1.3 INFORMATIONAL SUBMITTALS

A. Format for Submittals: Submit required submittals in the following format:
   1. Working electronic copy of schedule file, where indicated.
   2. PDF electronic file.
   3. Two paper copies.

B. Startup Network Diagram: Of size required to display entire network for entire construction period. Show logic ties for activities.

C. Contractor's Construction Schedule: Initial schedule, of size required to display entire schedule for entire construction period.
   1. Submit a working electronic copy of schedule, using software indicated, and labeled to comply with requirements for submittals. Include type of schedule (initial or updated) and date on label.

D. CPM Reports: Concurrent with CPM schedule, submit each of the following reports. Format for each activity in reports shall contain activity number, activity description, original duration, remaining duration, early start date, early finish date, late start date, late finish date, and total float in calendar days.
   1. Activity Report: List of all activities sorted by activity number and then early start date, or actual start date if known.
   2. Logic Report: List of preceding and succeeding activities for all activities, sorted in ascending order by activity number and then early start date, or actual start date if known.
   3. Total Float Report: List of all activities sorted in ascending order of total float.
   4. Earnings Report: Compilation of Contractor's total earnings from commencement of the Work until most recent Application for Payment.

E. Construction Schedule Updating Reports: Submit with Applications for Payment.
F. Daily Construction Reports: Submit at weekly intervals.
G. Material Location Reports: Submit at weekly intervals.
H. Site Condition Reports: Submit at time of discovery of differing conditions.
I. Special Reports: Submit at time of unusual event.
J. Qualification Data: For scheduling consultant.

1.4 COORDINATION

A. Coordinate Contractor's construction schedule with the schedule of values, submittal schedule, progress reports, payment requests, and other required schedules and reports.
   1. Secure time commitments for performing critical elements of the Work from entities involved.
   2. Coordinate each construction activity in the network with other activities and schedule them in proper sequence.

PART 2 - PRODUCTS

2.1 CONTRACTOR'S CONSTRUCTION SCHEDULE, GENERAL

A. Time Frame: Extend schedule from date established for commencement of the Work to date of Substantial Completion.
   1. Contract completion date shall not be changed by submission of a schedule that shows an early completion date, unless specifically authorized by Change Order.

B. Activities: Treat each story or separate area as a separate numbered activity for each main element of the Work. Comply with the following:
   1. Activity Duration: Define activities so no activity is longer than 20 days, unless specifically allowed by Architect.
   2. Procurement Activities: Include procurement process activities for the following long lead items and major items, requiring a cycle of more than 60 days, as separate activities in schedule. Procurement cycle activities include, but are not limited to, submittals, approvals, purchasing, fabrication, and delivery.
   3. Submittal Review Time: Include review and resubmittal times indicated in Section 013300 "Submittal Procedures" in schedule. Coordinate submittal review times in Contractor's construction schedule with submittal schedule.
   4. Startup and Testing Time: Include no fewer than 7 days for startup and testing.
   5. Substantial Completion: Indicate completion in advance of date established for Substantial Completion, and allow time for Architect's administrative procedures necessary for certification of Substantial Completion.
   6. Punch List and Final Completion: Include not more than 30 days for completion of punch list items and final completion.

C. Constraints: Include constraints and work restrictions indicated in the Contract Documents and as follows in schedule, and show how the sequence of the Work is affected.
   1. Phasing: Arrange list of activities on schedule by phase.

2. Work under More Than One Contract: Include a separate activity for each contract.
3. Work by Owner: Include a separate activity for each portion of the Work performed by Owner.
4. Products Ordered in Advance: Include a separate activity for each product. Include delivery date indicated in Section 011000 "Summary." Delivery dates indicated stipulate the earliest possible delivery date.
5. Owner-Furnished Products: Include a separate activity for each product. Include delivery date indicated in Section 011000 "Summary." Delivery dates indicated stipulate the earliest possible delivery date.
6. Work Restrictions: Show the effect of the following items on the schedule:
   a. Coordination with existing construction.
   b. Limitations of continued occupancies.
   c. Uninterruptible services.
   d. Partial occupancy before Substantial Completion.
   e. Use of premises restrictions.
   f. Provisions for future construction.
   g. Seasonal variations.
   h. Environmental control.
7. Work Stages: Indicate important stages of construction for each major portion of the Work.
   a. Subcontract awards.
   b. Submittals.
   c. Purchases.
   d. Mockups.
   e. Fabrication.
   f. Sample testing.
   g. Deliveries.
   h. Installation.
   i. Tests and inspections.
   j. Adjusting.
   k. Curing.
   l. Building flush-out.
   m. Startup and placement into final use and operation.
8. Construction Areas: Identify each major area of construction for each major portion of the Work. Indicate where each construction activity within a major area must be sequenced or integrated with other construction activities to provide for the following:
   a. Structural completion.
   b. Temporary enclosure and space conditioning.
   c. Permanent space enclosure.
   d. Completion of mechanical installation.
   e. Completion of electrical installation.
   f. Substantial Completion.

D. Milestones: Include milestones indicated in the Contract Documents in schedule, including, but not limited to, the Notice to Proceed, Substantial Completion, and final completion.
   1. Temporary enclosure and space conditioning.

E. Cost Correlation: Superimpose a cost correlation timeline, indicating planned and actual costs. On the line, show planned and actual dollar volume of the Work performed as of planned and actual dates used for preparation of payment requests.
   1. See Section 012900 "Payment Procedures" for cost reporting and payment procedures.

F. Upcoming Work Summary: Prepare summary report indicating activities scheduled to occur or commence prior to submittal of next schedule update. Summarize the following issues:
   1. Unresolved issues.
   2. Unanswered Requests for Information.
   3. Rejected or unreturned submittals.
   4. Notations on returned submittals.
   5. Pending modifications affecting the Work and Contract Time.

G. Recovery Schedule: When periodic update indicates the Work is 14 or more calendar days behind the current approved schedule, submit a separate recovery schedule indicating means by which Contractor intends to regain compliance with the schedule. Indicate changes to working hours, working days, crew sizes, and equipment required to achieve compliance, and date by which recovery will be accomplished.

2.2 STARTUP CONSTRUCTION SCHEDULE

A. Bar-Chart Schedule: Submit startup, horizontal, bar-chart-type construction schedule within seven days of date established for commencement of the Work.

B. Preparation: Indicate each significant construction activity separately. Identify first workday of each week with a continuous vertical line. Outline significant construction activities for first 90 days of construction. Include skeleton diagram for the remainder of the Work and a cash requirement prediction based on indicated activities.

2.3 CONTRACTOR'S CONSTRUCTION SCHEDULE (GANTT CHART)

A. Gantt-Chart Schedule: Submit a comprehensive, fully developed, horizontal, Gantt-chart-type, Contractor's construction schedule within 14 days of date established for commencement of the Work. Base schedule on the startup construction schedule and additional information received since the start of Project.

B. Preparation: Indicate each significant construction activity separately. Identify first workday of each week with a continuous vertical line.
   1. For construction activities that require three months or longer to complete, indicate an estimated completion percentage in 10 percent increments within time bar.

2.4 CONTRACTOR'S CONSTRUCTION SCHEDULE (CPM SCHEDULE)

A. General: Prepare network diagrams using AON (activity-on-node) format.

B. Startup Network Diagram: Submit diagram within 14 days of date established for commencement of the Work. Outline significant construction activities for the first 90 days of construction. Include skeleton diagram for the remainder of the Work and a cash requirement prediction based on indicated activities.

C. CPM Schedule: Prepare Contractor's construction schedule using a time-scaled CPM network analysis diagram for the Work.
   1. Develop network diagram in sufficient time to submit CPM schedule so it can be accepted for use no later than 60 days after date established for commencement of the Work.
      a. Failure to include any work item required for performance of this Contract shall not excuse Contractor from completing all work within applicable completion dates, regardless of Architect's approval of the schedule.
   2. Conduct educational workshops to train and inform key Project personnel, including subcontractors' personnel, in proper methods of providing data and using CPM schedule information.
   3. Establish procedures for monitoring and updating CPM schedule and for reporting progress. Coordinate procedures with progress meeting and payment request dates.
   4. Use "one workday" as the unit of time for individual activities. Indicate nonworking days and holidays incorporated into the schedule in order to coordinate with the Contract Time.

D. CPM Schedule Preparation: Prepare a list of all activities required to complete the Work. Using the startup network diagram, prepare a skeleton network to identify probable critical paths.
   1. Activities: Indicate the estimated time duration, sequence requirements, and relationship of each activity in relation to other activities. Include estimated time frames for the following activities:
      a. Preparation and processing of submittals.
      b. Mobilization and demobilization.
      c. Purchase of materials.
      d. Delivery.
      e. Fabrication.
      f. Utility interruptions.
      g. Installation.
      h. Work by Owner that may affect or be affected by Contractor's activities.

i. Testing.
j. Punch list and final completion.
k. Activities occurring following final completion.

2. Critical Path Activities: Identify critical path activities, including those for interim completion dates. Scheduled start and completion dates shall be consistent with Contract milestone dates.
3. Processing: Process data to produce output data on a computer-drawn, time-scaled network. Revise data, reorganize activity sequences, and reproduce as often as necessary to produce the CPM schedule within the limitations of the Contract Time.
4. Format: Mark the critical path. Locate the critical path near center of network; locate paths with most float near the edges.
   a. Subnetworks on separate sheets are permissible for activities clearly off the critical path.

E. Contract Modifications: For each proposed contract modification and concurrent with its submission, prepare a time-impact analysis using a network fragment to demonstrate the effect of the proposed change on the overall project schedule.

F. Initial Issue of Schedule: Prepare initial network diagram from a sorted activity list indicating straight "early start-total float." Identify critical activities. Prepare tabulated reports showing the following:
1. Contractor or subcontractor and the Work or activity.
2. Description of activity.
3. Main events of activity.
4. Immediate preceding and succeeding activities.
5. Early and late start dates.
6. Early and late finish dates.
7. Activity duration in workdays.
8. Total float or slack time.
9. Average size of workforce.
10. Dollar value of activity (coordinated with the schedule of values).

G. Schedule Updating: Concurrent with making revisions to schedule, prepare tabulated reports showing the following:
1. Identification of activities that have changed.
2. Changes in early and late start dates.
3. Changes in early and late finish dates.
4. Changes in activity durations in workdays.
5. Changes in the critical path.
6. Changes in total float or slack time.
7. Changes in the Contract Time.

2.5 REPORTS

A. Daily Construction Reports: Prepare a daily construction report recording the following information concerning events at Project site:
1. List of subcontractors at Project site.
2. List of separate contractors at Project site.
3. Approximate count of personnel at Project site.
4. Equipment at Project site.
5. Material deliveries.
6. High and low temperatures and general weather conditions, including presence of rain or snow.
7. Accidents.
8. Meetings and significant decisions.
9. Unusual events.
10. Stoppages, delays, shortages, and losses.
11. Meter readings and similar recordings.
12. Emergency procedures.
13. Orders and requests of authorities having jurisdiction.

14. Change Orders received and implemented.
15. Construction Change Directives received and implemented.
16. Services connected and disconnected.
17. Equipment or system tests and startups.
18. Partial completions and occupancies.
19. Substantial Completions authorized.

B. Site Condition Reports: Immediately on discovery of a difference between site conditions and the Contract Documents, prepare and submit a detailed report. Submit with a Request for Information. Include a detailed description of the differing conditions, together with recommendations for changing the Contract Documents.

PART 3 - EXECUTION

3.1 CONTRACTOR'S CONSTRUCTION SCHEDULE

A. Contractor's Construction Schedule Updating: At monthly intervals, update schedule to reflect actual construction progress and activities. Issue schedule one week before each regularly scheduled progress meeting.
1. Revise schedule immediately after each meeting or other activity where revisions have been recognized or made. Issue updated schedule concurrently with the report of each such meeting.
2. Include a report with updated schedule that indicates every change, including, but not limited to, changes in logic, durations, actual starts and finishes, and activity durations.
3. As the Work progresses, indicate final completion percentage for each activity.

B. Distribution: Distribute copies of approved schedule to Architect, Owner, separate contractors, testing and inspecting agencies, and other parties identified by Contractor with a need-to-know schedule responsibility.
1. Post copies in Project meeting rooms and temporary field offices.
2. When revisions are made, distribute updated schedules to the same parties and post in the same locations. Delete parties from distribution when they have completed their assigned portion of the Work and are no longer involved in performance of construction activities.

END OF SECTION 013200

SECTION 013300 - SUBMITTAL PROCEDURES

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes requirements for the submittal schedule and administrative and procedural requirements for submitting Shop Drawings, Product Data, Samples, and other submittals.

B. Related Requirements:
   1. Section 013200 "Construction Progress Documentation" for submitting schedules and reports, including Contractor's construction schedule.
   2. Section 017823 "Operation and Maintenance Data" for submitting operation and maintenance manuals.
   3. Section 017839 "Project Record Documents" for submitting record Drawings, record Specifications, and record Product Data.
   4. Section 017900 "Demonstration and Training" for submitting video recordings of demonstration of equipment and training of Owner's personnel.

1.2 DEFINITIONS

A. Action Submittals: Written and graphic information and physical samples that require Architect's responsive action. Action submittals are those submittals indicated in individual Specification Sections as "action submittals."

B. Informational Submittals: Written and graphic information and physical samples that do not require Architect's responsive action. Submittals may be rejected for not complying with requirements. Informational submittals are those submittals indicated in individual Specification Sections as "informational submittals."

C. File Transfer Protocol (FTP): Communications protocol that enables transfer of files to and from another computer over a network and that serves as the basis for standard Internet protocols. An FTP site is a portion of a network located outside of network firewalls within which internal and external users are able to access files.

D. Portable Document Format (PDF): An open standard file format licensed by Adobe Systems used for representing documents in a device-independent and display resolution-independent fixed-layout document format.

1.3 ACTION SUBMITTALS

A. Submittal Schedule: Submit a schedule of submittals, arranged in chronological order by dates required by construction schedule. Include time required for review, ordering, manufacturing, fabrication, and delivery when establishing dates. Include additional time required for making corrections or revisions to submittals noted by Architect and additional time for handling and reviewing submittals required by those corrections.
   1. Coordinate submittal schedule with list of subcontracts, the schedule of values, and Contractor's construction schedule.
   2. Initial Submittal: Submit concurrently with startup construction schedule. Include submittals required during the first 60 days of construction. List those submittals required to maintain orderly progress of the Work and those required early because of long lead time for manufacture or fabrication.
   3. Final Submittal: Submit concurrently with the first complete submittal of Contractor's construction schedule.
      a. Submit revised submittal schedule to reflect changes in current status and timing for submittals.
   4. Format: Arrange the following information in a tabular format:
      a. Scheduled date for first submittal.
      b. Specification Section number and title.
      c. Submittal category: Action; informational.
      d. Name of subcontractor.
      e. Description of the Work covered.
      f. Scheduled date for Architect's final release or approval.
      g. Scheduled date of fabrication.
      h. Scheduled dates for purchasing.
      i. Scheduled dates for installation.

j. Activity or event number.

1.4 SUBMITTAL ADMINISTRATIVE REQUIREMENTS

A. Architect's Digital Data Files: Electronic digital data files of the Contract Drawings will not be provided by Architect for Contractor's use in preparing submittals.

B. Coordination: Coordinate preparation and processing of submittals with performance of construction activities.
1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
2. Submit all submittal items required for each Specification Section concurrently unless partial submittals for portions of the Work are indicated on approved submittal schedule.
3. Submit action submittals and informational submittals required by the same Specification Section as separate packages under separate transmittals.
4. Coordinate transmittal of different types of submittals for related parts of the Work so processing will not be delayed because of need to review submittals concurrently for coordination.
   a. Architect reserves the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.

C. Processing Time: Allow time for submittal review, including time for resubmittals, as follows. Time for review shall commence on Architect's receipt of submittal. No extension of the Contract Time will be authorized because of failure to transmit submittals enough in advance of the Work to permit processing, including resubmittals.
1. Initial Review: Allow 15 days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. Architect will advise Contractor when a submittal being processed must be delayed for coordination.
2. Intermediate Review: If intermediate submittal is necessary, process it in same manner as initial submittal.
3. Resubmittal Review: Allow 15 days for review of each resubmittal.
4. Sequential Review: Where sequential review of submittals by Architect's consultants, Owner, or other parties is indicated, allow 21 days for initial review of each submittal.
5. Concurrent Consultant Review: Where the Contract Documents indicate that submittals may be transmitted simultaneously to Architect and to Architect's consultants, allow 15 days for review of each submittal. Submittal will be returned to Architect before being returned to Contractor.

D. Paper Submittals: Place a permanent label or title block on each submittal item for identification.
1. Indicate name of firm or entity that prepared each submittal on label or title block.
2. Provide a space approximately 6 by 8 inches (150 by 200 mm) on label or beside title block to record Contractor's review and approval markings and action taken by Architect.
3. Include the following information for processing and recording action taken:
   a. Project name.
   b. Date.
   c. Name of Architect.
   d. Name of Construction Manager.
   e. Name of Contractor.
   f. Name of subcontractor.
   g. Name of supplier.
   h. Name of manufacturer.
   i. Submittal number or other unique identifier, including revision identifier.
      1) Submittal number shall use Specification Section number followed by a decimal point and then a sequential number (e.g., 061000.01). Resubmittals shall include an alphabetic suffix after another decimal point (e.g., 061000.01.A).
   j. Number and title of appropriate Specification Section.
   k. Drawing number and detail references, as appropriate.
   l. Location(s) where product is to be installed, as appropriate.
   m. Other necessary identification.

4. Additional Paper Copies: Unless additional copies are required for final submittal, and unless Architect observes noncompliance with provisions in the Contract Documents, initial submittal may serve as final submittal.
   a. Submit one copy of submittal to concurrent reviewer in addition to specified number of copies to Architect.
5. Transmittal for Paper Submittals: Assemble each submittal individually and appropriately for transmittal and handling. Transmit each submittal using a transmittal form. Architect will return without review submittals received from sources other than Contractor.
   a. Transmittal Form for Paper Submittals: Use AIA Document G810.
   b. Transmittal Form for Paper Submittals: Provide locations on form for the following information:
      1) Project name.
      2) Date.
      3) Destination (To:).
      4) Source (From:).
      5) Name and address of Architect.
      6) Name of Construction Manager.
      7) Name of Contractor.
      8) Name of firm or entity that prepared submittal.
      9) Names of subcontractor, manufacturer, and supplier.
      10) Category and type of submittal.
      11) Submittal purpose and description.
      12) Specification Section number and title.
      13) Specification paragraph number or drawing designation and generic name for each of multiple items.
      14) Drawing number and detail references, as appropriate.
      15) Indication of full or partial submittal.
      16) Transmittal number.
      17) Submittal and transmittal distribution record.
      18) Remarks.
      19) Signature of transmitter.

E. Electronic Submittals: Identify and incorporate information in each electronic submittal file as follows:
1. Assemble complete submittal package into a single indexed file incorporating submittal requirements of a single Specification Section and transmittal form with links enabling navigation to each item.
2. Name file with submittal number or other unique identifier, including revision identifier.
   a. File name shall use project identifier and Specification Section number followed by a decimal point and then a sequential number (e.g., LNHS-061000.01). Resubmittals shall include an alphabetic suffix after another decimal point (e.g., LNHS-061000.01.A).
3. Provide means for insertion to permanently record Contractor's review and approval markings and action taken by Architect.
4. Transmittal Form for Electronic Submittals: Use electronic form acceptable to Owner, containing the following information:
   a. Project name.
   b. Date.
   c. Name and address of Architect.
   d. Name of Construction Manager.
   e. Name of Contractor.
   f. Name of firm or entity that prepared submittal.
   g. Names of subcontractor, manufacturer, and supplier.
   h. Category and type of submittal.
   i. Submittal purpose and description.
   j. Specification Section number and title.
   k. Specification paragraph number or drawing designation and generic name for each of multiple items.
   l. Drawing number and detail references, as appropriate.

m. Location(s) where product is to be installed, as appropriate.
n. Related physical samples submitted directly.
o. Indication of full or partial submittal.
p. Transmittal number.
q. Submittal and transmittal distribution record.
r. Other necessary identification.
s. Remarks.

5. Metadata: Include the following information as keywords in the electronic submittal file metadata:
   a. Project name.
   b. Number and title of appropriate Specification Section.
   c. Manufacturer name.
   d. Product name.

F. Options: Identify options requiring selection by Architect.

G. Deviations and Additional Information: On an attached separate sheet, prepared on Contractor's letterhead, record relevant information, requests for data, revisions other than those requested by Architect on previous submittals, and deviations from requirements in the Contract Documents, including minor variations and limitations. Include same identification information as related submittal.

H. Resubmittals: Make resubmittals in same form and number of copies as initial submittal.
   1. Note date and content of previous submittal.
   2. Note date and content of revision in label or title block and clearly indicate extent of revision.
   3. Resubmit submittals until they are marked with approval notation from Architect's action stamp.

I. Distribution: Furnish copies of final submittals to manufacturers, subcontractors, suppliers, fabricators, installers, authorities having jurisdiction, and others as necessary for performance of construction activities. Show distribution on transmittal forms.

J. Use for Construction: Retain complete copies of submittals on Project site. Use only final action submittals that are marked with approval notation from Architect's action stamp.

PART 2 - PRODUCTS

2.1 SUBMITTAL PROCEDURES

A. General Submittal Procedure Requirements: Prepare and submit submittals required by individual Specification Sections. Types of submittals are indicated in individual Specification Sections.
   1. Post electronic submittals as PDF electronic files directly to Architect's FTP site specifically established for Project.
      a. Architect will return annotated file. Annotate and retain one copy of file as an electronic Project record document file.
   2. Submit electronic submittals via email as PDF electronic files.
      a. Architect will return annotated file. Annotate and retain one copy of file as an electronic Project record document file.
   3. Action Submittals: Submit three paper copies of each submittal unless otherwise indicated. Architect will return two copies.
   4. Informational Submittals: Submit two paper copies of each submittal unless otherwise indicated. Architect will not return copies.
   5. Certificates and Certifications Submittals: Provide a statement that includes signature of entity responsible for preparing certification. Certificates and certifications shall be signed by an officer or other individual authorized to sign documents on behalf of that entity.
      a. Provide a digital signature with digital certificate on electronically submitted certificates and certifications where indicated.
      b. Provide a notarized statement on original paper copy certificates and certifications where indicated.

B. Product Data: Collect information into a single submittal for each element of construction and type of product or equipment.

1. If information must be specially prepared for submittal because standard published data are not suitable for use, submit as Shop Drawings, not as Product Data.
2. Mark each copy of each submittal to show which products and options are applicable.
3. Include the following information, as applicable:
   a. Manufacturer's catalog cuts.
   b. Manufacturer's product specifications.
   c. Standard color charts.
   d. Statement of compliance with specified referenced standards.
   e. Testing by recognized testing agency.
   f. Application of testing agency labels and seals.
   g. Notation of coordination requirements.
   h. Availability and delivery time information.
4. For equipment, include the following in addition to the above, as applicable:
   a. Wiring diagrams showing factory-installed wiring.
   b. Printed performance curves.
   c. Operational range diagrams.
   d. Clearances required to other construction, if not indicated on accompanying Shop Drawings.
5. Submit Product Data before or concurrent with Samples.
6. Submit Product Data in the following format:
   a. PDF electronic file.
   b. Three paper copies of Product Data unless otherwise indicated. Architect will return two copies.

C. Shop Drawings: Prepare Project-specific information, drawn accurately to scale. Do not base Shop Drawings on reproductions of the Contract Documents or standard printed data.
1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:
   a. Identification of products.
   b. Schedules.
   c. Compliance with specified standards.
   d. Notation of coordination requirements.
   e. Notation of dimensions established by field measurement.
   f. Relationship and attachment to adjoining construction clearly indicated.
   g. Seal and signature of professional engineer if specified.
2. Sheet Size: Except for templates, patterns, and similar full-size drawings, submit Shop Drawings on sheets at least 8-1/2 by 11 inches (215 by 280 mm), but no larger than 30 by 42 inches (750 by 1067 mm).
3. Submit Shop Drawings in the following format:
   a. PDF electronic file.
   b. Two opaque (bond) copies of each submittal. Architect will return one copy.
   c. Three opaque copies of each submittal. Architect will retain two copies; remainder will be returned.
4. BIM File Incorporation: Develop and incorporate Shop Drawing files into Building Information Model established for Project.
   a. Prepare Shop Drawings in the following format: Same digital data software program, version, and operating system as the original Drawings.
   b. Refer to Section 013100 "Project Management and Coordination" for requirements for coordination drawings.

D. Samples: Submit Samples for review of kind, color, pattern, and texture for a check of these characteristics with other elements and for a comparison of these characteristics between submittal and actual component as delivered and installed.
1. Transmit Samples that contain multiple, related components such as accessories together in one submittal package.
2. Identification: Attach label on unexposed side of Samples that includes the following:
   a. Generic description of Sample.
   b. Product name and name of manufacturer.
   c. Sample source.

d. Number and title of applicable Specification Section.
e. Specification paragraph number and generic name of each item.

3. For projects where electronic submittals are required, provide corresponding electronic submittal of Sample transmittal, digital image file illustrating Sample characteristics, and identification information for record.
4. Disposition: Maintain sets of approved Samples at Project site, available for quality-control comparisons throughout the course of construction activity. Sample sets may be used to determine final acceptance of construction associated with each set.
   a. Samples that may be incorporated into the Work are indicated in individual Specification Sections. Such Samples must be in an undamaged condition at time of use.
   b. Samples not incorporated into the Work, or otherwise designated as Owner's property, are the property of Contractor.
5. Samples for Initial Selection: Submit manufacturer's color charts consisting of units or sections of units showing the full range of colors, textures, and patterns available.
   a. Number of Samples: Submit one full set(s) of available choices where color, pattern, texture, or similar characteristics are required to be selected from manufacturer's product line. Architect will return submittal with options selected.
6. Samples for Verification: Submit full-size units or Samples of size indicated, prepared from same material to be used for the Work, cured and finished in manner specified, and physically identical with material or product proposed for use, and that show full range of color and texture variations expected. Samples include, but are not limited to, the following: partial sections of manufactured or fabricated components; small cuts or containers of materials; complete units of repetitively used materials; swatches showing color, texture, and pattern; color range sets; and components used for independent testing and inspection.
   a. Number of Samples: Submit three sets of Samples. Architect will retain two Sample sets; remainder will be returned. Mark up and retain one returned Sample set as a project record sample.
      1) Submit a single Sample where assembly details, workmanship, fabrication techniques, connections, operation, and other similar characteristics are to be demonstrated.
      2) If variation in color, pattern, texture, or other characteristic is inherent in material or product represented by a Sample, submit at least three sets of paired units that show approximate limits of variations.

E. Product Schedule: As required in individual Specification Sections, prepare a written summary indicating types of products required for the Work and their intended location. Include the following information in tabular form:
   1. Type of product. Include unique identifier for each product indicated in the Contract Documents or assigned by Contractor if none is indicated.
   2. Manufacturer and product name, and model number if applicable.
   3. Number and name of room or space.
   4. Location within room or space.
   5. Submit product schedule in the following format:
      a. PDF electronic file.
      b. Three paper copies of product schedule or list unless otherwise indicated. Architect will return two copies.

F. Coordination Drawing Submittals: Comply with requirements specified in Section 013100 "Project Management and Coordination."
G. Contractor's Construction Schedule: Comply with requirements specified in Section 013200 "Construction Progress Documentation."
H. Application for Payment and Schedule of Values: Comply with requirements specified in Section 012900 "Payment Procedures."
I. Test and Inspection Reports and Schedule of Tests and Inspections Submittals: Comply with requirements specified in Section 014000 "Quality Requirements."
J. Closeout Submittals and Maintenance Material Submittals: Comply with requirements specified in Section 017700 "Closeout Procedures."
K. Maintenance Data: Comply with requirements specified in Section 017823 "Operation and Maintenance Data."

L. Qualification Data: Prepare written information that demonstrates capabilities and experience of firm or person. Include lists of completed projects with project names and addresses, contact information of architects and owners, and other information specified.

M. Welding Certificates: Prepare written certification that welding procedures and personnel comply with requirements in the Contract Documents. Submit record of Welding Procedure Specification and Procedure Qualification Record on AWS forms. Include names of firms and personnel certified.

N. Installer Certificates: Submit written statements on manufacturer's letterhead certifying that Installer complies with requirements in the Contract Documents and, where required, is authorized by manufacturer for this specific Project.

O. Manufacturer Certificates: Submit written statements on manufacturer's letterhead certifying that manufacturer complies with requirements in the Contract Documents. Include evidence of manufacturing experience where required.

P. Product Certificates: Submit written statements on manufacturer's letterhead certifying that product complies with requirements in the Contract Documents.

Q. Material Certificates: Submit written statements on manufacturer's letterhead certifying that material complies with requirements in the Contract Documents.

R. Material Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting test results of material for compliance with requirements in the Contract Documents.

S. Product Test Reports: Submit written reports indicating that current product produced by manufacturer complies with requirements in the Contract Documents. Base reports on evaluation of tests performed by manufacturer and witnessed by a qualified testing agency, or on comprehensive tests performed by a qualified testing agency.

T. Research Reports: Submit written evidence, from a model code organization acceptable to authorities having jurisdiction, that product complies with building code in effect for Project. Include the following information:
   1. Name of evaluation organization.
   2. Date of evaluation.
   3. Time period when report is in effect.
   4. Product and manufacturers' names.
   5. Description of product.
   6. Test procedures and results.
   7. Limitations of use.

U. Preconstruction Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of tests performed before installation of product, for compliance with performance requirements in the Contract Documents.

V. Compatibility Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of compatibility tests performed before installation of product. Include written recommendations for primers and substrate preparation needed for adhesion.

W. Field Test Reports: Submit written reports indicating and interpreting results of field tests performed either during installation of product or after product is installed in its final location, for compliance with requirements in the Contract Documents.

X. Design Data: Prepare and submit written and graphic information, including, but not limited to, performance and design criteria, list of applicable codes and regulations, and calculations. Include list of assumptions and other performance and design criteria and a summary of loads. Include load diagrams if applicable. Provide name and version of software, if any, used for calculations. Include page numbers.

2.2 DELEGATED-DESIGN SERVICES

A. Performance and Design Criteria: Where professional design services or certifications by a design professional are specifically required of Contractor by the Contract Documents, provide products and systems complying with specific performance and design criteria indicated.
   1. If criteria indicated are not sufficient to perform services or certification required, submit a written request for additional information to Architect.

B. Delegated-Design Services Certification: In addition to Shop Drawings, Product Data, and other required submittals, submit three paper copies of certificate, signed and sealed by the responsible design professional, for each product and system specifically assigned to Contractor to be designed or certified by a design professional.
   1. Indicate that products and systems comply with performance and design criteria in the Contract Documents. Include list of codes, loads, and other factors used in performing these services.

C. BIM File Incorporation: Incorporate delegated-design drawing and data files into Building Information Model established for Project.
   1. Prepare delegated-design drawings in the following format: Same digital data software program, version, and operating system as the original Drawings.

PART 3 - EXECUTION

3.1 CONTRACTOR'S REVIEW

A. Action and Informational Submittals: Review each submittal and check for coordination with other Work of the Contract and for compliance with the Contract Documents. Note corrections and field dimensions. Mark with approval stamp before submitting to Architect.
B. Project Closeout and Maintenance Material Submittals: See requirements in Section 017700 "Closeout Procedures."
C. Approval Stamp: Stamp each submittal with a uniform, approval stamp. Include Project name and location, submittal number, Specification Section title and number, name of reviewer, date of Contractor's approval, and statement certifying that submittal has been reviewed, checked, and approved for compliance with the Contract Documents.

3.2 ARCHITECT'S ACTION

A. General: Architect will not review submittals that do not bear Contractor's approval stamp and will return them without action.
B. Action Submittals: Architect will review each submittal, make marks to indicate corrections or revisions required, and return it. Architect will stamp each submittal with an action stamp and will mark stamp appropriately to indicate action.
C. Informational Submittals: Architect will review each submittal and will not return it, or will return it if it does not comply with requirements. Architect will forward each submittal to appropriate party.
D. Incomplete submittals are unacceptable, will be considered nonresponsive, and will be returned for resubmittal without review.
E. Submittals not required by the Contract Documents may not be reviewed and may be discarded.

END OF SECTION 013300

SECTION 014000 - QUALITY REQUIREMENTS

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes administrative and procedural requirements for quality assurance and quality control.

B. Testing and inspecting services are required to verify compliance with requirements specified or indicated. These services do not relieve Contractor of responsibility for compliance with the Contract Document requirements.

1. Specific quality-assurance and -control requirements for individual construction activities are specified in the Sections that specify those activities. Requirements in those Sections may also cover production of standard products.
2. Specified tests, inspections, and related actions do not limit Contractor's other quality-assurance and -control procedures that facilitate compliance with the Contract Document requirements.
3. Requirements for Contractor to provide quality-assurance and -control services required by Architect, Owner or authorities having jurisdiction are not limited by provisions of this Section.
4. Specific test and inspection requirements are not specified in this Section.

1.2 DEFINITIONS

A. Quality-Assurance Services: Activities, actions, and procedures performed before and during execution of the Work to guard against defects and deficiencies and substantiate that proposed construction will comply with requirements.

B. Quality-Control Services: Tests, inspections, procedures, and related actions during and after execution of the Work to evaluate that actual products incorporated into the Work and completed construction comply with requirements. Services do not include contract enforcement activities performed by Architect.

C. Mockups: Full-size physical assemblies that are constructed on-site. Mockups are constructed to verify selections made under Sample submittals; to demonstrate aesthetic effects and, where indicated, qualities of materials and execution; to review coordination, testing, or operation; to show interface between dissimilar materials; and to demonstrate compliance with specified installation tolerances. Mockups are not Samples. Unless otherwise indicated, approved mockups establish the standard by which the Work will be judged.

1. Laboratory Mockups: Full-size physical assemblies constructed at testing facility to verify performance characteristics.

D. Preconstruction Testing: Tests and inspections performed specifically for Project before products and materials are incorporated into the Work, to verify performance or compliance with specified criteria.

E. Product Testing: Tests and inspections that are performed by an NRTL, an NVLAP, or a testing agency qualified to conduct product testing and acceptable to authorities having jurisdiction, to establish product performance and compliance with specified requirements.

F. Source Quality-Control Testing: Tests and inspections that are performed at the source, e.g., plant, mill, factory, or shop.

G. Field Quality-Control Testing: Tests and inspections that are performed on-site for installation of the Work and for completed Work.

H. Testing Agency: An entity engaged to perform specific tests, inspections, or both. Testing laboratory shall mean the same as testing agency.

I. Installer/Applicator/Erector: Contractor or another entity engaged by Contractor as an employee, Subcontractor, or Sub-subcontractor, to perform a particular construction operation, including installation, erection, application, and similar operations.

1. Use of trade-specific terminology in referring to a trade or entity does not require that certain construction activities be performed by accredited or unionized individuals, or that requirements specified apply exclusively to specific trade(s).

J. Experienced: When used with an entity or individual, "experienced" means having successfully completed a minimum of five previous projects similar in nature, size, and extent to this Project; being familiar with special requirements indicated; and having complied with requirements of authorities having jurisdiction.

1.3 CONFLICTING REQUIREMENTS

A. Referenced Standards: If compliance with two or more standards is specified and the standards establish different or conflicting requirements for minimum quantities or quality levels, comply with the most stringent requirement. Refer conflicting requirements that are different, but apparently equal, to Architect for a decision before proceeding.

B. Minimum Quantity or Quality Levels: The quantity or quality level shown or specified shall be the minimum provided or performed. The actual installation may comply exactly with the minimum quantity or quality specified, or it may exceed the minimum within reasonable limits. To comply with these requirements, indicated numeric values are minimum or maximum, as appropriate, for the context of requirements. Refer uncertainties to Architect for a decision before proceeding.

1.4 INFORMATIONAL SUBMITTALS

A. Contractor's Statement of Responsibility: When required by authorities having jurisdiction, submit copy of written statement of responsibility sent to authorities having jurisdiction before starting work on the following systems:
1. Seismic-force-resisting system, designated seismic system, or component listed in the designated seismic system quality-assurance plan prepared by Architect.
2. Main wind-force-resisting system or a wind-resisting component listed in the wind-force-resisting system quality-assurance plan prepared by Architect.

B. Testing Agency Qualifications: For testing agencies specified in "Quality Assurance" Article to demonstrate their capabilities and experience. Include proof of qualifications in the form of a recent report on the inspection of the testing agency by a recognized authority.

1.5 REPORTS AND DOCUMENTS

A. Test and Inspection Reports: Prepare and submit certified written reports specified in other Sections. Include the following:
1. Date of issue.
2. Project title and number.
3. Name, address, and telephone number of testing agency.
4. Dates and locations of samples and tests or inspections.
5. Names of individuals making tests and inspections.
6. Description of the Work and test and inspection method.
7. Identification of product and Specification Section.
8. Complete test or inspection data.
9. Test and inspection results and an interpretation of test results.
10. Record of temperature and weather conditions at time of sample taking and testing and inspecting.
11. Comments or professional opinion on whether tested or inspected Work complies with the Contract Document requirements.
12. Name and signature of laboratory inspector.
13. Recommendations on retesting and reinspecting.

B. Manufacturer's Field Reports: Prepare written information documenting tests and inspections specified in other Sections. Include the following:
1. Name, address, and telephone number of representative making report.
2. Statement on condition of substrates and their acceptability for installation of product.
3. Summary of installation procedures being followed, whether they comply with requirements and, if not, what corrective action was taken.
4. Results of operational and other tests and a statement of whether observed performance complies with requirements.
5. Other required items indicated in individual Specification Sections.

C. Permits, Licenses, and Certificates: For Owner's records, submit copies of permits, licenses, certifications, inspection reports, releases, jurisdictional settlements, notices, receipts for fee payments, judgments, correspondence, records, and similar documents, established for compliance with standards and regulations bearing on performance of the Work.

1.6 QUALITY ASSURANCE

A. General: Qualifications paragraphs in this article establish the minimum qualification levels required; individual Specification Sections specify additional requirements.

B. Manufacturer Qualifications: A firm experienced in manufacturing products or systems similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.

C. Fabricator Qualifications: A firm experienced in producing products similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.

D. Installer Qualifications: A firm or individual experienced in installing, erecting, or assembling work similar in material, design, and extent to that indicated for this Project, whose work has resulted in construction with a record of successful in-service performance.

E. Professional Engineer Qualifications: A professional engineer who is legally qualified to practice in jurisdiction where Project is located and who is experienced in providing engineering services of the kind indicated. Engineering services are defined as those performed for installations of the system, assembly, or product that are similar in material, design, and extent to those indicated for this Project.

F. Specialists: Certain Specification Sections require that specific construction activities shall be performed by entities who are recognized experts in those operations. Specialists shall satisfy qualification requirements indicated and shall be engaged for the activities indicated.
   1. Requirements of authorities having jurisdiction shall supersede requirements for specialists.

G. Testing Agency Qualifications: An NRTL, an NVLAP, or an independent agency with the experience and capability to conduct testing and inspecting indicated, as documented according to ASTM E 329; and with additional qualifications specified in individual Sections; and, where required by authorities having jurisdiction, that is acceptable to authorities.
   1. NRTL: A nationally recognized testing laboratory according to 29 CFR 1910.7.
   2. NVLAP: A testing agency accredited according to NIST's National Voluntary Laboratory Accreditation Program.

H. Manufacturer's Representative Qualifications: An authorized representative of manufacturer who is trained and approved by manufacturer to observe and inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.

A. Preconstruction Testing: Where testing agency is indicated to perform preconstruction testing for compliance with specified requirements for performance and test methods, comply with the following:
   1. Contractor responsibilities include the following:
      a. Provide test specimens representative of proposed products and construction.
      b. Submit specimens in a timely manner with sufficient time for testing and analyzing results to prevent delaying the Work.
      c. Provide sizes and configurations of test assemblies, mockups, and laboratory mockups to adequately demonstrate capability of products to comply with performance requirements.
      d. Build site-assembled test assemblies and mockups using installers who will perform same tasks for Project.
      e. Build laboratory mockups at testing facility using personnel, products, and methods of construction indicated for the completed Work.
      f. When testing is complete, remove test specimens, assemblies, and mockups; do not reuse products on Project.
   2. Testing Agency Responsibilities: Submit a certified written report of each test, inspection, and similar quality-assurance service to Architect, with copy to Contractor. Interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from the Contract Documents.

B. Mockups: Before installing portions of the Work requiring mockups, build mockups for each form of construction and finish required to comply with the following requirements, using materials indicated for the completed Work:
   1. Build mockups in location and of size indicated or, if not indicated, as directed by Architect.
   2. Notify Architect seven days in advance of dates and times when mockups will be constructed.
   3. Employ supervisory personnel who will oversee mockup construction. Employ workers that will be employed during the construction at Project.
   4. Demonstrate the proposed range of aesthetic effects and workmanship.
   5. Obtain Architect's approval of mockups before starting work, fabrication, or construction.
      a. Allow seven days for initial review and each re-review of each mockup.
   6. Maintain mockups during construction in an undisturbed condition as a standard for judging the completed Work.
   7. Demolish and remove mockups when directed unless otherwise indicated.

C. Laboratory Mockups: Comply with requirements of preconstruction testing and those specified in individual Specification Sections.

1.7 QUALITY CONTROL

A. Owner Responsibilities: Where quality-control services are indicated as Owner's responsibility, Owner will engage a qualified testing agency to perform these services.
   1. Owner will furnish Contractor with names, addresses, and telephone numbers of testing agencies engaged and a description of types of testing and inspecting they are engaged to perform.
   2. Payment for these services will be made from testing and inspecting allowances, as authorized by Change Orders.
   3. Costs for retesting and reinspecting construction that replaces or is necessitated by work that failed to comply with the Contract Documents will be charged to Contractor, and the Contract Sum will be adjusted by Change Order.

B. Contractor Responsibilities: Tests and inspections not explicitly assigned to Owner are Contractor's responsibility. Perform additional quality-control activities required to verify that the Work complies with requirements, whether specified or not.
   1. Where services are indicated as Contractor's responsibility, engage a qualified testing agency to perform these quality-control services.
      a. Contractor shall not employ same entity engaged by Owner, unless agreed to in writing by Owner.
   2. Notify testing agencies at least 24 hours in advance of time when Work that requires testing or inspecting will be performed.
   3. Where quality-control services are indicated as Contractor's responsibility, submit a certified written report, in duplicate, of each quality-control service.
   4. Testing and inspecting requested by Contractor and not required by the Contract Documents are Contractor's responsibility.
   5. Submit additional copies of each written report directly to authorities having jurisdiction, when they so direct.

C. Manufacturer's Field Services: Where indicated, engage a manufacturer's representative to observe and inspect the Work. Manufacturer's representative's services include examination of substrates and conditions, verification of materials, inspection of completed portions of the Work, and submittal of written reports.

D. Retesting/Reinspecting: Regardless of whether original tests or inspections were Contractor's responsibility, provide quality-control services, including retesting and reinspecting, for construction that replaced Work that failed to comply with the Contract Documents.

E. Testing Agency Responsibilities: Cooperate with Architect, and Contractor in performance of duties. Provide qualified personnel to perform required tests and inspections.
   1. Notify Architect, and Contractor promptly of irregularities or deficiencies observed in the Work during performance of its services.
   2. Determine the location from which test samples will be taken and in which in-situ tests are conducted.

3. Conduct and interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from requirements.
4. Submit a certified written report, in duplicate, of each test, inspection, and similar quality-control service through Contractor.
5. Do not release, revoke, alter, or increase the Contract Document requirements or approve or accept any portion of the Work.
6. Do not perform any duties of Contractor.

F. Associated Services: Cooperate with agencies performing required tests, inspections, and similar quality-control services, and provide reasonable auxiliary services as requested. Notify agency sufficiently in advance of operations to permit assignment of personnel. Provide the following:
1. Access to the Work.
2. Incidental labor and facilities necessary to facilitate tests and inspections.
3. Adequate quantities of representative samples of materials that require testing and inspecting. Assist agency in obtaining samples.
4. Facilities for storage and field curing of test samples.
5. Delivery of samples to testing agencies.
6. Preliminary design mix proposed for use for material mixes that require control by testing agency.
7. Security and protection for samples and for testing and inspecting equipment at Project site.

G. Coordination: Coordinate sequence of activities to accommodate required quality-assurance and -control services with a minimum of delay and to avoid necessity of removing and replacing construction to accommodate testing and inspecting.
1. Schedule times for tests, inspections, obtaining samples, and similar activities.

1.8 SPECIAL TESTS AND INSPECTIONS

A. Special Tests and Inspections: Owner will engage a qualified testing agency or special inspector to conduct special tests and inspections required by authorities having jurisdiction as the responsibility of Owner, and as follows:

B. Special Tests and Inspections: Conducted by a qualified testing agency or special inspector as required by authorities having jurisdiction, as indicated in individual Specification Sections and as follows:
1. Verifying that manufacturer maintains detailed fabrication and quality-control procedures and reviews the completeness and adequacy of those procedures to perform the Work.
2. Notifying Architect and Contractor promptly of irregularities and deficiencies observed in the Work during performance of its services.
3. Submitting a certified written report of each test, inspection, and similar quality-control service to Architect with copy to Contractor and to authorities having jurisdiction.
4. Submitting a final report of special tests and inspections at Substantial Completion, which includes a list of unresolved deficiencies.
5. Interpreting tests and inspections and stating in each report whether tested and inspected work complies with or deviates from the Contract Documents.
6. Retesting and reinspecting corrected work.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 TEST AND INSPECTION LOG

A. Test and Inspection Log: Prepare a record of tests and inspections. Include the following:
1. Date test or inspection was conducted.
2. Description of the Work tested or inspected.
3. Date test or inspection results were transmitted to Architect.
4. Identification of testing agency or special inspector conducting test or inspection.

B. Maintain log at Project site. Post changes and revisions as they occur. Provide access to test and inspection log for Architect's reference during normal working hours.

3.2 REPAIR AND PROTECTION

A. General: On completion of testing, inspecting, sample taking, and similar services, repair damaged construction and restore substrates and finishes.
   1. Provide materials and comply with installation requirements specified in other Specification Sections or matching existing substrates and finishes. Restore patched areas and extend restoration into adjoining areas with durable seams that are as invisible as possible. Comply with the Contract Document requirements for cutting and patching in Section 017300 "Execution."

B. Protect construction exposed by or for quality-control service activities.
C. Repair and protection are Contractor's responsibility, regardless of the assignment of responsibility for quality-control services.

END OF SECTION 014000

SECTION 015000 - TEMPORARY FACILITIES AND CONTROLS

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes requirements for temporary utilities, support facilities, and security and protection facilities.
B. Related Requirements:
   1. Section 011000 "Summary" for work restrictions and limitations on utility interruptions.

1.2 USE CHARGES

A. General: Installation and removal of and use charges for temporary facilities shall be included in the Contract Sum unless otherwise indicated. Allow other entities to use temporary services and facilities without cost, including, but not limited to, Owner's construction forces, Architect, occupants of Project, testing agencies, and authorities having jurisdiction.
B. Water and Sewer Service from Existing System: Water from Owner's existing water system is available for use without metering and without payment of use charges. Provide connections and extensions of services as required for construction operations.
C. Electric Power Service from Existing System: Electric power from Owner's existing system is available for use without metering and without payment of use charges. Provide connections and extensions of services as required for construction operations.

1.3 INFORMATIONAL SUBMITTALS

A. Site Plan: Show temporary facilities, utility hookups, staging areas, and parking areas for construction personnel.
B. Erosion- and Sedimentation-Control Plan: Show compliance with requirements of EPA Construction General Permit or authorities having jurisdiction, whichever is more stringent.
C. Fire-Safety Program: Show compliance with requirements of NFPA 241 and authorities having jurisdiction. Indicate Contractor personnel responsible for management of fire prevention program.
D. Moisture-Protection Plan: Describe procedures and controls for protecting materials and construction from water absorption and damage.
   1. Describe delivery, handling, and storage provisions for materials subject to water absorption or water damage.
   2. Indicate procedures for discarding water-damaged materials, protocols for mitigating water intrusion into completed Work, and replacing water-damaged Work.
   3. Indicate sequencing of work that requires water, such as sprayed fire-resistive materials, plastering, and terrazzo grinding, and describe plans for dealing with water from these operations. Show procedures for verifying that wet construction has dried sufficiently to permit installation of finish materials.

A. Dust- and HVAC-Control Plan: Submit coordination drawing and narrative that indicates the dust- and HVAC-control measures proposed for use, proposed locations, and proposed time frame for their operation. Identify further options if proposed measures are later determined to be inadequate. Include the following:
   1. Locations of dust-control partitions at each phase of work.
   2. HVAC system isolation schematic drawing.
   3. Location of proposed air-filtration system discharge.
   4. Waste handling procedures.
   5. Other dust-control measures.

1.4 QUALITY ASSURANCE

A. Electric Service: Comply with NECA, NEMA, and UL standards and regulations for temporary electric service. Install service to comply with NFPA 70.

B. Tests and Inspections: Arrange for authorities having jurisdiction to test and inspect each temporary utility before use. Obtain required certifications and permits.

1.5 PROJECT CONDITIONS

A. Temporary Use of Permanent Facilities: Engage Installer of each permanent service to assume responsibility for operation, maintenance, and protection of each permanent service during its use as a construction facility before Owner's acceptance, regardless of previously assigned responsibilities.

PART 2 - PRODUCTS

2.1 MATERIALS

A. Chain-Link Fencing: Minimum 2-inch (50-mm), 0.148-inch- (3.8-mm-) thick, galvanized-steel, chain-link fabric fencing; minimum 6 feet (1.8 m) high with galvanized-steel pipe posts; minimum 2-3/8-inch- (60-mm-) OD line posts and 2-7/8-inch- (73-mm-) OD corner and pull posts, with 1-5/8-inch- (42-mm-) OD top rails..

B. Portable Chain-Link Fencing: Minimum 2-inch (50-mm), 0.148-inch- (3.8-mm-) thick, galvanized-steel, chain-link fabric fencing; minimum 6 feet (1.8 m) high with galvanized-steel pipe posts; minimum 2-3/8-inch- (60-mm-) OD line posts and 2-7/8-inch- (73-mm-) OD corner and pull posts, with 1-5/8-inch- (42-mm-) OD top and bottom rails. Provide wood bases for supporting posts.

C. Wood Enclosure Fence: Plywood, 6 feet (1.8 m) 8 feet (2.4 m) high, framed with four 2-by-4-inch (50-by-100-mm) rails, with preservative-treated wood posts spaced not more than 8 feet (2.4 m) apart.

2.2 TEMPORARY FACILITIES

A. Field Offices, General: Prefabricated or mobile units with serviceable finishes, temperature controls, and foundations adequate for normal loading.

B. Common-Use Field Office: Of sufficient size to accommodate needs of Owner, Architect, and construction personnel office activities and to accommodate Project meetings specified in other Division 01 Sections. Keep office clean and orderly. Furnish and equip offices as follows:
   1. Office space for Owner, minimum 10-foot by 10-foot area at opposite end of Contractor's Field Office.
   2. Furniture required for Project-site documents including file cabinets, plan tables, plan racks, and bookcases.
   3. Conference room of sufficient size to accommodate meetings of 12 individuals. Provide electrical power service and 120-V ac duplex receptacles, with no fewer than one receptacle on each wall. Furnish room with conference table, chairs, and 4-foot- (1.2-m-) square tack and marker boards.
   4. Heating and cooling equipment necessary to maintain a uniform indoor temperature of 68 to 72 deg F (20 to 22 deg C).
   5. Lighting fixtures capable of maintaining average illumination of 20 fc (215 lx) at desk height.

C. Storage and Fabrication Sheds: Provide sheds sized, furnished, and equipped to accommodate materials and equipment for construction operations.
   1. Store combustible materials apart from building.

2.3 EQUIPMENT

A. Fire Extinguishers: Portable, UL rated; with class and extinguishing agent as required by locations and classes of fire exposures.

B. HVAC Equipment: Unless Owner authorizes use of permanent HVAC system, provide vented, self-contained, liquid-propane-gas or fuel-oil heaters with individual space thermostatic control.
   1. Use of gasoline-burning space heaters, open-flame heaters, or salamander-type heating units is prohibited.
   2. Heating Units: Listed and labeled for type of fuel being consumed, by a qualified testing agency acceptable to authorities having jurisdiction, and marked for intended location and application.
   3. Permanent HVAC System: If Owner authorizes use of permanent HVAC system for temporary use during construction, provide filter with MERV of 8 at each return-air grille in system and remove at end of construction and clean HVAC system as required in Section 017700 "Closeout Procedures".

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

A. Locate facilities where they will serve Project adequately and result in minimum interference with performance of the Work. Relocate and modify facilities as required by progress of the Work.
   1. Locate facilities to limit site disturbance as specified in Section 011000 "Summary."

B. Provide each facility ready for use when needed to avoid delay. Do not remove until facilities are no longer needed or are replaced by authorized use of completed permanent facilities.

3.2 TEMPORARY UTILITY INSTALLATION

A. General: Install temporary service or connect to existing service.
   1. Arrange with utility company, Owner, and existing users for time when service can be interrupted, if necessary, to make connections for temporary services.

B. Sewers and Drainage: Provide temporary utilities to remove effluent lawfully.
   1. Connect temporary sewers to municipal system as directed by authorities having jurisdiction.

C. Water Service: Install water service and distribution piping in sizes and pressures adequate for construction.

D. Water Service: Connect to Owner's existing water service facilities. Clean and maintain water service facilities in a condition acceptable to Owner. At Substantial Completion, restore these facilities to condition existing before initial use.

E. Sanitary Facilities: Provide temporary toilets, wash facilities, and drinking water for use of construction personnel. Comply with requirements of authorities having jurisdiction for type, number, location, operation, and maintenance of fixtures and facilities.
   1. Toilets: Use of Owner's existing toilet facilities will be permitted, as long as facilities are cleaned and maintained in a condition acceptable to Owner. At Substantial Completion, restore these facilities to condition existing before initial use.

F. Heating and Cooling: Provide temporary heating and cooling required by construction activities for curing or drying of completed installations or for protecting installed construction from adverse effects of low temperatures or high humidity. Select equipment that will not have a harmful effect on completed installations or elements being installed.

G. Ventilation and Humidity Control: Provide temporary ventilation required by construction activities for curing or drying of completed installations or for protecting installed construction from adverse effects of high humidity. Select equipment that will not have a harmful effect on completed installations or elements being installed. Coordinate ventilation requirements to produce ambient condition required and minimize energy consumption.

H. Electric Power Service: Connect to Owner's existing electric power service. Maintain equipment in a condition acceptable to Owner.

I. Electric Power Service: Provide electric power service and distribution system of sufficient size, capacity, and power characteristics required for construction operations.
   1. Install electric power service overhead unless otherwise indicated.
   2. Connect temporary service to Owner's existing power source, as directed by Owner.

J. Lighting: Provide temporary lighting with local switching that provides adequate illumination for construction operations, observations, inspections, and traffic conditions.
   1. Install and operate temporary lighting that fulfills security and protection requirements without operating entire system.

K. Telephone Service: Provide temporary telephone service in common-use facilities for use by all construction personnel. Install one telephone line(s) for each field office.
   1. Provide additional telephone lines for the following:
      a. Provide a dedicated telephone line for each facsimile machine in each field office.

2. At each telephone, post a list of important telephone numbers.
   a. Police and fire departments.
   b. Ambulance service.
   c. Contractor's home office.
   d. Contractor's emergency after-hours telephone number.
   e. Architect's office.
   f. Engineers' offices.
   g. Owner's office.
   h. Principal subcontractors' field and home offices.
3. Provide superintendent with cellular telephone or portable two-way radio for use when away from field office.

L. Electronic Communication Service: Provide a desktop computer in the primary field office adequate for use by Architect and Owner to access project electronic documents and maintain electronic communications. Equip computer with not less than the following:
1. Processor: Intel Pentium D or Intel CoreDuo, 3.0 GHz processing speed.
2. Memory: 4 gigabyte.
3. Disk Storage: 300 gigabyte hard-disk drive and combination DVD-RW/CD-RW drive.
4. Display: 22-inch (300-mm) LCD monitor with 128 Mb dedicated video RAM.
5. Network Connectivity: 10/100BaseT Ethernet.
6. Productivity Software:
   a. Microsoft Office Professional, XP or higher, including Word, Excel, and Outlook.
   b. Adobe Reader 7.0 or higher.
   c. WinZip 7.0 or higher.
7. Printer: "All-in-one" unit equipped with printer server, combining color printing, photocopying, scanning, and faxing, or separate units for each of these three functions.
8. Internet Service: Broadband modem, router and ISP, equipped with hardware firewall, providing minimum 384 Kbps upload and 1 Mbps download speeds at each computer.
9. Internet Security: Integrated software, providing software firewall, virus, spyware, phishing, and spam protection in a combined application.

3.3 SUPPORT FACILITIES INSTALLATION

A. General: Comply with the following:
1. Provide construction for temporary offices, shops, and sheds located within construction area or within 30 feet (9 m) of building lines that is noncombustible according to ASTM E 136. Comply with NFPA 241.
2. Maintain support facilities until Architect schedules Substantial Completion inspection. Remove before Substantial Completion. Personnel remaining after Substantial Completion will be permitted to use permanent facilities, under conditions acceptable to Owner.

B. Temporary Roads and Paved Areas: Construct and maintain temporary roads and paved areas adequate for construction operations. Locate temporary roads and paved areas [as indicated] [within construction limits indicated] on Drawings.
1. Provide dust-control treatment that is nonpolluting and nontracking. Reapply treatment as required to minimize dust.

C. Temporary Use of Permanent Roads and Paved Areas: Locate temporary roads and paved areas in same location as permanent roads and paved areas. Construct and maintain temporary roads and paved areas adequate for construction operations. Extend temporary roads and paved areas, within construction limits indicated, as necessary for construction operations.
1. Coordinate elevations of temporary roads and paved areas with permanent roads and paved areas.
2. Prepare subgrade and install subbase and base for temporary roads and paved areas according to Section 312000 "Earth Moving."

3. Recondition base after temporary use, including removing contaminated material, regrading, proofrolling, compacting, and testing.
4. Delay installation of final course of permanent hot-mix asphalt pavement until immediately before Substantial Completion. Repair hot-mix asphalt base-course pavement before installation of final course according to Section 321216 "Asphalt Paving."

D. Traffic Controls: Comply with requirements of authorities having jurisdiction.
1. Protect existing site improvements to remain including curbs, pavement, and utilities.
2. Maintain access for fire-fighting equipment and access to fire hydrants.

E. Parking: Parking: Provide temporary parking areas for construction personnel.

F. Revise "Dewatering Facilities and Drains" Paragraph below to suit soil-conservation district requirements. See Evaluations. Consult soil engineer about expected ground water.

G. Dewatering Facilities and Drains: Comply with requirements of authorities having jurisdiction. Maintain Project site, excavations, and construction free of water.
1. Dispose of rainwater in a lawful manner that will not result in flooding Project or adjoining properties or endanger permanent Work or temporary facilities.
2. Remove snow and ice as required to minimize accumulations.

H. Project Signs: Provide Project signs as indicated. Unauthorized signs are not permitted.
1. Identification Signs: Provide Project identification signs as indicated on Drawings.
2. Temporary Signs: Provide other signs as indicated and as required to inform public and individuals seeking entrance to Project.
   a. Provide temporary, directional signs for construction personnel and visitors.
3. Maintain and touchup signs so they are legible at all times.

I. Waste Disposal Facilities: Comply with requirements specified in Section 017419 "Construction Waste Management and Disposal."

J. Waste Disposal Facilities: Provide waste-collection containers in sizes adequate to handle waste from construction operations. Comply with requirements of authorities having jurisdiction. Comply with progress cleaning requirements in Section 017300 "Execution."

K. Lifts and Hoists: Provide facilities necessary for hoisting materials and personnel.
1. Truck cranes and similar devices used for hoisting materials are considered "tools and equipment" and not temporary facilities.

L. Temporary Elevator Use: Use of elevators is not permitted See Section 142100 "Electric Traction Elevators," Section 142113 "Electric Traction Freight Elevators," Section 142400 "Hydraulic Elevators," Section 142413 "Hydraulic Freight Elevators," and Section 142600 "Limited-Use/Limited-Application Elevators" for temporary use of new elevators.

M. Existing Elevator Use: Use of Owner's existing elevators will be permitted, provided elevators are cleaned and maintained in a condition acceptable to Owner. At Substantial Completion, restore elevators to condition existing before initial use, including replacing worn cables, guide shoes, and similar items of limited life.
1. Do not load elevators beyond their rated weight capacity.
2. Provide protective coverings, barriers, devices, signs, or other procedures to protect elevator car and entrance doors and frame. If, despite such protection, elevators become damaged, engage elevator Installer to restore damaged work so no evidence remains of correction work. Return items that cannot be refinished in field to the shop, make required repairs and refinish entire unit, or provide new units as required.

N. Temporary Stairs: Until permanent stairs are available, provide temporary stairs where ladders are not adequate.

O. Existing Stair Usage: Use of Owner's existing stairs will be permitted, provided stairs are cleaned and maintained in a condition acceptable to Owner. At Substantial Completion, restore stairs to condition existing before initial use.

1. Provide protective coverings, barriers, devices, signs, or other procedures to protect stairs and to maintain means of egress. If stairs become damaged, restore damaged areas so no evidence remains of correction work.

P. Temporary Use of Permanent Stairs: Use of new stairs for construction traffic will be permitted, provided stairs are protected and finishes restored to new condition at time of Substantial Completion.

3.4 SECURITY AND PROTECTION FACILITIES INSTALLATION

A. Protection of Existing Facilities: Protect existing vegetation, equipment, structures, utilities, and other improvements at Project site and on adjacent properties, except those indicated to be removed or altered. Repair damage to existing facilities.

B. Environmental Protection: Provide protection, operate temporary facilities, and conduct construction as required to comply with environmental regulations and that minimize possible air, waterway, and subsoil contamination or pollution or other undesirable effects.

C. Temporary Erosion and Sedimentation Control: Comply with requirements of 2003 EPA Construction General Permit or authorities having jurisdiction, whichever is more stringent and requirements specified in Section 311000 "Site Clearing."

A. Temporary Erosion and Sedimentation Control: Provide measures to prevent soil erosion and discharge of soil-bearing water runoff and airborne dust to undisturbed areas and to adjacent properties and walkways, according to erosion- and sedimentation-control Drawings requirements of 2003 EPA Construction General Permit or authorities having jurisdiction, whichever is more stringent.

1. Verify that flows of water redirected from construction areas or generated by construction activity do not enter or cross tree- or plant- protection zones.
2. Inspect, repair, and maintain erosion- and sedimentation-control measures during construction until permanent vegetation has been established.
3. Clean, repair, and restore adjoining properties and roads affected by erosion and sedimentation from Project site during the course of Project.
4. Remove erosion and sedimentation controls and restore and stabilize areas disturbed during removal.

B. Stormwater Control: Comply with requirements of authorities having jurisdiction. Provide barriers in and around excavations and subgrade construction to prevent flooding by runoff of stormwater from heavy rains.

C. Tree and Plant Protection: Comply with requirements specified in Section 015639 "Temporary Tree and Plant Protection."

D. Tree and Plant Protection: Install temporary fencing located as indicated or outside the drip line of trees to protect vegetation from damage from construction operations. Protect tree root systems from damage, flooding, and erosion.

E. Pest Control: Engage pest-control service to recommend practices to minimize attraction and harboring of rodents, roaches, and other pests and to perform extermination and control procedures at regular intervals so Project will be free of pests and their residues at Substantial Completion. Perform control operations lawfully, using environmentally safe materials.

F. Security Enclosure and Lockup: Install temporary enclosure around partially completed areas of construction. Provide lockable entrances to prevent unauthorized entrance, vandalism, theft, and similar violations of security. Lock entrances at end of each work day.

G. Barricades, Warning Signs, and Lights: Comply with requirements of authorities having jurisdiction for erecting structurally adequate barricades, including warning signs and lighting. General Contrator shall be responsible for any costs associated with any permits and deposits as may be required by any authorities having jurisdication.

H. Temporary Egress: Maintain temporary egress from existing occupied facilities as indicated and as required by authorities having jurisdiction.

I. Temporary Enclosures: Provide temporary enclosures for protection of construction, in progress and completed, from exposure, foul weather, other construction operations, and similar activities. Provide temporary weathertight enclosure for building exterior.

1. Where heating or cooling is needed and permanent enclosure is not complete, insulate temporary enclosures.

J. Temporary Partitions: Provide floor-to-ceiling dustproof partitions to limit dust and dirt migration and to separate areas occupied by Owner from fumes and noise.
   1. Construct dustproof partitions with gypsum wallboard with joints taped on occupied side, and fire-retardant-treated plywood on construction operations side.
   2. Construct dustproof partitions with two layers of 6-mil (0.14-mm) polyethylene sheet on each side. Cover floor with two layers of 6-mil (0.14-mm) polyethylene sheet, extending sheets 18 inches (460 mm) up the sidewalls. Overlap and tape full length of joints. Cover floor with fire-retardant-treated plywood.
      a. Construct vestibule and airlock at each entrance through temporary partition with not less than 48 inches (1219 mm) between doors. Maintain water-dampened foot mats in vestibule.
   3. Where fire-resistance-rated temporary partitions are indicated or are required by authorities having jurisdiction, construct partitions according to the rated assemblies.
   4. Insulate partitions to control noise transmission to occupied areas.
   5. Seal joints and perimeter. Equip partitions with gasketed dustproof doors and security locks where openings are required.
   6. Protect air-handling equipment.
   7. Provide walk-off mats at each entrance through temporary partition.

K. Temporary Fire Protection: Install and maintain temporary fire-protection facilities of types needed to protect against reasonably predictable and controllable fire losses. Comply with NFPA 241; manage fire prevention program.
   1. Prohibit smoking in construction areas.
   2. Supervise welding operations, combustion-type temporary heating units, and similar sources of fire ignition according to requirements of authorities having jurisdiction.
   3. Develop and supervise an overall fire-prevention and -protection program for personnel at Project site. Review needs with local fire department and establish procedures to be followed. Instruct personnel in methods and procedures. Post warnings and information.
   4. Provide temporary standpipes and hoses for fire protection. Hang hoses with a warning sign stating that hoses are for fire-protection purposes only and are not to be removed. Match hose size with outlet size and equip with suitable nozzles.

3.5 MOISTURE AND MOLD CONTROL

A. Contractor's Moisture Protection Plan: Avoid trapping water in finished work. Document visible signs of mold that may appear during construction.

B. Exposed Construction Phase: Before installation of weather barriers, when materials are subject to wetting and exposure and to airborne mold spores, protect materials from water damage and keep porous and organic materials from coming into prolonged contact with concrete.

C. Partially Enclosed Construction Phase: After installation of weather barriers but before full enclosure and conditioning of building, when installed materials are still subject to infiltration of moisture and ambient mold spores, protect as follows:
   1. Do not load or install drywall or other porous materials or components, or items with high organic content, into partially enclosed building.
   2. Keep interior spaces reasonably clean and protected from water damage.
   3. Discard or replace water-damaged and wet material.
   4. Discard, replace, or clean stored or installed material that begins to grow mold.
   5. Perform work in a sequence that allows any wet materials adequate time to dry before enclosing the material in drywall or other interior finishes.

D. Controlled Construction Phase of Construction: After completing and sealing of the building enclosure but prior to the full operation of permanent HVAC systems, maintain as follows:
   1. Control moisture and humidity inside building by maintaining effective dry-in conditions.
   2. Remove materials that can not be completely restored to their manufactured moisture level within 48 hours.

3.6 OPERATION, TERMINATION, AND REMOVAL

A. Supervision: Enforce strict discipline in use of temporary facilities. To minimize waste and abuse, limit availability of temporary facilities to essential and intended uses.

B. Maintenance: Maintain facilities in good operating condition until removal.
   1. Maintain operation of temporary enclosures, heating, cooling, humidity control, ventilation, and similar facilities on a 24-hour basis where required to achieve indicated results and to avoid possibility of damage.

C. Temporary Facility Changeover: Do not change over from using temporary security and protection facilities to permanent facilities until Substantial Completion.

D. Termination and Removal: Remove each temporary facility when need for its service has ended, when it has been replaced by authorized use of a permanent facility, or no later than Substantial Completion. Complete or, if necessary, restore permanent construction that may have been delayed because of interference with temporary facility. Repair damaged Work, clean exposed surfaces, and replace construction that cannot be satisfactorily repaired.
   1. Materials and facilities that constitute temporary facilities are property of Contractor. Owner reserves right to take possession of Project identification signs.
   2. At Substantial Completion, repair, renovate, and clean permanent facilities used during construction period. Comply with final cleaning requirements specified in Section 017700 "Closeout Procedures."

END OF SECTION 015000

SECTION 016000 - PRODUCT REQUIREMENTS

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes administrative and procedural requirements for selection of products for use in Project; product delivery, storage, and handling; manufacturers' standard warranties on products; special warranties; and comparable products.

B. Related Requirements:
   1. Section 012500 "Substitution Procedures" for requests for substitutions.

1.2 DEFINITIONS

A. Products: Items obtained for incorporating into the Work, whether purchased for Project or taken from previously purchased stock. The term "product" includes the terms "material," "equipment," "system," and terms of similar intent.
   1. Named Products: Items identified by manufacturer's product name, including make or model number or other designation shown or listed in manufacturer's published product literature, that is current as of date of the Contract Documents.
   2. New Products: Items that have not previously been incorporated into another project or facility. Products salvaged or recycled from other projects are not considered new products.
   3. Comparable Product: Product that is demonstrated and approved through submittal process to have the indicated qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics that equal or exceed those of specified product.

B. Basis-of-Design Product Specification: A specification in which a specific manufacturer's product is named and accompanied by the words "basis-of-design product," including make or model number or other designation, to establish the significant qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics for purposes of evaluating comparable products of additional manufacturers named in the specification.

1.3 ACTION SUBMITTALS

A. Comparable Product Requests: Submit request for consideration of each comparable product. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
   1. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within one week of receipt of a comparable product request. Architect will notify Contractor of approval or rejection of proposed comparable product request within 15 days of receipt of request, or seven days of receipt of additional information or documentation, whichever is later.
      a. Form of Approval: As specified in Section 013300 "Submittal Procedures."
      b. Use product specified if Architect does not issue a decision on use of a comparable product request within time allocated.

B. Basis-of-Design Product Specification Submittal: Comply with requirements in Section 013300 "Submittal Procedures." Show compliance with requirements.

1.4 QUALITY ASSURANCE

A. Compatibility of Options: If Contractor is given option of selecting between two or more products for use on Project, select product compatible with products previously selected, even if previously selected products were also options.

1.5 PRODUCT DELIVERY, STORAGE, AND HANDLING

A. Deliver, store, and handle products using means and methods that will prevent damage, deterioration, and loss, including theft and vandalism. Comply with manufacturer's written instructions.

B. Delivery and Handling:
   1. Schedule delivery to minimize long-term storage at Project site and to prevent overcrowding of construction spaces.
   2. Coordinate delivery with installation time to ensure minimum holding time for items that are flammable, hazardous, easily damaged, or sensitive to deterioration, theft, and other losses.
   3. Deliver products to Project site in an undamaged condition in manufacturer's original sealed container or other packaging system, complete with labels and instructions for handling, storing, unpacking, protecting, and installing.
   4. Inspect products on delivery to determine compliance with the Contract Documents and to determine that products are undamaged and properly protected.

C. Storage:
   1. Store products to allow for inspection and measurement of quantity or counting of units.
   2. Store materials in a manner that will not endanger Project structure.
   3. Store products that are subject to damage by the elements, under cover in a weathertight enclosure above ground, with ventilation adequate to prevent condensation.
   4. Protect foam plastic from exposure to sunlight, except to extent necessary for period of installation and concealment.
   5. Comply with product manufacturer's written instructions for temperature, humidity, ventilation, and weather-protection requirements for storage.
   6. Protect stored products from damage and liquids from freezing.

1.6 PRODUCT WARRANTIES

A. Warranties specified in other Sections shall be in addition to, and run concurrent with, other warranties required by the Contract Documents. Manufacturer's disclaimers and limitations on product warranties do not relieve Contractor of obligations under requirements of the Contract Documents.
   1. Manufacturer's Warranty: Written warranty furnished by individual manufacturer for a particular product and specifically endorsed by manufacturer to Owner.
   2. Special Warranty: Written warranty required by the Contract Documents to provide specific rights for Owner.

B. Special Warranties: Prepare a written document that contains appropriate terms and identification, ready for execution.
   1. Manufacturer's Standard Form: Modified to include Project-specific information and properly executed.
   2. Specified Form: When specified forms are included with the Specifications, prepare a written document using indicated form properly executed.
   3. Refer to other Sections for specific content requirements and particular requirements for submitting special warranties.

C. Submittal Time: Comply with requirements in Section 017700 "Closeout Procedures."

PART 2 - PRODUCTS

2.1 PRODUCT SELECTION PROCEDURES

A. General Product Requirements: Provide products that comply with the Contract Documents, are undamaged and, unless otherwise indicated, are new at time of installation.
   1. Provide products complete with accessories, trim, finish, fasteners, and other items needed for a complete installation and indicated use and effect.

2. Standard Products: If available, and unless custom products or nonstandard options are specified, provide standard products of types that have been produced and used successfully in similar situations on other projects.
3. Owner reserves the right to limit selection to products with warranties not in conflict with requirements of the Contract Documents.
4. Where products are accompanied by the term "as selected," Architect will make selection.
5. Descriptive, performance, and reference standard requirements in the Specifications establish salient characteristics of products.

B. Product Selection Procedures:
1. Product: Where Specifications name a single manufacturer and product, provide the named product that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered.
2. Manufacturer/Source: Where Specifications name a single manufacturer or source, provide a product by the named manufacturer or source that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered.
3. Products:
   a. Nonrestricted List: Where Specifications include a list of names of both available manufacturers and products, provide one of the products listed, or an unnamed product, that complies with requirements. Comply with requirements in "Comparable Products" Article for consideration of an unnamed product.
4. Manufacturers:
   a. Nonrestricted List: Where Specifications include a list of available manufacturers, provide a product by one of the manufacturers listed, or a product by an unnamed manufacturer, that complies with requirements. Comply with requirements in "Comparable Products" Article for consideration of an unnamed manufacturer's product.
5. Basis-of-Design Product: Where Specifications name a product, or refer to a product indicated on Drawings, and include a list of manufacturers, provide the specified or indicated product or a comparable product by one of the other named manufacturers. Drawings and Specifications indicate sizes, profiles, dimensions, and other characteristics that are based on the product named. Comply with requirements in "Comparable Products" Article for consideration of an unnamed product by one of the other named manufacturers.

C. Visual Matching Specification: Where Specifications require "match Architect's sample", provide a product that complies with requirements and matches Architect's sample. Architect's decision will be final on whether a proposed product matches.
1. If no product available within specified category matches and complies with other specified requirements, comply with requirements in Section 012500 "Substitution Procedures" for proposal of product.

D. Visual Selection Specification: Where Specifications include the phrase "as selected by Architect from manufacturer's full range" or similar phrase, select a product that complies with requirements. Architect will select color, gloss, pattern, density, or texture from manufacturer's product line that includes both standard and premium items.

2.2 COMPARABLE PRODUCTS

A. Conditions for Consideration: Architect will consider Contractor's request for comparable product when the following conditions are satisfied. If the following conditions are not satisfied, Architect may return requests without action, except to record noncompliance with these requirements:
1. Evidence that the proposed product does not require revisions to the Contract Documents, that it is consistent with the Contract Documents and will produce the indicated results, and that it is compatible with other portions of the Work.
2. Detailed comparison of significant qualities of proposed product with those named in the Specifications. Significant qualities include attributes such as performance, weight, size, durability, visual effect, and specific features and requirements indicated.

3. Evidence that proposed product provides specified warranty.
4. List of similar installations for completed projects with project names and addresses and names and addresses of architects and owners, if requested.
5. Samples, if requested.

PART 3 - EXECUTION (Not Used)

END OF SECTION 016000

SECTION 017300 - EXECUTION

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes general administrative and procedural requirements governing execution of the Work including, but not limited to, the following:
   1. Construction layout.
   2. Field engineering and surveying.
   3. Installation of the Work.
   4. Cutting and patching.
   5. Coordination of Owner-installed products.
   6. Progress cleaning.
   7. Starting and adjusting.
   8. Protection of installed construction.
   9. Correction of the Work.

B. Related Requirements:
   1. Section 011000 "Summary" for limits on use of Project site.
   2. Section 013300 "Submittal Procedures" for submitting surveys.
   3. Section 017700 "Closeout Procedures" for submitting final property survey with Project Record Documents, recording of Owner-accepted deviations from indicated lines and levels, and final cleaning.

1.2 INFORMATIONAL SUBMITTALS

A. Qualification Data: For land surveyor or professional engineer.
B. Certificates: Submit certificate signed by land surveyor or professional certifying that location and elevation of improvements comply with requirements.
C. Landfill Receipts: Submit copy of receipts issued by a landfill facility, licensed to accept hazardous materials, for hazardous waste disposal.

1.3 QUALITY ASSURANCE

A. Land Surveyor Qualifications: A professional land surveyor who is legally qualified to practice in jurisdiction where Project is located and who is experienced in providing land-surveying services of the kind indicated.
B. Manufacturer's Installation Instructions: Obtain and maintain on-site manufacturer's written recommendations and instructions for installation of products and equipment.

PART 2 - PRODUCTS

2.1 MATERIALS

A. General: Comply with requirements specified in other Sections.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Examination and Acceptance of Conditions: Before proceeding with each component of the Work, examine substrates, areas, and conditions, with Installer or Applicator present where indicated, for

compliance with requirements for installation tolerances and other conditions affecting performance. Record observations.

1. Examine roughing-in for mechanical and electrical systems to verify actual locations of connections before equipment and fixture installation.
2. Examine walls, floors, and roofs for suitable conditions where products and systems are to be installed.
3. Verify compatibility with and suitability of substrates, including compatibility with existing finishes or primers.

B. Written Report: Where a written report listing conditions detrimental to performance of the Work is required by other Sections, include the following:
   1. Description of the Work.
   2. List of detrimental conditions, including substrates.
   3. List of unacceptable installation tolerances.
   4. Recommended corrections.

C. Proceed with installation only after unsatisfactory conditions have been corrected. Proceeding with the Work indicates acceptance of surfaces and conditions.

3.2 PREPARATION

A. Field Measurements: Take field measurements as required to fit the Work properly. Recheck measurements before installing each product. Where portions of the Work are indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication. Coordinate fabrication schedule with construction progress to avoid delaying the Work.

B. Space Requirements: Verify space requirements and dimensions of items shown diagrammatically on Drawings.

C. Review of Contract Documents and Field Conditions: Immediately on discovery of the need for clarification of the Contract Documents caused by differing field conditions outside the control of Contractor, submit a request for information to Architect according to requirements in Section 013100 "Project Management and Coordination."

3.3 CONSTRUCTION LAYOUT

A. Verification: Before proceeding to lay out the Work, verify layout information shown on Drawings, in relation to the property survey and existing benchmarks. If discrepancies are discovered, notify Architect promptly.

B. Building Lines and Levels: Locate and lay out control lines and levels for structures, building foundations, column grids, and floor levels, including those required for mechanical and electrical work. Transfer survey markings and elevations for use with control lines and levels. Level foundations and piers from two or more locations.

C. Record Log: Maintain a log of layout control work. Record deviations from required lines and levels. Include beginning and ending dates and times of surveys, weather conditions, name and duty of each survey party member, and types of instruments and tapes used. Make the log available for reference by Architect.

3.4 FIELD ENGINEERING

A. Identification: Owner will identify existing benchmarks, control points, and property corners.

B. Reference Points: Locate existing permanent benchmarks, control points, and similar reference points before beginning the Work. Preserve and protect permanent benchmarks and control points during construction operations.
   1. Do not change or relocate existing benchmarks or control points without prior written approval of Architect. Report lost or destroyed permanent benchmarks or control points promptly. Report the need to relocate permanent benchmarks or control points to Architect before proceeding.

2. Replace lost or destroyed permanent benchmarks and control points promptly. Base replacements on the original survey control points.

C. Benchmarks: Establish and maintain a minimum of two permanent benchmarks on Project site, referenced to data established by survey control points. Comply with authorities having jurisdiction for type and size of benchmark.
   1. Record benchmark locations, with horizontal and vertical data, on Project Record Documents.
   2. Where the actual location or elevation of layout points cannot be marked, provide temporary reference points sufficient to locate the Work.
   3. Remove temporary reference points when no longer needed. Restore marked construction to its original condition.

D. Certified Survey: On completion of foundation walls, major site improvements, and other work requiring field-engineering services, prepare a certified survey showing dimensions, locations, angles, and elevations of construction and sitework.

3.5 INSTALLATION

A. General: Locate the Work and components of the Work accurately, in correct alignment and elevation, as indicated.
   1. Make vertical work plumb and make horizontal work level.
   2. Where space is limited, install components to maximize space available for maintenance and ease of removal for replacement.
   3. Conceal pipes, ducts, and wiring in finished areas unless otherwise indicated.

B. Comply with manufacturer's written instructions and recommendations for installing products in applications indicated.

C. Install products at the time and under conditions that will ensure the best possible results. Maintain conditions required for product performance until Substantial Completion.

D. Conduct construction operations so no part of the Work is subjected to damaging operations or loading in excess of that expected during normal conditions of occupancy.

E. Sequence the Work and allow adequate clearances to accommodate movement of construction items on site and placement in permanent locations.

F. Tools and Equipment: Do not use tools or equipment that produce harmful noise levels.

G. Templates: Obtain and distribute to the parties involved templates for work specified to be factory prepared and field installed. Check Shop Drawings of other work to confirm that adequate provisions are made for locating and installing products to comply with indicated requirements.

H. Attachment: Provide blocking and attachment plates and anchors and fasteners of adequate size and number to securely anchor each component in place, accurately located and aligned with other portions of the Work. Where size and type of attachments are not indicated, verify size and type required for load conditions.
   1. Mounting Heights: Where mounting heights are not indicated, mount components at heights directed by Architect.
   2. Allow for building movement, including thermal expansion and contraction.
   3. Coordinate installation of anchorages. Furnish setting drawings, templates, and directions for installing anchorages, including sleeves, concrete inserts, anchor bolts, and items with integral anchors, that are to be embedded in concrete or masonry. Deliver such items to Project site in time for installation.

I. Joints: Make joints of uniform width. Where joint locations in exposed work are not indicated, arrange joints for the best visual effect. Fit exposed connections together to form hairline joints.

J. Hazardous Materials: Use products, cleaners, and installation materials that are not considered hazardous.

3.6 CUTTING AND PATCHING

A. Cutting and Patching, General: Employ skilled workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay.
   1. Cut in-place construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original condition.

B. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during installation or cutting and patching operations, by methods and with materials so as not to void existing warranties.

C. Temporary Support: Provide temporary support of work to be cut.

D. Protection: Protect in-place construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of Project that might be exposed during cutting and patching operations.

E. Existing Utility Services and Mechanical/Electrical Systems: Where existing services/systems are required to be removed, relocated, or abandoned, bypass such services/systems before cutting to prevent interruption to occupied areas.

F. Cutting: Cut in-place construction by sawing, drilling, breaking, chipping, grinding, and similar operations, including excavation, using methods least likely to damage elements retained or adjoining construction. If possible, review proposed procedures with original Installer; comply with original Installer's written recommendations.
   1. In general, use hand or small power tools designed for sawing and grinding, not hammering and chopping. Cut holes and slots neatly to minimum size required, and with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
   2. Finished Surfaces: Cut or drill from the exposed or finished side into concealed surfaces.
   3. Concrete and Masonry: Cut using a cutting machine, such as an abrasive saw or a diamond-core drill.
   4. Excavating and Backfilling: Comply with requirements in applicable Sections where required by cutting and patching operations.
   5. Mechanical and Electrical Services: Cut off pipe or conduit in walls or partitions to be removed. Cap, valve, or plug and seal remaining portion of pipe or conduit to prevent entrance of moisture or other foreign matter after cutting.
   6. Proceed with patching after construction operations requiring cutting are complete.

G. Patching: Patch construction by filling, repairing, refinishing, closing up, and similar operations following performance of other work. Patch with durable seams that are as invisible as practicable. Provide materials and comply with installation requirements specified in other Sections, where applicable.

H. Cleaning: Clean areas and spaces where cutting and patching are performed. Remove paint, mortar, oils, putty, and similar materials from adjacent finished surfaces.

3.7 OWNER-INSTALLED PRODUCTS

A. Site Access: Provide access to Project site for Owner's construction personnel.

B. Coordination: Coordinate construction and operations of the Work with work performed by Owner's construction personnel.
   1. Construction Schedule: Inform Owner of Contractor's preferred construction schedule for Owner's portion of the Work. Adjust construction schedule based on a mutually agreeable timetable. Notify Owner if changes to schedule are required due to differences in actual construction progress.
   2. Preinstallation Conferences: Include Owner's construction personnel at preinstallation conferences covering portions of the Work that are to receive Owner's work. Attend preinstallation conferences conducted by Owner's construction personnel if portions of the Work depend on Owner's construction.

3.8 PROGRESS CLEANING

A. General: Clean Project site and work areas daily, including common areas. Enforce requirements strictly. Dispose of materials lawfully.
   1. Comply with requirements in NFPA 241 for removal of combustible waste materials and debris.
   2. Do not hold waste materials more than seven days during normal weather or three days if the temperature is expected to rise above 80 deg F (27 deg C).
   3. Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, according to regulations.
      a. Use containers intended for holding waste materials of type to be stored.
   4. Coordinate progress cleaning for joint-use areas where Contractor and other contractors are working concurrently.

B. Site: Maintain Project site free of waste materials and debris.

C. Work Areas: Clean areas where work is in progress to the level of cleanliness necessary for proper execution of the Work.
   1. Remove liquid spills promptly.
   2. Where dust would impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.

D. Installed Work: Keep installed work clean. Clean installed surfaces according to written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.

E. Concealed Spaces: Remove debris from concealed spaces before enclosing the space.

F. Exposed Surfaces in Finished Areas: Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.

G. Waste Disposal: Do not bury or burn waste materials on-site. Do not wash waste materials down sewers or into waterways. Comply with waste disposal requirements in Section 015000 "Temporary Facilities and Controls."

H. During handling and installation, clean and protect construction in progress and adjoining materials already in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.

I. Clean and provide maintenance on completed construction as frequently as necessary through the remainder of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.

J. Limiting Exposures: Supervise construction operations to assure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period.

3.9 STARTING AND ADJUSTING

A. Coordinate startup and adjusting of equipment and operating components with requirements in Section 019113 "General Commissioning Requirements."

B. Start equipment and operating components to confirm proper operation. Remove malfunctioning units, replace with new units, and retest.

C. Adjust equipment for proper operation. Adjust operating components for proper operation without binding.

D. Test each piece of equipment to verify proper operation. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.

E. Manufacturer's Field Service: Comply with qualification requirements in Section 014000 "Quality Requirements."

3.10 PROTECTION OF INSTALLED CONSTRUCTION

A. Provide final protection and maintain conditions that ensure installed Work is without damage or deterioration at time of Substantial Completion.
B. Comply with manufacturer's written instructions for temperature and relative humidity.

END OF SECTION 017300

SECTION 017419 - CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes administrative and procedural requirements for the following:
   1. Salvaging nonhazardous demolition waste.
   2. Recycling nonhazardous demolition waste.
   3. Disposing of nonhazardous demolition waste.

B. Related Requirements:
   1. Section 011200 "Multiple Contract Summary" for coordination of responsibilities for waste management.
   2. Section 024119 "Selective Demolition" for disposition of waste resulting from partial demolition of buildings, structures, and site improvements, and for disposition of hazardous waste.

1.3 DEFINITIONS

A. Construction Waste: Building and site improvement materials and other solid waste resulting from construction, remodeling, renovation, or repair operations. Construction waste includes packaging.

B. Demolition Waste: Building and site improvement materials resulting from demolition or selective demolition operations.

C. Disposal: Removal off-site of demolition and construction waste and subsequent sale, recycling, reuse, or deposit in landfill or incinerator acceptable to authorities having jurisdiction.

D. Recycle: Recovery of demolition or construction waste for subsequent processing in preparation for reuse.

E. Salvage: Recovery of demolition or construction waste and subsequent sale or reuse in another facility.

F. Salvage and Reuse: Recovery of demolition or construction waste and subsequent incorporation into the Work.

1.4 PERFORMANCE REQUIREMENTS

A. General: Achieve end-of-Project rates for salvage/recycling of 50 percent by weight of total non-hazardous solid waste generated by the Work. Practice efficient waste management in the use of materials in the course of the Work. Use all reasonable means to divert construction and demolition waste from landfills and incinerators. Facilitate recycling and salvage of materials.
   1. Demolition Waste:
      a. Brick.
      b. Concrete masonry units.
      c. Plywood and oriented strand board.
      d. Structural and miscellaneous steel.
      e. Rough hardware.
      f. Windows.
      g. Glazing.
      h. Metal studs.
      i. Gypsum board.
      j. Supports and hangers.
   2. Construction Waste:

a. Masonry and CMU.
b. Lumber.
c. Wood sheet materials.
d. Wood trim.
e. Metals.
f. Gypsum board.
g. Packaging: Regardless of salvage/recycle goal indicated in "General" Paragraph above, salvage or recycle 100 percent of the following uncontaminated packaging materials:
   1) Paper.
   2) Cardboard.
   3) Boxes.
   4) Plastic sheet and film.
   5) Polystyrene packaging.
   6) Wood crates.
   7) Plastic pails.

1.5 ACTION SUBMITTALS

A. Waste Management Plan: Submit plan within 7 days of date established for the Notice of Award.

1.6 INFORMATIONAL SUBMITTALS

A. Waste Reduction Progress Reports: Concurrent with each Application for Payment, submit report. Use Form CWM-7 for construction waste and Form CWM-8 for demolition waste. Include the following information:
   1. Material category.
   2. Generation point of waste.
   3. Total quantity of waste in tons (tonnes).
   4. Quantity of waste salvaged, both estimated and actual in tons (tonnes).
   5. Quantity of waste recycled, both estimated and actual in tons (tonnes).
   6. Total quantity of waste recovered (salvaged plus recycled) in tons (tonnes).
   7. Total quantity of waste recovered (salvaged plus recycled) as a percentage of total waste.
B. Waste Reduction Calculations: Before request for Substantial Completion, submit calculated end-of-Project rates for salvage, recycling, and disposal as a percentage of total waste generated by the Work.
C. Records of Donations: Indicate receipt and acceptance of salvageable waste donated to individuals and organizations. Indicate whether organization is tax exempt.
D. Records of Sales: Indicate receipt and acceptance of salvageable waste sold to individuals and organizations. Indicate whether organization is tax exempt.
E. Recycling and Processing Facility Records: Indicate receipt and acceptance of recyclable waste by recycling and processing facilities licensed to accept them. Include manifests, weight tickets, receipts, and invoices.
F. Landfill and Incinerator Disposal Records: Indicate receipt and acceptance of waste by landfills and incinerator facilities licensed to accept them. Include manifests, weight tickets, receipts, and invoices.
G. Qualification Data: For waste management coordinator.
H. Statement of Refrigerant Recovery: Signed by refrigerant recovery technician responsible for recovering refrigerant, stating that all refrigerant that was present was recovered and that recovery was performed according to EPA regulations. Include name and address of technician and date refrigerant was recovered.

1.7 QUALITY ASSURANCE

A. Waste Management Coordinator Qualifications: Experienced firm, with a record of successful waste management coordination of projects with similar requirements, that employs a LEED-Accredited Professional, certified by the USGBC, as waste management coordinator.
B. Refrigerant Recovery Technician Qualifications: Certified by EPA-approved certification program.

C. Regulatory Requirements: Comply with hauling and disposal regulations of authorities having jurisdiction.

D. Waste Management Conference: Conduct conference at Project site to comply with requirements in Section 013100 "Project Management and Coordination." Review methods and procedures related to waste management including, but not limited to, the following:

1. Review and discuss waste management plan including responsibilities of waste management coordinator.
2. Review requirements for documenting quantities of each type of waste and its disposition.
3. Review and finalize procedures for materials separation and verify availability of containers and bins needed to avoid delays.
4. Review procedures for periodic waste collection and transportation to recycling and disposal facilities.
5. Review waste management requirements for each trade.

1.8 WASTE MANAGEMENT PLAN

A. General: Develop a waste management plan according to ASTM E 1609 and requirements in this Section. Plan shall consist of waste identification, waste reduction work plan, and cost/revenue analysis. Distinguish between demolition and construction waste. Indicate quantities by weight or volume, but use same units of measure throughout waste management plan.

B. Waste Identification: Indicate anticipated types and quantities of demolition, site-clearing and construction waste generated by the Work. Use Form CWM-1 for construction waste and Form CWM-2 for demolition waste. Include estimated quantities and assumptions for estimates.

C. Waste Reduction Work Plan: List each type of waste and whether it will be salvaged, recycled, or disposed of in landfill or incinerator. Use Form CWM-3 for construction waste and Form CWM-4 for demolition waste. Include points of waste generation, total quantity of each type of waste, quantity for each means of recovery, and handling and transportation procedures.

1. Salvaged Materials for Reuse: For materials that will be salvaged and reused in this Project, describe methods for preparing salvaged materials before incorporation into the Work.
2. Salvaged Materials for Sale: For materials that will be sold to individuals and organizations, include list of their names, addresses, and telephone numbers.
3. Salvaged Materials for Donation: For materials that will be donated to individuals and organizations, include list of their names, addresses, and telephone numbers.
4. Recycled Materials: Include list of local receivers and processors and type of recycled materials each will accept. Include names, addresses, and telephone numbers.
5. Disposed Materials: Indicate how and where materials will be disposed of. Include name, address, and telephone number of each landfill and incinerator facility.
6. Handling and Transportation Procedures: Include method that will be used for separating recyclable waste including sizes of containers, container labeling, and designated location where materials separation will be performed.

D. Cost/Revenue Analysis: Indicate total cost of waste disposal as if there was no waste management plan and net additional cost or net savings resulting from implementing waste management plan. Use Form CWM-5 for construction waste and Form CWM-6 for demolition waste. Include the following:

1. Total quantity of waste.
2. Estimated cost of disposal (cost per unit). Include hauling and tipping fees and cost of collection containers for each type of waste.
3. Total cost of disposal (with no waste management).
4. Revenue from salvaged materials.
5. Revenue from recycled materials.
6. Savings in hauling and tipping fees by donating materials.
7. Savings in hauling and tipping fees that are avoided.
8. Handling and transportation costs. Include cost of collection containers for each type of waste.
9. Net additional cost or net savings from waste management plan.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 PLAN IMPLEMENTATION

A. General: Implement approved waste management plan. Provide handling, containers, storage, signage, transportation, and other items as required to implement waste management plan during the entire duration of the Contract.
   1. Comply with operation, termination, and removal requirements in Section 015000 "Temporary Facilities and Controls."
B. Waste Management Coordinator: Engage a waste management coordinator to be responsible for implementing, monitoring, and reporting status of waste management work plan. Coordinator shall be present at Project site full time for duration of Project.
C. Training: Train workers, subcontractors, and suppliers on proper waste management procedures, as appropriate for the Work.
   1. Distribute waste management plan to everyone concerned within 3 days of submittal return.
   2. Distribute waste management plan to entities when they first begin work on-site. Review plan procedures and locations established for salvage, recycling, and disposal.
D. Site Access and Temporary Controls: Conduct waste management operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.
   1. Designate and label specific areas on Project site necessary for separating materials that are to be salvaged, recycled, reused, donated, and sold.
   2. Comply with Section 015000 "Temporary Facilities and Controls" for controlling dust and dirt, environmental protection, and noise control.
E. Waste Management in Historic Zones or Areas: Hauling equipment and other materials shall be of sizes that clear surfaces within historic spaces, areas, rooms, and openings, by 12 inches (300 mm) or more.

3.2 SALVAGING DEMOLITION WASTE

A. Salvaged Items for Reuse in the Work: Salvage items for reuse and handle as follows:
   1. Clean salvaged items.
   2. Pack or crate items after cleaning. Identify contents of containers with label indicating elements, date of removal, quantity, and location where removed.
   3. Store items in a secure area until installation.
   4. Protect items from damage during transport and storage.
   5. Install salvaged items to comply with installation requirements for new materials and equipment. Provide connections, supports, and miscellaneous materials necessary to make items functional for use indicated.
B. Salvaged Items for Sale or Donation: Not Permitted on Project site.
C. Salvaged Items for Owner's Use: Salvage items for Owner's use and handle as follows:
   1. Clean salvaged items.
   2. Pack or crate items after cleaning. Identify contents of containers with label indicating elements, date of removal, quantity, and location where removed.
   3. Store items in a secure area until delivery to Owner.
   4. Transport items to Owner's storage area designated by Owner.
   5. Protect items from damage during transport and storage.
D. Doors and Hardware: Brace open end of door frames. Except for removing door closers, leave door hardware attached to doors.
E. Equipment: Drain tanks, piping, and fixtures. Seal openings with caps or plugs. Protect equipment from exposure to weather.
F. Plumbing Fixtures: Separate by type and size.
G. Lighting Fixtures: Separate lamps by type and protect from breakage.
H. Electrical Devices: Separate switches, receptacles, switchgear, transformers, meters, panelboards, circuit breakers, and other devices by type.

3.3 RECYCLING DEMOLITION AND CONSTRUCTION WASTE, GENERAL

A. General: Recycle paper and beverage containers used by on-site workers.
B. Recycling Incentives: Revenues, savings, rebates, tax credits, and other incentives received for recycling waste materials shall accrue to Contractor.
C. Preparation of Waste: Prepare and maintain recyclable waste materials according to recycling or reuse facility requirements. Maintain materials free of dirt, adhesives, solvents, petroleum contamination, and other substances deleterious to the recycling process.
D. Procedures: Separate recyclable waste from other waste materials, trash, and debris. Separate recyclable waste by type at Project site to the maximum extent practical according to approved construction waste management plan.
    1. Provide appropriately marked containers or bins for controlling recyclable waste until removed from Project site. Include list of acceptable and unacceptable materials at each container and bin.
        a. Inspect containers and bins for contamination and remove contaminated materials if found.
    2. Stockpile processed materials on-site without intermixing with other materials. Place, grade, and shape stockpiles to drain surface water. Cover to prevent windblown dust.
    3. Stockpile materials away from construction area. Do not store within drip line of remaining trees.
    4. Store components off the ground and protect from the weather.
    5. Remove recyclable waste from Owner's property and transport to recycling receiver or processor.

3.4 RECYCLING DEMOLITION WASTE

A. Concrete: Remove reinforcement and other metals from concrete and sort with other metals.
    1. Pulverize concrete to maximum 4-inch (100-mm) size.
    2. Crush concrete and screen to comply with requirements in Section 312000 "Earth Moving" for use as satisfactory soil for fill or subbase.
B. Masonry: Remove metal reinforcement, anchors, and ties from masonry and sort with other metals.
    1. Pulverize masonry to maximum 4-inch (100-mm) size.
        a. Crush masonry and screen to comply with requirements in Section 312000 "Earth Moving" for use as general fill satisfactory soil for fill or subbase.
        b. Crush masonry and screen to comply with requirements in Section 329300 "Plants" for use as mineral mulch.
    2. Clean and stack undamaged, whole masonry units on wood pallets.
C. Wood Materials: Sort and stack members according to size, type, and length. Separate lumber, engineered wood products, panel products, and treated wood materials.
D. Metals: Separate metals by type.
    1. Structural Steel: Stack members according to size, type of member, and length.
    2. Remove and dispose of bolts, nuts, washers, and other rough hardware.
E. Gypsum Board: Stack large clean pieces on wood pallets or in container and store in a dry location. Remove edge trim and sort with other metals. Remove and dispose of fasteners.
F. Metal Suspension System: Separate metal members including trim, and other metals from acoustical panels and tile and sort with other metals.

3.5 RECYCLING CONSTRUCTION WASTE

A. Packaging:
    1. Cardboard and Boxes: Break down packaging into flat sheets. Bundle and store in a dry location.
    2. Polystyrene Packaging: Separate and bag materials.
    3. Pallets: As much as possible, require deliveries using pallets to remove pallets from Project site. For pallets that remain on-site, break down pallets into component wood pieces and comply with requirements for recycling wood.
    4. Crates: Break down crates into component wood pieces and comply with requirements for recycling wood.
B. Wood Materials:
    1. Clean Cut-Offs of Lumber: Grind or chip into small pieces.

2. Clean Sawdust: Bag sawdust that does not contain painted or treated wood.
   a. Comply with requirements in Section 329300 "Plants" for use of clean sawdust as organic mulch.

C. Gypsum Board: Stack large clean pieces on wood pallets or in container and store in a dry location.
   1. Clean Gypsum Board: Grind scraps of clean gypsum board using small mobile chipper or hammer mill. Screen out paper after grinding.
      a. Comply with requirements in Section 329300 "Plants" for use of clean ground gypsum board as inorganic soil amendment.

3.6 DISPOSAL OF WASTE

A. General: Except for items or materials to be salvaged, recycled, or otherwise reused, remove waste materials from Project site and legally dispose of them in a landfill or incinerator acceptable to authorities having jurisdiction.
   1. Except as otherwise specified, do not allow waste materials that are to be disposed of accumulate on-site.
   2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.

B. Burning: Do not burn waste materials.

C. Burning: Burning of waste materials is permitted only at designated areas on Owner's property, provided required permits are obtained. Provide full-time monitoring for burning materials until fires are extinguished.

D. Disposal: Remove waste materials and dispose of at designated spoil areas on Owner's property.

E. Disposal: Remove waste materials from Owner's property and legally dispose of them.

END OF SECTION 017419

SECTION 017700 - CLOSEOUT PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes administrative and procedural requirements for contract closeout, including, but not limited to, the following:
   1. Substantial Completion procedures.
   2. Final completion procedures.
   3. Warranties.
   4. Final cleaning.
   5. Repair of the Work.

B. Related Requirements:
   1. Section 017300 "Execution" for progress cleaning of Project site.
   2. Section 017823 "Operation and Maintenance Data" for operation and maintenance manual requirements.
   3. Section 017839 "Project Record Documents" for submitting record Drawings, record Specifications, and record Product Data.

1.3 ACTION SUBMITTALS

A. Product Data: For cleaning agents.
B. Contractor's List of Incomplete Items: Initial submittal at Substantial Completion.
C. Certified List of Incomplete Items: Final submittal at Final Completion.

1.4 CLOSEOUT SUBMITTALS

A. Certificates of Release: From authorities having jurisdiction.
B. Certificate of Insurance: For continuing coverage.
C. Field Report: For pest control inspection.

1.5 MAINTENANCE MATERIAL SUBMITTALS

A. Schedule of Maintenance Material Items: For maintenance material submittal items specified in other Sections.

1.6 SUBSTANTIAL COMPLETION PROCEDURES

A. Contractor's List of Incomplete Items: Prepare and submit a list of items to be completed and corrected (Contractor's punch list), indicating the value of each item on the list and reasons why the Work is incomplete.
B. Submittals Prior to Substantial Completion: Complete the following a minimum of 10 days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.
   1. Certificates of Release: Obtain and submit releases from authorities having jurisdiction permitting Owner unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating certificates, and similar releases.

2. Submit closeout submittals specified in other Division 01 Sections, including project record documents, operation and maintenance manuals, final completion construction photographic documentation, damage or settlement surveys, property surveys, and similar final record information.
3. Submit closeout submittals specified in individual Sections, including specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
4. Submit maintenance material submittals specified in individual Sections, including tools, spare parts, extra materials, and similar items, and deliver to location designated by Architect. Label with manufacturer's name and model number where applicable.
   a. Schedule of Maintenance Material Items: Prepare and submit schedule of maintenance material submittal items, including name and quantity of each item and name and number of related Specification Section. Obtain Architect's signature for receipt of submittals.
5. Submit test/adjust/balance records.
6. Submit sustainable design submittals required in Section 018113.13 "Sustainable Design Requirements - LEED for New Construction and Major Renovations," Section 018113.16 "Sustainable Design Requirements - LEED for Commercial Interiors," Section 018113.19 "Sustainable Design Requirements - LEED for Core and Shell Development," and Section 018113.23 "Sustainable Design Requirements - LEED for Schools" and in individual Sections.
7. Submit changeover information related to Owner's occupancy, use, operation, and maintenance.

C. Procedures Prior to Substantial Completion: Complete the following a minimum of 10 days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.
1. Advise Owner of pending insurance changeover requirements.
2. Make final changeover of permanent locks and deliver keys to Owner. Advise Owner's personnel of changeover in security provisions.
3. Complete startup and testing of systems and equipment.
4. Perform preventive maintenance on equipment used prior to Substantial Completion.
5. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems. Submit demonstration and training video recordings specified in Section 017900 "Demonstration and Training."
6. Advise Owner of changeover in heat and other utilities.
7. Participate with Owner in conducting inspection and walkthrough with local emergency responders.
8. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
9. Complete final cleaning requirements, including touchup painting.
10. Touch up and otherwise repair and restore marred exposed finishes to eliminate visual defects.

D. Inspection: Submit a written request for inspection to determine Substantial Completion a minimum of 10 days prior to date the work will be completed and ready for final inspection and tests. On receipt of request, Architect will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare the Certificate of Substantial Completion after inspection or will notify Contractor of items, either on Contractor's list or additional items identified by Architect, that must be completed or corrected before certificate will be issued.
1. Reinspection: Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.
2. Results of completed inspection will form the basis of requirements for final completion.

1.7 FINAL COMPLETION PROCEDURES

A. Submittals Prior to Final Completion: Before requesting final inspection for determining final completion, complete the following:
1. Submit a final Application for Payment according to Section 012900 "Payment Procedures."

2. Certified List of Incomplete Items: Submit certified copy of Architect's Substantial Completion inspection list of items to be completed or corrected (punch list), endorsed and dated by Architect. Certified copy of the list shall state that each item has been completed or otherwise resolved for acceptance.
3. Certificate of Insurance: Submit evidence of final, continuing insurance coverage complying with insurance requirements.
4. Submit pest-control final inspection report.

B. Inspection: Submit a written request for final inspection to determine acceptance a minimum of 10 days prior to date the work will be completed and ready for final inspection and tests. On receipt of request, Architect will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare a final Certificate for Payment after inspection or will notify Contractor of construction that must be completed or corrected before certificate will be issued.
1. Reinspection: Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.

1.8 LIST OF INCOMPLETE ITEMS (PUNCH LIST)

A. Organization of List: Include name and identification of each space and area affected by construction operations for incomplete items and items needing correction including, if necessary, areas disturbed by Contractor that are outside the limits of construction. Use CSI Form 14.1A.
1. Organize list of spaces in sequential order, starting with exterior areas first and proceeding from lowest floor to highest floor.
2. Organize items applying to each space by major element, including categories for ceiling, individual walls, floors, equipment, and building systems.
3. Include the following information at the top of each page:
   a. Project name.
   b. Date.
   c. Name of Architect.
   d. Name of Contractor.
   e. Page number.
4. Submit list of incomplete items in the following format:
   a. MS Excel electronic file. Architect will return annotated file.
   b. PDF electronic file. Architect will return annotated file.
   c. Three paper copies. Architect will return two copies.

1.9 SUBMITTAL OF PROJECT WARRANTIES

A. Time of Submittal: Submit written warranties on request of Architect for designated portions of the Work where commencement of warranties other than date of Substantial Completion is indicated, or when delay in submittal of warranties might limit Owner's rights under warranty.
B. Partial Occupancy: Submit properly executed warranties within 15 days of completion of designated portions of the Work that are completed and occupied or used by Owner during construction period by separate agreement with Contractor.
C. Organize warranty documents into an orderly sequence based on the table of contents of Project Manual.
1. Bind warranties and bonds in heavy-duty, three-ring, vinyl-covered, loose-leaf binders, thickness as necessary to accommodate contents, and sized to receive 8-1/2-by-11-inch (215-by-280-mm) paper.
2. Provide heavy paper dividers with plastic-covered tabs for each separate warranty. Mark tab to identify the product or installation. Provide a typed description of the product or installation, including the name of the product and the name, address, and telephone number of Installer.
3. Identify each binder on the front and spine with the typed or printed title "WARRANTIES," Project name, and name of Contractor.

4. Warranty Electronic File: Scan warranties and bonds and assemble complete warranty and bond submittal package into a single indexed electronic PDF file with links enabling navigation to each item. Provide bookmarked table of contents at beginning of document.

D. Provide additional copies of each warranty to include in operation and maintenance manuals.

PART 2 - PRODUCTS

2.1 MATERIALS

A. Cleaning Agents: Use cleaning materials and agents recommended by manufacturer or fabricator of the surface to be cleaned. Do not use cleaning agents that are potentially hazardous to health or property or that might damage finished surfaces.

1. Use cleaning products that comply with Green Seal's GS-37, or if GS-37 is not applicable, use products that comply with the California Code of Regulations maximum allowable VOC levels.

PART 3 - EXECUTION

3.1 FINAL CLEANING

A. General: Perform final cleaning. Conduct cleaning and waste-removal operations to comply with local laws and ordinances and Federal and local environmental and antipollution regulations.

B. Cleaning: Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit to condition expected in an average commercial building cleaning and maintenance program. Comply with manufacturer's written instructions.

1. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion for entire Project or for a designated portion of Project:
   a. Clean Project site, yard, and grounds, in areas disturbed by construction activities, including landscape development areas, of rubbish, waste material, litter, and other foreign substances.
   b. Sweep paved areas broom clean. Remove petrochemical spills, stains, and other foreign deposits.
   c. Rake grounds that are neither planted nor paved to a smooth, even-textured surface.
   d. Remove tools, construction equipment, machinery, and surplus material from Project site.
   e. Remove snow and ice to provide safe access to building.
   f. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of stains, films, and similar foreign substances. Avoid disturbing natural weathering of exterior surfaces. Restore reflective surfaces to their original condition.
   g. Remove debris and surface dust from limited access spaces, including roofs, plenums, shafts, trenches, equipment vaults, manholes, attics, and similar spaces.
   h. Sweep concrete floors broom clean in unoccupied spaces.
   i. Vacuum carpet and similar soft surfaces, removing debris and excess nap; clean according to manufacturer's recommendations if visible soil or stains remain.
   j. Clean transparent materials, including mirrors and glass in doors and windows. Remove glazing compounds and other noticeable, vision-obscuring materials. Polish mirrors and glass, taking care not to scratch surfaces.
   k. Remove labels that are not permanent.
   l. Wipe surfaces of mechanical and electrical equipment, and similar equipment. Remove excess lubrication, paint and mortar droppings, and other foreign substances.
   m. Clean plumbing fixtures to a sanitary condition, free of stains, including stains resulting from water exposure.
   n. Replace disposable air filters and clean permanent air filters. Clean exposed surfaces of diffusers, registers, and grills.

o. Clean ducts, blowers, and coils if units were operated without filters during construction or that display contamination with particulate matter on inspection.
   1) Clean HVAC system in compliance with NADCA Standard 1992-01. Provide written report on completion of cleaning.
p. Clean light fixtures, lamps, globes, and reflectors to function with full efficiency.
q. Leave Project clean and ready for occupancy.

C. Pest Control: Comply with pest control requirements in Section 015000 "Temporary Facilities and Controls." Prepare written report.
D. Construction Waste Disposal: Comply with waste disposal requirements in Section 015000 "Temporary Facilities and Controls." Section 017419 "Construction Waste Management and Disposal."

3.2 REPAIR OF THE WORK

A. Complete repair and restoration operations before requesting inspection for determination of Substantial Completion.
B. Repair or remove and replace defective construction. Repairing includes replacing defective parts, refinishing damaged surfaces, touching up with matching materials, and properly adjusting operating equipment. Where damaged or worn items cannot be repaired or restored, provide replacements. Remove and replace operating components that cannot be repaired. Restore damaged construction and permanent facilities used during construction to specified condition.
   1. Remove and replace chipped, scratched, and broken glass, reflective surfaces, and other damaged transparent materials.
   2. Touch up and otherwise repair and restore marred or exposed finishes and surfaces. Replace finishes and surfaces that that already show evidence of repair or restoration.
      a. Do not paint over "UL" and other required labels and identification, including mechanical and electrical nameplates. Remove paint applied to required labels and identification.
   3. Replace parts subject to operating conditions during construction that may impede operation or reduce longevity.
   4. Replace burned-out bulbs, bulbs noticeably dimmed by hours of use, and defective and noisy starters in fluorescent and mercury vapor fixtures to comply with requirements for new fixtures.

END OF SECTION 017700

SECTION 017823 - OPERATION AND MAINTENANCE DATA

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes administrative and procedural requirements for preparing operation and maintenance manuals, including the following:

1. Operation and maintenance documentation directory.
2. Emergency manuals.
3. Operation manuals for systems, subsystems, and equipment.
4. Product maintenance manuals.
5. Systems and equipment maintenance manuals.

1.3 DEFINITIONS

A. System: An organized collection of parts, equipment, or subsystems united by regular interaction.

B. Subsystem: A portion of a system with characteristics similar to a system.

1.4 CLOSEOUT SUBMITTALS

A. Manual Content: Operations and maintenance manual content is specified in individual Specification Sections to be reviewed at the time of Section submittals. Submit reviewed manual content formatted and organized as required by this Section.

1. Architect and Commissioning Authority will comment on whether content of operations and maintenance submittals are acceptable.
2. Where applicable, clarify and update reviewed manual content to correspond to revisions and field conditions.

B. Format: Submit operations and maintenance manuals in the following format:

1. PDF electronic file. Assemble each manual into a composite electronically indexed file. Submit on digital media acceptable to Architect.

   a. Name each indexed document file in composite electronic index with applicable item name. Include a complete electronically linked operation and maintenance directory.
   b. Enable inserted reviewer comments on draft submittals.

2. Three paper copies. Include a complete operation and maintenance directory. Enclose title pages and directories in clear plastic sleeves. Architect, will return two copies.

C. Initial Manual Submittal: Submit draft copy of each manual at least 30 days before commencing demonstration and training. Architect and Commissioning Authority will comment on whether general scope and content of manual are acceptable.

D. Final Manual Submittal: Submit each manual in final form prior to requesting inspection for Substantial Completion and at least 15 days before commencing demonstration and training. Architect and Commissioning Authority will return copy with comments.

1. Correct or revise each manual to comply with Architect's and Commissioning Authority's comments. Submit copies of each corrected manual within 15 days of receipt of Architect's and Commissioning Authority's comments and prior to commencing demonstration and training.

PART 2 - PRODUCTS

2.1 OPERATION AND MAINTENANCE DOCUMENTATION DIRECTORY

A. Directory: Prepare a single, comprehensive directory of emergency, operation, and maintenance data and materials, listing items and their location to facilitate ready access to desired information. Include a section in the directory for each of the following:

1. List of documents.
2. List of systems.
3. List of equipment.
4. Table of contents.

B. List of Systems and Subsystems: List systems alphabetically. Include references to operation and maintenance manuals that contain information about each system.

C. List of Equipment: List equipment for each system, organized alphabetically by system. For pieces of equipment not part of system, list alphabetically in separate list.

D. Tables of Contents: Include a table of contents for each emergency, operation, and maintenance manual.

E. Identification: In the documentation directory and in each operation and maintenance manual, identify each system, subsystem, and piece of equipment with same designation used in the Contract Documents. If no designation exists, assign a designation according to ASHRAE Guideline 4, "Preparation of Operating and Maintenance Documentation for Building Systems."

2.2 REQUIREMENTS FOR EMERGENCY, OPERATION, AND MAINTENANCE MANUALS

A. Organization: Unless otherwise indicated, organize each manual into a separate section for each system and subsystem, and a separate section for each piece of equipment not part of a system. Each manual shall contain the following materials, in the order listed:

1. Title page.
2. Table of contents.
3. Manual contents.

B. Title Page: Include the following information:

1. Subject matter included in manual.

2. Name and address of Project.
3. Name and address of Owner.
4. Date of submittal.
5. Name and contact information for Contractor.
6. Name and contact information for Construction Manager.
7. Name and contact information for Architect.
8. Name and contact information for Commissioning Authority.
9. Names and contact information for major consultants to the Architect that designed the systems contained in the manuals.
10. Cross-reference to related systems in other operation and maintenance manuals.

C. Table of Contents: List each product included in manual, identified by product name, indexed to the content of the volume, and cross-referenced to Specification Section number in Project Manual.

1. If operation or maintenance documentation requires more than one volume to accommodate data, include comprehensive table of contents for all volumes in each volume of the set.

D. Manual Contents: Organize into sets of manageable size. Arrange contents alphabetically by system, subsystem, and equipment. If possible, assemble instructions for subsystems, equipment, and components of one system into a single binder.

E. Manuals, Electronic Files: Submit manuals in the form of a multiple file composite electronic PDF file for each manual type required.

1. Electronic Files: Use electronic files prepared by manufacturer where available. Where scanning of paper documents is required, configure scanned file for minimum readable file size.
2. File Names and Bookmarks: Enable bookmarking of individual documents based on file names. Name document files to correspond to system, subsystem, and equipment names used in manual directory and table of contents. Group documents for each system and subsystem into individual composite bookmarked files, then create composite manual, so that resulting bookmarks reflect the system, subsystem, and equipment names in a readily navigated file tree. Configure electronic manual to display bookmark panel on opening file.

F. Manuals, Paper Copy: Submit manuals in the form of hard copy, bound and labeled volumes.

1. Binders: Heavy-duty, three-ring, vinyl-covered, post-type binders, in thickness necessary to accommodate contents, sized to hold 8-1/2-by-11-inch (215-by-280-mm) paper; with clear plastic sleeve on spine to hold label describing contents and with pockets inside covers to hold folded oversize sheets.

   a. If two or more binders are necessary to accommodate data of a system, organize data in each binder into groupings by subsystem and related components. Cross-reference other binders if necessary to provide essential information for proper operation or maintenance of equipment or system.
   b. Identify each binder on front and spine, with printed title "OPERATION AND MAINTENANCE MANUAL," Project title or name, and subject matter of contents, and indicate Specification Section number on bottom of spine. Indicate volume number for multiple-volume sets.

2. Dividers: Heavy-paper dividers with plastic-covered tabs for each section of the manual. Mark each tab to indicate contents. Include typed list of products and major components of equipment included in the section on each divider, cross-referenced to Specification Section number and title of Project Manual.

3. Protective Plastic Sleeves: Transparent plastic sleeves designed to enclose diagnostic software storage media for computerized electronic equipment.
4. Supplementary Text: Prepared on 8-1/2-by-11-inch (215-by-280-mm) white bond paper.
5. Drawings: Attach reinforced, punched binder tabs on drawings and bind with text.

    a. If oversize drawings are necessary, fold drawings to same size as text pages and use as foldouts.
    b. If drawings are too large to be used as foldouts, fold and place drawings in labeled envelopes and bind envelopes in rear of manual. At appropriate locations in manual, insert typewritten pages indicating drawing titles, descriptions of contents, and drawing locations.

2.3 EMERGENCY MANUALS

A. Content: Organize manual into a separate section for each of the following:

1. Type of emergency.
2. Emergency instructions.
3. Emergency procedures.

B. Type of Emergency: Where applicable for each type of emergency indicated below, include instructions and procedures for each system, subsystem, piece of equipment, and component:

1. Fire.
2. Flood.
3. Gas leak.
4. Water leak.
5. Power failure.
6. Water outage.
7. System, subsystem, or equipment failure.
8. Chemical release or spill.

C. Emergency Instructions: Describe and explain warnings, trouble indications, error messages, and similar codes and signals. Include responsibilities of Owner's operating personnel for notification of Installer, supplier, and manufacturer to maintain warranties.

D. Emergency Procedures: Include the following, as applicable:

1. Instructions on stopping.
2. Shutdown instructions for each type of emergency.
3. Operating instructions for conditions outside normal operating limits.
4. Required sequences for electric or electronic systems.
5. Special operating instructions and procedures.

2.4 OPERATION MANUALS

A. Content: In addition to requirements in this Section, include operation data required in individual Specification Sections and the following information:

1. System, subsystem, and equipment descriptions. Use designations for systems and equipment indicated on Contract Documents.
2. Performance and design criteria if Contractor has delegated design responsibility.
3. Operating standards.

4. Operating procedures.
5. Operating logs.
6. Wiring diagrams.
7. Control diagrams.
8. Piped system diagrams.
9. Precautions against improper use.
10. License requirements including inspection and renewal dates.

B. Descriptions: Include the following:

1. Product name and model number. Use designations for products indicated on Contract Documents.
2. Manufacturer's name.
3. Equipment identification with serial number of each component.
4. Equipment function.
5. Operating characteristics.
6. Limiting conditions.
7. Performance curves.
8. Engineering data and tests.
9. Complete nomenclature and number of replacement parts.

C. Operating Procedures: Include the following, as applicable:

1. Startup procedures.
2. Equipment or system break-in procedures.
3. Routine and normal operating instructions.
4. Regulation and control procedures.
5. Instructions on stopping.
6. Normal shutdown instructions.
7. Seasonal and weekend operating instructions.
8. Required sequences for electric or electronic systems.
9. Special operating instructions and procedures.

D. Systems and Equipment Controls: Describe the sequence of operation, and diagram controls as installed.

E. Piped Systems: Diagram piping as installed, and identify color-coding where required for identification.

2.5 PRODUCT MAINTENANCE MANUALS

A. Content: Organize manual into a separate section for each product, material, and finish. Include source information, product information, maintenance procedures, repair materials and sources, and warranties and bonds, as described below.

B. Source Information: List each product included in manual, identified by product name and arranged to match manual's table of contents. For each product, list name, address, and telephone number of Installer or supplier and maintenance service agent, and cross-reference Specification Section number and title in Project Manual and drawing or schedule designation or identifier where applicable.

C. Product Information: Include the following, as applicable:

1. Product name and model number.
2. Manufacturer's name.
3. Color, pattern, and texture.

4. Material and chemical composition.
5. Reordering information for specially manufactured products.

D. Maintenance Procedures: Include manufacturer's written recommendations and the following:

1. Inspection procedures.
2. Types of cleaning agents to be used and methods of cleaning.
3. List of cleaning agents and methods of cleaning detrimental to product.
4. Schedule for routine cleaning and maintenance.
5. Repair instructions.

E. Repair Materials and Sources: Include lists of materials and local sources of materials and related services.

F. Warranties and Bonds: Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds.

1. Include procedures to follow and required notifications for warranty claims.

2.6 SYSTEMS AND EQUIPMENT MAINTENANCE MANUALS

A. Content: For each system, subsystem, and piece of equipment not part of a system, include source information, manufacturers' maintenance documentation, maintenance procedures, maintenance and service schedules, spare parts list and source information, maintenance service contracts, and warranty and bond information, as described below.

B. Source Information: List each system, subsystem, and piece of equipment included in manual, identified by product name and arranged to match manual's table of contents. For each product, list name, address, and telephone number of Installer or supplier and maintenance service agent, and cross-reference Specification Section number and title in Project Manual and drawing or schedule designation or identifier where applicable.

C. Manufacturers' Maintenance Documentation: Manufacturers' maintenance documentation including the following information for each component part or piece of equipment:

1. Standard maintenance instructions and bulletins.
2. Drawings, diagrams, and instructions required for maintenance, including disassembly and component removal, replacement, and assembly.
3. Identification and nomenclature of parts and components.
4. List of items recommended to be stocked as spare parts.

D. Maintenance Procedures: Include the following information and items that detail essential maintenance procedures:

1. Test and inspection instructions.
2. Troubleshooting guide.
3. Precautions against improper maintenance.
4. Disassembly; component removal, repair, and replacement; and reassembly instructions.
5. Aligning, adjusting, and checking instructions.
6. Demonstration and training video recording, if available.

E. Maintenance and Service Schedules: Include service and lubrication requirements, list of required lubricants for equipment, and separate schedules for preventive and routine maintenance and service with standard time allotment.

1. Scheduled Maintenance and Service: Tabulate actions for daily, weekly, monthly, quarterly, semiannual, and annual frequencies.
2. Maintenance and Service Record: Include manufacturers' forms for recording maintenance.

F. Spare Parts List and Source Information: Include lists of replacement and repair parts, with parts identified and cross-referenced to manufacturers' maintenance documentation and local sources of maintenance materials and related services.

G. Maintenance Service Contracts: Include copies of maintenance agreements with name and telephone number of service agent.

H. Warranties and Bonds: Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds.

1. Include procedures to follow and required notifications for warranty claims.

PART 3 - EXECUTION

3.1 MANUAL PREPARATION

A. Operation and Maintenance Documentation Directory: Prepare a separate manual that provides an organized reference to emergency, operation, and maintenance manuals.

B. Emergency Manual: Assemble a complete set of emergency information indicating procedures for use by emergency personnel and by Owner's operating personnel for types of emergencies indicated.

C. Product Maintenance Manual: Assemble a complete set of maintenance data indicating care and maintenance of each product, material, and finish incorporated into the Work.

D. Operation and Maintenance Manuals: Assemble a complete set of operation and maintenance data indicating operation and maintenance of each system, subsystem, and piece of equipment not part of a system.

1. Engage a factory-authorized service representative to assemble and prepare information for each system, subsystem, and piece of equipment not part of a system.
2. Prepare a separate manual for each system and subsystem, in the form of an instructional manual for use by Owner's operating personnel.

E. Manufacturers' Data: Where manuals contain manufacturers' standard printed data, include only sheets pertinent to product or component installed. Mark each sheet to identify each product or component incorporated into the Work. If data include more than one item in a tabular format, identify each item using appropriate references from the Contract Documents. Identify data applicable to the Work and delete references to information not applicable.

1. Prepare supplementary text if manufacturers' standard printed data are not available and where the information is necessary for proper operation and maintenance of equipment or systems.

F. Drawings: Prepare drawings supplementing manufacturers' printed data to illustrate the relationship of component parts of equipment and systems and to illustrate control sequence and flow diagrams. Coordinate these drawings with information contained in record Drawings to ensure correct illustration of completed installation.

1. Do not use original project record documents as part of operation and maintenance manuals.
2. Comply with requirements of newly prepared record Drawings in Section 017839 "Project Record Documents."

G. Comply with Section 017700 "Closeout Procedures" for schedule for submitting operation and maintenance documentation.

END OF SECTION 017823

SECTION 017839 - PROJECT RECORD DOCUMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes administrative and procedural requirements for project record documents, including the following:
   1. Record Drawings.
   2. Record Specifications.
   3. Record Product Data.
   4. Miscellaneous record submittals.

B. Related Requirements:
   1. Section 017300 "Execution" for final property survey.
   2. Section 017700 "Closeout Procedures" for general closeout procedures.
   3. Section 017823 "Operation and Maintenance Data" for operation and maintenance manual requirements.

1.3 CLOSEOUT SUBMITTALS

A. Record Drawings: Comply with the following:
   1. Number of Copies: Submit one set(s) of marked-up record prints.
   2. Number of Copies: Submit copies of record Drawings as follows:
      a. Initial Submittal:
         1) Submit one paper-copy set(s) of marked-up record prints.
         2) Submit PDF electronic files of scanned record prints and one of file prints.
         3) Submit record digital data files and one set(s) of plots.
         4) Architect will indicate whether general scope of changes, additional information recorded, and quality of drafting are acceptable.
      b. Final Submittal:
         1) Submit three paper-copy set(s) of marked-up record prints.
         2) Submit PDF electronic files of scanned record prints and three set(s) of prints.
         3) Print each drawing, whether or not changes and additional information were recorded.
      c. Final Submittal:
         1) Submit one paper-copy set(s) of marked-up record prints.
         2) Submit record digital data files and three set(s) of record digital data file plots.
         3) Plot each drawing file, whether or not changes and additional information were recorded.

B. Record Specifications: Submit one paper copy of Project's Specifications, including addenda and contract modifications.

C. Record Product Data: Submit one paper copy of each submittal.
   1. Where record Product Data are required as part of operation and maintenance manuals, submit duplicate marked-up Product Data as a component of manual.

D. Miscellaneous Record Submittals: See other Specification Sections for miscellaneous record-keeping requirements and submittals in connection with various construction activities. Submit one paper copy of each submittal.

E. Reports: Submit written report weekly indicating items incorporated into project record documents concurrent with progress of the Work, including revisions, concealed conditions, field changes, product selections, and other notations incorporated.

PART 2 - PRODUCTS

2.1 RECORD DRAWINGS

A. Record Prints: Maintain one set of marked-up paper copies of the Contract Drawings and Shop Drawings, incorporating new and revised drawings as modifications are issued.
   1. Preparation: Mark record prints to show the actual installation where installation varies from that shown originally. Require individual or entity who obtained record data, whether individual or entity is Installer, subcontractor, or similar entity, to provide information for preparation of corresponding marked-up record prints.
      a. Give particular attention to information on concealed elements that would be difficult to identify or measure and record later.
      b. Accurately record information in an acceptable drawing technique.
      c. Record data as soon as possible after obtaining it.
      d. Record and check the markup before enclosing concealed installations.
      e. Cross-reference record prints to corresponding archive photographic documentation.
   2. Content: Types of items requiring marking include, but are not limited to, the following:
      a. Dimensional changes to Drawings.
      b. Revisions to details shown on Drawings.
      c. Depths of foundations below first floor.
      d. Locations and depths of underground utilities.
      e. Revisions to routing of piping and conduits.
      f. Revisions to electrical circuitry.
      g. Actual equipment locations.
      h. Duct size and routing.
      i. Locations of concealed internal utilities.
      j. Changes made by Change Order or Construction Change Directive.
      k. Changes made following Architect's written orders.
      l. Details not on the original Contract Drawings.
      m. Field records for variable and concealed conditions.
      n. Record information on the Work that is shown only schematically.
   3. Mark the Contract Drawings and Shop Drawings completely and accurately. Use personnel proficient at recording graphic information in production of marked-up record prints.
   4. Mark record sets with erasable, red-colored pencil. Use other colors to distinguish between changes for different categories of the Work at same location.
   5. Mark important additional information that was either shown schematically or omitted from original Drawings.
   6. Note Construction Change Directive numbers, alternate numbers, Change Order numbers, and similar identification, where applicable.

B. Record Digital Data Files: Immediately before inspection for Certificate of Substantial Completion, review marked-up record prints with Architect and Construction Manager. When authorized, prepare a full set of corrected digital data files of the Contract Drawings, as follows:
   1. Format: Same digital data software program, version, and operating system as the original Contract Drawings.
   2. Format: DWG, Version Microsoft Windows operating system.
   3. Format: Annotated PDF electronic file with comment function enabled.
   4. Incorporate changes and additional information previously marked on record prints. Delete, redraw, and add details and notations where applicable.
   5. Refer instances of uncertainty to Architect through Construction Manager for resolution.
   6. Architect will furnish Contractor one set of digital data files of the Contract Drawings for use in recording information.
      a. See Section 013300 "Submittal Procedures" for requirements related to use of Architect's digital data files.
      b. Architect will provide data file layer information. Record markups in separate layers.

C. Newly Prepared Record Drawings: Prepare new Drawings instead of preparing record Drawings where Architect determines that neither the original Contract Drawings nor Shop Drawings are suitable to show actual installation.
   1. New Drawings may be required when a Change Order is issued as a result of accepting an alternate, substitution, or other modification.
   2. Consult Architect and Construction Manager for proper scale and scope of detailing and notations required to record the actual physical installation and its relation to other construction. Integrate newly prepared record Drawings into record Drawing sets; comply with procedures for formatting, organizing, copying, binding, and submitting.

D. Format: Identify and date each record Drawing; include the designation "PROJECT RECORD DRAWING" in a prominent location.
   1. Record Prints: Organize record prints and newly prepared record Drawings into manageable sets. Bind each set with durable paper cover sheets. Include identification on cover sheets.
   2. Format: Annotated PDF electronic file with comment function enabled.
   3. Record Digital Data Files: Organize digital data information into separate electronic files that correspond to each sheet of the Contract Drawings. Name each file with the sheet identification. Include identification in each digital data file.
   4. Identification: As follows:
      a. Project name.
      b. Date.
      c. Designation "PROJECT RECORD DRAWINGS."
      d. Name of Architect and Construction Manager.
      e. Name of Contractor.

2.2 RECORD SPECIFICATIONS

A. Preparation: Mark Specifications to indicate the actual product installation where installation varies from that indicated in Specifications, addenda, and contract modifications.
   1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
   2. Mark copy with the proprietary name and model number of products, materials, and equipment furnished, including substitutions and product options selected.
   3. Record the name of manufacturer, supplier, Installer, and other information necessary to provide a record of selections made.
   4. For each principal product, indicate whether record Product Data has been submitted in operation and maintenance manuals instead of submitted as record Product Data.
   5. Note related Change Orders, record Product Data, and record Drawings where applicable.

B. Format: Submit record Specifications as scanned PDF electronic file(s) of marked-up paper copy of Specifications.

2.3 RECORD PRODUCT DATA

A. Preparation: Mark Product Data to indicate the actual product installation where installation varies substantially from that indicated in Product Data submittal.
   1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
   2. Include significant changes in the product delivered to Project site and changes in manufacturer's written instructions for installation.
   3. Note related Change Orders, record Specifications, and record Drawings where applicable.

B. Format: Submit record Product Data as scanned PDF electronic file(s) of marked-up paper copy of Product Data.
   1. Include record Product Data directory organized by Specification Section number and title, electronically linked to each item of record Product Data.

2.4 MISCELLANEOUS RECORD SUBMITTALS

A. Assemble miscellaneous records required by other Specification Sections for miscellaneous record keeping and submittal in connection with actual performance of the Work. Bind or file miscellaneous records and identify each, ready for continued use and reference.
B. Format: Submit miscellaneous record submittals as scanned PDF electronic file(s) of marked-up miscellaneous record submittals.
   1. Include miscellaneous record submittals directory organized by Specification Section number and title, electronically linked to each item of miscellaneous record submittals.

PART 3 - EXECUTION

3.1 RECORDING AND MAINTENANCE

A. Recording: Maintain one copy of each submittal during the construction period for project record document purposes. Post changes and revisions to project record documents as they occur; do not wait until end of Project.
B. Maintenance of Record Documents and Samples: Store record documents and Samples in the field office apart from the Contract Documents used for construction. Do not use project record documents for construction purposes. Maintain record documents in good order and in a clean, dry, legible condition, protected from deterioration and loss. Provide access to project record documents for Architect's and Construction Manager's reference during normal working hours.

END OF SECTION 017839

SECTION 024119 - SELECTIVE DEMOLITION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section Includes:
   1. Demolition and removal of selected portions of building or structure.
   2. Demolition and removal of selected site elements.
   3. Salvage of existing items to be reused or recycled.

B. Related Requirements:
   1. Section 011000 "Summary" for restrictions on the use of the premises, Owner-occupancy requirements, and phasing requirements.
   2. Section 017300 "Execution" for cutting and patching procedures.

1.3 DEFINITIONS

A. Remove: Detach items from existing construction and legally dispose of them off-site unless indicated to be removed and salvaged or removed and reinstalled.

B. Remove and Salvage: Carefully detach from existing construction, in a manner to prevent damage, and deliver to Owner ready for reuse.

C. Remove and Reinstall: Detach items from existing construction, prepare for reuse, and reinstall where indicated.

D. Existing to Remain: Existing items of construction that are not to be permanently removed and that are not otherwise indicated to be removed, removed and salvaged, or removed and reinstalled.

1.4 MATERIALS OWNERSHIP

A. Unless otherwise indicated, demolition waste becomes property of Contractor.

B. Historic items, relics, antiques, and similar objects including, but not limited to, cornerstones and their contents, commemorative plaques and tablets, and other items of interest or value to Owner that may be uncovered during demolition remain the property of Owner.
   1. Carefully salvage in a manner to prevent damage and promptly return to Owner.

1.5 PREINSTALLATION MEETINGS

A. Predemolition Conference: Conduct conference at Project site.
   1. Inspect and discuss condition of construction to be selectively demolished.
   2. Review structural load limitations of existing structure.
   3. Review and finalize selective demolition schedule and verify availability of materials, demolition personnel, equipment, and facilities needed to make progress and avoid delays.
   4. Review requirements of work performed by other trades that rely on substrates exposed by selective demolition operations.
   5. Review areas where existing construction is to remain and requires protection.

1.6 INFORMATIONAL SUBMITTALS

A. Qualification Data: For refrigerant recovery technician.

B. Proposed Protection Measures: Submit report, including drawings, that indicates the measures proposed for protecting individuals and property , for environmental protection, for dust control and for noise control. Indicate proposed locations and construction of barriers.
C. Schedule of Selective Demolition Activities: Indicate the following:
   1. Detailed sequence of selective demolition and removal work, with starting and ending dates for each activity. Ensure Owner's building manager's and other tenants' on-site operations are uninterrupted.
   2. Interruption of utility services. Indicate how long utility services will be interrupted.
   3. Coordination for shutoff, capping, and continuation of utility services.
   4. Use of elevator and stairs.
   5. Coordination of Owner's continuing occupancy of portions of existing building and of Owner's partial occupancy of completed Work.
D. Inventory: Submit a list of items to be removed and salvaged and deliver to Owner prior to start of demolition.
E. Predemolition Photographs or Video: Submit before Work begins.
F. Statement of Refrigerant Recovery: Signed by refrigerant recovery technician responsible for recovering refrigerant, stating that all refrigerant that was present was recovered and that recovery was performed according to EPA regulations. Include name and address of technician and date refrigerant was recovered.
G. Warranties: Documentation indicated that existing warranties are still in effect after completion of selective demolition.

1.7 CLOSEOUT SUBMITTALS

A. Inventory: Submit a list of items that have been removed and salvaged.
B. Landfill Records: Indicate receipt and acceptance of hazardous wastes by a landfill facility licensed to accept hazardous wastes.

1.8 QUALITY ASSURANCE

A. Refrigerant Recovery Technician Qualifications: Certified by an EPA-approved certification program.

1.9 FIELD CONDITIONS

A. Owner will occupy portions of building immediately adjacent to selective demolition area. Conduct selective demolition so Owner's operations will not be disrupted.
B. Conditions existing at time of inspection for bidding purpose will be maintained by Owner as far as practical.
   1. Before selective demolition, the Owner will move furniture as necessary to clear the way for the perimeter work zone areas as indicated on drawings.
C. Notify Architect of discrepancies between existing conditions and Drawings before proceeding with selective demolition.
D. Hazardous Materials: It is not expected that hazardous materials will be encountered in the Work.
   1. Hazardous materials will be removed by Owner before start of the Work.
   2. If suspected hazardous materials are encountered, do not disturb; immediately notify Architect and Owner. Hazardous materials will be removed by Owner under a separate contract.
E. Hazardous Materials: Hazardous materials are present in buildings and structures to be selectively demolished. A report on the presence of hazardous materials is on file for review and use. Examine report to become aware of locations where hazardous materials are present.
   1. Hazardous material remediation is specified elsewhere in the Contract Documents.
   2. Do not disturb hazardous materials or items suspected of containing hazardous materials except under procedures specified elsewhere in the Contract Documents.
   3. Owner will provide material safety data sheets for suspected hazardous materials that are known to be present in buildings and structures to be selectively demolished because of building operations or processes performed there.

F. Historic Areas: Demolition and hauling equipment and other materials shall be of sizes that clear surfaces within historic spaces, areas, rooms, and openings, including temporary protection, by 12 inches (300 mm) or more.
G. Storage or sale of removed items or materials on-site is not permitted.
H. Utility Service: Maintain existing utilities indicated to remain in service and protect them against damage during selective demolition operations.
   1. Maintain fire-protection facilities in service during selective demolition operations.

1.10 WARRANTY

A. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during selective demolition, by methods and with materials so as not to void existing warranties. Notify warrantor before proceeding. Existing warranties include the following:
B. Notify warrantor on completion of selective demolition, and obtain documentation verifying that existing system has been inspected and warranty remains in effect. Submit documentation at Project closeout.

PART 2 - PRODUCTS

2.1 PEFORMANCE REQUIREMENTS

A. Regulatory Requirements: Comply with governing EPA notification regulations before beginning selective demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.
B. Standards: Comply with ANSI/ASSE A10.6 and NFPA 241.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Verify that utilities have been disconnected and capped before starting selective demolition operations.
B. Review record documents of existing construction provided by Owner. Owner does not guarantee that existing conditions are same as those indicated in record documents.
C. Survey existing conditions and correlate with requirements indicated to determine extent of selective demolition required.
D. When unanticipated mechanical, electrical, or structural elements that conflict with intended function or design are encountered, investigate and measure the nature and extent of conflict. Promptly submit a written report to Architect.
E. Engage a professional engineer to perform an engineering survey of condition of building to determine whether removing any element might result in structural deficiency or unplanned collapse of any portion of structure or adjacent structures during selective building demolition operations.
   1. Perform surveys as the Work progresses to detect hazards resulting from selective demolition activities.
   2. Steel Tendons: Locate tensioned steel tendons and include recommendations for de-tensioning.
F. Survey of Existing Conditions: Record existing conditions by use of measured drawings preconstruction photographs preconstruction videotapes and templates.
   1. Comply with requirements specified in Section 013233 "Photographic Documentation."
   2. Inventory and record the condition of items to be removed and salvaged. Provide photographs or video of conditions that might be misconstrued as damage caused by salvage operations.
   3. Before selective demolition or removal of existing building elements that will be reproduced or duplicated in final Work, make permanent record of measurements, materials, and construction details required to make exact reproduction.

3.2 UTILITY SERVICES AND MECHANICAL/ELECTRICAL SYSTEMS

A. Existing Services/Systems to Remain: Maintain services/systems indicated to remain and protect them against damage.
   1. Comply with requirements for existing services/systems interruptions specified in Section 011000 "Summary."

B. Existing Services/Systems to Be Removed, Relocated, or Abandoned: Locate, identify, disconnect, and seal or cap off indicated utility services and mechanical/electrical systems serving areas to be selectively demolished.
   1. Owner/Building manager will arrange to shut off indicated services/systems when requested by Contractor.
   2. Arrange to shut off indicated utilities with utility companies.
   3. If services/systems are required to be removed, relocated, or abandoned, provide temporary services/systems that bypass area of selective demolition and that maintain continuity of services/systems to other parts of building.
   4. Disconnect, demolish, and remove fire-suppression systems, plumbing, and HVAC systems, equipment, and components indicated to be removed.
      a. Piping to Be Removed: Remove portion of piping indicated to be removed and cap or plug remaining piping with same or compatible piping material.
      b. Piping to Be Abandoned in Place: Drain piping and cap or plug piping with same or compatible piping material.
      c. Equipment to Be Removed: Disconnect and cap services and remove equipment.
      d. Equipment to Be Removed and Reinstalled: Disconnect and cap services and remove, clean, and store equipment; when appropriate, reinstall, reconnect, and make equipment operational.
      e. Equipment to Be Removed and Salvaged: Disconnect and cap services and remove equipment and deliver to Owner.
      f. Ducts to Be Removed: Remove portion of ducts indicated to be removed and plug remaining ducts with same or compatible ductwork material.
      g. Ducts to Be Abandoned in Place: Cap or plug ducts with same or compatible ductwork material.

C. Refrigerant: Remove refrigerant from mechanical equipment to be selectively demolished according to 40 CFR 82 and regulations of authorities having jurisdiction.

3.3 PREPARATION

A. Site Access and Temporary Controls: Conduct selective demolition and debris-removal operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.
   1. Comply with requirements for access and protection specified in Section 015000 "Temporary Facilities and Controls."

B. Temporary Facilities: Provide temporary barricades and other protection required to prevent injury to people and damage to adjacent buildings and facilities to remain.
   1. Provide protection to ensure safe passage of people around selective demolition area and to and from occupied portions of building.
   2. Provide temporary weather protection, during interval between selective demolition of existing construction on exterior surfaces and new construction, to prevent water leakage and damage to structure and interior areas.
   3. Protect walls, ceilings, floors, and other existing finish work that are to remain or that are exposed during selective demolition operations.
   4. Cover and protect furniture, furnishings, and equipment that have not been removed.
   5. Comply with requirements for temporary enclosures, dust control, heating, and cooling specified in Section 015000 "Temporary Facilities and Controls."

C. Temporary Shoring: Provide and maintain shoring, bracing, and structural supports as required to preserve stability and prevent movement, settlement, or collapse of construction and finishes to remain, and to prevent unexpected or uncontrolled movement or collapse of construction being demolished.
   1. Strengthen or add new supports when required during progress of selective demolition.

3.4 SELECTIVE DEMOLITION, GENERAL

A. General: Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete the Work within limitations of governing regulations and as follows:
   1. Neatly cut openings and holes plumb, square, and true to dimensions required. Use cutting methods least likely to damage construction to remain or adjoining construction. Use hand tools or small power tools designed for sawing or grinding, not hammering and chopping, to minimize disturbance of adjacent surfaces. Temporarily cover openings to remain.
   2. Cut or drill from the exposed or finished side into concealed surfaces to avoid marring existing finished surfaces.
   3. Do not use cutting torches until work area is cleared of flammable materials. At concealed spaces, such as duct and pipe interiors, verify condition and contents of hidden space before starting flame-cutting operations. Maintain fire watch and portable fire-suppression devices during flame-cutting operations.
   4. Maintain adequate ventilation when using cutting torches.
   5. Remove decayed, vermin-infested, or otherwise dangerous or unsuitable materials and promptly dispose of off-site.
   6. Remove structural framing members and lower to ground by method suitable to avoid free fall and to prevent ground impact or dust generation.
   7. Locate selective demolition equipment and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.
   8. Dispose of demolished items and materials promptly. Comply with requirements in Section 017419 "Construction Waste Management and Disposal."

B. Work in Historic Areas: Selective demolition may be performed only in areas of the Project that are not designated as historic. In historic spaces, areas, and rooms or on historic surfaces, the terms "demolish" or "remove" shall mean historic "removal" or "dismantling" as specified in Section 013591 "Historic Treatment Procedures."

C. Existing Items to Remain: Protect construction indicated to remain against damage and soiling during selective demolition. When permitted by Architect, items may be removed to a suitable, protected storage location during selective demolition and cleaned and reinstalled in their original locations after selective demolition operations are complete.

3.5 SELECTIVE DEMOLITION PROCEDURES FOR SPECIFIC MATERIALS

A. Concrete: Demolish in small sections. Using power-driven saw, cut concrete to a depth of at least 3/4 inch (19 mm) at junctures with construction to remain. Dislodge concrete from reinforcement at perimeter of areas being demolished, cut reinforcement, and then remove remainder of concrete. Neatly trim openings to dimensions indicated.

B. Concrete: Demolish in sections. Cut concrete full depth at junctures with construction to remain and at regular intervals using power-driven saw, then remove concrete between saw cuts.

C. Masonry: Demolish in small sections. Cut masonry at junctures with construction to remain, using power-driven saw, then remove masonry between saw cuts.

3.6 DISPOSAL OF DEMOLISHED MATERIALS

A. General: Except for items or materials indicated to be recycled, reused, salvaged, reinstalled, or otherwise indicated to remain Owner's property, remove demolished materials from Project site and legally dispose of them in an EPA-approved landfill.
   1. Do not allow demolished materials to accumulate on-site.

2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
3. Remove debris from elevated portions of building by chute, hoist, or other device that will convey debris to grade level in a controlled descent.
4. Comply with requirements specified in Section 017419 "Construction Waste Management and Disposal."

B. Burning: Do not burn demolished materials.

C. Burning: Burning of demolished materials will be permitted only at designated areas on Owner's property, provided required permits are obtained. Provide full-time monitoring for burning materials until fires are extinguished.

D. Disposal: Transport demolished materials and dispose of at designated spoil areas on Owner's property.

E. Disposal: Transport demolished materials off Owner's property and legally dispose of them.

3.7 CLEANING

A. Clean adjacent structures and improvements of dust, dirt, and debris caused by selective demolition operations. Return adjacent areas to condition existing before selective demolition operations began.

END OF SECTION 024119

SECTION 040120 - MAINTENANCE OF UNIT MASONRY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes maintenance of unit masonry consisting of brick clay masonry restoration and cleaning as follows:
   1. Repairing unit masonry, including replacing units.
   2. Painting steel uncovered during the work.
   3. Reanchoring veneers.
   4. Repointing joints.
   5. Cleaning exposed unit masonry surfaces.

B. Related Sections:
   1. Section 076200 "Sheet Metal Flashing and Trim" for metal flashing installed in or on restored clay masonry.
   2. Section 099600 "High-Performance Coatings" for coating the existing steel window lintels and shelf angles.

1.3 ALLOWANCES

A. Allowances for clay masonry restoration and cleaning are specified in Section 012100 "Allowances."
   1. Perform clay masonry restoration and cleaning work under quantity allowances indicated by "General Notes" on the drawings and only as authorized. Authorized work includes work required by Drawings and the Specifications and only work authorized in writing by Architect.
   2. Notify Architect weekly of extent of work performed that is attributable to quantity allowances.
   3. Perform work that exceeds quantity allowances only as authorized by provided Unit Prices and Change Orders.

1.4 UNIT PRICES

A. Work of this Section is affected by unit prices specified in Section 012200 "Unit Prices."
   1. Unit prices apply to authorized work covered by quantity allowances.
   2. Unit prices apply to additions to and deletions from Work as authorized by Change Orders.

1.5 DEFINITIONS

A. Very Low-Pressure Spray: Under 100 psi (690 kPa).
B. Low-Pressure Spray: 100 to 400 psi (690 to 2750 kPa); 4 to 6 gpm (0.25 to 0.4 L/s).
C. Medium-Pressure Spray: 400 to 800 psi (2750 to 5510 kPa); 4 to 6 gpm (0.25 to 0.4 L/s).
D. High-Pressure Spray: 800 to 1200 psi (5510 to 8250 kPa); 4 to 6 gpm (0.25 to 0.4 L/s).
E. Saturation Coefficient: Ratio of the weight of water absorbed during immersion in cold water to weight absorbed during immersion in boiling water; used as an indication of resistance of masonry units to freezing and thawing.

1.6 PRECONSTRUCTION TESTING

A. Preconstruction Testing Service: Owner will engage a qualified testing agency to perform preconstruction testing on masonry units as follows.

1. Provide test specimens as indicated and representative of proposed materials and construction.
2. Existing Brick: Test each type of existing masonry unit indicated for replacement, according to testing methods in ASTM C 67 for compressive strength, 24-hour cold-water absorption, 5-hour boil absorption, saturation coefficient, and initial rate of absorption (suction). Carefully remove five existing units from locations designated by Architect. Take testing samples from these units.
3. Existing Mortar: Test according to ASTM C 295, modified as agreed by testing service and Architect for Project requirements, to determine proportional composition of original ingredients, sizes and colors of aggregates, and approximate strength. Use X-ray diffraction, infrared spectroscopy, and differential thermal analysis as necessary to supplement microscopical methods. Carefully remove existing mortar from within joints at five locations designated by Architect or testing service.
4. Temporary Patch: As directed by Architect, provide temporary materials at locations from which existing samples were taken.
5. Replacement Brick Test each proposed type of replacement masonry unit, according to sampling and testing methods in ASTM C 67 for compressive strength, 24-hour cold-water absorption, 5-hour boil absorption, saturation coefficient, and initial rate of absorption (suction).

1.7 ACTION SUBMITTALS

A. Product Data: For each type of product indicated. Include recommendations for application and use. Include test data substantiating that products comply with requirements.

B. Shop Drawings: For the following:
   1. Full-size patterns with complete dimensions for new specially molded brick shapes and their jointing, showing relation of existing to new units.
   2. Provisions for expansion joints or other sealant joints.
   3. Provisions for flashing, lighting fixtures, conduits, and weep holes as required.
   4. Replacement and repair anchors. Include details of anchors within individual masonry units, with locations of anchors and dimensions of holes and recesses in units required for anchors.

C. Samples for Initial Selection: For the following:
   1. Pointing Mortar: Install sets of mortar for pointing in the form of in wall mockups.
      a. Have each set contain a close color range of at least three Samples of different mixes of colored sands and cements that produce a mortar matching the cleaned masonry when cured and dry.
      b. Install with precise measurements on ingredients, proportions, gradations, and sources of colored sands from which each Sample was made.
   2. Sealant Materials: See Section 079200 "Joint Sealants."
   3. Include similar Samples of accessories involving color selection.

D. Samples for Verification: For the following:
   1. Each type of masonry unit to be used for replacing existing units. Install in wall mockups as necessary to show the full range of shape, color, and texture to be expected.
      a. For each brick type, provide mockup containing at least fourteen bricks.
   2. Each type of sand used for pointing mortar; minimum 1 lb (0.5 kg) of each in plastic screw-top jars.
      a. For blended sands, provide Samples of each component and blend.
      b. Identify sources, both supplier and quarry, of each type of sand.
   3. Each type, color, and texture of pointing mortar in the form of in wall mockups.
      a. Include with each Sample a list of ingredients with proportions of each. Identify sources, both supplier and quarry, of each type of sand and brand names of cementitious materials and pigments if any.
   4. Sealant Materials: See Section 079200 "Joint Sealants."
   5. Accessories: Each type of anchor, accessory, and miscellaneous support.

1.8 INFORMATIONAL SUBMITTALS

A. Qualification Data: For restoration specialists including field supervisors and restoration workers and chemical-cleaner manufacturer.

B. Preconstruction Test Reports: For existing and replacement masonry units.

C. Quality-Control Program.

D. Restoration Program.
E. Cleaning Program.

1.9 QUALITY ASSURANCE

A. Restoration Specialist Qualifications: Engage an experienced masonry restoration and cleaning firm to perform work of this Section. Firm shall have completed work similar in material, design, and extent to that indicated for this Project with a record of successful in-service performance. Experience installing standard unit masonry is not sufficient experience for masonry restoration work.
   1. At Contractor's option, work may be divided between two specialist firms: one for cleaning work and one for repair work.
   2. Field Supervision: Restoration specialist firms shall maintain experienced full-time supervisors on Project site during times that clay masonry restoration and cleaning work is in progress. Supervisors shall not be changed during Project except for causes beyond the control of restoration specialist firm.
   3. Restoration Worker Qualifications: Persons who are experienced and specialize in restoration work of types they will be performing.
B. Chemical-Cleaner Manufacturer Qualifications: A firm regularly engaged in producing masonry cleaners that have been used for similar applications with successful results, and with factory-trained representatives who are available for consultation and Project-site inspection and assistance at no additional cost.
C. Source Limitations: Obtain each type of material for masonry restoration (face brick, cement, sand, etc.) from one source with resources to provide materials of consistent quality in appearance and physical properties.
D. Quality-Control Program: Prepare a written quality-control program for this Project to systematically demonstrate the ability of personnel to properly follow methods and use materials and tools without damaging masonry. Include provisions for supervising performance and preventing damage due to worker fatigue.
E. Restoration Program: Prepare a written, detailed description of materials, methods, equipment, and sequence of operations to be used for each phase of restoration work including protection of surrounding materials and Project site.
   1. Include methods for keeping pointing mortar damp during curing period.
   2. If materials and methods other than those indicated are proposed for any phase of restoration work, add to the Quality-Control Program a written description of such materials and methods, including evidence of successful use on comparable projects, and demonstrations to show their effectiveness for this Project and worker's ability to use such materials and methods properly.
F. Cleaning Program: Prepare a written cleaning program that describes cleaning process in detail, including materials, methods, and equipment to be used, protection of surrounding materials, and control of runoff during operations.
   1. If materials and methods other than those indicated are proposed for any phase of restoration work, add to the Quality-Control Program a written description of such materials and methods, including evidence of successful use on comparable projects, and demonstrations to show their effectiveness for this Project and worker's ability to use such materials and methods properly.
G. Cleaning and Repair Appearance Standard: Cleaned and repaired surfaces are to have a uniform appearance as viewed from 20 feet (6 m) away by Architect. Perform additional paint and stain removal, general cleaning, and spot cleaning of small areas that are noticeably different, so that surface blends smoothly into surrounding areas.
H. Mockups: Prepare mockups of restoration and cleaning to demonstrate aesthetic effects and set quality standards for materials and execution and for fabrication and installation.
   1. Masonry Repair: Prepare sample areas for each type of masonry material indicated to have repair work performed. If not otherwise indicated, size each mockup not smaller than 2 adjacent whole units or approximately 48 inches (1200 mm) in least dimension. Erect sample areas in existing walls unless otherwise indicated, to demonstrate quality of materials, workmanship, and blending with existing work. Include the following as a minimum:
      a. Replacement:
         1) Fourteen brick units replaced.
      b. Reanchoring Veneers: Install three masonry repair anchors in mockup wall assembly of each anchor type required.

2. Repointing: Rake out joints in 2 separate areas, each approximately 36 inches (900 mm) high by 48 inches (1200 mm) wide for each type of repointing required and repoint one of the areas.
3. Cleaning: Clean an area approximately 25 sq. ft. (2.3 sq. m) for each type of masonry and surface condition.
   a. Test cleaners and methods on samples of adjacent materials for possible adverse reactions. Do not use cleaners and methods known to have deleterious effect.
   b. Allow a waiting period of not less than seven days after completion of sample cleaning to permit a study of sample panels for negative reactions.
4. Approval of mockups does not constitute approval of deviations from the Contract Documents contained in mockups unless Architect specifically approves such deviations in writing.
5. Approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.

I. Preinstallation Conference: Conduct conference at Project site.
1. Review methods and procedures related to masonry restoration and cleaning including, but not limited to, the following:
   a. Construction schedule. Verify availability of materials, Restoration Specialist's personnel, equipment, and facilities needed to make progress and avoid delays.
   b. Materials, material application, sequencing, tolerances, and required clearances.

1.10 DELIVERY, STORAGE, AND HANDLING

A. Deliver masonry units to Project site strapped together in suitable packs or pallets or in heavy-duty cartons.
B. Deliver other materials to Project site in manufacturer's original and unopened containers, labeled with manufacturer's name and type of products.
C. Store cementitious materials on elevated platforms, under cover, and in a dry location. Do not use cementitious materials that have become damp.
D. Store hydrated lime in manufacturer's original and unopened containers. Discard lime if containers have been damaged or have been opened for more than two days.
E. Store lime putty covered with water in sealed containers.
F. Store sand where grading and other required characteristics can be maintained and contamination avoided.

1.11 PROJECT CONDITIONS

A. Weather Limitations: Proceed with installation only when existing and forecasted weather conditions permit masonry restoration and cleaning work to be performed according to manufacturers' written instructions and specified requirements.
B. Repair masonry units and repoint mortar joints only when air temperature is between 40 and 90 deg F (4 and 32 deg C) and is predicted to remain so for at least 7 days after completion of the Work unless otherwise indicated.
C. Cold-Weather Requirements: Comply with the following procedures for masonry repair and mortar-joint pointing unless otherwise indicated:
1. When air temperature is below 40 deg F (4 deg C), heat mortar ingredients, masonry repair materials, and existing masonry walls to produce temperatures between 40 and 120 deg F (4 and 49 deg C).
2. When mean daily air temperature is below 40 deg F (4 deg C), provide enclosure and heat to maintain temperatures above 32 deg F (0 deg C) within the enclosure for 7 days after repair and pointing.
D. Hot-Weather Requirements: Protect masonry repair and mortar-joint pointing when temperature and humidity conditions produce excessive evaporation of water from mortar and repair materials. Provide artificial shade and wind breaks and use cooled materials as required to minimize evaporation. Do not apply mortar to substrates with temperatures of 90 deg F (32 deg C) and above unless otherwise indicated.
E. For manufactured repair materials, perform work within the environmental limits set by each manufacturer.
F. Clean masonry surfaces only when air temperature is 40 deg F (4 deg C) and above and is predicted to remain so for at least 7 days after completion of cleaning.

1.12 COORDINATION

A. Coordinate masonry restoration and cleaning with public circulation patterns at Project site. Some work is near public circulation patterns. Public circulation patterns cannot be closed off entirely, and in places can be only temporarily redirected around small areas of work. Plan and execute the Work accordingly.

1.13 SEQUENCING AND SCHEDULING

A. Order replacement materials at earliest possible date to avoid delaying completion of the Work.
B. Order sand and gray portland cement for pointing mortar immediately after approval of Samples and mockups. Take delivery of and store at Project site a sufficient quantity to complete Project.
C. Perform masonry restoration work in the following sequence:
   1. Inspect for open mortar joints and repair before cleaning to prevent the intrusion of water and other cleaning materials into the wall.
   2. Where water repellents, specified in Section 071900 "Water Repellents," are to be used on or near masonry work, delay application of these chemicals until after pointing.
   3. Rake out mortar from joints surrounding masonry to be replaced and from joints adjacent to masonry repairs along joints.
   4. Repair masonry, including replacing existing masonry with new masonry materials.
   5. Rake out mortar from joints to be repointed.
   6. Point mortar and sealant joints.
   7. After repairs and repointing have been completed and cured, perform a final cleaning to remove residues from this work.
   8. Inspect for open mortar joints and repair before cleaning to prevent the intrusion of water and other cleaning materials into the wall.
D. As scaffolding is removed, patch anchor holes used to attach scaffolding. Patch holes in mortar joints to comply with "Repointing Masonry" Article.

PART 2 - PRODUCTS

2.1 MASONRY MATERIALS

A. Face Brick: Provide face brick, including specially molded, ground, cut, or sawed shapes where required to complete masonry restoration work.
   1. Provide units with colors, color variation within units, surface texture, and physical properties to match Architect's sample. Match existing units in size and shape.
      a. Basis of selected brick:
         1) Manufacturer – Belden.
         2) Color – Graystone or Sea Gray, mockup of each will be required for review.
         3) Size – Norman.
         4) Texture – Smooth.
         5) ASTM-C216 Grade SW Type FBX.
      b. Physical Properties per ASTM C 67:
         1) Compressive Strength: 15,358 PSI.
         2) 24-Hour Cold-Water Submersion Absorption: 2.97%.
         3) 5-Hour Boil Absorption: 3.92%.
         4) Saturation Coefficient: 0.76.
         5) Initial Rate of Absorption: 3.5.
      c. For Architect's sample that exhibits a range of colors or color variation within units, provide brick that proportionally matches that range rather than brick that matches an individual color within that range.
   2. Special Shapes:
      a. Provide specially molded, 100 percent solid shapes for applications where core holes or "frogs" could be exposed to view or weather when in final position and where shapes produced by sawing would result in sawed surfaces being exposed to view.

b. Provide specially ground units, shaped to match patterns, for arches and where indicated.
c. Mechanical chopping or breaking brick, or bonding pieces of brick together by adhesive, are not acceptable procedures for fabricating special shapes.

3. Tolerances as Fabricated: Comply with tolerance requirements in ASTM C 216, Type FBX.
4. Date Identification: Emboss in the clay body on an interior surface of each unit in easily read 1/2-inch-(13-mm-) high characters, "MADE **<Insert year>**." Manufacturer's name may also be embossed.

2.2 MORTAR MATERIALS

A. Portland Cement: ASTM C 150, Type I or Type II, white or gray or both where required for color matching of exposed mortar.
1. Provide cement containing not more than 0.60 percent total alkali when tested according to ASTM C 114.

B. Hydrated Lime: ASTM C 207, Type S.
C. Factory-Prepared Lime Putty: ASTM C 1489.
D. Quicklime: ASTM C 5, pulverized lime.
E. Mortar Sand: ASTM C 144 unless otherwise indicated.
1. Color: Provide natural sand or ground marble, granite, or other sound stone of color necessary to produce required mortar color.
2. For pointing mortar, provide sand with rounded edges.
3. Match size, texture, and gradation of existing mortar sand as closely as possible. Blend several sands if necessary to achieve suitable match.

F. Mortar Pigments: Natural and synthetic iron oxides, compounded for mortar mixes. Use only pigments with a record of satisfactory performance in masonry mortars.
G. Water: Potable.

2.3 CLEANING MATERIALS

A. Water: Potable.
B. Hot Water: Water heated to a temperature of 140 to 160 deg F (60 to 71 deg C).
C. Job-Mixed Detergent Solution: Solution prepared by mixing 2 cups (0.5 L) of tetrasodium polyphosphate, 1/2 cup (125 mL) of laundry detergent, and 20 quarts (20 L) of hot water for every 5 gal. (20 L) of solution required.
D. Job-Mixed Mold, Mildew, and Algae Remover: Solution prepared by mixing 2 cups (0.5 L) of tetrasodium polyphosphate, 5 quarts (5 L) of 5 percent sodium hypochlorite (bleach), and 15 quarts (15 L) of hot water for every 5 gal. (20 L) of solution required.
E. Nonacidic Liquid Cleaner: Manufacturer's standard mildly alkaline liquid cleaner formulated for removing mold, mildew, and other organic soiling from ordinary building materials, including polished stone, brick, aluminum, plastics, and wood.
1. Products: Subject to compliance with requirements, provide the following:
a. Diedrich Technologies Inc.; Diedrich 910PM Polished Marble Cleaner.
b. Dominion Restoration Products, Inc.; Bio-Cleanse.
c. Dumond Chemicals, Inc.; Safe n' Easy Architectural Cleaner/Restorer.
d. Price Research, Ltd.; Price Non-Acid Masonry Cleaner.
e. PROSOCO; Enviro Klean 2010 All Surface Cleaner.

F. Mild Acidic Cleaner: Manufacturer's standard mildly acidic cleaner containing no muriatic (hydrochloric), hydrofluoric, or sulfuric acid; or ammonium bifluoride or chlorine bleaches.
1. Products: Subject to compliance with requirements, provide the following:
a. ABR Products, Inc.; X-190 Limestone & Concrete Cleaner.
b. Diedrich Technologies Inc.; Envirorestore 100.
c. Dominion Restoration Products, Inc.; DR-60 Stone and Masonry Cleaner.
d. PROSOCO; Enviro Klean BioWash.

2.4 ACCESSORY MATERIALS

A. Masonry restoration wall tie, Expansion Type: Mechanical fasteners designed for masonry veneer stabilization consisting of 1/4-inch- (6-mm-) diameter, Type 304 stainless-steel rod with brass expanding shells at each end and water-shedding washer in the middle. Expanding shells shall be designed to provide positive mechanical anchorage to veneer on one end and backup metal stud framing on the other.
   1. Products: Subject to compliance with requirements, provide the following:
      a. BLOK-LOK Limited; Torq-Lok.
      b. Dur-O-Wal, a division of Dayton Superior; Dur-O-Wal Repair Anchor.
      c. Hohmann & Barnard, Inc.; #521RA-B Restoration Anchor.

B. Masonry Wall Tie:
   1. Products: Subject to compliance with requirements, provide the following:
      a. Hohmann & Barnard, Inc.; #BL-407 Anchor, Stainless Steel.

C. Weep Hole Vents:
   1. Products: Subject to compliance with requirements, provide the following:
      a. Hohmann & Barnard, Inc.; QV Quadro-Vent™, color selection by Architect from standard color selections.

D. Sealant Materials:
   1. Provide manufacturer's standard chemically curing, elastomeric sealant(s) of base polymer and characteristics indicated below that comply with applicable requirements in Section 079200 "Joint Sealants."
   2. Colors: Colors of exposed sealants to be selected by Owner and Architect from in wall mockup samples.

E. Joint-Sealant Backing:
   1. Cylindrical Sealant Backings: ASTM C 1330, Type C (closed-cell material with a surface skin), and of size and density to control sealant depth and otherwise contribute to producing optimum sealant performance.
   2. Bond-Breaker Tape: Polyethylene tape or other plastic tape recommended by sealant manufacturer for preventing sealant from adhering to rigid, inflexible joint-filler materials or joint surfaces at back of joint where such adhesion would result in sealant failure. Provide self-adhesive tape where acceptable.

F. Setting Buttons: Resilient plastic buttons, nonstaining to masonry, sized to suit joint thicknesses and bed depths of masonry units without intruding into required depths of pointing materials.

G. Masking Tape: Nonstaining, nonabsorbent material, compatible with pointing mortar, joint primers, sealants, and surfaces adjacent to joints; that will easily come off entirely, including adhesive.

H. Miscellaneous Products: Select materials and methods of use based on the following, subject to approval of a mockup:
   1. Previous effectiveness in performing the work involved.
   2. Little possibility of damaging exposed surfaces.
   3. Consistency of each application.
   4. Uniformity of the resulting overall appearance.
   5. Do not use products or tools that could do the following:
      a. Remove, alter, or in any way harm the present condition or future preservation of existing surfaces, including surrounding surfaces not in contract.
      b. Leave a residue on surfaces.

2.5 MORTAR MIXES

A. Preparing Lime Putty: Slake quicklime and prepare lime putty according to appendix to ASTM C 5 and manufacturer's written instructions.

B. Measurement and Mixing: Measure cementitious materials and sand in a dry condition by volume or equivalent weight. Do not measure by shovel; use known measure. Mix materials in a clean, mechanical batch mixer.
   1. Mixing Pointing Mortar: Thoroughly mix cementitious materials and sand together before adding any water. Then mix again adding only enough water to produce a damp, unworkable mix that will retain its form when pressed into a ball. Maintain mortar in this dampened condition for 15 to 30 minutes.

Add remaining water in small portions until mortar reaches desired consistency. Use mortar within one hour of final mixing; do not retemper or use partially hardened material.

C. Do not use admixtures in mortar unless otherwise indicated.

D. Mortar Proportions: Mix mortar materials in the following proportions:
   1. Pointing Mortar for Brick: 1 part portland cement, 2 parts lime, and 6 parts sand.
   2. Rebuilding (Setting) Mortar: Same as pointing mortar.
   3. Rebuilding (Setting) Mortar: Comply with ASTM C 270, Proportion Specification, Type N unless otherwise indicated; with cementitious material limited to portland cement and lime.

2.6 CHEMICAL CLEANING SOLUTIONS

A. Dilute chemical cleaners with water to produce solutions not exceeding concentration recommended by chemical-cleaner manufacturer.

B. Acidic Cleaner Solution for Brick: Dilute with water to produce hydrofluoric acid content of 3 percent or less, but not greater than that recommended by chemical-cleaner manufacturer.

PART 3 - EXECUTION

3.1 PROTECTION

A. Protect persons, motor vehicles, surrounding surfaces of building being restored, building site, plants, and surrounding buildings from harm resulting from masonry restoration work.
   1. Erect temporary protective covers over walkways and at points of pedestrian and vehicular entrance and exit that must remain in service during course of restoration and cleaning work.

B. Comply with chemical-cleaner manufacturer's written instructions for protecting building and other surfaces against damage from exposure to its products. Prevent chemical-cleaning solutions from coming into contact with people, motor vehicles, landscaping, buildings, and other surfaces that could be harmed by such contact.
   1. Cover adjacent surfaces with materials that are proven to resist chemical cleaners used unless chemical cleaners being used will not damage adjacent surfaces. Use materials that contain only waterproof, UV-resistant adhesives. Apply masking agents to comply with manufacturer's written instructions. Do not apply liquid masking agent to painted or porous surfaces. When no longer needed, promptly remove masking to prevent adhesive staining.
   2. Keep wall wet below area being cleaned to prevent streaking from runoff.
   3. Do not clean masonry during winds of sufficient force to spread cleaning solutions to unprotected surfaces.
   4. Neutralize and collect alkaline and acid wastes for disposal off Owner's property.
   5. Dispose of runoff from cleaning operations by legal means and in a manner that prevents soil erosion, undermining of paving and foundations, damage to landscaping, and water penetration into building interiors.

C. Prevent mortar from staining face of surrounding masonry and other surfaces.
   1. Cover sills, ledges, and projections to protect from mortar droppings.
   2. Keep wall area wet below rebuilding and pointing work to discourage mortar from adhering.
   3. Immediately remove mortar in contact with exposed masonry and other surfaces.
   4. Clean mortar splatters from scaffolding at end of each day.

3.2 BRICK REMOVAL AND REPLACEMENT

A. At locations indicated, remove bricks that are damaged, spalled, or deteriorated or are to be reused. Carefully demolish or remove entire units from joint to joint, without damaging surrounding masonry, in a manner that permits replacement with full-size units.
   1. When removing single bricks, remove material from center of brick and work toward outside edges.

B. Support and protect remaining masonry that surrounds removal area. Maintain flashing, reinforcement, lintels, and adjoining construction in an undamaged condition.

C. Notify Architect of unforeseen detrimental conditions including voids, cracks, bulges, and loose units in existing masonry backup, rotted wood, rusted metal, and other deteriorated items.

D. Clean bricks surrounding removal areas by removing mortar, dust, and loose particles in preparation for replacement.

E. Replace removed damaged brick with other removed brick and salvaged brick in good quality, where possible, or with new brick matching existing brick, including size. Do not use broken units unless they can be cut to usable size.

F. Install replacement brick into bonding and coursing pattern of existing brick. If cutting is required, use a motor-driven saw designed to cut masonry with clean, sharp, unchipped edges.
   1. Maintain joint width for replacement units to match existing joints.
   2. Use setting buttons or shims to set units accurately spaced with uniform joints.

G. Lay replacement brick with completely filled bed, head, and collar joints. Butter ends with sufficient mortar to fill head joints and shove into place. Wet both replacement and surrounding bricks that have ASTM C 67 initial rates of absorption (suction) of more than 30 g/30 sq. in. per min. (30 g/194 sq. cm per min.). Use wetting methods that ensure that units are nearly saturated but surface is dry when laid.
   1. Tool exposed mortar joints in repaired areas to match joints of surrounding existing brickwork.
   2. Rake out mortar used for laying brick before mortar sets and point new mortar joints in repaired area to comply with requirements for repointing existing masonry, and at same time as repointing of surrounding area.
   3. When mortar is sufficiently hard to support units, remove shims and other devices interfering with pointing of joints.

3.3 REANCHORING VENEERS

A. Install masonry repair anchors in horizontal mortar joints and according to manufacturer's written instructions. Install at not more than 16 inches (400 mm) o.c. vertically and 32 inches (800 mm) o.c. horizontally unless otherwise indicated. Install at locations to avoid penetrating flashing.

B. Recess anchors at least 5/8 inch (16 mm) from surface of mortar joint and fill recess with pointing mortar.

3.4 PAINTING STEEL UNCOVERED DURING THE WORK

A. Inspect steel exposed during masonry removal. Where Architect determines that it is structural, or for other reasons cannot be totally removed, prepare and paint it as follows:
   1. Remove paint, rust, and other contaminants according to SSPC-SP 2, "Hand Tool Cleaning", as applicable to meet paint manufacturer's recommended preparation.
   2. Immediately paint exposed steel with two coats of antirust coating, following coating manufacturer's written instructions and without exceeding manufacturer's recommended rate of application (dry film thickness per coat).

B. If on inspection and rust removal, the cross section of a steel member is found to be reduced from rust by more than 1/16 inch (1.6 mm), notify Architect before proceeding.

3.5 CLEANING MASONRY, GENERAL

A. Proceed with cleaning in an orderly manner; work from top to bottom of each scaffold width and from one end of each elevation to the other. Ensure that dirty residues and rinse water will not wash over cleaned, dry surfaces.

B. Use only those cleaning methods indicated for each masonry material and location.
   1. Do not use wire brushes or brushes that are not resistant to chemical cleaner being used. Do not use plastic-bristle brushes if natural-fiber brushes will resist chemical cleaner being used.
   2. Use spray equipment that provides controlled application at volume and pressure indicated, measured at spray tip. Adjust pressure and volume to ensure that cleaning methods do not damage masonry.
      a. Equip units with pressure gages.
   3. For chemical-cleaner spray application, use low-pressure tank or chemical pump suitable for chemical cleaner indicated, equipped with cone-shaped spray tip.
   4. For water-spray application, use fan-shaped spray tip that disperses water at an angle of 25 to 50 degrees.

5. For high-pressure water-spray application, use fan-shaped spray tip that disperses water at an angle of at least 40 degrees.
6. For heated water-spray application, use equipment capable of maintaining temperature between 140 and 160 deg F (60 and 71 deg C) at flow rates indicated.
7. For steam application, use steam generator capable of delivering live steam at nozzle.

C. Perform each cleaning method indicated in a manner that results in uniform coverage of all surfaces, including corners, moldings, and interstices, and that produces an even effect without streaking or damaging masonry surfaces.

D. Chemical-Cleaner Application Methods: Apply chemical cleaners to masonry surfaces to comply with chemical-cleaner manufacturer's written instructions; use brush or spray application. Do not spray apply at pressures exceeding 50 psi (345 kPa). Do not allow chemicals to remain on surface for periods longer than those indicated or recommended by manufacturer.

E. Rinse off chemical residue and soil by working upward from bottom to top of each treated area at each stage or scaffold setting. Periodically during each rinse, test pH of rinse water running off of cleaned area to determine that chemical cleaner is completely removed.
1. Apply neutralizing agent and repeat rinse if necessary to produce tested pH of between 6.7 and 7.5.

F. After cleaning is complete, remove protection no longer required. Remove tape and adhesive marks.

3.6 CLEANING BRICKWORK

A. Detergent Cleaning:
1. Wet masonry with cold water applied by low-pressure spray.
2. Scrub masonry with detergent solution using medium-soft brushes until soil is thoroughly dislodged and can be removed by rinsing. Use small brushes to remove soil from mortar joints and crevices. Dip brush in solution often to ensure that adequate fresh detergent is used and that masonry surface remains wet.
3. Rinse with cold water applied by low-pressure spray to remove detergent solution and soil.
4. Repeat cleaning procedure above where required to produce cleaning effect established by mockup.

B. Nonacidic Liquid Chemical Cleaning:
1. Wet masonry with cold water applied by low-pressure spray.
2. Apply cleaner to masonry by brush. Let cleaner remain on surface for period indicated below:
   a. As recommended by chemical-cleaner manufacturer.
   b. As established by mockup.
   c. Two to three minutes.
3. Rinse with cold water applied by low-pressure spray to remove chemicals and soil.
4. Repeat cleaning procedure above where required to produce cleaning effect established by mockup. Do not repeat more than once. If additional cleaning is required, use steam cleaning.

C. Mild Acidic Chemical Cleaning:
1. Wet masonry with cold water applied by low-pressure spray.
2. Apply cleaner to masonry by brush. Let cleaner remain on surface for period indicated below:
   a. As recommended by chemical-cleaner manufacturer.
   b. As established by mockup.
   c. Two to three minutes.
3. Rinse with cold water applied by low-pressure spray to remove chemicals and soil.
4. Repeat cleaning procedure above where required to produce cleaning effect established by mockup. Do not repeat more than once. If additional cleaning is required, use a steam cleaning.

3.7 REPOINTING MASONRY

A. Rake out and repoint joints to the following extent:
1. All joints in areas indicated.

B. Do not rake out and repoint joints where not required.

C. Rake out joints as follows, according to procedures demonstrated in approved mockup:
1. Remove mortar from joints to depth of 1-inch or not less than that required to expose sound, unweathered mortar.

2. Remove mortar from masonry surfaces within raked-out joints to provide reveals with square backs and to expose masonry for contact with pointing mortar. Brush, vacuum, or flush joints to remove dirt and loose debris.
3. Do not spall edges of masonry units or widen joints. Replace or patch damaged masonry units as directed by Architect.
    a. Cut out mortar by hand with chisel and resilient mallet. Do not use power-operated grinders without Architect's written approval based on approved quality-control program.
    b. Cut out center of mortar bed joints using angle grinders with diamond-impregnated metal blades. Remove remaining mortar by hand with chisel and resilient mallet. Strictly adhere to approved quality-control program.

D. Notify Architect of unforeseen detrimental conditions including voids in mortar joints, cracks, loose masonry units, rotted wood, rusted metal, and other deteriorated items.

E. Pointing with Mortar:
1. Rinse joint surfaces with water to remove dust and mortar particles. Time rinsing application so, at time of pointing, joint surfaces are damp but free of standing water. If rinse water dries, dampen joint surfaces before pointing.
2. Apply pointing mortar first to areas where existing mortar was removed to depths greater than surrounding areas. Apply in layers not greater than 3/8 inch (9 mm) until a uniform depth is formed. Fully compact each layer thoroughly and allow it to become thumbprint hard before applying next layer.
3. After low areas have been filled to same depth as remaining joints, point all joints by placing mortar in layers not greater than 3/8 inch (9 mm). Fully compact each layer and allow to become thumbprint hard before applying next layer. Where existing masonry units have worn or rounded edges, slightly recess finished mortar surface below face of masonry to avoid widened joint faces. Take care not to spread mortar beyond joint edges onto exposed masonry surfaces or to featheredge the mortar.
4. When mortar is thumbprint hard, tool joints to match original appearance of joints as demonstrated in approved mockup. Remove excess mortar from edge of joint by brushing.
5. Cure mortar by maintaining in thoroughly damp condition for at least 72 consecutive hours including weekends and holidays.
    a. Acceptable curing methods include covering with wet burlap and plastic sheeting, periodic hand misting, and periodic mist spraying using system of pipes, mist heads, and timers.
    b. Adjust curing methods to ensure that pointing mortar is damp throughout its depth without eroding surface mortar.
6. Hairline cracking within the mortar or mortar separation at edge of a joint is unacceptable. Completely remove such mortar and repoint.

F. Pointing with Sealant:
1. After raking out, keep joints dry and free of mortar and debris.
2. Clean and prepare joint surfaces according to Section 079200 "Joint Sealants." Prime joint surfaces unless sealant manufacturer recommends against priming. Do not allow primer to spill or migrate onto adjoining surfaces.
3. Fill sealant joints with specified joint sealant according to Section 079200 "Joint Sealants" and the following:
    a. Install cylindrical sealant backing beneath the sealant, except where space is insufficient. There, install bond-breaker tape.
    b. Install sealant using only proven installation techniques that will ensure that sealant will be deposited in a uniform, continuous ribbon, without gaps or air pockets, and with complete wetting of the joint bond surfaces equally on both sides. Fill joint flush with surrounding masonry and matching the contour of adjoining mortar joints.
    c. Install sealant as recommended by sealant manufacturer but within the following general limitations, measured at the center (thin) section of the bead:
        1) Fill joints to a depth equal to joint width, but not more than 1/2 inch (13 mm) deep or less than 1/4 inch (6 mm) deep.
    d. Immediately after first tooling, apply ground-mortar aggregate to sealant, gently pushing aggregate into the surface of sealant. Retool sealant to form smooth, uniform beads, slightly concave. Remove excess sealant and aggregate from surfaces adjacent to joint.

e. Do not allow sealant to overflow or spill onto adjoining surfaces, or to migrate into the voids of adjoining surfaces, particularly rough textures. Remove excess and spillage of sealant promptly as the work progresses. Clean adjoining surfaces by the means necessary to eliminate evidence of spillage, without damage to adjoining surfaces or finishes, as demonstrated in an approved mockup.

4. Cure sealant according to Section 079200 "Joint Sealants."

G. Where repointing work precedes cleaning of existing masonry, allow mortar to harden at least 30 days before beginning cleaning work.

3.8 FINAL CLEANING

A. After mortar has fully hardened, thoroughly clean exposed masonry surfaces of excess mortar and foreign matter; use wood scrapers, stiff-nylon or -fiber brushes, and clean water, spray applied at low pressure.
   1. Do not use metal scrapers or brushes.
   2. Do not use acidic or alkaline cleaners.

B. Wash adjacent woodwork and other nonmasonry surfaces. Use detergent and soft brushes or cloths.

C. Clean mortar and debris from roof; remove debris from gutters and downspouts. Rinse off roof and flush gutters and downspouts.

D. Sweep and rake adjacent pavement and grounds to remove mortar and debris. Where necessary, pressure wash pavement surfaces to remove mortar, dust, dirt, and stains.

3.9 FIELD QUALITY CONTROL

A. Inspectors: Owner will engage qualified independent inspectors to perform inspections and prepare test reports. Allow inspectors use of lift devices and scaffolding, as needed, to perform inspections.

B. Architect's Project Representatives: Architect will assign Project representatives to help carry out Architect's responsibilities at the site, including observing progress and quality of portion of the Work completed. Allow Architect's Project representatives use of lift devices and scaffolding, as needed, to observe progress and quality of portion of the Work completed.

C. Notify inspectors and Architect's Project representatives in advance of times when lift devices and scaffolding will be relocated. Do not relocate lift devices and scaffolding until inspectors and Architect's Project representatives have had reasonable opportunity to make inspections and observations of work areas at lift device or scaffold location.

END OF SECTION 040120

SECTION 040140.61 - STONE REPAIR

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section Includes:
   1. Repairing stone masonry, including replacing whole and partial units.
   2. Removing abandoned anchors.
   3. Painting steel uncovered during the work.

1.3 DEFINITIONS

A. Low-Pressure Spray: 100 to 400 psi (690 to 2750 kPa); 4 to 6 gpm (0.25 to 0.4 L/s).
B. Rebuilding (Setting) Mortar: Mortar used to set and anchor masonry in a structure, distinct from pointing mortar installed after masonry is set in place.
C. Rift: The most pronounced direction of splitting or cleavage of a stone.
D. Stone Terminology: ASTM C 119.

1.4 PREINSTALLATION MEETINGS

A. Preinstallation Conference: Conduct conference at Project site.
   1. Review methods and procedures related to stone repair including, but not limited to, the following:
      a. Verify stone repair specialist's personnel, equipment, and facilities needed to make progress and avoid delays.
      b. Materials, material application, sequencing, tolerances, and required clearances.
      c. Quality-control program.
      d. Coordination with building occupants.

1.5 SEQUENCING AND SCHEDULING

A. Work Sequence: Perform stone repair work in the following sequence, which includes work specified in this and other Sections:
   1. Remove plant growth.
   2. Inspect masonry for open mortar joints and permanently or temporarily point them before cleaning to prevent the intrusion of water and other cleaning materials into the wall.
   3. Remove paint.
   4. Clean stone.
   5. Rake out mortar from joints surrounding stone to be replaced and from joints adjacent to stone repairs along joints.
   6. Repair stonework, including replacing existing stone with new stone.
   7. Rake out mortar from joints to be repointed.
   8. Point mortar and sealant joints.
   9. After repairs and repointing have been completed and cured, perform a final cleaning to remove residues from this work.

1.6 ACTION SUBMITTALS

A. Product Data: For each type of product.

1. Include construction details, material descriptions, dimensions of individual components and profiles, and finishes.
2. Include recommendations for product application and use. Include test data substantiating that products comply with requirements.

B. Shop Drawings:
1. Include plans, elevations, sections, and locations of replacement stone units on the structure and their jointing, showing relation of existing and new or relocated units.
2. Show partial replacement stone units (dutchmen).
3. Indicate setting number of each new stone unit and its location on the structure in annotated plans and elevations.
4. Show provisions for expansion joints or other sealant joints.
5. Show provisions for flashing, lighting fixtures, conduits, and weep holes as required.
6. Show replacement and repair anchors, including drilled-in pins. Include details of anchors within individual stone units, with locations of anchors and dimensions of holes and recesses in stone required for anchors, including direction and angle of holes for pins.
7. Show locations of scaffolding and points of scaffolding in contact with masonry. Include details of each point of contact or anchorage.

C. Samples for Initial Selection: For the following:
1. Colored Mortar: Submit sets of mortar that will be left exposed in the form of sample mortar strips, 6 inches (150 mm) long by 1/2 inch (13 mm) wide, set in aluminum or plastic channels.
   a. Have each set contain a close color range of at least three Samples of different mixes of colored sands and cements that produce a mortar matching the existing, cleaned mortar when cured and dry.
   b. Submit with precise measurements on ingredients, proportions, gradations, and source of colored sands from which each Sample was made.
2. Sand Types Used for Mortar: Minimum 8 oz. ((240 mL))of each in plastic screw-top jars.
3. Patching Compound: Submit sets of patching compound Samples in the form of plugs (patches in drilled holes) in sample units of stone representative of the range of stone colors on the building.
   a. Have each set contain a close color range of at least three Samples of different mixes of patching compound that matches the variations in existing stone when cured and dry.
4. Include similar Samples of accessories involving color selection.

D. Samples for Verification: For the following:
1. Each type of replacement stone. Include sets of Samples to show full range of color, texture, grain, veining, and finish to be expected. Provide sets of at least two 12-by-12-inch (300-by-300-mm) Samples for each type, but no fewer than necessary to indicate full range and proportion of variations within range.
2. Each type of patching compound in form of briquettes, at least 3 inches (75 mm) long by 1-1/2 inches (38 mm) wide. Document each Sample with manufacturer and stock number or other information necessary to order additional material.
3. Each type of adhesive.
4. Accessories: Each type of anchor, accessory, and miscellaneous support.

1.7 INFORMATIONAL SUBMITTALS

A. Qualification Data: For stone repair specialist including field supervisors and workers.
B. Quality-control program.

1.8 QUALITY ASSURANCE

A. Stone Repair Specialist Qualifications: Engage an experienced stone repair firm to perform work of this Section. Firm shall have completed work similar in material, design, and extent to that indicated for this Project with a record of successful in-service performance. Experience in only installing standard unit masonry or new stone masonry is insufficient experience for stone repair work.
1. Field Supervision: Stone repair specialist firms shall maintain experienced full-time supervisors on Project site during times that stone repair work is in progress.
2. Stone Repair Worker Qualifications: When stone units are being patched, assign at least one worker per crew who is trained and certified by manufacturer of patching compound to apply its products.

B. Quality-Control Program: Prepare a written quality-control program for this Project to systematically demonstrate the ability of personnel to properly follow methods and use materials and tools without damaging stonework. Include provisions for supervising performance and preventing damage.

C. Mockups: Prepare mockups of stone repair to demonstrate aesthetic effects and to set quality standards for materials and execution and for fabrication and installation.

1. Stone Repair: Prepare sample areas for each type of stone indicated to have repair work performed. If not otherwise indicated, size each mockup not smaller than two adjacent whole units or approximately 48 inches (1200 mm) in least dimension. Construct sample areas in locations in existing walls where directed by Architect unless otherwise indicated. Demonstrate quality of materials, workmanship, and blending with existing work. Include the following as a minimum:
   a. Replacement: One stone unit replaced.
   b. Partial Stone Replacement: One partial stone replacement (dutchman repair).
   c. Crack Injection: Apply crack injection in two separate areas, each approximately 36 inches (900 mm) long.
   d. Patching: Three small holes at least 1 inch (25 mm) in diameter.
2. Approval of mockups does not constitute approval of deviations from the Contract Documents contained in mockups unless Architect specifically approves such deviations in writing.
3. Subject to compliance with requirements, approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.

1.9 PRECONSTRUCTION TESTING

A. Preconstruction Testing Service: Owner will engage a qualified testing agency to perform preconstruction testing on stone units as follows:

1. Provide test specimens as indicated and representative of proposed materials and existing construction.
2. Replacement Stone: Test each proposed type of replacement stone according to ASTM C 170/C 170M for compressive strength, ASTM C 99/C 99M for modulus of rupture, and ASTM C 97/C 97M for absorption and bulk specific gravity.
3. Existing Stone: Test each type of existing stone indicated for replacement according to ASTM C 170/C 170M for compressive strength, wet and dry, perpendicular and parallel to rift; ASTM C 99/C 99M for modulus of rupture, wet and dry, perpendicular and parallel to rift; and ASTM C 97/C 97M for absorption and bulk specific gravity.
4. Existing Mortar: Test according to ASTM C 295/C 295M, modified as agreed by testing service and Architect for Project requirements, to determine proportional composition of original ingredients, sizes and colors of aggregates, and approximate strength.
5. Temporary Patch: As directed by Architect, provide temporary materials followed by permanent repairs at locations from which existing samples were taken.

1.10 DELIVERY, STORAGE, AND HANDLING

A. Deliver stone units to Project site strapped together in suitable packs or pallets or in heavy-duty crates and protected against impact and chipping.

B. Deliver each piece of stone with code mark or setting number on unexposed face, corresponding to Shop Drawings, using nonstaining paint.

C. Deliver packaged materials to Project site in manufacturer's original and unopened containers, labeled with manufacturer's name and type of products.

D. Store cementitious materials on elevated platforms, under cover, and in a dry location. Do not use cementitious materials that have become damp.

E. Store hydrated lime in manufacturer's original and unopened containers. Discard lime if containers have been damaged or have been opened for more than two days.

F. Store sand where grading and other required characteristics can be maintained and contamination avoided.

G. Handle stone to prevent overstressing, chipping, defacement, and other damage.

1.11 FIELD CONDITIONS

A. Weather Limitations: Proceed with installation only when existing and forecasted weather conditions permit stone repair work to be performed according to product manufacturers' written instructions and specified requirements.
B. Temperature Limits, General: Repair stone units only when air temperature is between 40 and 90 deg F (4 and 32 deg C) and is predicted to remain so for at least seven days after completion of the Work unless otherwise indicated.
C. Cold-Weather Requirements: Comply with the following procedures for stone repair unless otherwise indicated:
   1. When air temperature is below 40 deg F (4 deg C), heat mortar ingredients, repair materials, and existing stone to produce temperatures between 40 and 120 deg F (4 and 49 deg C).
   2. When mean daily air temperature is below 40 deg F (4 deg C), provide enclosure and heat to maintain temperatures above 32 deg F (0 deg C) within the enclosure for seven days after repair.
D. Hot-Weather Requirements: Protect stone repairs when temperature and humidity conditions produce excessive evaporation of water from mortar and patching materials. Provide artificial shade and wind breaks, and use cooled materials as required to minimize evaporation. Do not apply mortar to substrates with temperatures of 90 deg F (32 deg C) and above unless otherwise indicated.
E. For manufactured repair materials, perform work within the environmental limits set by each manufacturer.

PART 2 - PRODUCTS

2.1 MATERIALS, GENERAL

A. Source Limitations: Obtain each type of material for repairing stone (stone, cement, sand, etc.) from single source with resources to provide materials of consistent quality in appearance and physical properties.

2.2 STONE MATERIALS

A. Stone Matching Existing: Natural building stone of variety, color, texture, grain, veining, finish, size, and shape that match existing stone and with physical properties within 10 percent of those determined from preconstruction testing of selected existing stone.
   1. Physical Properties for Limestone and Mankato stone:
      a. Compressive Strength: according to ASTM C 170/C 170M.
      b. Modulus of Rupture: according to ASTM C 99/C 99.
      c. Absorption: according to ASTM C 97/C 97.
      d. Bulk Specific Gravity: according to ASTM C 97/C 97.
   2. For existing stone that exhibits a range of colors, texture, grain, veining, finishes, sizes, or shapes, provide stone that proportionally matches that range rather than stone that matches an individual color, texture, grain, veining, finish, size, or shape within that range.
B. Cutting New Stone: Cut each new stone so that, when it is set in final position, the rift or natural bedding planes will match the rift orientation of existing stones.

2.3 MORTAR MATERIALS

A. Portland Cement: ASTM C 150/C 150M, Type I or Type II, except Type III may be used for cold-weather construction; white or gray, or both where required for color matching of mortar.
   1. Provide cement containing not more than 0.60 percent total alkali when tested according to ASTM C 114.
B. Hydrated Lime: ASTM C 207, Type S.
C. Mortar Sand: ASTM C 144.
   1. Exposed Mortar: Match size, texture, and gradation of existing mortar sand as closely as possible. Blend several sands if necessary to achieve suitable match.
   2. Colored Mortar: Natural sand or ground marble, granite, or other sound stone of color necessary to produce required mortar color.
D. Water: Potable.

2.4 CLEANING MATERIALS

A. Water for Cleaning: Potable.
B. Non-Acidic Gel Cleaner: Manufacturer's standard gel formulation, with pH between 6 and 9, that contains detergents and chelating agents and is specifically formulated for cleaning masonry surfaces.
   1. Products:
      a. Price Research, Ltd.; Price Marble Cleaner-Gel.
      b. ProSoCo; Sure Klean 942 Masonry Cleaner.
C. Non-Acidic Liquid Cleaner: Manufacturer's standard mildly alkaline liquid cleaner formulated for removing organic soiling from polished stone, brick, aluminum, plastics, and wood.
   1. Products:
      a. Dominion Restoration, Inc.; Bio-Cleanse.
      b. Dumond Chemicals, Inc.; Safe n' Easy Architectural Cleaner/Restorer.
      c. Price Research, Ltd.; Price Marble Cleaner-Gel.
      d. ProSoCo; Sure Klean 942 Masonry Cleaner.

2.5 MANUFACTURED REPAIR MATERIALS

A. Stone Patching Compound: Factory-mixed cementitious product that is custom manufactured for patching stone.
   1. Available Products:
      a. Cathedral Stone Products, Inc.: Jahn M70 stone repair mortar.
   2. Use formulation that is vapor and water permeable (equal to or more than the stone), exhibits low shrinkage, has lower modulus of elasticity than stone units being repaired, and develops high bond strength to all types of stone.
   3. Use formulation having working qualities and retardation control to permit forming and sculpturing where necessary.
   4. Formulate patching compound in colors, textures, and grain to match stone being patched. Provide sufficient number of no fewer than three colors to enable matching of each piece of stone.
B. Stone-to-Stone Adhesive and Crack Filler: Two-part polyester or epoxy-resin stone adhesive with a 15- to 45-minute cure at 70 deg F (21 deg C), recommended in writing by adhesive manufacturer for type of stone repair indicated, and matching stone color.
   1. Product:
      a. Sika Corporation; Sikadur 33 (injection ports).
      b. Sika Corporation; Sikadur 35, Hi-Mod LV (injection epoxy).

2.6 ACCESSORY MATERIALS

A. Stone Repair Anchors and Pins: Mechanical fasteners and pins of Type 304 stainless steel; designed for stone stabilization and pinning stone pieces; matching shape and size of existing anchors unless otherwise indicated.
B. Setting Buttons and Shims: Resilient plastic, nonstaining to stone, sized to suit joint thicknesses and bed depths of stone units, less the required depth of pointing materials unless removed before pointing.
C. Masking Tape: Nonstaining, nonabsorbent material; compatible with mortar, joint primers, sealants, and surfaces adjacent to joints; and that easily comes off entirely, including adhesive.
D. Other Products: Select materials and methods of use based on the following, subject to approval of a mockup:
   1. Previous effectiveness in performing the work involved.
   2. Minimal possibility of damaging exposed surfaces.
   3. Consistency of each application.
   4. Uniformity of the resulting overall appearance.
   5. Do not use products or tools that could leave residue on surfaces.

2.7 MORTAR MIXES

A. Measurement and Mixing: Measure cementitious materials and sand in a dry condition by volume or equivalent weight. Do not measure by shovel; use known measure. Mix materials in a clean, mechanical batch mixer.
B. Do not use admixtures in mortar unless otherwise indicated.

C. Mixes: Mix mortar materials in the following proportions:
   1. Rebuilding (Setting) Mortar by Volume: 1 part portland cement, 1 part lime, and 6 parts sand.
   2. Rebuilding (Setting) Mortar by Type: ASTM C 270, Proportion Specification, Type N unless otherwise indicated, with cementitious material limited to portland cement and lime.
   3. Rebuilding (Setting) Mortar by Property: ASTM C 270, Property Specification, Type N unless otherwise indicated; with cementitious material limited to portland cement and lime.

PART 3 - EXECUTION

3.1 PROTECTION

A. Prevent mortar from staining face of surrounding stone and other surfaces.
   1. Cover sills, ledges, and other projecting items to protect them from mortar droppings.
   2. Keep wall area wet below rebuilding and repair work to discourage mortar from adhering.
   3. Immediately remove mortar splatters in contact with exposed stone and other surfaces.

3.2 STONE REPAIR, GENERAL

A. Appearance Standard: Repaired surfaces are to have a uniform appearance as viewed from 20 feet (6 m) away by Architect.

3.3 ABANDONED ANCHOR REMOVAL

A. Remove abandoned anchors, brackets, wood nailers, and other extraneous items no longer in use unless indicated to remain.
   1. Remove items carefully to avoid spalling or cracking stone.
   2. Notify Architect before proceeding if an item cannot be removed without damaging surrounding stone. Do the following where directed:
      a. Cut or grind off item approximately 3/4 inch (20 mm) beneath surface and core drill a recess of same depth in surrounding stone as close around item as practical.
      b. Immediately paint exposed end of item with two coats of antirust coating, following coating manufacturer's written instructions and without exceeding manufacturer's recommended dry film thickness per coat. Keep paint off sides of recess.
   3. Patch hole where each item was removed unless directed to remove and replace stone unit.

3.4 STONE REMOVAL AND REPLACEMENT

A. At locations indicated, remove stone that has deteriorated or is damaged beyond repair. Carefully remove entire units from joint to joint, without damaging surrounding stone, in a manner that permits replacement with full-size units.
B. Support and protect remaining stonework that surrounds removal area.
C. Maintain flashing, reinforcement, lintels, and adjoining construction in an undamaged condition. Coordinate with new flashing which are specified in other Sections.
D. Notify Architect of unforeseen detrimental conditions including voids, cracks, bulges, and loose units in existing stone or unit masonry backup, rotted wood, rusted metal, and other deteriorated items.
E. Remove in an undamaged condition as many whole stone units as possible.
   1. Remove mortar, loose particles, and soil from stone by cleaning with hand chisels, brushes, and water.
   2. Remove sealants by cutting close to stone with utility knife and cleaning with solvents.
   3. Store stone for reuse. Store off ground, on skids, and protected from weather.
   4. Deliver cleaned stone not required for reuse to Owner unless otherwise indicated.
F. Clean stone surrounding removal areas by removing mortar, dust, and loose particles in preparation for stone replacement.

G. Replace removed damaged stone with, as indicated, other removed stone in good condition or with new stone matching existing stone, including direction of rift or natural bedding planes. Do not use broken units unless they can be cut to usable size.

H. Install replacement stone into bonding and coursing pattern of existing stone. If cutting is required, use a motor-driven saw designed to cut stone with clean, sharp, unchipped edges. Finish edges to blend with appearance of edges of existing stone.
   1. Maintain joint width for replacement stone to match existing joints.
   2. Use setting buttons or shims to set stone accurately spaced with uniform joints.

I. Set replacement stone with rebuilding (setting) mortar and with completely filled bed, head, and collar joints. Butter vertical joints for full width before setting, and set units in full bed of mortar unless otherwise indicated. Replace existing anchors with new anchors of size and type indicated.
   1. Tool exposed mortar joints in repaired areas to match joints of surrounding existing stonework.
   2. Rake out mortar used for laying stone before mortar sets according to Section 040140.62 "Stone Repointing." Point at same time as repointing of surrounding area.
   3. When mortar is hard enough to support units, remove shims and other devices interfering with pointing of joints.

J. Curing: Cure mortar by maintaining in thoroughly damp condition for at least 72 consecutive hours, including weekends and holidays.
   1. Hairline cracking within the mortar or mortar separation at edge of a joint is unacceptable. Completely remove such mortar and repoint.

3.5 PARTIAL STONE REPLACEMENT

A. Remove defective portion of existing stone unit (backing stone). Carefully remove defective portion of stone by making vertical and horizontal saw cuts at face of backing stone and removing defective material to depth required for fitting partial replacement (dutchman).
   1. Make edges of backing stone at cuts smooth and square to each other and to finished surface; essentially rectangular. Make back of removal area flat and parallel to stone face.
   2. Do not overcut at corners and intersections. Hand trim to produce clean sharp corners with no rounding and no damage to existing work to remain.
   3. If backing stone becomes further damaged, remove damaged area and enlarge partial replacement as required.

B. Remove mortar from joints that abut area of stone removal to same depth as stone was removed. Remove loose mortar particles and other debris from surfaces to be bonded and surfaces of adjacent stone units that will receive mortar by cleaning with stiff-fiber brush.

C. Cut and trim partial replacement to accurately fit area where material was removed from backing stone. Fabricate to size required to produce joints between partial replacement and backing stone of no more than 1/16 inch (1.6 mm) in width, and to produce joints between partial replacement and other stones that match existing joints between stones. Cut partial replacement so that, when it is set in final position, natural bedding planes will match the orientation of bedding planes of the backing stone unless otherwise indicated.

D. Pinning: Before applying adhesive, prepare for mechanical anchorage consisting of 1/4-inch- (6-mm-) diameter, plain stainless-steel pins set into 1/4-inch- (6-mm-) diameter holes drilled at a 45-degree downward angle through face of partial replacement and into backing stone. Center and space pins 3 to 5 inches (75 to 125 mm) apart and at least 2 inches (50 mm) from any edge. Insert pins at least 2 inches (50 mm) into backing stone and 2 inches (50 mm) into partial replacement with end countersunk at least 3/4 inch (19 mm) from exposed face of partial replacement.

E. Concealed Pinning: Before applying adhesive, prepare for concealed mechanical anchorage consisting of 1/4-inch- (6-mm-) diameter, plain stainless-steel pins set into 1/4-inch- (6-mm-) diameter holes drilled into backing stone and into, but not through, the partial replacement. Center and space pins 3 to 5 inches (75 to 125 mm) apart and at least 2 inches (50 mm) from any edge. Insert pins at least 2 inches (50 mm) into backing stone and 2 inches (50 mm) into partial replacement, but no closer than 3/4 inch (19 mm) from exposed face of partial replacement.

F. Apply stone-to-stone adhesive according to adhesive manufacturer's written instructions. Coat bonding surfaces of backing stone and partial replacement, completely filling all crevices and voids.

G. Apply partial replacement while adhesive is still tacky and hold securely in place until adhesive has cured. Use shims, clamps, wedges, or other devices as necessary to align face of partial replacement with face of backing stone.

H. Clean adhesive residue from exposed surfaces and patch chipped areas and exposed drill holes as specified in "Stone Patching" Article.

3.6 CRACK INJECTION

A. General: Comply with cementitious crack-filler manufacturer's written instructions.
B. Drill 1/4-inch- (6-mm-) diameter injection holes as follows:
   1. Transverse Cracks Less Than 3/8 inch (9 mm) Wide: Drill holes through center of crack at 12 to 18 inches (300 to 500 mm) o.c.
   2. Transverse Cracks More Than 3/8 inch (9 mm) Wide: Drill holes through center of crack at 18 to 36 inches (500 to 900 mm) o.c.
   3. Delaminations: Drill holes at approximately 18 inches (500 mm) o.c. both vertically and horizontally.
   4. Drill holes 2 inches (50 mm) deep.
C. Clean out drill holes and cracks with compressed air and water. Remove dirt and organic matter, loose material, sealants, and failed crack repair materials.
D. Place plastic injection ports in drilled holes and seal face of cracks between injection ports with clay or other nonstaining, removable plugging material. Leave openings at upper ends of cracks for air release.
E. Inject cementitious crack filler through ports sequentially, beginning at one end of area and working to opposite end; where possible, begin at lower end of injection area and work upward. Inject filler until it extrudes from adjacent ports. After port has been injected, plug with clay or other suitable material and begin injecting filler at adjacent port, repeating process until all ports have been injected.
F. Clean cementitious crack filler from face of stone before it sets by scrubbing with water.
G. After cementitious crack filler has set, remove injection ports, plugging material, and excess filler. Patch injection holes and surface of cracks as specified in "Stone Patching" Article.

3.7 STONE PATCHING

A. Patch the following stone units unless another type of repair or replacement is indicated:
   1. Units indicated to be patched.
   2. Units with holes.
   3. Units with chipped edges or corners. Patch chipped edges or corners measuring more than 3/4 inch (19 mm) in least dimension.
   4. Units with small areas of deep deterioration. Patch deep deteriorations measuring more than 3/4 inch (19 mm) in least dimension and more than 1/4 inch (6 mm) deep.
B. Remove and replace existing patches where indicated.
C. Remove deteriorated material and remove adjacent material that has begun to deteriorate. Carefully remove additional material so patch does not have feathered edges but has square or slightly undercut edges on area to be patched and is at least 1/4 inch (6 mm) thick, but not less than recommended in writing by patching compound manufacturer.
D. Mask adjacent mortar joint or rake out for repointing if patch extends to edge of stone unit.
E. Mix patching compound in individual batches to match each stone unit being patched. Combine one or more colors of patching compound, as needed, to produce exact match.
F. Brush-coat stone surfaces with slurry coat of patching compound according to manufacturer's written instructions.
G. Place patching compound in layers as recommended in writing by patching compound manufacturer, but not less than 1/4 inch (6 mm) or more than 2 inches (50 mm) thick. Roughen surface of each layer to provide a key for next layer.
   1. Simple Details: Trowel, scrape, or carve surface of patch to match texture and surrounding surface plane or contour of the stone. Shape and finish surface before or after curing, as determined by testing, to best match existing stone.
   2. Carved Details: Build patch up 1/4 inch (6 mm) above surrounding stone, and carve surface to match adjoining stone after patching compound has hardened.
H. Keep each layer damp for 72 hours or until patching compound has set.
I. Remove and replace patches with hairline cracks or that show separation from stone at edges, and those that do not match adjoining stone in color or texture.

3.8 FINAL CLEANING

A. After mortar has fully hardened, thoroughly clean exposed stone surfaces of excess mortar and foreign matter; use wood scrapers, stiff-nylon or -fiber brushes, and clean water, applied by low-pressure spray.
   1. Do not use metal scrapers or brushes.
   2. Do not use acidic or alkaline cleaners.
B. Clean adjacent nonstone surfaces. Use detergent and soft brushes or cloths.
C. Clean mortar and debris from roof; remove debris from gutters and downspouts. Rinse off roof and flush gutters and downspouts.
D. Remove masking materials, leaving no residues that could trap dirt.

3.9 FIELD QUALITY CONTROL

A. Testing Agency: Owner will engage a qualified testing agency to perform tests and inspections. Allow inspectors use of lift devices and scaffolding, as needed, to perform inspections.
B. Architect's Project Representatives: Architect will assign Project representatives to help carry out Architect's responsibilities at the site, including observing progress and quality of portion of the Work completed. Allow Architect's Project representatives use of lift devices and scaffolding, as needed, to observe progress and quality of portion of the Work completed.
C. Notify Architect's Project representatives in advance of times when lift devices and scaffolding will be relocated. Do not relocate lift devices and scaffolding until Architect's Project representatives have had reasonable opportunity to make inspections and observations of work areas at lift device or scaffold location.

3.10 STONE WASTE DISPOSAL

A. Salvageable Materials: Unless otherwise indicated, excess stone materials are Contractor's property.
B. Stone Waste: Remove stone waste and legally dispose of off Owner's property.

END OF SECTION 040140.61

SECTION 040140.62 - STONE REPOINTING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section Includes:
   1. Repointing joints with mortar.
   2. Repointing joints with sealant.

1.3 DEFINITIONS

A. Low-Pressure Spray: 100 to 400 psi (690 to 2750 kPa); 4 to 6 gpm (0.25 to 0.4 L/s).
B. Rift: The most pronounced direction of splitting or cleavage of a stone.

1.4 PREINSTALLATION MEETINGS

A. Preinstallation Conference: Conduct conference at Project site.
   1. Review methods and procedures related to repointing stonework including, but not limited to, the following:
      a. Verify stone repointing specialist's personnel, equipment, and facilities needed to make progress and avoid delays.
      b. Materials, material application, sequencing, tolerances, and required clearances.
      c. Quality-control program.
      d. Coordination with building occupants.

1.5 SEQUENCING AND SCHEDULING

A. Work Sequence: Perform stone repointing work in the following sequence, which includes work specified in this and other Sections:
   1. Remove plant growth.
   2. Inspect masonry for open mortar joints and permanently or temporarily point them before cleaning to prevent the intrusion of water and other cleaning materials into the wall.
   3. Remove paint.
   4. Clean stone.
   5. Rake out mortar from joints surrounding stone to be replaced and from joints adjacent to stone repairs along joints.
   6. Repair stonework, including replacing existing stone with new stone.
   7. Rake out mortar from joints to be repointed.
   8. Point mortar and sealant joints.
   9. After repairs and repointing have been completed and cured, perform a final cleaning to remove residues from this work.
   10. Where water repellents are to be used on or near stonework, delay application of these chemicals until after pointing and cleaning.
B. As scaffolding is removed, patch anchor holes used to attach scaffolding. Patch holes in stone according to Section 040140.61 "Stone Repair." Patch holes in mortar joints according to "Repointing Stonework" Article.

1.6 ACTION SUBMITTALS

A. Product Data: For each type of product.
   1. Include recommendations for product application and use. Include test data substantiating that products comply with requirements.
B. Samples for Initial Selection: For the following:
   1. Pointing Mortar: Submit sets of mortar for pointing in the form of sample mortar strips, 6 inches (150 mm) long by 1/4 inch (6 mm)] [1/2 inch (13 mm)] wide, set in aluminum or plastic channels.
      a. Have each set contain a close color range of at least three Samples of different mixes of colored sands and cements that produce a mortar matching the existing, cleaned mortar when cured and dry.
      b. Submit with precise measurements on ingredients, proportions, gradations, and source of colored sands from which each Sample was made.
   2. Sand Type Used for Pointing Mortar: Minimum 8 oz. (240 mL) of each in plastic screw-top jars.
   3. Sealant materials.
   4. Include similar Samples of accessories involving color selection.
C. Samples for Verification: For the following:
   1. Each type, color, and texture of pointing mortar in the form of sample mortar strips, 6 inches (150 mm) long by 1/4 inch (6 mm) wide, set in aluminum or plastic channels.
      a. Include with each Sample a list of ingredients with proportions of each. Identify sources, both supplier and quarry, of each type of sand and brand names of cementitious materials and pigments if any.
   2. Sealant materials.
   3. Accessories: Each type of anchor, accessory, and miscellaneous support.

1.7 INFORMATIONAL SUBMITTALS

A. Qualification Data: For stone repointing specialist including field supervisors and workers.
B. Preconstruction Test Reports: For existing stone and mortar.
C. Quality-control program.

1.8 QUALITY ASSURANCE

A. Stone Repointing Specialist Qualifications: Engage an experienced stone repointing firm to perform work of this Section. Firm shall have completed work similar in material, design, and extent to that indicated for this Project with a record of successful in-service performance. Experience in only installing standard unit masonry or new stone masonry is insufficient experience for stone repointing work.
   1. Field Supervision: Stone repointing specialist firms shall maintain experienced full-time supervisors on Project site during times that stone repointing work is in progress.
B. Quality-Control Program: Prepare a written quality-control program for this Project to systematically demonstrate the ability of personnel to properly follow methods and use materials and tools without damaging stonework. Include provisions for supervising performance and preventing damage.
C. Mockups: Prepare mockups of stone repointing to demonstrate aesthetic effects and to set quality standards for materials and execution.
   1. Repointing: Rake out joints in two separate areas, each approximately 36 inches (900 mm) high by 48 inches (1200 mm) wide for each type of repointing required, and repoint one of the areas.
   2. Approval of mockups does not constitute approval of deviations from the Contract Documents contained in mockups unless Architect specifically approves such deviations in writing.
   3. Subject to compliance with requirements, approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.

1.9 PRECONSTRUCTION TESTING

A. Preconstruction Testing Service: Owner will engage a qualified testing agency to perform preconstruction testing on stone units as follows:
   1. Provide test specimens as indicated and representative of proposed materials and existing construction.

2. Existing Stone: Test each type of existing stone indicated for repointing according to ASTM C 170/C 170M for compressive strength, wet and dry, perpendicular and parallel to rift; ASTM C 99/C 99M for modulus of rupture, wet and dry, perpendicular and parallel to rift; and ASTM C 97/C 97M for absorption and bulk specific gravity. Carefully remove five existing stones from locations designated by Architect. Take testing samples from these stones.
3. Existing Mortar: Test according to ASTM C 295/C 295M, modified as agreed by testing service and Architect for Project requirements, to determine proportional composition of original ingredients, sizes and colors of aggregates, and approximate strength.
4. Temporary Patch: As directed by Architect, provide temporary materials followed by permanent repairs at locations from which existing samples were taken.

1.10 DELIVERY, STORAGE, AND HANDLING

A. Deliver packaged materials to Project site in manufacturer's original and unopened containers, labeled with manufacturer's name and type of products.
B. Store cementitious materials on elevated platforms, under cover, and in a dry location. Do not use cementitious materials that have become damp.
C. Store hydrated lime in manufacturer's original and unopened containers. Discard lime if containers have been damaged or have been opened for more than two days.
D. Store sand where grading and other required characteristics can be maintained and contamination avoided.

1.11 FIELD CONDITIONS

A. Weather Limitations: Proceed with installation only when existing and forecasted weather conditions permit repointing work to be performed according to product manufacturers' written instructions and specified requirements.
B. Temperature Limits, General: Repoint mortar joints only when air temperature is between 40 and 90 deg F (4 and 32 deg C) and is predicted to remain so for at least seven days after completion of the Work unless otherwise indicated.
C. Cold-Weather Requirements: Comply with the following procedures for mortar-joint pointing unless otherwise indicated:
   1. When air temperature is below 40 deg F (4 deg C), heat mortar ingredients and existing stone to produce temperatures between 40 and 120 deg F (4 and 49 deg C).
   2. When mean daily air temperature is below 40 deg F (4 deg C), provide enclosure and heat to maintain temperatures above 32 deg F (0 deg C) within the enclosure for seven days after pointing.
D. Hot-Weather Requirements: Protect mortar-joint pointing when temperature and humidity conditions produce excessive evaporation of water from mortar materials. Provide artificial shade and wind breaks, and use cooled materials as required to minimize evaporation. Do not apply mortar to substrates with temperatures of 90 deg F (32 deg C) and above unless otherwise indicated.

PART 2 - PRODUCTS

2.1 MATERIALS, GENERAL

A. Source Limitations: Obtain each type of material for stone repointing (cement, sand, etc.) from single source with resources to provide materials of consistent quality in appearance and physical properties.

2.2 MORTAR MATERIALS

A. Portland Cement: ASTM C 150/C 150M, Type I or Type II, except Type III may be used for cold-weather construction; white or gray, or both where required for color matching of mortar.
   1. Provide cement containing not more than 0.60 percent total alkali when tested according to ASTM C 114.
B. Hydrated Lime: ASTM C 207, Type S.
C. Mortar Sand: ASTM C 144.

1. Match size, texture, and gradation of existing mortar sand as closely as possible. Blend several sands if necessary to achieve suitable match.
2. Color: Natural sand or ground marble, granite, or other sound stone of color necessary to produce required mortar color.

D. Water: Potable.

2.3 MORTAR MIXES

A. Measurement and Mixing: Measure cementitious materials and sand in a dry condition by volume or equivalent weight. Do not measure by shovel; use known measure. Mix materials in a clean, mechanical batch mixer.
1. Mixing Pointing Mortar: Thoroughly mix cementitious materials and sand together before adding any water. Then mix again, adding only enough water to produce a damp, unworkable mix that retains its form when pressed into a ball. Maintain mortar in this dampened condition for 15 to 30 minutes. Add remaining water in small portions until mortar reaches desired consistency. Use mortar within one hour of final mixing; do not retemper or use partially hardened material.

B. Colored Mortar: Produce mortar of color required by using specified ingredients. Do not alter specified proportions without Architect's approval.
1. Mortar Pigments: Where mortar pigments are indicated, do not add pigment exceeding 10 percent by weight of the cementitious or binder materials, except for carbon black which is limited to 2 percent, unless otherwise demonstrated by a satisfactory history of performance.

C. Do not use admixtures in mortar unless otherwise indicated.

D. Mixes: Mix mortar materials in the following proportions:
1. Pointing Mortar by Volume: ASTM C 270, Proportion Specification, 1 part portland cement, 1 part lime, and 6 parts sand.
2. Pointing Mortar by Type: ASTM C 270, Proportion Specification, Type N unless otherwise indicated; with cementitious material limited to portland cement and lime.
3. Pointing Mortar by Property: ASTM C 270, Property Specification, Type N unless otherwise indicated; with cementitious material limited to portland cement and lime.

PART 3 - EXECUTION

3.1 PROTECTION

A. Prevent mortar from staining face of surrounding stone and other surfaces.
1. Cover sills, ledges, and other projecting items to protect them from mortar droppings.
2. Keep wall area wet below pointing work to discourage mortar from adhering.
3. Immediately remove mortar splatters in contact with exposed stone and other surfaces.

3.2 STONE REPOINTING, GENERAL

A. Appearance Standard: Repointed surfaces are to have a uniform appearance as viewed from 20 feet (6 m) away by Architect.

3.3 REPOINTING STONEWORK

A. Rake out and repoint joints to the following extent:
1. All joints in areas indicated.
2. Joints indicated as sealant-filled joints.
3. Joints at locations of the following defects:
a. Holes and missing mortar.
b. Cracks that can be penetrated 1/4 inch (6 mm) or more by a knife blade 0.027 inch (0.7 mm) thick.

B. Do not rake out and repoint joints where not required.

C. Rake out joints as follows, according to procedures demonstrated in approved mockup:

1. Remove mortar from joints to depth of 2-1/2 times joint width, but not less than 3/4 inch (20 mm) or not less than that required to expose sound, unweathered mortar. Do not remove unsound mortar more than 2 inches (50 mm) deep; consult Architect for direction.
2. Remove mortar from stone surfaces within raked-out joints to provide reveals with square backs and to expose stone for contact with pointing mortar. Brush, vacuum, or flush joints to remove dirt and loose debris.
3. Do not spall edges of stone units or widen joints. Replace or patch damaged stone units as directed by Architect.

D. Notify Architect of unforeseen detrimental conditions including voids in mortar joints, cracks, loose stone, rotted wood, rusted metal, and other deteriorated items.

E. Pointing with Mortar:
1. Rinse joint surfaces with water to remove dust and mortar particles. Time rinsing application so, at time of pointing, joint surfaces are damp but free of standing water. If rinse water dries, dampen joint surfaces before pointing.
2. Apply pointing mortar first to areas where existing mortar was removed to depths greater than surrounding areas. Apply in layers not greater than 3/8 inch (9 mm) until a uniform depth is formed. Fully compact each layer, and allow it to become thumbprint hard before applying next layer.
3. After deep areas have been filled to same depth as remaining joints, point joints by placing mortar in layers not greater than 3/8 inch (9 mm). Fully compact each layer and allow to become thumbprint hard before applying next layer. Where existing stone has worn or rounded edges, slightly recess finished mortar surface below face of stone to avoid widened joint faces. Take care not to spread mortar beyond joint edges onto exposed stone surfaces or to featheredge the mortar.
4. When mortar is thumbprint hard, tool joints to match original appearance of joints as demonstrated in approved mockup. Remove excess mortar from edge of joint by brushing.
5. Cure mortar by maintaining in thoroughly damp condition for at least 72 consecutive hours, including weekends and holidays.
6. Hairline cracking within mortar or mortar separation at edge of a joint is unacceptable. Completely remove such mortar and repoint.

F. Where repointing work precedes cleaning of existing stone, allow mortar to harden at least 30 days before beginning cleaning work.

3.4 FINAL CLEANING

A. After mortar has fully hardened, thoroughly clean exposed stone surfaces of excess mortar and foreign matter; use wood scrapers, stiff-nylon or -fiber brushes, and clean water, applied by low-pressure spray.
1. Do not use metal scrapers or brushes.
2. Do not use acidic or alkaline cleaners.

B. Clean adjacent nonstone surfaces. Use detergent and soft brushes or cloths.

C. Clean mortar and debris from roof; remove debris from gutters and downspouts. Rinse off roof and flush gutters and downspouts.

D. Remove masking materials, leaving no residues that could trap dirt.

3.5 FIELD QUALITY CONTROL

A. Testing Agency: Owner will engage qualified testing agencies to perform tests and inspections. Allow inspectors use of lift devices and scaffolding, as needed, to perform inspections.

B. Architect's Project Representatives: Architect will assign Project representatives to help carry out Architect's responsibilities at the site, including observing progress and quality of portion of the Work completed. Allow Architect's Project representatives use of lift devices and scaffolding, as needed, to observe progress and quality of portion of the Work completed.

C. Notify Architect's Project representatives in advance of times when lift devices and scaffolding will be relocated. Do not relocate lift devices and scaffolding until Architect's Project representatives have had reasonable opportunity to make inspections and observations of work areas at lift device or scaffold location.

END OF SECTION 040140.62

SECTION 057300 - DECORATIVE METAL RAILINGS

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:
   1. Aluminum decorative railings.

1.2 PERFORMANCE REQUIREMENTS

A. Delegated Design: Design railings, including comprehensive engineering analysis by a qualified professional engineer, using performance requirements and design criteria indicated.

B. Structural Performance: Railings shall withstand the effects of gravity loads and the following loads and stresses within limits and under conditions indicated:
   1. Handrails and Top Rails of Guards:
      a. Uniform load of 50 lbf/ft. (0.73 kN/m) applied in any direction.
      b. Concentrated load of 200 lbf (0.89 kN) applied in any direction.
      c. Uniform and concentrated loads need not be assumed to act concurrently.
   2. Infill of Guards:
      a. Concentrated load of 50 lbf (0.22 kN) applied horizontally on an area of 1 sq. ft. (0.093 sq. m).
      b. Infill load and other loads need not be assumed to act concurrently.

C. Control of Corrosion: Prevent galvanic action and other forms of corrosion by insulating metals and other materials from direct contact with incompatible materials.

1.3 PRECONSTRUCTION TESTING

A. Preconstruction Testing Service: Owner will engage a qualified testing agency to perform preconstruction testing on laboratory mockups.
   1. Build laboratory mockups at testing agency facility; use personnel, materials, and methods of construction that will be used at Project site.
   2. Test railings according to ASTM E 894 and ASTM E 935.

1.4 ACTION SUBMITTALS

A. Product Data: For the following:
   1. Manufacturer's product lines of railings assembled from standard components.
   2. Grout, anchoring cement, and paint products.

B. Shop Drawings: Include plans, elevations, sections, details, and attachments to other work.

C. Samples: For each type of exposed finish required.

D. Delegated-Design Submittal: For installed products indicated to comply with performance requirements and design criteria, including analysis data and calculations signed and sealed by the qualified professional engineer responsible for their preparation.

1.5 INFORMATIONAL SUBMITTALS

A. Qualification Data: For qualified professional engineer.

B. Product Test Reports: Based on evaluation of comprehensive tests performed by a qualified testing agency, according to ASTM E 894 and ASTM E 935.

C. Preconstruction test reports.

1.6 QUALITY ASSURANCE

A. Product Options: Information on Drawings and in Specifications establishes requirements for system's aesthetic effects and performance characteristics. Do not modify intended aesthetic effects, as judged solely by Architect, except with Architect's approval.

B. Mockups: Build mockups to verify selections made under sample submittals and to demonstrate aesthetic effects and set quality standards for fabrication and installation.
   1. Build mockups for each form and finish of railing consisting of two posts, top rail, infill area, and anchorage system components.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
   a. Aluminum Decorative Railings:
   b. Architectural Metal Works.
   c. Architectural Railings & Grilles, Inc.
   d. ART Technologies, Inc.
   e. Blum, Julius & Co., Inc.
   f. Bluecoat of Pittsburgh.
   g. Braun, J. G., Company; a division of the Wagner Companies.
   h. CraneVeyor Corp.
   i. Laurence, C. R. Co., Inc.
   j. Livers Bronze Co.
   k. Newman Brothers, Inc.
   l. Pisor Industries, Inc.
   m. Platers Polishing Company; a division of Rippel Architectural Metals.
   n. Poma Corporation.
   o. Sterling Dula Architectural Products, Inc.; Div. of Kane Manufacturing.
   p. Superior Aluminum Products, Inc.
   q. Wagner, R & B, Inc.; a division of the Wagner Companies.
   r. Wylie Systems.

2.2 METALS, GENERAL

A. Brackets, Flanges, and Anchors: Same metal and finish as supported rails unless otherwise indicated.

2.3 ALUMINUM

A. Aluminum, General: Provide alloy and temper recommended by aluminum producer and finisher for type of use and finish indicated, and with strength and durability properties for each aluminum form required not less than that of alloy and temper designated below.
B. Extruded Bars and Shapes, Including Extruded Tubing: ASTM B 221 (ASTM B 221M), Alloy 6063-T5/T52.
C. Extruded Structural Pipe and Round Tubing: ASTM B 429/B 429M, Alloy 6063-T6.
D. Drawn Seamless Tubing: ASTM B 210 (ASTM B 210M), Alloy 6063-T832.

2.4 FASTENERS

A. Fastener Materials: Unless otherwise indicated, provide the following:
   1. Aluminum Components: Type 304 stainless-steel fasteners.
   2. Dissimilar Metals: Type 304 stainless-steel fasteners.

B. Anchors, General: Anchors capable of sustaining, without failure, a load equal to six times the load imposed when installed in unit masonry and four times the load imposed when installed in concrete, as determined by testing according to ASTM E 488, conducted by a qualified independent testing agency.

2.5 MISCELLANEOUS MATERIALS

A. Bituminous Paint: Cold-applied asphalt emulsion complying with ASTM D 1187.
B. Nonshrink, Nonmetallic Grout: Factory-packaged, nonstaining, noncorrosive, nongaseous grout complying with ASTM C 1107. Provide grout specifically recommended by manufacturer for interior and exterior applications.

2.6 FABRICATION

A. General: Fabricate railings to comply with requirements indicated for design, dimensions, member sizes and spacing, details, finish, and anchorage, but not less than that required to support structural loads.
B. Connections: Fabricate railings with welded or nonwelded connections unless otherwise indicated.
C. Welded Connections: Cope components at connections to provide close fit, or use fittings designed for this purpose. Weld all around at connections, including at fittings.
   1. At exposed connections, finish exposed welds to comply with NOMMA's "Voluntary Joint Finish Standards" for Type 1 welds: no evidence of a welded joint.
D. Mechanical Connections: Connect members with concealed mechanical fasteners and fittings.
E. Form changes in direction by bending or by inserting prefabricated elbow fittings.
F. Bend members in jigs to produce uniform curvature for each configuration required; maintain cross section of member throughout entire bend without buckling, twisting, cracking, or otherwise deforming exposed surfaces of components.
G. Close exposed ends of hollow railing members with prefabricated end fittings.
H. Provide wall returns at ends of wall-mounted handrails unless otherwise indicated.
I. Brackets, Flanges, Fittings, and Anchors: Provide wall brackets, flanges, miscellaneous fittings, and anchors to interconnect railing members to other work unless otherwise indicated.

2.7 ALUMINUM FINISHES

A. Color Anodic Finish: AAMA 611, AA-M12C22A32/A34, Class II, 0.010 mm or thicker.
   1. Color: Black.

PART 3 - EXECUTION

3.1 INSTALLATION

A. Perform cutting, drilling, and fitting required for installing railings. Set railings accurately in location, alignment, and elevation; measured from established lines and levels and free of rack.
   1. Set posts plumb within a tolerance of 1/16 inch in 3 feet (2 mm in 1 m).
   2. Align rails so variations from level for horizontal members and variations from parallel with rake of steps and ramps for sloping members do not exceed 1/4 inch in 12 feet (5 mm in 3 m).

B. Corrosion Protection: Coat concealed surfaces of aluminum that will be in contact with grout, concrete, masonry, wood, or dissimilar metals, with a heavy coat of bituminous paint.
C. Form or core-drill holes not less than 5 inches (125 mm) deep and 3/4 inch (20 mm) larger than OD of post for installing posts in concrete. Clean holes of loose material, insert posts, and fill annular space between post and concrete with grout.
D. Anchor posts to metal surfaces as indicated using fittings designed and engineered for this purpose.
E. Anchor railing ends to concrete and masonry with flanges connected to railing ends and anchored to wall construction with anchors and bolts.
F. Secure wall brackets and railing end flanges to building construction as follows:
   1. For concrete and solid masonry anchorage, use drilled-in expansion shields and hanger or lag bolts.
   2. For hollow masonry anchorage, use toggle bolts.
G. Touchup Painting: Immediately after erection, clean field welds, bolted connections, and abraded areas of shop paint, and paint exposed areas with the same material as used for shop painting to comply with SSPC-PA 1 for touching up shop-painted surfaces.

END OF SECTION 057300

SECTION 071616.1 – CRYSTALLINE WATERPROOFING

PART 1 – GENERAL

1.1 SUMMARY

A. Section Includes: Furnishing of all labor, materials, services and equipment necessary for the supply and installation of cementitious crystalline waterproofing to concrete substrates, above-grade or below-grade, on either dry or wet side of substrates, as indicated on drawings and as specified herein.

B. Location of Work:
   1. Work to be performed at the south courtyard retaining wall as indicated by elevation 1/A5.4 and Exterior Restoration Keynote No. 26.

1.2 REFERENCES

A. Applicable Standards: The following standards are referenced herein.
   1. American Society for Testing and Materials (ASTM)
   2. Army Corps of Engineers (CRD)
   3. NSF International (NSF)

1.3 SYSTEM DESCRIPTION

A. Cementitious Crystalline Waterproofing: Blend of portland cement, fine treated silica sand and active proprietary chemicals. When mixed with water and applied as a cementitious coating, the active chemicals cause a catalytic reaction which generates a non-soluble crystalline formation of dendritic fibers within the pores and capillary tracts of concrete. This process causes concrete to become permanently sealed against the penetration of liquids from any direction.

1.4 SUBMITTALS

A. General: Submit listed submittals in accordance with conditions of the Contract and with Division 1 Submittal Procedures Section.

B. Product Data: Submit product data, including manufacturer's specifications, installation instructions, and general recommendations for waterproofing applications. Also include manufacturer's certification or other data substantiating that products comply with requirements of Contract Documents.

C. Test Reports: Submit for acceptance, complete test reports from approved independent testing laboratories certifying that waterproofing system conforms to performance characteristics and testing requirements specified herein.

D. Manufacturer's Certification: Provide certificates signed by manufacturer or manufacturer's representative certifying that the materials to be installed comply in all respects with the requirements of this specification, and that the applicator is qualified and approved to install the materials in accordance with manufacturer's product data.

E. Manufacturer's Field Report: Provide copy of report from manufacturer's representative confirming that the surfaces to which waterproofing material is to be applied are in a condition suitable to receive same.

1.5 QUALITY ASSURANCE

A. Manufacturer Qualifications: Manufacturer shall be ISO 9001 registered, and shall have no less than 10 years' experience in manufacturing the cementitious crystalline waterproofing materials for the required

work. Manufacturers that cannot provide the performance test data specified herein will not be considered for the project.

B. Applicator: Waterproofing applicator shall be experienced in the installation of cementitious crystalline waterproofing materials as demonstrated by previous successful installations, and shall be approved by the manufacturer in writing.

C. Pre-Installation Conference: Prior to installation of waterproofing, conduct meeting with waterproofing applicator, installers of work adjacent to or which penetrates waterproofing, Architect/Engineer, owner's representative, and waterproofing manufacturer's representative to verify and review the following:
   1. Project requirements for waterproofing as set out in Contract Document.
   2. Manufacturer's product data including application instructions.
   3. Substrate conditions, and procedures for substrate preparation and waterproofing installation.

D. Technical Consultation: The waterproofing manufacturer's representative shall provide technical consultation on waterproofing application.

E. Mockups: Build mockups to verify selections made under Sample submittals, to demonstrate aesthetic effects, and to set quality standards for materials and execution.
   1. Build mockup of typical vertical and horizontal surfaces 10 sq. ft. (0.9 sq. m) in size.
   2. Approval of mockups does not constitute approval of deviations from the Contract Documents contained in mockups unless Architect specifically approves such deviations in writing.
   3. Subject to compliance with requirements, approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.

1.6 DELIVERY, STORAGE AND HANDLING

A. Delivery: Deliver packaged waterproofing materials to project site in original undamaged containers, with manufacturer's labels and seals intact.

1.7 PROJECT CONDITIONS

A. Compliance: Comply with manufacturer's product data regarding condition of substrate to receive waterproofing, weather conditions before and during installation, and protection of the installed waterproofing system.

PART 2 – PRODUCTS

2.1 MATERIALS

A. Acceptable Manufacturer:
Xypex Chemical Corporation
13731 Mayfield Place, Richmond, B.C., Canada V6V 2G9
Tel: 800 961.4477 or 604 273.5265 Fax: 604 270.0451

B. Proprietary Products: Xypex crystalline waterproofing materials as follows:
   1. Xypex Concentrate
   2. Xypex Modified
   3. Xypex Patch'n Plug

C. Source Quality: Obtain proprietary crystalline waterproofing products from a single manufacturer.

2.2 MIXES

A. General: Mix waterproofing material by volume with clean water which is free from salt and deleterious materials. Mix waterproofing material in quantities that can be applied within 20 to 30 minutes from time

of mixing. As mixture thickens, stir frequently, but do not add additional water. Do not mix bonding agents or admixtures with crystalline waterproofing materials.

B. Brush Application Mix: Measure dry powder and place in mixing container. Measure water and mix into the dry powder with a paddle on a slow speed electric drill (250 RPM) or other type mixer which is acceptable to manufacturer. Mixing proportions shall be as follows:

Coverage	Proportions (by Volume)
1.5 lb./sq. yd. (0.8 kg/m2)	5 powder to 2 water
2.0 lb./sq. yd. (1.0 kg/m2)	3 powder to 1 water

C. Spray Application Mix: Mixing shall be same as specified for brush application except that mixture shall be thinner. Use following proportions as a guide only. Adjust proportions to match type of spray equipment and pressures used. Mixing proportions shall be as follows:

Coverage	Proportions (by Volume)
1.5 lb./sq. yd. (0.8 kg/m2)	5 powder to 3 water

D. Dry-Pac Mix: Using a trowel, mix 1 part clean water with 6 parts Xypex Concentrate powder for 10 to 15 seconds. It is acceptable that lumps may be present in mixture. Mix only as much as can be applied in 15 minutes.

PART 3 – EXECUTION

3.1 EXAMINATION

A. Site Visit: Prior to waterproofing installation, arrange visit to project site with water-proofing manufacturer's representative. Representative shall inspect and certify that concrete surfaces are in acceptable condition to receive waterproofing treatment.

B. Verification of Substrates: Verify that concrete surfaces are sound and clean, and that form release agents and materials used to cure the concrete are compatible with waterproofing treatment.

C. Examination for Defects: Examine surfaces to be waterproofed for form tie holes and structural defects such as honeycombing, rock pockets, faulty construction joints and cracks. Such defects to be repaired in accordance to manufacturer's product data and 3.02 below.

3.2 PREPARATION

A. Concrete Finish: Concrete surfaces to receive waterproofing treatment shall have an open capillary system to provide tooth and suction, and shall be free from scale, excess form oil, laitance, curing compounds and foreign matter. Horizontal surfaces shall have a rough wood float or broom finish. Where a smooth trowel finish is required on horizontal surface, crystalline waterproofing material shall be applied by dry shake method at time of concrete finishing in accordance with manufacturer's product data.

B. Surface Preparation: Smooth surfaces (e.g. where steel forms are used) or surfaces covered with excess form oil or other contaminants shall be washed, lightly sand-blasted, water-blasted, or acid etched with muriatic acid as necessary to provide a clean absorbent surface. Surfaces to be acid-etched shall be saturated with water prior to application of acid.

C. Repair of Defects: Surface defects shall be repaired in accordance with manufacturer's instructions as follows:

1. Form Tie Holes, Construction Joints, Cracks: Chip out defective areas in a "U" shaped slot one inch (25 mm) wide and a minimum of one inch (25 mm) deep. Clean slot of debris and dust. Soak area with water and remove excess surface water. Apply a slurry coat of Xypex Concentrate at the

rate of 1.5 lb./sq. yd. (0.8 kg/m2) to the slot. Allow slurry to reach an initial set, then fill cavity with Dry-Pac. Compress tightly into cavity using pneumatic packer or block and hammer.

2. Rock Pockets, Honeycombing or Other Defective Concrete: Rout out defective areas to sound concrete. Remove loose materials and saturate with water. Remove excess surface water and apply a slurry coat of Xypex Concentrate to area. After slurry has set, but while still "green", fill cavity to surface level with non-shrink grout.

D. Wetting Concrete: Prior to application of waterproofing treatment, thoroughly saturate concrete surfaces with clean water as required to ensure migration of crystalline chemicals into voids and capillary tracts of the concrete. Remove free surface water before application.

3.3 APPLICATION

A. Construction Joints: Apply Xypex Concentrate in slurry form at a rate of 2.0 lb./sq. yd. (1.08 kg/m2) to joint surfaces between concrete pours. Moisten surfaces prior to slurry application. Where joint surfaces are not accessible prior to pouring new concrete, consult manufacturer for application procedure.

B. Sealing Strips and Coves: Prepare concrete surfaces that will come into contact with sealing strips and coves by applying one coat of Xypex Concentrate in slurry form at a rate of 1.5 lb./sq. yd. (0.8 kg/m2). Then apply Xypex Concentrate in Dry-Pac form (sealing strip) or Xypex Modified in mortar consistency (cove) after slurry coat has reached an initial set but is still "green".

1. Sealing Strips: Where indicated on drawings, fill preformed grooves, one inch (25 mm) wide and minimum of 1.5 inch (37 mm) deep, located at construction joints with Xypex Concentrate in Dry-Pac form. Compact Dry-Pac tightly into groove using a pneumatic packer or hammer and block.
2. Coves: Where indicated on drawings, trowel apply and pack Xypex Modified mortar into a cove shape.

C. Surface Application: After repairs, surface preparation, treatment of construction joints and sealing strip placement have been completed in accordance with manufacturer's product data and as specified herein, apply Xypex treatment uniformly to concrete surfaces with semi-stiff bristle brush or broom, or suitable spray equipment. Application rates and locations shall be as indicated in the drawings and in accordance with manufacturer's product data. When brushing, work slurry well into surface of the concrete, filling surface pores and hairline cracks. When spraying, hold nozzle close enough to ensure that slurry is forced into pores and hairline cracks.

1. First Coat (of one or two coat application): Apply Xypex Concentrate slurry coat to locations indicated on drawings in accordance with manufacturer's product data.
2. Second Coat (of two coat application): Where indicated on drawings or as required by manufacturer's product data, apply Xypex Modified slurry coat while first coat of Xypex Concentrate is still "green" but after it has reached an initial set. Use light prewatering between coats when rapid drying conditions exist.

D. Sandwich (Topping) Application: When treated structural slabs are to receive a concrete or other topping, place the topping while waterproofing material is still "green" but has reached an initial set. Lightly prewater when rapid drying conditions exist.

3.4 CURING

A. General: Begin curing as soon as Xypex coating has hardened sufficiently so as not to be damaged by a fine spray. Cure Xypex treatment with a mist fog spray of clean water three times a day for 2 to 3 days, or cover treated surfaces with damp burlap for the prescribed period. In warm climates, more than three sprayings per day may be necessary to prevent excessive drying of coating.

B. Air Circulation: Do not lay plastic sheeting directly on the waterproofing coating as air contact is required for proper curing. If poor circulation exists in treated areas, it may be necessary to provide fans or blown air to aid in curing of waterproofing treatment.

C. Holding Structures: For concrete holding structures such as swimming pools, reservoirs, water treatment tanks and wet wells, cure Xypex treatment for three days and then allow treatment to set for 12 days before filling structure with liquid. For structures holding hot or corrosive liquids, cure waterproofing treatment for three days and allow to set for 18 days before filling.

D. Protection: During the curing period, protect treated surfaces from damage by wind, sun, rain and temperatures below 36oF (2oC). If plastic sheeting is used for protection, it must be raised off of waterproofing coating to allow sufficient air circulation.

E. Curing Agent: If moist curing is not possible, use a chemical curing agent that is specifically designed for or compatible with the approved crystalline waterproofing treatment. Curing agent shall have at least two years of successful field use and shall be approved by waterproofing manufacturer in writing.

3.5 INTERFACE WITH OTHER MATERIALS

A. Backfilling: Do not backfill for 36 hours after application. If backfill takes place within seven days after application, then backfill material shall be moist so as not to draw moisture from waterproof coating.

B. Paint, Epoxy or Similar Coatings: Do not apply paint or other coatings until waterproofing treatment has cured and set for a minimum of 21 days. Before applying paint or coating, neutralize treated surface by dampening with water and then washing waterproofed surface with 15% muriatic acid, diluted in a ratio of one part acid to four parts water by volume. Flush acid off treated concrete surfaces.

C. Grout, Cement Parge Coat, Plaster or Stucco: Because the waterproof coating forms a relatively smooth surface and the resulting crystalline formation fills the concrete pores thereby reducing suction characteristics of the concrete, it may be necessary to use a suitable bonding agent for proper bonding of cementitious systems.

3.6 FIELD QUALITY CONTROL

A. Observation: Do not conceal installed waterproofing system before it has been observed by Architect/Engineer, waterproofing manufacturer's representative and other designated entities.

B. Flood Testing:
   1. Perform flood test on completed waterproofing installation before placement of other construction.
   2. Plug or dam drains and fill area with water to a depth of two inches (50 mm) or to within 0.5 inch (12.5 mm) of top of waterproofing treatment.
   3. Let water stand for 24 hours.
   4. If leaks are discovered, make repairs and repeat test until no leaks are observed.

3.7 CLEANING AND PROTECTION

A. Cleaning: Clean spillage and soiling from adjacent surfaces using appropriate cleaning agents and procedures.

B. Protection: Take measures to protect completed Xypex coating from damage after application. Do not permit traffic on unprotected coating.

END OF SECTION 071616.1

SECTION 071616.2 – CRYSTALLINE WATERPROOFING

PART 1 – GENERAL

1.1 SUMMARY

A. Section Includes: Furnishing of all labor, materials, services and equipment necessary for the supply and installation of cementitious crystalline waterproofing to concrete block substrates, above-grade or below-grade, on either dry or wet side of substrates as indicated on drawings and as specified herein.

B. Location of Work:

1. For change order price 7.2.9, locations would take place at loading dock areas in lieu of work indicated on drawings.

1.2 REFERENCES

A. Applicable Standards: The following standards are referenced herein.

1. American Society for Testing and Materials (ASTM)
2. Army Corps of Engineers (CRD)
3. NSF International (NSF)

1.3 SYSTEM DESCRIPTION

A. Cementitious Crystalline Waterproofing: Blend of Portland cement, fine treated silica sand and active proprietary chemicals. When mixed with water and applied as a cementitious coating, the active chemicals cause a catalytic reaction which generates a non-soluble crystalline formation of dendritic fibers within the pores and capillary tracts of concrete. This process causes suitably dense concrete to become permanently sealed against the penetration of liquids from any direction.

1.4 SUBMITTALS

A. General: Submit listed submittals in accordance with conditions of the Contract and with Division 1 Submittal Procedures Section.

B. Product Data: Submit product data, including manufacturer's specifications, installation instructions, and general recommendations for waterproofing applications. Also include manufacturer's certification or other data substantiating that products comply with requirements of Contract Documents.

C. Test Reports: Submit for acceptance, complete test reports from approved independent testing laboratories certifying that waterproofing system conforms to performance characteristics and testing requirements specified herein.

D. Manufacturer's Certification: Provide certificates signed by manufacturer or manufacturer's representative certifying that the materials to be installed comply in all respects with the requirements of this specification, and that the applicator is qualified and approved to install the materials in accordance with manufacturer's product data.

E. Manufacturer's Field Report: Provide copy of report from manufacturer's representative confirming that the surfaces to which waterproofing material is to be applied are in a condition suitable to receive same.

1.5 QUALITY ASSURANCE

A. Manufacturer Qualifications: Manufacturer shall be ISO 9001 registered, and shall have no less than 10 years experience in manufacturing the cementitious crystalline waterproofing materials for the required

work. Manufacturers that cannot provide the performance test data specified herein will not be considered for the project.

B. Applicator: Waterproofing applicator shall be experienced in the installation of cementitious crystalline waterproofing materials as demonstrated by previous successful installations, and shall be approved by the manufacturer in writing.

C. Pre-Installation Conference: Prior to installation of waterproofing, conduct meeting with waterproofing applicator, installers of work adjacent to or which penetrates waterproofing, Architect/Engineer, owner's representative, and waterproofing manufacturer's representative to verify and review the following:

1. Project requirements for waterproofing as set out in Contract Document.
2. Manufacturer's product data including application instructions.
3. Substrate conditions, and procedures for substrate preparation and waterproofing installation.

D. Technical Consultation: The waterproofing manufacturer's representative shall provide technical consultation on waterproofing application.

E. Mockups: Build mockups to verify selections made under Sample submittals, to demonstrate aesthetic effects, and to set quality standards for materials and execution.
1. Build mockup of typical vertical and horizontal surfaces 10 sq. ft. (0.9 sq. m.) in size.
2. Approval of mockups does not constitute approval of deviations from the Contract Documents contained in mockups unless Architect specifically approves such deviations in writing.
3. Subject to compliance with requirements, approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.

1.6 DELIVERY, STORAGE AND HANDLING

A. Delivery: Deliver packaged waterproofing materials to project site in original undamaged containers, with manufacturer's labels and seals intact.

B. Storage: Store waterproofing materials in dry, enclosed location, at temperature and humidity conditions recommended by manufacturer.

1.7 PROJECT CONDITIONS

A. Compliance: Comply with manufacturer's product data regarding condition of substrate to receive waterproofing, weather conditions before and during installation, and protection of the installed waterproofing system.

PART 2 – PRODUCTS

2.1 MATERIALS

A. Acceptable Manufacturer:
Xypex Chemical Corporation
13731 Mayfield Place, Richmond, B.C., Canada V6V 2G9
Tel: 800 961.4477 or 604 273.5265 Fax: 604 270.0451

B. Proprietary Products: Xypex crystalline waterproofing materials as follows:
1. Xypex Concentrate
2. Xypex Patch'n' Plug
3. Xypex Megamix I
4. Xypex Megamix II
5. Xypex Xycrylic Admix
6. Xypex Gamma Cure

C. Source Quality: Obtain proprietary crystalline waterproofing products from a single manufacturer.

2.2 MIXES

A. General for Concentrate: Mix Xypex Concentrate waterproofing material by volume with clean water which is free from salt and deleterious materials. Mix waterproofing material in quantities that can be applied within 20 to 30 minutes from time of mixing. As mixture thickens, stir frequently, but do not add additional water. Do not mix bonding agents or admixtures with crystalline waterproofing materials unless specified in Manufacture's Product Data Sheets.

B. Brush Application Mix Concentrate: Measure dry powder and place in mixing container. Measure water and mix into the dry powder with a paddle on a slow speed electric drill (250 RPM) or other type mixer which is acceptable to manufacturer. Mixing proportions shall be as follows:

Coverage	Proportions (by Volume)
1.5 lb./sq. yd. (0.8 kg/m2)	5 powder to 2 water
2.0 lb./sq. yd. (1.0 kg/m2)	3 powder to 1 water

C. Spray Application Mix Concentrate: Mixing shall be same as specified for brush application except that mixture shall be thinner. Use following proportions as a guide only. Adjust proportions to match type of spray equipment and pressures used. Mixing proportions shall be as follows:

Coverage	Proportions (by Volume)
2 lb./sq. yd. (1.0 kg/m2)	5 powder to 3 water

D. Dry-Pac Mix Concentrate: Using a trowel, mix 1 part clean water with 6 parts Xypex Concentrate powder for 10 to 15 seconds. It is acceptable that lumps may be present in mixture. Mix only as much as can be applied in 15 minutes.

E. Mortar Mix Patch'n Plug: Using a trowel, mix 1 part clean water with 3.5 parts Xypex Patch'n Plug powder to a mortar consistency. Mix only as much as can be applied in 3 minutes.

F. Parge Mix Megamix I: Mixing liquid shall consist of 1 part Xypex Xycrylic Admix to 2 parts clean water. Using 1.4 gal of mixing liquid per 60 pound pail of Megamix I measure dry powder and place in mixing container. Measure liquid and mix 90% into the dry powder with a paddle on a slow speed electric drill (250 RPM) or other type mixer which is acceptable to manufacturer. Add additional liquid up to maximum as required. Mix to a creamy, uniform consistency.

G. Mortar Mix Megamix II: Using 0.9 gal of water per 55 pound bag of Megamix II measure dry powder and place in mixing container. Measure water and mix 90% into the dry powder with a paddle on a slow speed electric drill (250 RPM) or other type mixer which is acceptable to manufacturer. Add additional water up to maximum as required. Mix for 3 – 5 minutes to achieve uniform consistency. For increased waterproofness and improved bond, 1 part Xypex Xycrylic Admixture to 2 parts water may be substituted for water as the mixing liquid.

PART 3 – EXECUTION

3.1 EXAMINATION

A. Site Visit: Prior to waterproofing installation, arrange visit to project site with water-proofing manufacturer's representative. Representative shall inspect and certify that concrete surfaces are in acceptable condition to receive waterproofing treatment.

B. Verification of Substrates: Verify that concrete surfaces are sound and clean, and that any materials used to cure the concrete are compatible with waterproofing treatment.

C. Examination for Defects: Examine surfaces to be waterproofed for any holes and structural defects such as honeycombing, rock pockets, faulty construction joints and cracks. Special attention should be given to the condition of the mortar joints. Such defects to be repaired in accordance to manufacturer's product data and 3.02 below.

3.2 PREPARATION

A. Filling of Cores: Fill all cores and voids within the concrete wall or structure by pressure grouting using a Portland cement based grout with Xypex C-500 Admixture added to the mix, dosed at 3% by weight of cement.

For Standard and High Hydraulic Head Applications

A. Concrete Surface Finish: Concrete surfaces to receive waterproofing treatment shall have an open capillary system to provide tooth and suction, and shall be free from scale, excess form oil, laitance, curing compounds, paints, coating and foreign matter. If concrete had been previously coated, all coating must be removed including from the surface pores of the concrete.

B. Surface Preparation: Smooth surfaces or surfaces covered with excess form oil or other contaminants shall be pressure washed, lightly sand-blasted, water-blasted, or acid etched with muriatic acid as necessary to provide a clean absorbent surface. Surfaces to be acid-etched shall be saturated with water prior to application of acid.

C. Repair of Defects: The following procedures are meant for defects that do not have active water flow present. If defects have active water flow, modifications to the following procedures are required. Please contact Xypex Technical Services or your local Xypex representative for additional instructions. Surface defects shall be repaired in accordance with manufacturer's instructions as follows:

1. Mortar Joints: Remove all loose or unsound mortar down to sound material. Clean slot of debris and dust. Soak area with water and remove excess surface water.
   a. If there is no evidence of previous leaking - Refill joint to original depth with Xypex Patch'n' Plug or Xypex Concentrate Dry-Pac.
   b. If there is evident of previous leaking - Apply a slurry coat of Xypex Concentrate at the rate of 1.5 lb./sq. yd. (0.8 kg/m2) to the slot. Allow slurry to reach an initial set, then fill cavity to original level with Dry-Pac Concentrate. Compress tightly into cavity using pneumatic packer or block and hammer. Apply another slurry coat of Xypex Concentrate at a coverage rate of 1.5 lbs per sq.yd (0.8 kg/m2) to the repair area extending to 6 inches on either side. Cure by fog spraying periodically with water for 2 days or apply Xypex Gamma Cure immediately after the slurry coat has set.
2. Holes, cracks: Chip out defective areas in a "U" shaped slot 1" (25 mm) wide and 1.5" (37 mm) deep or as close to this depth a possible without breaking through to the CMU core. Clean slot of debris and dust. Soak area with water and remove excess surface water. Apply a slurry coat of Xypex Concentrate at the rate of 1.5 lb./sq. yd. (0.8 kg/m2) to the slot. Allow slurry to reach an initial set (usually 2 – 4 hours), then fill cavity with Dry-Pac Concentrate. Compress tightly into cavity using pneumatic packer or block and hammer. Apply another slurry coat of Xypex Concentrate at a coverage rate of 1.5 lbs./sq. yd (0.8 kg/m2) to the repair area extending to 6 inches on either side. Cure by fog spraying periodically with water for 2 days or apply Xypex Gamma Cure immediately after the slurry coat has set.
3. Other Defective Concrete: Rout out defective areas to sound concrete and remove loose materials. Soak area with water and remove excess surface water. Apply a slurry coat of Xypex Concentrate at the rate of 1.5 lb./sq. yd. (0.8 kg/m2) to area. Allow slurry to reach an

initial set, then fill cavity to surface level with Xypex Patch'n Plug or Megamix II repair mortars. Cure patch area as required.

D. Wetting Concrete: Prior to application of waterproofing treatment, thoroughly saturate concrete surfaces with clean water as required to ensure migration of crystalline chemicals into voids and capillary tracts of the concrete. Remove free surface water before application.

3.3 APPLICATION

A. Construction Joints at Existing Concrete Walls: Per 3.02 C these instructions are appropriate if there is no active water flow present. Rout out joint in "U" shaped slot 1" wide and 1.5" deep. Remove all loose material and saturate slot and surrounding areas with water. Allow water to soak in then remove all surface water. Apply a slurry coat of Xypex Concentrate at the rate of 1.5 lb./sq. yd. (0.8 kg/m2) to the slot. Allow slurry to reach an initial set, then fill cavity to original level with Dry-Pac Concentrate. Compress tightly into cavity using pneumatic packer or block and hammer. Apply another slurry coat of Xypex Concentrate at a coverage rate of 1.5 lbs./sq.yd (0.8 kg/m2) to the repair area extending to 6" on either side. Cure by fog spraying periodically with water for 2 days or apply Xypex Gamma Cure immediately after the slurry coat has set.

B. Surface Application: After repairs, surface preparation and treatment of construction joints have been completed in accordance with manufacturer's product data and as specified herein, apply Xypex treatment uniformly to concrete surfaces with semi-stiff bristle brush or broom, or suitable spray equipment. Application rates and locations shall be as indicated in the drawings and in accordance with manufacturer's product data. When brushing, work slurry well into surface of the concrete, filling surface pores and hairline cracks. When spraying, hold nozzle close enough to ensure that slurry is forced into pores and hairline cracks.

1. First Coat: Apply Xypex Concentrate slurry coat to locations indicated on drawings in accordance with manufacturer's product data at 2 lb./sq. yd. (1.0 kg/m2).

<u>For Standard Hydraulic Head Applications</u>

2. Second Coat: Apply Xypex Megamix I while first coat of Xypex Concentrate is still "green" but after it has reached an initial set, (best results obtained when applied between 12 and 24 hours) and no later than 24 hours after the application of Xypex Concentrate. Megamix I to be applied by brush, trowel or spray at 1/8" (3 mm) thickness. Use light prewatering between coats when rapid drying conditions exist to maintain a saturated surface dry substrate. Finish surface of Megamix I as desired.
   Note that Xypex Concentrate is to be cured between coats per standard curing procedures.

<u>For High Hydraulic Head Applications</u>

2. Second Coat: Apply Xypex Megamix II while first coat of Xypex Concentrate is still "green" but after it has reached an initial set, (best results obtained when applied between 12 and 24 hours) and no later than 24 hours after the application of Xypex Concentrate. Megamix II to be applied by trowel or spray at 1/2" – ¾"(13 mm – 19 mm) thickness. Use light prewatering between coats when rapid drying conditions exist to maintain a saturated surface dry substrate. Finish surface of Megamix II as desired.
   Note that Xypex Concentrate is to be cured between coats per standard curing procedures.

3.4 CURING

A. General:

If Megamix I Applied: Xypex Megamix I does not normally require any curing. In hot dry conditions where rapid moisture loss is expected curing is required. Begin curing 3 – 4 hours after Xypex coating has hardened. Wet cure Xypex treatment with a mist fog spray of clean water for 1 day, or cover treated surfaces with damp burlap for the prescribed period.

If Megamix II Applied: Begin curing as soon as Xypex coating has hardened sufficiently so as not to be damaged by a fine spray. Wet cure Xypex treatment with a mist fog spray of clean water for a minimum of 3 days, or cover treated surfaces with damp burlap for the prescribed period. If mix liquid used was Xycrylic/water blen allow mortar to dry for 3 – 4 hours after set before starting curing.

B. Air Circulation: Do not lay plastic sheeting directly on the waterproofing coating as air contact is required for proper curing. If poor circulation exists in treated areas, it may be necessary to provide fans or blown air to aid in curing of waterproofing treatment.

C. Protection: During the curing period, protect treated surfaces from damage by wind, sun, rain and temperatures below 36F (2C). If plastic sheeting is used for protection, it must be raised off the waterproofing coating to allow sufficient air circulation.

D. Curing Agent: For Megamix II if moist curing is not possible, use a chemical curing agent that is specifically designed for or compatible with the approved crystalline waterproofing treatment. Curing agent shall have at least two years of successful field use and shall be approved by waterproofing manufacturer in writing.

3.5 INTERFACE WITH OTHER MATERIALS

A. Backfilling: Do not backfill for 36 hours after application. If backfill takes place within three days after application, then backfill material shall be moist so as not to draw moisture from waterproof coating.

B. Paint, Epoxy or Similar Coatings: Do not apply paint or other coatings until waterproofing treatment has cured and dried for a minimum of 28 days. Follow surface preparation and substrate water content guidelines of the coatings manufacture. Washing the Xypex surface with a 3 - 5% muriatic acid solution is recommended before applying the coating.

C. Grout, Cement Parge Coat, Plaster or Stucco: Because the waterproof coating forms a relatively smooth surface and the resulting crystalline formation fills the concrete pores thereby reducing suction characteristics of the concrete, it may be necessary to use a suitable bonding agent for proper bonding of cementitious systems.

D. Responsibility to Ensure Compatibility: It shall be the responsibility of the installer of the surface-applied material that is to be applied over the Xypex waterproofing treatment, to take whatever measures are necessary, including testing, to ensure acceptance by or adhesion to the waterproofing treatment.

3.6 FIELD QUALITY CONTROL

A. Observation: Do not conceal installed waterproofing system before it has been observed by Architect/Engineer, waterproofing manufacturer's representative and other designated entities.

B. Flood Testing:
   1. Perform flood test on completed waterproofing installation before placement of other construction.
   2. Plug or dam drains and fill area with water to a depth of two inches (50 mm) or to within 0.5 inch (12.5 mm) of top of waterproofing treatment.
   3. Let water stand for 24 hours.
   4. If leaks are discovered, make repairs and repeat test until no leaks are observed.

3.7 CLEANING AND PROTECTION

A. Cleaning: Clean spillage and soiling from adjacent surfaces using appropriate cleaning agents and procedures.

B. Protection: Take measures to protect completed Xypex coating from damage afterapplication. Do not permit traffic on unprotected coating.

END OF SECTION 071616.2

SECTION 072500 - WEATHER BARRIERS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section Includes:
   1. Flexible flashing.

1.3 ACTION SUBMITTALS

A. Product Data: For each type of product.
   1. For building wrap, include data on air and water-vapor permeance based on testing according to referenced standards.

1.4 INFORMATIONAL SUBMITTALS

A. Evaluation Reports: For water-resistive barrier and flexible flashing, from ICC-ES.

PART 2 - PRODUCTS

2.1 MISCELLANEOUS MATERIALS

A. Flexible Flashing: Composite, self-adhesive, flashing product consisting of a pliable, butyl rubber or rubberized-asphalt compound, bonded to a high-density polyethylene film, aluminum foil, or spunbonded polyolefin to produce an overall thickness of not less than 0.030 inch (0.8 mm).
   1. Products: Subject to compliance with requirements, provide one of the following:
      a. Hohmann & Barnard, Inc.; Mighty-Flash™ SA, Self-adhering stainless steel fabric flashing.
      b. Or equal manufacturer.

B. Primer for Flexible Flashing: Product recommended by manufacturer of flexible flashing for substrate.

C. Nails and Staples: ASTM F 1667.

PART 3 - EXECUTION

3.1 FLEXIBLE FLASHING INSTALLATION

A. Apply flexible flashing where indicated to comply with manufacturer's written instructions.
   1. Prime substrates as recommended by flashing manufacturer.
   2. Lap seams and junctures with other materials at least 4 inches (100 mm) except that at flashing flanges of other construction, laps need not exceed flange width.
   3. Lap flashing over water-resistive barrier at bottom and sides of openings.
   4. Lap water-resistive barrier over flashing at heads of openings.
   5. After flashing has been applied, roll surfaces with a hard rubber or metal roller to ensure that flashing is completely adhered to substrates.

END OF SECTION 072500

SECTION 072620 - SHEET METAL FLASHING AND TRIM

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section Includes:
   1. Manufactured through-wall flashing with counterflashing.
   2. Formed wall sheet metal fabrications.

B. Related Requirements:
   1. Section 072500 "Weather Barriers" for flexible flashing.

1.3 COORDINATION

A. Coordinate sheet metal flashing and trim layout and seams with sizes and locations of penetrations to be flashed, and joints and seams in adjacent materials.

B. Coordinate sheet metal flashing and trim installation with adjoining wall materials, joints, and seams to provide leakproof, secure, and noncorrosive installation.

1.4 PREINSTALLATION MEETINGS

A. Preinstallation Conference: Conduct conference at Project site.
   1. Review construction schedule. Verify availability of materials, Installer's personnel, equipment, and facilities needed to make progress and avoid delays.
   2. Review requirements for insurance and certificates if applicable.
   3. Review sheet metal flashing observation and repair procedures after flashing installation.

1.5 ACTION SUBMITTALS

A. Product Data: For each type of product.
   1. Include construction details, material descriptions, dimensions of individual components and profiles, and finishes for each manufactured product and accessory.

B. Shop Drawings: For sheet metal flashing and trim.
   1. Include plans, elevations, sections, and attachment details.
   2. Detail fabrication and installation layouts, expansion-joint locations, and keyed details. Distinguish between shop- and field-assembled work.
   3. Include identification of material, thickness, weight, and finish for each item and location in Project.
   4. Include details for forming, including profiles, shapes, seams, and dimensions.
   5. Include details for joining, supporting, and securing, including layout and spacing of fasteners, cleats, clips, and other attachments. Include pattern of seams.
   6. Include details of termination points and assemblies.
   7. Include details of expansion joints and expansion-joint covers, including showing direction of expansion and contraction from fixed points.
   8. Include details of special conditions.
   9. Include details of connections to adjoining work.
   10. Detail formed flashing and trim at scale of not less than 3 inches per 12 inches (1:5).

C. Samples for Initial Selection: For each type of sheet metal and accessory indicated with factory-applied finishes.

D. Samples for Verification: For each type of exposed finish.
   1. Sheet Metal Flashing: 12 inches (300 mm) long by actual width of unit, including finished seam and in required profile. Include fasteners, cleats, clips, closures, and other attachments.
   2. Trim, Metal Closures, Expansion Joints, Joint Intersections, and Miscellaneous Fabrications: 12 inches (300 mm) long and in required profile. Include fasteners and other exposed accessories.
   3. Unit-Type Accessories and Miscellaneous Materials: Full-size Sample.

1.6 INFORMATIONAL SUBMITTALS

A. Qualification Data: For fabricator.
B. Product Test Reports: For each product, for tests performed by a qualified testing agency.
C. Sample Warranty: For special warranty.

1.7 CLOSEOUT SUBMITTALS

A. Maintenance Data: For sheet metal flashing and trim, and its accessories, to include in maintenance manuals.

1.8 QUALITY ASSURANCE

A. Fabricator Qualifications: Employs skilled workers who custom fabricate sheet metal flashing and trim similar to that required for this Project and whose products have a record of successful in-service performance.
B. Mockups: Build mockups to verify selections made under Sample submittals, to demonstrate aesthetic effects, and to set quality standards for fabrication and installation.
   1. Build mockup of typical flashing pieces indicated on drawings.
   2. Approval of mockups does not constitute approval of deviations from the Contract Documents contained in mockups unless Architect specifically approves such deviations in writing.
   3. Subject to compliance with requirements, approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.

1.9 DELIVERY, STORAGE, AND HANDLING

A. Do not store sheet metal flashing and trim materials in contact with other materials that might cause staining, denting, or other surface damage. Store sheet metal flashing and trim materials away from uncured concrete and masonry.
B. Protect strippable protective covering on sheet metal flashing and trim from exposure to sunlight and high humidity, except to extent necessary for period of sheet metal flashing and trim installation.

1.10 WARRANTY

A. Special Warranty on Finishes: Manufacturer agrees to repair finish or replace sheet metal flashing and trim that shows evidence of deterioration of factory-applied finishes within specified warranty period.
   1. Exposed Panel Finish: Deterioration includes, but is not limited to, the following:
      a. Color fading more than 5 Hunter units when tested according to ASTM D 2244.
      b. Chalking in excess of a No. 8 rating when tested according to ASTM D 4214.
      c. Cracking, checking, peeling, or failure of paint to adhere to bare metal.
   2. Finish Warranty Period: 10 years from date of Substantial Completion.

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

A. General: Sheet metal flashing and trim assemblies shall withstand wind loads, structural movement, thermally induced movement, and exposure to weather without failure due to defective manufacture, fabrication, installation, or other defects in construction. Completed sheet metal flashing and trim shall not rattle, leak, or loosen, and shall remain watertight.

B. Sheet Metal Standard for Flashing and Trim: Comply with NRCA's "The NRCA Roofing Manual" and SMACNA's "Architectural Sheet Metal Manual" requirements for dimensions and profiles shown unless more stringent requirements are indicated.

C. Thermal Movements: Allow for thermal movements from ambient and surface temperature changes to prevent buckling, opening of joints, overstressing of components, failure of joint sealants, failure of connections, and other detrimental effects. Base calculations on surface temperatures of materials due to both solar heat gain and nighttime-sky heat loss.
   1. Temperature Change: 120 deg F (67 deg C), ambient; 180 deg F (100 deg C), material surfaces.

2.2 SHEET METALS

A. General: Protect mechanical and other finishes on exposed surfaces from damage by applying strippable, temporary protective film before shipping.

B. Stainless-Steel Sheet: ASTM A 240/A 240M or ASTM A 666, Type 304, dead soft, fully annealed; with smooth, flat surface.
   1. Finish: 2D (dull, cold rolled).

2.3 MISCELLANEOUS MATERIALS

A. General: Provide materials and types of fasteners, solder, protective coatings, sealants, and other miscellaneous items as required for complete sheet metal flashing and trim installation and as recommended by manufacturer of primary sheet metal or manufactured item unless otherwise indicated.

B. Fasteners: Wood screws, annular threaded nails, self-tapping screws, self-locking rivets and bolts, and other suitable fasteners designed to withstand design loads and recommended by manufacturer of primary sheet metal or manufactured item.
   1. General: Blind fasteners or self-drilling screws, gasketed, with hex-washer head.
      a. Blind Fasteners: High-strength aluminum or stainless-steel rivets suitable for metal being fastened.
   2. Fasteners for Aluminum Sheet: Aluminum or Series 300 stainless steel.
   3. Fasteners for Stainless-Steel Sheet: Series 300 stainless steel.

C. Solder:
   1. For Stainless Steel: ASTM B 32, Grade Sn60, with acid flux of type recommended by stainless-steel sheet manufacturer.

D. Sealant Tape: Pressure-sensitive, 100 percent solids, polyisobutylene compound sealant tape with release-paper backing. Provide permanently elastic, nonsag, nontoxic, nonstaining tape 1/2 inch (13 mm) wide and 1/8 inch (3 mm) thick.

E. Elastomeric Sealant: ASTM C 920, elastomeric polyurethane and silicone polymer sealant; of type, grade, class, and use classifications required to seal joints in sheet metal flashing and trim and remain watertight.

F. Butyl Sealant: ASTM C 1311, single-component, solvent-release butyl rubber sealant; polyisobutylene plasticized; heavy bodied for hooked-type expansion joints with limited movement.

G. Epoxy Seam Sealer: Two-part, noncorrosive, aluminum seam-cementing compound, recommended by aluminum manufacturer for exterior nonmoving joints, including riveted joints.

H. Bituminous Coating: Cold-applied asphalt emulsion according to ASTM D 1187.

I. Asphalt Roofing Cement: ASTM D 4586, asbestos free, of consistency required for application.

2.4 FABRICATION, GENERAL

A. General: Custom fabricate sheet metal flashing and trim to comply with details shown and recommendations in cited sheet metal standard that apply to design, dimensions, geometry, metal thickness, and other characteristics of item required. Fabricate sheet metal flashing and trim in shop to greatest extent possible.
   1. Fabricate sheet metal flashing and trim in thickness or weight needed to comply with performance requirements, but not less than that specified for each application and metal.
   2. Obtain field measurements for accurate fit before shop fabrication.
   3. Form sheet metal flashing and trim to fit substrates without excessive oil canning, buckling, and tool marks; true to line, levels, and slopes; and with exposed edges folded back to form hems.
   4. Conceal fasteners and expansion provisions where possible. Do not use exposed fasteners on faces exposed to view.

B. Fabrication Tolerances: Fabricate sheet metal flashing and trim that is capable of installation to a tolerance of 1/4 inch in 20 feet (6 mm in 6 m) on slope and location lines indicated on Drawings and within 1/8-inch (3-mm) offset of adjoining faces and of alignment of matching profiles.

C. Fabrication Tolerances: Fabricate sheet metal flashing and trim that is capable of installation to tolerances specified in MCA's "Guide Specification for Residential Metal Roofing."

D. Expansion Provisions: Form metal for thermal expansion of exposed flashing and trim.
   1. Form expansion joints of intermeshing hooked flanges, not less than 1 inch (25 mm) deep, filled with butyl sealant concealed within joints.
   2. Use lapped expansion joints only where indicated on Drawings.

E. Sealant Joints: Where movable, nonexpansion-type joints are required, form metal to provide for proper installation of elastomeric sealant according to cited sheet metal standard.

F. Fabricate cleats and attachment devices from same material as accessory being anchored or from compatible, noncorrosive metal.

G. Fabricate cleats and attachment devices of sizes as recommended by cited sheet metal standard and by FM Global Property Loss Prevention Data Sheet 1-49 for application, but not less than thickness of metal being secured.

H. Seams: Fabricate nonmoving seams with flat-lock seams. Tin edges to be seamed, form seams, and solder.

I. Seams for Aluminum: Fabricate nonmoving seams with flat-lock seams. Form seams and seal with epoxy seam sealer. Rivet joints where necessary for strength.

J. Do not use graphite pencils to mark metal surfaces.

2.5 WALL SHEET METAL FABRICATIONS

A. Through-Wall Flashing: Fabricate continuous flashings in minimum 96-inch- (2400-mm-) long, but not exceeding 12-foot- (3.6-m-) long, sections, at shelf angles. Fabricate discontinuous lintel, sill, and similar flashings to extend 6 inches (150 mm) beyond each side of wall openings; and form with 2-inch- (50-mm-) high, end dams. Fabricate from the following materials:
   1. Stainless Steel: 26 gauge thick.

B. Opening Flashings in Frame Construction: Fabricate head, and similar flashings to extend 4 inches (100 mm) beyond wall openings. Form head and sill flashing with 2-inch- (50-mm-) high, end dams. Fabricate from the following materials:
   1. Aluminum: 0.040 inch thick.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Examine substrates, areas, and conditions, with Installer present, for compliance with requirements for installation tolerances, substrate, and other conditions affecting performance of the Work.
   1. Verify compliance with requirements for installation tolerances of substrates.
   2. Verify that substrate is sound, dry, smooth, clean, sloped for drainage, and securely anchored.

3. Verify that air- or water-resistant barriers have been installed over sheathing or backing substrate to prevent air infiltration or water penetration.

B. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 INSTALLATION, GENERAL

A. General: Anchor sheet metal flashing and trim and other components of the Work securely in place, with provisions for thermal and structural movement. Use fasteners, solder, protective coatings, separators, sealants, and other miscellaneous items as required to complete sheet metal flashing and trim system.
1. Install sheet metal flashing and trim true to line, levels, and slopes. Provide uniform, neat seams with minimum exposure of solder, welds, and sealant.
2. Install sheet metal flashing and trim to fit substrates and to result in watertight performance. Verify shapes and dimensions of surfaces to be covered before fabricating sheet metal.
3. Space cleats not more than 12 inches (300 mm) apart. Attach each cleat with at least two fasteners. Bend tabs over fasteners.
4. Install exposed sheet metal flashing and trim with limited oil canning, and free of buckling and tool marks.
5. Torch cutting of sheet metal flashing and trim is not permitted.
6. Do not use graphite pencils to mark metal surfaces.

B. Metal Protection: Where dissimilar metals contact each other, or where metal contacts pressure-treated wood or other corrosive substrates, protect against galvanic action or corrosion by painting contact surfaces with bituminous coating or by other permanent separation as recommended by sheet metal manufacturer or cited sheet metal standard.
1. Coat concealed side of uncoated-aluminum and stainless-steel sheet metal flashing and trim with bituminous coating where flashing and trim contact wood, ferrous metal, or cementitious construction.
2. Underlayment: Where installing sheet metal flashing and trim directly on cementitious or wood substrates, install underlayment and cover with slip sheet.

C. Expansion Provisions: Provide for thermal expansion of exposed flashing and trim. Space movement joints at maximum of 10 feet (3 m) with no joints within 24 inches (600 mm) of corner or intersection.
1. Form expansion joints of intermeshing hooked flanges, not less than 1 inch (25 mm) deep, filled with sealant concealed within joints.
2. Use lapped expansion joints only where indicated on Drawings.

D. Fasteners: Use fastener sizes that penetrate substrate not less than recommended by fastener manufacturer to achieve maximum pull-out resistance.

E. Conceal fasteners and expansion provisions where possible in exposed work and locate to minimize possibility of leakage. Cover and seal fasteners and anchors as required for a tight installation.

F. Seal joints as required for watertight construction.
1. Use sealant-filled joints unless otherwise indicated. Embed hooked flanges of joint members not less than 1 inch (25 mm) into sealant. Form joints to completely conceal sealant. When ambient temperature at time of installation is between 40 and 70 deg F (4 and 21 deg C), set joint members for 50 percent movement each way. Adjust setting proportionately for installation at higher ambient temperatures. Do not install sealant-type joints at temperatures below 40 deg F (4 deg C).
2. Prepare joints and apply sealants to comply with requirements in Section 07920 "Joint Sealants."

G. Soldered Joints: Clean surfaces to be soldered, removing oils and foreign matter. Pre-tin edges of sheets with solder to width of 1-1/2 inches (38 mm); however, reduce pre-tinning where pre-tinned surface would show in completed Work.
1. Do not solder aluminum sheet.
2. Do not use torches for soldering.
3. Heat surfaces to receive solder, and flow solder into joint. Fill joint completely. Completely remove flux and spatter from exposed surfaces.
4. Stainless-Steel Soldering: Tin edges of uncoated sheets, using solder for stainless steel and acid flux. Promptly remove acid flux residue from metal after tinning and soldering. Comply with solder manufacturer's recommended methods for cleaning and neutralization.

H. Rivets: Rivet joints in uncoated aluminum where necessary for strength.

3.3 WALL FLASHING INSTALLATION

A. General: Install sheet metal wall flashing to intercept and exclude penetrating moisture according to cited sheet metal standard unless otherwise indicated. Coordinate installation of wall flashing with installation of wall-opening components such as windows, doors, and louvers.
B. Opening Flashings in Frame Construction: Install continuous head, and similar flashings to extend 4 inches (100 mm) beyond wall openings.

3.4 ERECTION TOLERANCES

A. Installation Tolerances: Shim and align sheet metal flashing and trim within installed tolerance of 1/4 inch in 20 feet (6 mm in 6 m) on slope and location lines indicated on Drawings and within 1/8-inch (3-mm) offset of adjoining faces and of alignment of matching profiles.
B. Installation Tolerances: Shim and align sheet metal flashing and trim within installed tolerances specified in MCA's "Guide Specification for Residential Metal Roofing."

3.5 CLEANING AND PROTECTION

A. Clean exposed metal surfaces of substances that interfere with uniform oxidation and weathering.
B. Clean and neutralize flux materials. Clean off excess solder.
C. Clean off excess sealants.
D. Remove temporary protective coverings and strippable films as sheet metal flashing and trim are installed unless otherwise indicated in manufacturer's written installation instructions. On completion of sheet metal flashing and trim installation, remove unused materials and clean finished surfaces as recommended by sheet metal flashing and trim manufacturer. Maintain sheet metal flashing and trim in clean condition during construction.
E. Replace sheet metal flashing and trim that have been damaged or that have deteriorated beyond successful repair by finish touchup or similar minor repair procedures.

END OF SECTION 07620

SECTION 079200 - JOINT SEALANTS

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:
1. Silicone joint sealants.
2. Joint sealant backer rod.

1.2 PRECONSTRUCTION TESTING

A. Preconstruction Compatibility and Adhesion Testing: Submit to joint-sealant manufacturers six samples of materials that will contact or affect joint sealants.
1. Use ASTM C 1087 or manufacturer's standard test method to determine whether priming and other specific joint preparation techniques are required to obtain rapid, optimum adhesion of joint sealants to joint substrates.
2. Submit not fewer than six pieces of each type of material, including joint substrates, shims, joint-sealant backings, secondary seals, and miscellaneous materials.
3. Schedule sufficient time for testing and analyzing results to prevent delaying the Work.
4. For materials failing tests, obtain joint-sealant manufacturer's written instructions for corrective measures including use of specially formulated primers.
5. Testing will not be required if joint-sealant manufacturers submit joint preparation data that are based on previous testing of current sealant products for adhesion to, and compatibility with, joint substrates and other materials matching those submitted.

B. Preconstruction Field-Adhesion Testing: Before installing sealants, field test their adhesion to Project joint substrates as follows:
1. Locate test joints where indicated on Project or, if not indicated, as directed by Architect.
2. Conduct field tests for each application indicated below:
a. Each type of elastomeric sealant and joint substrate indicated.
b. Each type of nonelastomeric sealant and joint substrate indicated.
3. Notify Architect seven days in advance of dates and times when test joints will be erected.
a. Test Method: Test joint sealants according to Method A, Field-Applied Sealant Joint Hand Pull Tab, in Appendix X1 in ASTM C 1193.
1) For joints with dissimilar substrates, verify adhesion to each substrate separately; extend cut along one side, verifying adhesion to opposite side. Repeat procedure for opposite side.
4. Report whether sealant in joint connected to pulled-out portion failed to adhere to joint substrates or tore cohesively. Include data on pull distance used to test each type of product and joint substrate. For sealants that fail adhesively, retest until satisfactory adhesion is obtained.
5. Evaluation of Preconstruction Field-Adhesion-Test Results: Sealants not evidencing adhesive failure from testing, in absence of other indications of noncompliance with requirements, will be considered satisfactory. Do not use sealants that fail to adhere to joint substrates during testing.

1.3 ACTION SUBMITTALS

A. Product Data: For each joint-sealant product indicated.

B. Samples: For each kind and color of joint sealant required.

C. Joint-Sealant Schedule: Include the following information:
1. Joint-sealant application, joint location, and designation.
2. Joint-sealant manufacturer and product name.
3. Joint-sealant formulation.
4. Joint-sealant color.

1.4 INFORMATIONAL SUBMITTALS

A. Product test reports.

B. Preconstruction compatibility and adhesion test reports.

C. Preconstruction field-adhesion test reports.

D. Field-adhesion test reports.

E. Warranties.

1.5 QUALITY ASSURANCE

A. Testing Agency Qualifications: Qualified according to ASTM C 1021 to conduct the testing indicated.

B. Preinstallation Conference: Conduct conference at Project site.

C. Mockups: Build mockups incorporating sealant joints, as follows, to verify selections made under sample submittals and to demonstrate aesthetic effects and set quality standards for materials and execution:
   1. Joints in mockups of assemblies specified in other Sections that are indicated to receive elastomeric joint sealants, which are specified by reference to this Section.

1.6 PROJECT CONDITIONS

A. Do not proceed with installation of joint sealants under the following conditions:
   1. When ambient and substrate temperature conditions are outside limits permitted by joint-sealant manufacturer.
   2. When joint substrates are wet.
   3. Where joint widths are less than those allowed by joint-sealant manufacturer for applications indicated.
   4. Contaminants capable of interfering with adhesion have not yet been removed from joint substrates.

1.7 WARRANTY

A. Special Installer's Warranty: Manufacturer's standard form in which Installer agrees to repair or replace joint sealants that do not comply with performance and other requirements specified in this Section within specified warranty period.
   1. Warranty Period: Two years from date of Substantial Completion.

B. Special Manufacturer's Warranty: Manufacturer's standard form in which joint-sealant manufacturer agrees to furnish joint sealants to repair or replace those that do not comply with performance and other requirements specified in this Section within specified warranty period.
   1. Warranty Period: 5 years from date of Substantial Completion.

PART 2 - PRODUCTS

2.1 MATERIALS, GENERAL

A. VOC Content of Interior Sealants: Sealants and sealant primers used inside the weatherproofing system shall comply with the following limits for VOC content when calculated according to 40 CFR 59, Subpart D (EPA Method 24):
   1. Architectural Sealants: 250 g/L.
   2. Sealant Primers for Nonporous Substrates: 250 g/L.
   3. Sealant Primers for Porous Substrates: 775 g/L.

B. Liquid-Applied Joint Sealants: Comply with ASTM C 920 and other requirements indicated for each liquid-applied joint sealant specified, including those referencing ASTM C 920 classifications for type, grade, class, and uses related to exposure and joint substrates.

C. Stain-Test-Response Characteristics: Where sealants are specified to be nonstaining to porous substrates, provide products that have undergone testing according to ASTM C 1248 and have not stained porous joint substrates indicated for Project.

D. Suitability for Immersion in Liquids. Where elastomeric sealants are indicated for Use I for joints that will be continuously immersed in liquids, provide products that have undergone testing according to ASTM C 1247 and qualify for the length of exposure indicated by reference to ASTM C 920 for Class 1 or 2. Liquid used for testing sealants is deionized water, unless otherwise indicated.

2.2 SILICONE JOINT SEALANTS

A. Medium Modulus Silicone Joint Sealant **(Sealant A)** ASTM C-920 and ASTM C-1248.
1. Subject to compliance with requirements, provide one of the following:
a. 756 SMS, by Dow Corning, Midland, MI
2. Type: One-part, moisture-cure silicone; oxime cure system.
3. Grade: nonsag (NS)
4. Color: Sandstone at the Mankato stone panels and all other locations as selected by Architect from manufacturer's full range of standard colors.
5. Application: Joints within aluminum frame systems, exterior masonry joints and where indicated.

2.3 JOINT SEALANT BACKING

A. Cylindrical Sealant Backings: ASTM C 1330, Type C (closed-cell material with a surface skin) Type O (open-cell material) Type B (bicellular material with a surface skin) or any of the preceding types, as approved in writing by joint-sealant manufacturer for joint application indicated, and of size and density to control sealant depth and otherwise contribute to producing optimum sealant performance.

B. Bond-Breaker Tape: Polyethylene tape or other plastic tape recommended by sealant manufacturer.

2.4 MISCELLANEOUS MATERIALS

A. Primer: Material recommended by joint-sealant manufacturer where required for adhesion of sealant to joint substrates indicated, as determined from preconstruction joint-sealant-substrate tests and field tests.

B. Cleaners for Nonporous Surfaces: Chemical cleaners acceptable to manufacturers of sealants and sealant backing materials.

C. Masking Tape: Nonstaining, nonabsorbent material compatible with joint sealants and surfaces adjacent to joints.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Examine joints indicated to receive joint sealants, with Installer present, for compliance with requirements for joint configuration, installation tolerances, and other conditions affecting joint-sealant performance.

B. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 PREPARATION

A. Surface Cleaning of Joints: Clean out joints immediately before installing joint sealants to comply with joint-sealant manufacturer's written instructions.
1. Remove laitance and form-release agents from concrete.
2. Clean nonporous joint substrate surfaces with chemical cleaners or other means that do not stain, harm substrates, or leave residues capable of interfering with adhesion of joint sealants.

B. Joint Priming: Prime joint substrates where recommended by joint-sealant manufacturer or as indicated by preconstruction joint-sealant-substrate tests or prior experience. Apply primer to comply with joint-sealant

manufacturer's written instructions. Confine primers to areas of joint-sealant bond; do not allow spillage or migration onto adjoining surfaces.

C. Masking Tape: Use masking tape where required to prevent contact of sealant or primer with adjoining surfaces that otherwise would be permanently stained or damaged by such contact or by cleaning methods required to remove sealant smears. Remove tape immediately after tooling without disturbing joint seal.

3.3 INSTALLATION

A. General: Comply with joint-sealant manufacturer's written installation instructions for products and applications indicated, unless more stringent requirements apply.

B. Sealant Installation Standard: Comply with recommendations in ASTM C 1193 for use of joint sealants as applicable to materials, applications, and conditions indicated.

C. Install sealant backings of kind indicated to support sealants during application and at position required to produce cross-sectional shapes and depths of installed sealants relative to joint widths that allow optimum sealant movement capability.
1. Do not leave gaps between ends of sealant backings.
2. Do not stretch, twist, puncture, or tear sealant backings.
3. Remove absorbent sealant backings that have become wet before sealant application and replace them with dry materials.

D. Install bond-breaker tape behind sealants where sealant backings are not used between sealants and backs of joints.

E. Install sealants using proven techniques that comply with the following and at the same time backings are installed:
1. Place sealants so they directly contact and fully wet joint substrates.
2. Completely fill recesses in each joint configuration.
3. Produce uniform, cross-sectional shapes and depths relative to joint widths that allow optimum sealant movement capability.

F. Tooling of Nonsag Sealants: Immediately after sealant application and before skinning or curing begins, tool sealants according to requirements specified in subparagraphs below to form smooth, uniform beads of configuration indicated; to eliminate air pockets; and to ensure contact and adhesion of sealant with sides of joint.
1. Remove excess sealant from surfaces adjacent to joints.
2. Use tooling agents that are approved in writing by sealant manufacturer and that do not discolor sealants or adjacent surfaces.
3. Provide concave joint profile per Figure 8A in ASTM C 1193, unless otherwise indicated.

G. Clean off excess sealant or sealant smears adjacent to joints as the Work progresses by methods and with cleaning materials approved in writing by manufacturers of joint sealants and of products in which joints occur.

3.4 JOINT-SEALANT SCHEDULE

A. Joint-Sealant Application: Silicone **(Sealant A)**
1. Joint Locations:
   a. Joints between window frame pieces.
   b. Joints between metal panels.
   c. Joints in glass.
   d. Joints in metal sills.
   e. Control and expansion joints in unit masonry.
   f. Joints between different materials.
   g. Perimeter joints between materials and frames of doors, windows, and louvers.
   h. Other joints as indicated.

END OF SECTION 079200

SECTION 099600 - HIGH-PERFORMANCE COATINGS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

A. This Section includes surface preparation and field application of high-performance coating systems to existing window lintels and shelf angles.

1.3 DEFINITIONS

A. Standard coating terms defined in ASTM D 16 apply to this Section.

1.4 SUBMITTALS

A. Product Data: For each coating system indicated.
   1. Material List: An inclusive list of required coating materials. Indicate each material and cross-reference the specific coating, finish system, and application. Identify each material by manufacturer's catalog number and general classification.
   2. Manufacturer's Information: Manufacturer's technical information, including label analysis and instructions for handling, storing, and applying each material specified.

B. Certification by manufacturer that products supplied comply with requirements indicated that limit the amount of VOCs in coating products.

C. Samples for Initial Selection: Manufacturer's color charts showing the full range of colors available for each type of finish-coat material indicated.
   1. After color selection, Architect will furnish color chips for surfaces to be coated.

D. Samples for Verification: For each color and material to be applied, with texture to simulate actual conditions, on representative samples of the actual substrate.

1.5 QUALITY ASSURANCE

A. Applicator Qualifications: Engage an experienced applicator who has completed high-performance coating system applications similar in material and extent to those indicated for Project and whose work has a record of successful in-service performance.

B. Source Limitations: Obtain primers and undercoat materials for each coating system from the same manufacturer as the finish coats.

C. Benchmark Samples (Mockups): Provide a full-coat benchmark finish sample of each type of coating and substrate required. Comply with procedures specified in PDCA P5. Duplicate finish of approved sample Submittals.
   1. Final approval of colors will be from benchmark samples.

1.6 DELIVERY, STORAGE, AND HANDLING

A. Deliver materials to Project site in manufacturer's original, unopened packages and containers bearing manufacturer's name and label with the following information:
   1. Name or title of material.
   2. Product description (generic classification or binder type).
   3. Manufacturer's stock number and date of manufacture.
   4. Contents by volume, for pigment and vehicle constituents.
   5. Thinning instructions.

6. Application instructions.
7. Color name and number.
8. Handling instructions and precautions.

B. Store materials not in use in tightly covered containers in a well-ventilated area at a minimum ambient temperature of 45 deg F. Maintain containers used in storage in a clean condition, free of foreign materials and residue.
   1. Keep storage area neat and orderly. Remove oily rags and waste daily. Take necessary measures to ensure that workers and work areas are protected from fire and health hazards resulting from handling, mixing, and applying coatings.

1.7 PROJECT CONDITIONS

A. Apply coatings only when temperature of surfaces to be coated and surrounding air temperatures are between 45 and 95 deg F.

B. Do not apply coatings in snow, rain, fog, or mist; when relative humidity exceeds 85 percent; at temperatures less than 5 deg F above the dew point; or to damp or wet surfaces.
   1. Allow wet surfaces to dry thoroughly and attain temperature and conditions specified before proceeding with or continuing coating operation.
   2. Work may continue during inclement weather only if areas and surfaces to be coated are enclosed and temperature within the area can be maintained within limits specified by manufacturer during application and drying periods.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

A. Products: Subject to compliance with requirements, provide one the product indicated in the coating system descriptions.

B. Manufacturers' Names: The following manufacturer is referred to in the coating system descriptions by shortened versions of their names shown in parenthesis:
   1. ICI Devoe High Performance Coatings (Devoe).

2.2 COATINGS MATERIALS, GENERAL

A. Material Compatibility: Provide primers, undercoats, and finish-coat materials that are compatible with one another and substrates indicated under conditions of service and application, as demonstrated by manufacturer based on testing and field experience.

B. Material Quality: Provide manufacturer's highest grade of the various high-performance coatings specified. Materials not displaying manufacturer's product identification are not acceptable.
   1. Proprietary Names: Use of manufacturer's proprietary product names to designate colors or materials is not intended to imply that products named are required to be used to the exclusion of equivalent products of other manufacturers. Furnish manufacturer's material data and certificates of performance for proposed substitutions.

C. VOC Classification: Provide high-performance coating materials, including primers, undercoats, and finish-coat materials, that have a VOC classification of 450 g/L or less.

2.3 COLORS

A. Colors: As selected by Architect from manufacturer's full range.

2.4 EXTERIOR HIGH-PERFORMANCE COATING SYSTEMS

A. Product:
   1. Bar-Rust 235; Devoe High Performance Coatings (to be used at concealed locations.)
   2. Devthane 378 Aliphatic Urethane Semi-Gloss; Devoe High Performance Coatings (to be used at exposed locations.)
B. Description: High performance, multi-purpose, surface tolerant, two-component chemically-cured epoxy semi-gloss coating.
   1. Exceptional corrosion protection.
   2. Suitable for salt and fresh water immersion.
   3. Low temperature cure to 0 degrees F.
C. Cleanup Solvent: As recommended per manufacturer, T-10 Thinner.
D. Recommended Film Thickness: As recommended per manufacturer, 4 to 8 mils dry and 5.9 to 11.7 mils wet.
E. Remove paint and rust by sand blast or chemical stripper as recommended by finish manufacturer.
F. Provide finish coats as recommend per finish manufacturer.

PART 3 - EXECUTION

3.1 EXAMINATION

A. With Applicator present, examine substrates and conditions under which high-performance coatings will be applied, for compliance with coating application requirements.
   1. Apply coatings only after unsatisfactory conditions have been corrected and surfaces to receive coatings are thoroughly dry.
   2. Start of application is construed as Applicator's acceptance of surfaces within that particular area.
B. Coordination of Work: Review other Sections in which primers or other coatings are provided to ensure compatibility of total systems for various substrates. On request, furnish information on characteristics of specified finish materials to ensure compatible primers.
   1. If a potential incompatibility of primers applied by others exists, obtain the following from the primer Applicator before proceeding:
      a. Confirmation of primer's suitability for expected service conditions.
      b. Confirmation of primer's ability to be top coated with materials specified.
   2. Notify Architect about anticipated problems before using the coatings specified over substrates primed by others.

3.2 PREPARATION

A. Cleaning: Before applying high-performance coatings, clean substrates of substances that could impair bond of coatings.
   1. Schedule cleaning and coating application so dust and other contaminates from cleaning process will not fall on wet, newly coated surfaces.
B. Surface Preparation: Clean and prepare surfaces to be coated according to manufacturer's written instructions for each substrate condition and as specified.
   1. Use abrasive non-blast-cleaning methods to remove deleterious matter on steel surfaces.
   2. Provide barrier coats over incompatible primers or remove primers and reprime substrate.
   3. Ferrous-Metal Substrates: Clean ferrous-metal surfaces that have not been shop coated; remove oil, grease, dirt, loose mill scale, and other foreign substances. Use solvent or mechanical cleaning methods that comply with SSPC recommendations.
      a. Clean steel surfaces as recommended by coating manufacturer and according to SSPC-SP 10/NACE No. 2.
      b. Clean galvanized surfaces as recommended by coating manufacturer and according to SSPC-SP-1.
C. Material Preparation: Carefully mix and prepare coating materials according to manufacturer's written instructions.

1. Maintain containers used in mixing and applying coatings in a clean condition, free of foreign materials and residue.
2. Stir materials before applying to produce a mixture of uniform density. Stir as required during application. Do not stir surface film into the material. Remove film and, if necessary, strain coating material before using.
3. Use only the type of thinners approved by manufacturer and only within recommended limits.

D. Tint each undercoat a lighter shade to facilitate identification of each coat if multiple coats of the same material are to be applied. Tint undercoats to match color of finish coat, but provide sufficient difference in shade of undercoats to distinguish each separate coat.

3.3 APPLICATION

A. General: Apply high-performance coatings according to manufacturer's written instructions.
1. Use applicators and techniques best suited for the material being applied.
2. Do not apply high-performance coatings over dirt, rust, scale, grease, moisture, scuffed surfaces, or conditions detrimental to forming a durable coating film.
3. Coating colors, surface treatments, and finishes are indicated in the coating system descriptions.
4. Provide finish coats compatible with primers used.
5. The term "exposed surfaces" includes areas visible when permanent steel items are exposed after installation. Extend coatings in these areas to maintain system integrity and provide desired protection.

3.4 CLEANING

A. Cleanup: At end of each workday, remove rubbish, empty cans, rags, and other discarded materials from Project site.
1. After completing coating application, clean spattered surfaces. Remove spattered coatings by washing, scraping, or other methods. Do not scratch or damage adjacent finished surfaces.

3.5 PROTECTION

A. Protect work of other trades, whether being coated or not, against damage from coating operation. Correct damage by cleaning, repairing, replacing, and recoating, as approved by Architect, and leave in an undamaged condition.
1. Provide "Wet Paint" signs to protect newly coated finishes. After completing coating operations, remove temporary protective wrappings provided by others to protect their work.
2. At completion of construction activities of other trades, touch up and restore damaged or defaced coated surfaces. Comply with procedures specified in PDCA P1.

END OF SECTION 09960

SECTION 099653 - ELASTOMERIC COATINGS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes surface preparation and application of elastomeric coatings to the following exterior substrates:
   1. Concrete.
   2. Concrete unit masonry.

1.3 ACTION SUBMITTALS

A. Product Data: For each type of product.
   1. Include printout of current "MPI Approved Products List" for each product category specified, with the proposed product highlighted.
   2. Indicate VOC content.

B. Samples for Initial Selection: For each type of elastomeric coating.

C. Samples for Verification: For each type of elastomeric coating indicated and in each color and gloss.
   1. Submit Samples on same type of substrate as that to receive application, 8 inches (200-mm) square.
   2. Apply coats on Samples in steps to show each separate coat, including primers and block fillers as applicable.
   3. Label each coat of each Sample.
   4. Label each Sample for location and application area.

D. Product List: Cross-reference to paint system and locations of application areas. Use same designations indicated on Drawings and in schedules. Include color designations.

1.4 QUALITY ASSURANCE

A. Mockups: Apply mockups of each paint system indicated and each color and finish selected to verify preliminary selections made under Sample submittals and to demonstrate aesthetic effects and set quality standards for materials and execution.
   1. Architect will select one surface to represent surfaces and conditions for application of each paint system.
      a. Vertical and Horizontal Surfaces: Provide samples of at least 100 sq. ft (9 sq. m).
      b. Other Items: Architect will designate items or areas required.
   2. Final approval of color selections will be based on mockups.
      a. If preliminary color selections are not approved, apply additional mockups of additional colors selected by Architect at no added cost to Owner.
   3. Approval of mockups does not constitute approval of deviations from the Contract Documents contained in mockups unless Architect specifically approves such deviations in writing.
   4. Subject to compliance with requirements, approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.

1.5 DELIVERY, STORAGE, AND HANDLING

A. Store materials not in use in tightly covered containers in well-ventilated areas with ambient temperatures continuously maintained at not less than 45 deg F (7 deg C).
   1. Maintain containers in clean condition, free of foreign materials and residue.
   2. Remove rags and waste from storage areas daily.

1.6 FIELD CONDITIONS

A. Apply coatings only when temperature of surfaces to be coated and ambient air temperatures are between 50 and 90 deg F (10 and 32 deg C) unless otherwise permitted by manufacturer's written instructions.
B. Do not apply coatings in snow, rain, fog, or mist; when relative humidity exceeds 85 percent; at temperatures less than 5 deg F (3 deg C) above the dew point; or to damp or wet surfaces.
C. Allow wet surfaces to dry thoroughly and attain temperature and conditions specified before starting or continuing coating operation.

1.7 WARRANTY

A. Special Warranty: Manufacturer's standard form in which manufacturer agrees to repair or replace elastomeric coatings that fail within specified warranty period.
   1. Failures include, but are not limited to, the following:
      a. Water penetration through the coating.
      b. Deterioration of coating beyond normal weathering.
   2. Warranty Period: Five years from date of Substantial Completion.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

A. Manufacturer: BASF, The Chemical Company.
B. Products: Subject to compliance with requirements, provide product listed in the Elastomeric Coating Schedule for the paint category indicated.
   1. Thorolastic®.
   2. Finish: Smooth.
   3. A+ algae resistant formula.

2.2 MATERIALS

A. MPI Standards: Products shall comply with MPI standards indicated and shall be listed in its "MPI Approved Products List."
B. Moisture-Vapor Transmission: Minimum 10 perms, based on testing according to ASTM D 1653.
C. Material Compatibility:
   1. Materials for use within each paint system shall be compatible with one another and substrates indicated, under conditions of service and application as demonstrated by manufacturer, based on testing and field experience.
   2. For each coat in a paint system, products shall be recommended in writing by manufacturers of topcoat for use in paint system and on substrate indicated.
D. Colors: As selected by Architect from manufacturer's full range.
E. Crack Fillers: Elastomeric coating manufacturer's recommended, factory-formulated crack fillers or sealants, including crack filler primers, compatible with substrate and other materials indicated.
F. Primer: Elastomeric coating manufacturer's recommended, factory-formulated, alkali-resistant primer compatible with substrate and other materials indicated.
G. Concrete Unit Masonry Block Filler: Elastomeric coating manufacturer's recommended, factory-formulated, high-performance latex block filler compatible with substrate and other materials indicated.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Examine substrates and conditions, with Applicator present, for compliance with manufacturer's requirements for maximum moisture content, alkalinity, and other conditions affecting performance of work.

B. Begin coating only when moisture content of substrate is 12 percent or less when measured with an electronic moisture meter.
C. Begin coating no sooner than 28 days after substrate is constructed and is visually dry on both sides.
D. Verify that substrate is within the range of alkalinity recommended by manufacturer.
E. Verify suitability of substrates, including surface conditions and compatibility with existing finishes and primers.
F. Begin coating application only after unsatisfactory conditions have been corrected and surfaces are dry.

3.2 PREPARATION

A. Comply with manufacturer's written instructions and recommendations in the "MPI Architectural Painting Specification Manual" applicable to substrates and coating systems indicated.
B. Remove hardware and hardware accessories, plates, machined surfaces, light fixtures, and similar items already installed that are not to be coated. If removal is impractical or impossible because of size or weight of item, provide surface-applied protection before surface preparation and coating.
   1. After completing coating operations, use workers skilled in the trades involved to reinstall items that were removed. Remove surface-applied protection if any.
C. Clean substrates of substances that could impair bond of coatings, including dirt, oil, grease, and incompatible paints and encapsulants. Do not coat surfaces if moisture content or alkalinity of surfaces to be coated exceeds that permitted in manufacturer's written instructions.
   1. Remove incompatible primers and reprime substrate with compatible primers as required to produce coating systems indicated.
   2. Perform cleaning and coating application so dust and other contaminants from cleaning process will not fall on wet, newly coated surfaces.
D. Crack Repair: Fill cracks according to manufacturer's written instructions before coating surfaces.

3.3 APPLICATION

A. Apply elastomeric coatings according to manufacturer's written instructions.
   1. Use equipment and techniques best suited for substrate and type of material being applied.
   2. Coat surfaces behind movable items the same as similar exposed surfaces.
   3. Apply each coat separately according to manufacturer's written instructions.
B. Primers: Apply at a rate to ensure complete coverage.
C. Block Fillers: Apply at a rate to ensure complete coverage with pores filled.
D. Elastomeric Finish Coat(s): Minimum two coats with a total dry film thickness of 16 to 18 mils (0.41 to 0.45 mm).
E. Tint each undercoat a lighter shade to facilitate identification of each coat if multiple coats of same material are to be applied. Tint undercoats similar to color of topcoat, but provide sufficient difference in shade of undercoats to distinguish each separate coat.
F. If undercoats or other conditions show through topcoat, apply additional coats until cured film has a uniform finish, color, and appearance.
G. Apply coatings to produce surface films without cloudiness, spotting, holidays, laps, brush marks, roller tracking, runs, sags, ropiness, or other surface imperfections. Cut in sharp lines and color breaks.
H. Apply coatings to prepared surfaces as soon as practicable after preparation and before subsequent surface soiling or deterioration.
I. Spray Application: Use spray equipment for application only when permitted by authorities having jurisdiction. Wherever spray application is used, do not double back with spray equipment to build up film thickness of two coats in one pass.

3.4 FIELD QUALITY CONTROL

A. Testing of Paint Materials: Owner reserves the right to invoke the following testing procedures:
   1. Owner will engage the services of a qualified testing agency to sample materials being used. Samples of material delivered to Project site will be taken, identified, sealed, and certified in presence of Contractor.
   2. Testing agency will perform tests for compliance of materials with product requirements.
   3. Owner may direct Contractor to stop coating application if test results show materials being used do not comply with requirements. Remove noncomplying materials from Project site, pay for testing, and recoat

surfaces that were coated with rejected materials. Remove rejected materials from previously coated surfaces if, on recoating with complying materials, the two coatings are incompatible.

B. Field Testing and Inspection: Owner reserves the right to engage the services of a qualified testing agency to verify installed thickness of elastomeric coatings.

3.5 CLEANING AND PROTECTION

A. At end of each workday, remove rubbish, empty cans, rags, and other discarded materials from Project site.
B. After completing coating application, clean spattered surfaces. Remove spattered coatings by washing, scraping, or other methods. Do not scratch or damage adjacent finished surfaces.
C. Protect work of other trades against damage from coating application. Correct damage to work of other trades by cleaning, repairing, replacing, and refinishing, as approved by Architect, and leave in an undamaged condition.
D. At completion of construction activities, touch up and restore damaged or defaced coated surfaces.

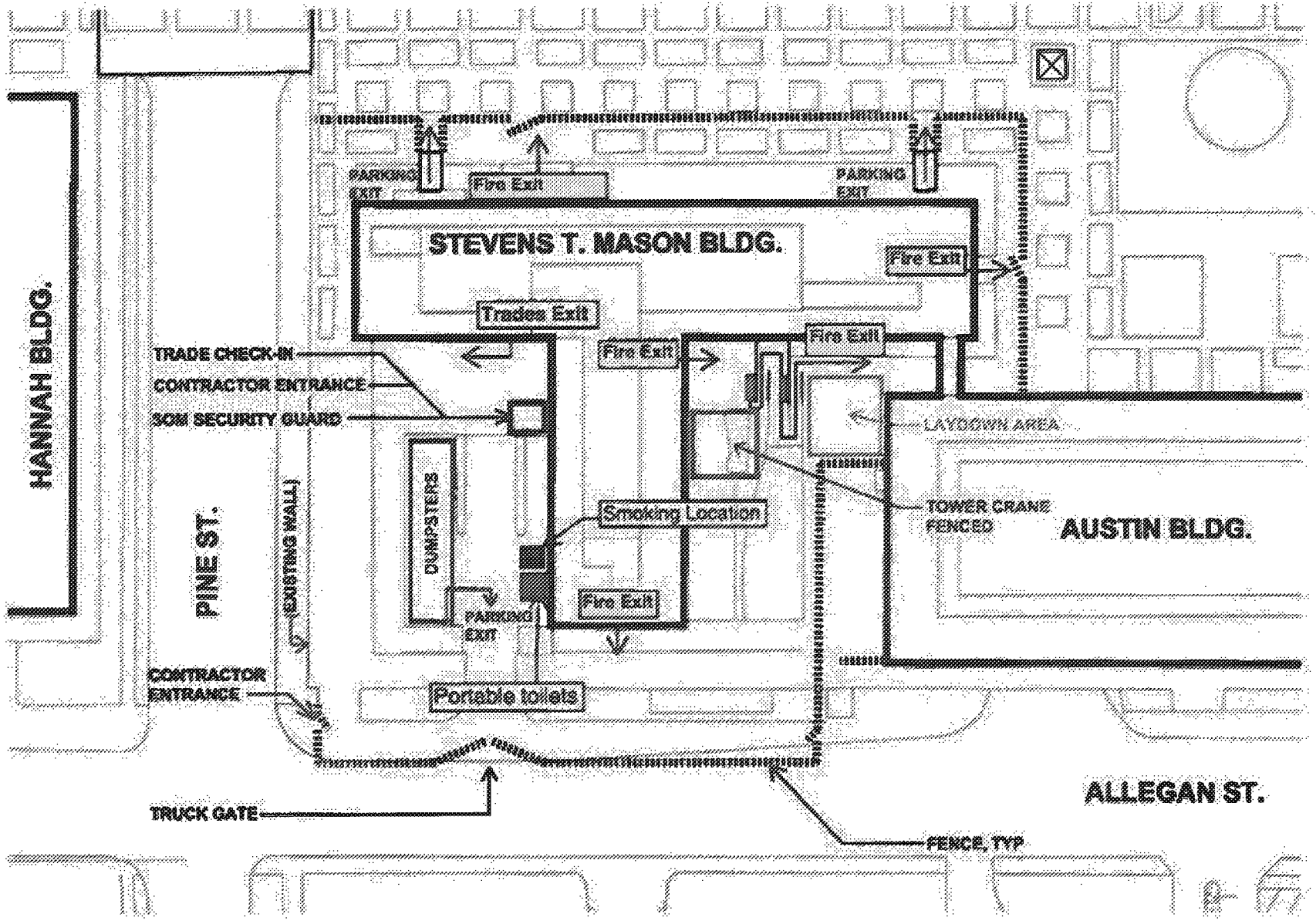
3.6 ELASTOMERIC COATING SCHEDULE

A. Concrete Substrates:
    1. Elastomeric Coating System:
        a. Prime Coat: As recommended in writing by topcoat manufacturer.
        b. Intermediate Coat: As recommended in writing by topcoat manufacturer.
        c. Topcoat: Elastomeric, pigmented, exterior, water-based, flat coating.
            1) BASF, Thorolastic A+®.
B. Concrete Unit Masonry Substrates:
    1. Elastomeric Coating System:
        a. Prime Coat: As recommended in writing by topcoat manufacturer.
        b. Block Filler: As recommended in writing by topcoat manufacturer.
        c. Intermediate Coat: As recommended in writing by topcoat manufacturer.
        d. Topcoat: Elastomeric, pigmented, exterior, water-based, flat coating.
            1) BASF, Thorolastic A+®.

END OF SECTION 099653

APPENDIX A

(FOR REFERENCE ONLY)



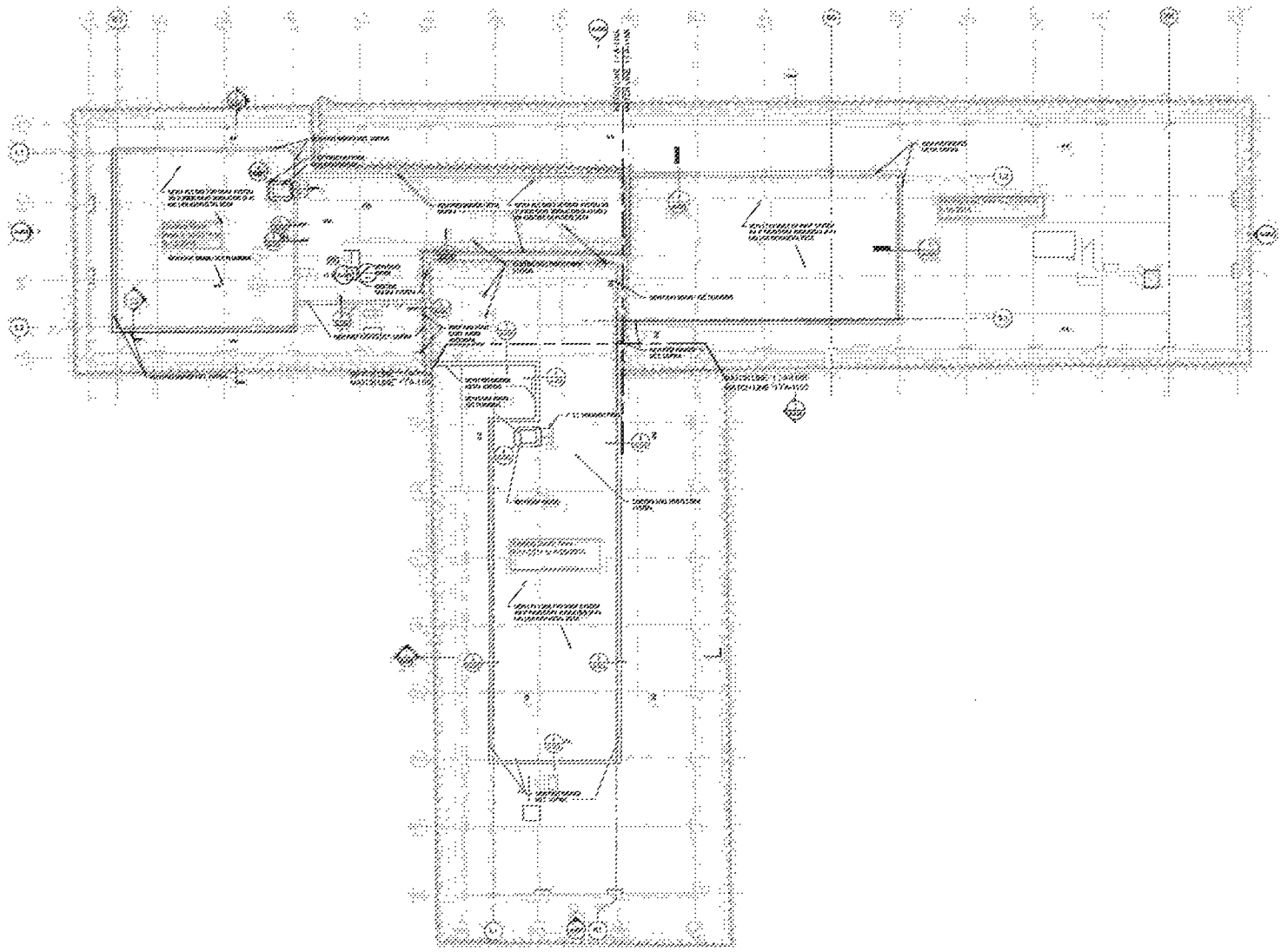
MASON BUILDING I

AUGUST 29th, 2013

HBC CONSTRUCTION | TCSM GROUP | Bergmann associates architects // engineers // planners

APPENDIX B

(FOR REFERENCE ONLY)



MASON BUILDING RENOVATIONS

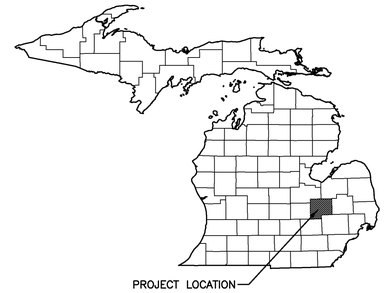
SOM - DTMB

Bergmann associates
architects // engineers // planners

OVERALL ROOF PLAN

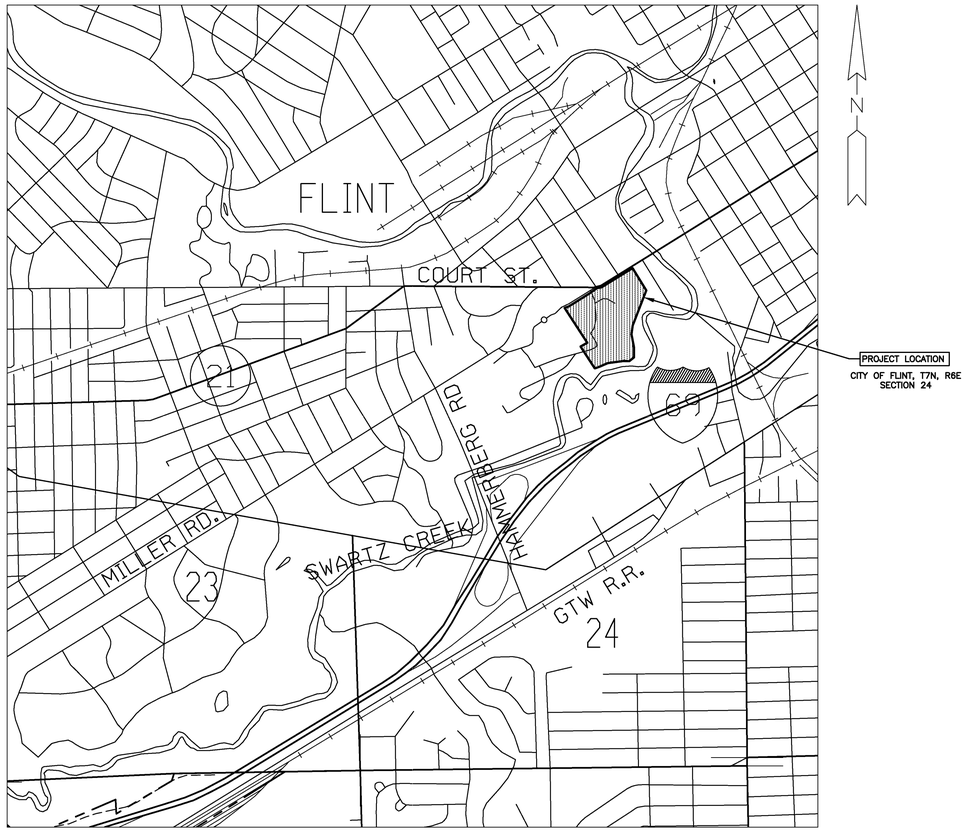
A-111

CONSTRUCTION PLANS
FOR
MICHIGAN SCHOOL FOR THE DEAF
PLAYGROUND IMPROVEMENTS
CITY OF FLINT
GENESEE COUNTY, MICHIGAN



KEY MAP
NOT TO SCALE

UTILITY CONTACTS	
ELECTRIC & GAS	CONSUMER'S ENERGY DANNY KIMOSH 3201 E. COURT ST. FLINT, MI 48501 (810) 760-3343
TELEPHONE	A T & T ANN THOMPSON 502 BEACH ST. RM#402 FLINT, MI 48502 (810) 768-0109
CABLE	COMCAST CABLEVISION JOHN KORPI 3008 AIRPORT DR FLINT, MI 48507 (810) 235-7659
STORM SEWER	CITY OF FLINT WATER SERVICE CENTER ROB BINCSIK 3310 E. COURT ST. FLINT, MI 48501 810-766-7202
SOIL EROSION	GENESEE COUNTY DRAIN COMMISSIONER WATER & WASTE SERVICES DIVISION DION BURROUGHS G-4610 BEECHER ROAD FLINT, MI 48532 (810) 732-7870



VICINITY MAP
SCALE: 1"=1000'

SHEET INDEX	
GENERAL SHEETS	SHEET NO.
COVER SHEET	C-0.1
EXISTING CONDITIONS & DEMOLITION PLAN	C-1.0
SITE LAYOUT PLAN	C-2.0
GRADING AND STORMWATER PLAN	C-3.0
SITE DETAILS	CD-1.0
LANDSCAPE DETAILS	CD-2.0

PROJECT SITE ADDRESS
1235 W. COURT STREET
FLINT, MI 48503

NOT VALID FOR CONSTRUCTION
UNLESS SIGNED AND DATED:

JOB NO. MSF2000.01C

SHEET C-0.1

WADETRIM
10850 East Traverse Highway, Suite 2260
Traverse City, MI 49684
231.947.7400/800.968.6660
FAX: 231.946.1000
www.wadetrim.com
Building relationships on a foundation of excellence

PREPARED UNDER THE SUPERVISION OF:

STATE OF MICHIGAN
SCOT ARTHUR LAUTZENHEISER
LANDSCAPE ARCHITECT
No. 1543
REGISTERED LANDSCAPE ARCHITECT
3/20/15

PROJECT MANAGER:JOHN CIESIELSKI, PE
C:\PW_WORK2\JOSS1345\DGS-PLTS-COVERSHEET.DWG - C-0.1 - PLOTTED 3/20/2015 2:13 PM BY WHALEY, RUSS
FIELD BOOK INFORMATION:-

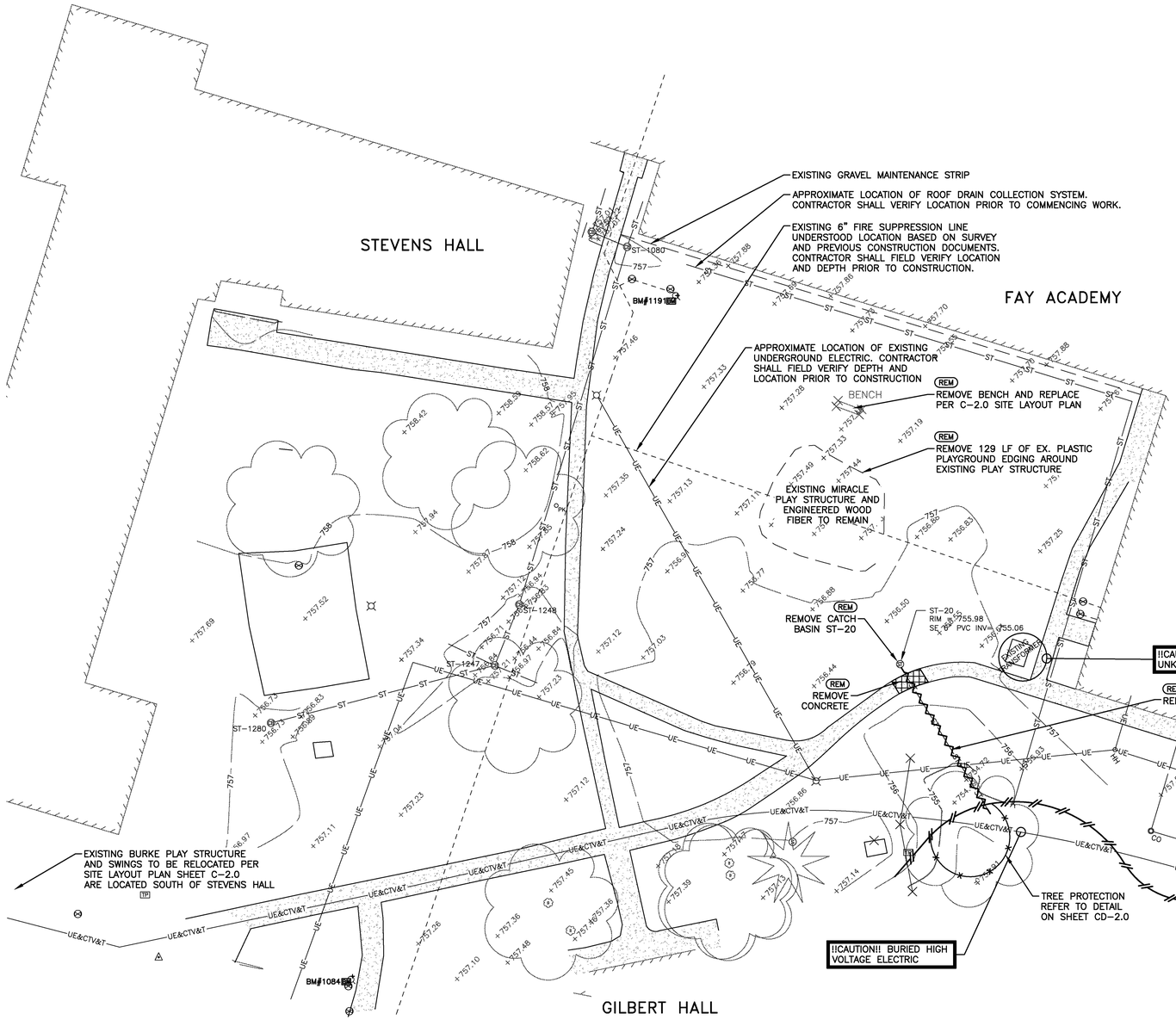
© Wade Trim Group, Inc.

EXISTING STRUCTURE INVENTORY

ID	TYPE	STR. DIA (FT.)	RIM	SIZE (IN.)	DIRECTION	INVERT	CASTING
ST-20	CATCH BASIN	N/A	755.98	6"	SE	755.06	N/A
ST-1080	CATCH BASIN	N/A	756.64	6"	NW	754.64	N/A
				6"	WSW	754.64	N/A
				6"	SE	754.64	N/A
ST-1247	CATCH BASIN	N/A	756.42	6"	SW	753.92	N/A
				6"	NW	753.92	N/A
				6"	NE	753.92	N/A
				6"	WSW	753.92	N/A
ST-1248	CATCH BASIN	N/A	756.63	6"	NW	754.38	N/A
				6"	SE	754.38	N/A
ST-1280	CATCH BASIN	N/A	756.57	6"	NE	753.57	N/A

DEMOLITION LEGEND

- CURB & GUTTER REMOVAL
- UTILITY REMOVAL
- SAWCUT FULL DEPTH
- SILT FENCE
- LIMITS OF DEMOLITION
- PAVEMENT REMOVAL
- CONCRETE REMOVAL
- REMOVE ITEM (REM)



BENCHMARK DESCRIPTION

BM #1084 – 759.29
NORTHEAST FLANGE BOLT ON HYDRANT, ±6 FEET WEST OF A SIDEWALK, SOUTHERLY OF THE BASKETBALL COURTS, WESTERLY OF GILBERT HALL.

BM #1191 – 759.29
NORTHEAST FLANGE BOLT ON HYDRANT, ±25 FEET EAST OF A SIDEWALK, EASTERLY OF THE STEVENS HALL BUILDING AND SOUTHERLY OF THE MICHIGAN SCHOOL FOR THE DEAF BUILDING.

DEMOLITION NOTES

1. PRIOR TO BEGINNING OF ANY DEMOLITION WORK THE CONTRACTOR SHALL NOTIFY THE LOCAL GOVERNING AGENCY TO OBTAIN PERMIT. ALL DEMOLITION WORK SHALL CONFORM TO THE REQUIRMENTS OF THE LOCAL GOVERNING AGENCY. ALL DEMOLITION OPERATIONS SHALL COMPLY WITH MIOSHA REGULATIONS.
2. NO ATTEMPT IS MADE TO STIPULATE EVERY REQUIRED ITEM OF DEMOLITION ON THE PLAN. CONTRACTOR MUST VISIT SITE AND STUDY PHYSICAL CONDITIONS OF THE SITE AND REVIEW PROPOSED CONSTRUCTION DRAWINGS AND REACH THEIR OWN CONCLUSIONS ON WORK NECESSARY TO ACCOMPLISH THE INTENDED RESULTS AS DESCRIBED BY THE PROPOSED CONSTRUCTION DRAWINGS.
3. THE CONTRACTOR IS RESPONSIBLE FOR REMOVING ALL EXISTING DEBRIS (WITHIN LIMITS OF DISTURBANCE OR DEMOLITION) AND CONSTRUCTION DEBRIS GENERATED FROM THE SITE AND DISPOSING OF THE DEBRIS IN A LAWFUL MANNER. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL PERMITS REQUIRED FOR DEMOLITION AND DISPOSAL.
4. THE CONTRACTOR SHALL COORDINATE WITH RESPECTIVE UTILITY COMPANIES PRIOR TO THE REMOVAL AND/OR RELOCATION OF UTILITIES. THE CONTRACTOR SHALL COORDINATE WITH THE UTILITY COMPANY CONCERNING PORTIONS OF WORK WHICH MAY BE PERFORMED BY THE UTILITY COMPANY'S FORCES AND ANY FEES WHICH ARE TO BE PAID TO THE UTILITY COMPANY FOR THEIR SERVICES. THE CONTRACTOR IS RESPONSIBLE FOR PAYING ALL FEES AND CHARGES.
5. THE LOCATIONS OF ALL EXISTING UTILITIES SHOWN ON THIS PLAN HAVE BEEN DETERMINED FROM THE BEST INFORMATION AVAILABLE AND ARE GIVEN FOR THE CONVENIENCE OF THE CONTRACTOR. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR THEIR COMPLETENESS OR ACCURACY. PRIOR TO THE START OF ANY DEMOLITION ACTIVITY, THE CONTRACTOR SHALL CONTACT THE UTILITY COMPANIES TO OBTAIN ONSITE LOCATIONS OF EXISTING UTILITIES.
6. ALL EXISTING SEWERS, PIPING AND UTILITIES SHOWN ARE NOT TO BE INTERPRETED AS THE EXACT LOCATION, OR AS THE ONLY OBSTACLES THAT MAY OCCUR ON THE SITE. VERIFY EXISTING CONDITIONS AND PROCEED WITH CAUTION AROUND ANY ANTICIPATED FEATURES. GIVE NOTICE TO ALL UTILITY COMPANIES REGARDING DESTRUCTION AND REMOVAL OF ALL SERVICE LINES AND CAP ALL LINES BEFORE PROCEEDING WITH THE WORK. UTILITIES DETERMINED TO BE ABANDONED AND LEFT IN PLACE SHALL BE GROUTED IF UNDER BUILDING.
7. ELECTRICAL, TELEPHONE, CABLE, WATER, FIBER OPTIC CABLE AND/OR GAS LINES NEEDING TO BE REMOVED OR RELOCATED SHALL BE COORDINATED WITH THE AFFECTED UTILITY COMPANY. ADEQUATE TIME SHALL BE PROVIDED FOR RELOCATION AND CLOSE COORDINATION WITH THE UTILITY COMPANY IS NECESSARY TO PROVIDE A SMOOTH TRANSITION IN UTILITY SERVICE. CONTRACTOR SHALL PAY CLOSE ATTENTION TO EXISTING UTILITIES WITHIN THE ROAD RIGHT OF WAY DURING CONSTRUCTION.
8. CONTRACTOR MUST PROTECT THE PUBLIC AND THEIR WORKERS AT ALL TIMES WITH FENCING, BARRICADES, ENCLOSURES, ETC., TO THE BEST PRACTICES PER MIOSHA GUIDELINES.
9. DAMAGE TO ALL EXISTING CONDITIONS TO REMAIN WILL BE REPLACED AT CONTRACTOR'S EXPENSE.
10. BURNING OF DEBRIS IS NOT ALLOWED.
11. THE CONTRACTOR IS RESPONSIBLE FOR FOLLOWING ENVIRONMENTAL CLEANUP PROCEDURES IN ACCORDANCE WITH THE SPECIFICATIONS AND WITH STATE AND LOCAL REGULATIONS.
12. THE CONTRACTOR SHALL VISIT THE SITE TO VERIFY THE SIZE AND QUANTITY OF ITEMS TO BE REMOVED PRIOR TO BID.
13. BACK FILL EXCAVATED AREAS WITH MDOT CLASS II GRANULAR MATERIAL COMPACTED TO 95% OF THE MATERIAL MAXIMUM UNIT WEIGHT DETERMINED BY ASTM D-1557 (MODIFIED PROCTOR)
14. THREE BENCHES ARE TO BE RELOCATED, TWO OF WHICH ARE CURRENTLY EMBEDDED IN-GROUND. THE THIRD BENCH IS CURRENTLY NOT INSTALLED. FOUR TABLES ARE TO BE RELOCATED, THREE OF WHICH ARE CURRENTLY EMBEDDED. THE FOURTH TABLE IS CURRENTLY NOT INSTALLED. NOT ALL BENCHES AND TABLES ARE SHOWN ON EXISTING CONDITIONS PLAN, BUT THEY ARE LOCATED ON-SITE. OWNER TO NOTIFY CONTRACTOR OF EXISTING LOCATIONS OF BENCHES AND TABLES TO BE RELOCATED.

EXISTING CONDITIONS LEGEND

- MONITORING WELL (GWELL)
- SOIL BORING (SB)
- SECTION CORNER
- FILL PORT
- BOLLARD
- SIGN POST (S)
- UTILITY MARKER (M)
- AIR CONDITIONING UNIT (AC)
- SPRINKLER JUNCTION BOX (JB)
- TELEPHONE MANHOLE
- METER PIT (MP)
- POST INDICATOR VALVE
- GATE VALVE AND BOX
- TRAVERSE POINT
- PROPERTY CORNER SET (IR)
- PROPERTY CORNER FOUND (IR)
- PK NAIL (PK)
- MONUMENT
- BENCH MARK (BM)
- METAL LIGHT POLE
- FIRE HYDRANT
- WATER VALVE
- TELEPHONE PEDESTAL (TP)
- CABLE TV PEDESTAL (CT)
- ELECTRIC PEDESTAL (PP)
- ELECTRIC HAND HOLE
- POWER POLE
- CIRCUIT BREAKER PANEL (E, CBP)
- CATCH BASIN ROUND (CB)
- CATCH BASIN SQUARE (CB)
- STORM MANHOLE (SM)
- STORM SEWER END SECTION
- SANITARY MANHOLE (S)
- SANITARY CLEANOUT (CO)
- WATER SHUT OFF (WSO)
- GUY ANCHOR (GA)
- MAIL BOX (MB)
- NEWSPAPER BOX (NB)
- FLOOD LIGHT
- LAMP POLE
- UTILITY POLE
- UTILITY POLE WITH LIGHT
- FLAG POLE (FP)
- EXISTING TREE
- TOP OF BANK
- TOE OF SLOPE
- CENTER OF SWALE
- EASEMENT
- PROPERTY BOUNDARY
- SECTION LINE
- RIGHT OF WAY LINE (R/W)
- BUILDING SETBACK LINE
- BUILDING BORDER LINE
- FIBER OPTIC (FO)
- ELECTRIC OVERHEAD (E)
- UNDERGROUND ELECTRIC (UE)
- UNDERGROUND TELEPHONE (UT)
- NATURAL GAS (G)
- WATER LINE
- STORM SEWER
- SANITARY SEWER
- CURB & GUTTER
- EDGE OF PAVEMENT
- EDGE OF GRAVEL
- CENTER LINE OF PAVEMENT
- FENCE
- LANDSCAPE BOUNDARY LINE (LS)
- MAJOR CONTOUR (755)
- MINOR CONTOUR (754)
- GUARD RAIL
- CENTER OF RAILROAD TRACK
- EXISTING CONCRETE

20 10 0 20 40
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BY	DESCRIPTION	DATE	REV#

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www.wadetrim.com

MICHIGAN SCHOOL FOR THE DEAF
1235 W. COURT STREET
FLINT, MI 48503

GENESEE COUNTY, MICHIGAN
EXISTING CONDITIONS & DEMOLITION PLAN

ISSUED FOR:	DATE:	BY:
CLIENT REVIEW	02/18/15	SAL
BIDDING	03/20/15	SAL

JOB NO. MSF2000.01C

SHEET C-1.0

MICHIGAN SCHOOL FOR THE DEAF PLAYGROUND IMPROVEMENTS CONSTRUCTION PLANS

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PROJECT MANAGER:SCOT LAUTZENHEISER, PLA
C:\PW_WORK2\00051345\VSP-PLTS-EXISTING CONDITIONS.DWG - C-1.0 - PLOTTED 3/20/2015 12:36 PM BY WHALEY, RUSS
FIELD BOOK INFORMATION:-

BENCHMARK DESCRIPTION

BM #1084 – 759.29
NORTHEAST FLANGE BOLT ON HYDRANT, ±6 FEET WEST OF A SIDEWALK, SOUTHERLY OF THE BASKETBALL COURTS, WESTERLY OF GILBERT HALL.

BM #1191 – 759.29
NORTHEAST FLANGE BOLT ON HYDRANT, ±25 FEET EAST OF A SIDEWALK, EASTERLY OF THE STEVENS HALL BUILDING AND SOUTHERLY OF THE MICHIGAN SCHOOL FOR THE DEAF BUILDING.

LEGEND:

- EXISTING CONCRETE
- PROPOSED CONCRETE
- PROPOSED PLAYGROUND SURFACING
- EXISTING PLAYGROUND SURFACING
- SAND SURFACING
- CONCRETE SEAT WALL
- ROUND CATCH BASIN
- BUILDING OUTLINE
- UNDERDRAIN STORM SEWER
- PROPOSED TREE

SITE PLAN NOTES

1 ALL WORK AND MATERIALS SHALL COMPLY WITH ALL TOWNSHIP/CITY/COUNTY REGULATIONS AND CODES AND O.S.H.A. STANDARDS.

2 ALL ON–SITE UNPAVED AREAS DISTURBED BY GRADING OPERATION SHALL RECEIVE 4 INCHES OF TOPSOIL, SEED/SOD AND MULCH. TOPSOIL SHALL BE PER ASTM D5268 AND SHALL BE NATURAL, FRIABLE, FERTILE, FINE LOAMY SOIL POSSESSING CHARACTERISTICS OF REPRESENTATIVE TOPSOIL IN THE VICINITY THAT PRODUCES HEAVY GROWTH. TOPSOIL SHALL HAVE A PH RANGE OF 5.5 TO 7.4 PERCENT, FREE FROM SUBSOIL, OBJECTIONABLE WEEDS, LITTER, SODS, STIFF CLAY, STONES LARGER THAN 1–INCH IN DIAMETER, STUMPS, ROOTS, TRASH, TOXIC SUBSTANCES, OR ANY OTHER MATERIAL WHICH MAY BE HARMFUL TO PLANT GROWTH OR HINDER PLANTING OPERATIONS. TOP SOIL SHALL CONTAIN A MINIMUM OF THREE PERCENT ORGANIC MATERIAL. IF EXISTING ONSITE TOPSOIL OR IMPORTED TOPSOIL DOES NOT MEET THESE REQUIREMENTS, THE TOPSOIL SHALL BE CONDITIONED UNTIL REQUIREMENTS ARE MET.

3 EXISTING STRUCTURES WITHIN CONSTRUCTION LIMITS ARE TO BE ABANDONED, REMOVED OR RELOCATED AS NECESSARY UNLESS OTHERWISE NOTED ON THE PLANS. ALL COST SHALL BE INCLUDED IN BASE BID.

4 CONTRACTOR SHALL BE RESPONSIBLE FOR ALL RELOCATIONS, (UNLESS OTHERWISE NOTED ON PLANS) INCLUDING BUT NOT LIMITED TO, ALL UTILITIES, STORM DRAINAGE, SIGNS, TRAFFIC SIGNALS & POLES, ETC. AS REQUIRED. ALL WORK SHALL BE IN ACCORDANCE WITH GOVERNING AUTHORITIES REQUIREMENTS AND PROJECT SITEWORK SPECIFICATIONS AND SHALL BE APPROVED BY SUCH. ALL COST SHALL BE INCLUDED IN BASE BID.

5 PLACEMENT OF SLEEVES FOR ANY ELECTRIC OR IRRIGATION SYSTEM SHALL BE COORDINATED WITH OWNER/ARCHITECT PRIOR TO BEGINNING CONSTRUCTION.

PLAYGROUND NOTES

1 NEW PLAYGROUND SURFACING AREA IS 9,894 SQUARE FEET. CONTRACTOR SHALL INSTALL AN INITIAL DEPTH OF 15" OF ENGINEERED WOOD FIBER IN THIS AREA TO ALLOW FOR NATURAL COMPACTION OF MATERIAL DOWN TO A 12" DEPTH (458 CUBIC YARDS). EXISTING PLAYGROUND SURFACING AREA IS 1,200 SQUARE FEET. CONTRACTOR SHALL SUPPLEMENT FIBER IN THIS AREA PER NOTE 5 (ESTIMATED 11 CUBIC YARDS @ 3" THICK). NEW PLAYGROUND SURFACING AREA BY QUERCUS ALBA IS 320 SQUARE FEET AND SHALL BE INSTALLED AT A MINIMUM 3" DEPTH (3 CUBIC YARDS).

2 INSTALL ALL PLAYGROUND EQUIPMENT PER MANUFACTURER'S RECOMMENDATIONS.

3 COLORS OF ALL PROPOSED PLAYGROUND EQUIPMENT TO BE SELECTED BY OWNER

4 RELOCATED TABLES AND BENCHES TO BE EMBEDDED PER MANUFACTURERS RECOMMENDATIONS.

5 CONTRACTOR SHALL SUPPLEMENT EXISTING ENGINEERED WOOD FIBER AT THE EXISTING MIRACLE PLAY STRUCTURE WITH NEW ENGINEERED WOOD FIBER TO ACCOUNT FOR COMPACTION SINCE LAST APPLICATION. EXACT THICKNESS OF FIBER TO BE ADDED TO THIS AREA SHALL BE DETERMINED BY CONTRACTOR AND SHALL BE BASED UPON THE SLIDE EXIT HEIGHT REQUIREMENTS PER THE U.S. CONSUMER PRODUCT SAFETY COMMISSION PUBLIC PLAYGROUND SAFETY HANDBOOK.

6 ALTERNATE 1: REDUCE CONCRETE EDGING FROM 3' WIDE TO 2' WIDE.

10 5 0 10 20
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MICHIGAN SCHOOL FOR THE DEAF
1235 W. COURT STREET
FLINT, MI 48503

GENESEE COUNTY, MICHIGAN
SITE LAYOUT PLAN

ISSUED FOR:	DATE:	BY:
CLIENT REVIEW	02/18/15	SAL
BIDDING	03/20/15	SAL

JOB NO. MSF2000.01C

SHEET C–2.0

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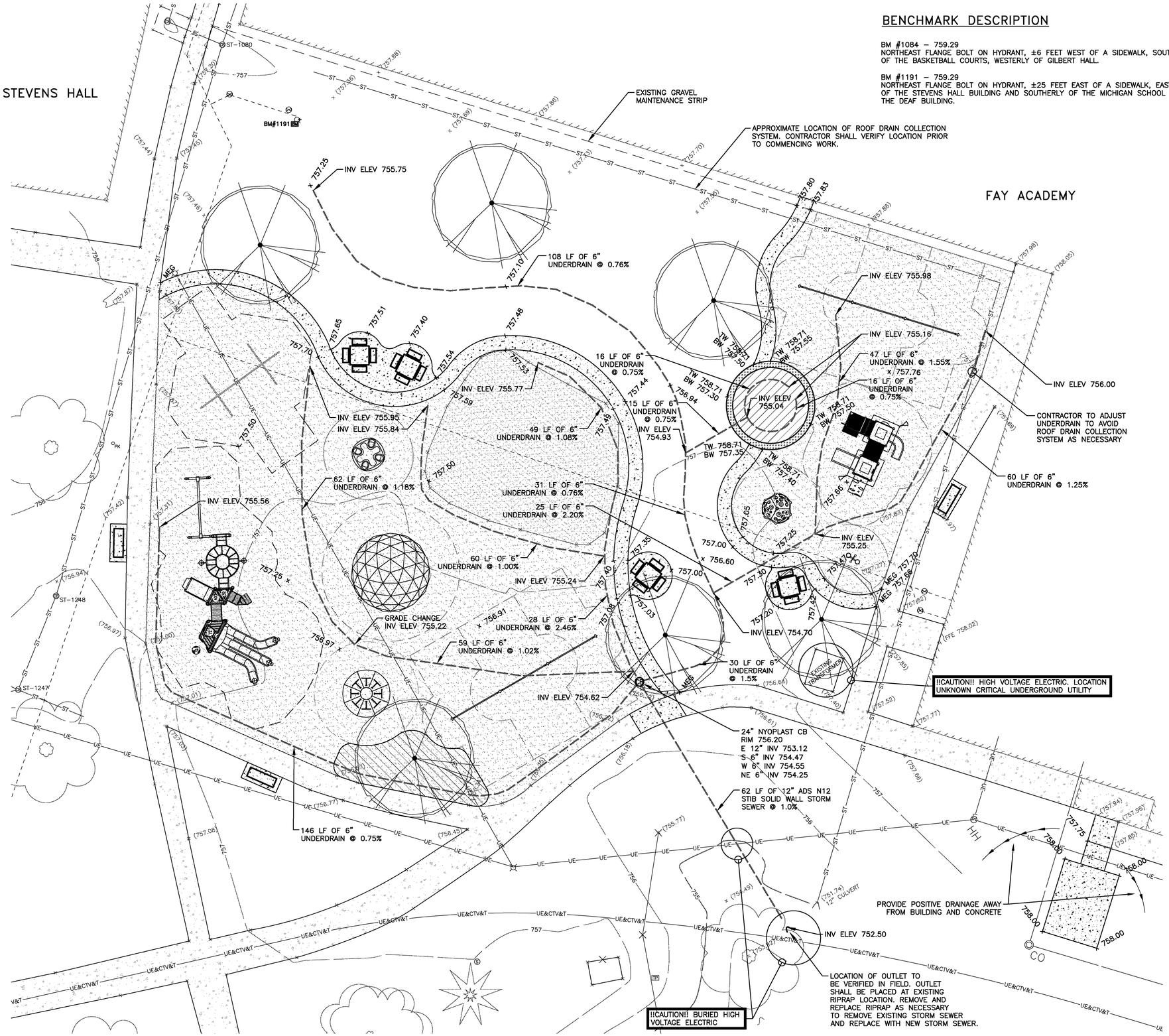
PROJECT MANAGER:SCOT LAUTZENHEISER, PLA
C:\PW_WORK2\DOS5134S\CSP-PLTS-SITE PLAN.DWG – C–2.0 – PLOTTED 3/20/2015 12:37 PM BY WHALEY, RUSS
FIELD BOOK INFORMATION:



BENCHMARK DESCRIPTION

BM #1084 – 759.29
NORTHEAST FLANGE BOLT ON HYDRANT, ±6 FEET WEST OF A SIDEWALK, SOUTHERLY OF THE BASKETBALL COURTS, WESTERLY OF GILBERT HALL.

BM #1191 – 759.29
NORTHEAST FLANGE BOLT ON HYDRANT, ±25 FEET EAST OF A SIDEWALK, EASTERLY OF THE STEVENS HALL BUILDING AND SOUTHERLY OF THE MICHIGAN SCHOOL FOR THE DEAF BUILDING.

LEGEND:

EXISTING CONCRETE	
PROPOSED CONCRETE	
SAND SURFACING	
CONCRETE SEAT WALL	
MEG	MEET EXISTING GRADE
EXISTING SPOT ELEVATION	x (757.94)
PROPOSED SPOT FINISHED GRADE ELEVATION	x 757.25
ROUND CATCH BASIN	
BUILDING OUTLINE	
UNDERDRAIN STORM SEWER	
PROPOSED TREE	

GRADING NOTES

1. SPOT ELEVATIONS SHOWN ARE ALL FINISHED GRADE.
2. CONSTRUCT BENCH CONCRETE SLABS WITH 2% MAXIMUM GRADE WHICH IS CONSISTENT WITH THE CROSS SLOPE OF THE ADJACENT GRADE.
3. CROSS SLOPES SHALL NOT EXCEED 2%. LONGITUDINAL SLOPES SHALL NOT EXCEED 5%.
4. THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES, AND WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE APPROPRIATE UTILITY COMPANIES AT LEAST 72 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.
5. EXISTING GRADE CONTOUR INTERVALS SHOWN AT 1 FOOT INTERVALS
6. IF ANY EXISTING STRUCTURES TO REMAIN ARE DAMAGED DURING CONSTRUCTION IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO REPAIR AND/OR REPLACE THE EXISTING STRUCTURE AS NECESSARY TO RETURN IT TO EXISTING CONDITIONS OR BETTER.
7. CONTRACTOR SHALL ASSURE POSITIVE DRAINAGE AWAY FROM BUILDINGS FOR ALL NATURAL AND PAVED AREAS.
8. ALL ON-SITE UNPAVED AREAS DISTURBED BY GRADING OPERATION SHALL RECEIVE 4 INCHES OF TOPSOIL, SEED/SOD AND MULCH. TOPSOIL SHALL BE PER ASTM D5268 AND SHALL BE NATURAL, FRIABLE, FERTILE, FINE LOAMY SOIL POSSESSING CHARACTERISTICS OF REPRESENTATIVE TOPSOIL IN THE VICINITY THAT PRODUCES HEAVY GROWTH. TOPSOIL SHALL HAVE A PH RANGE OF 5.5 TO 7.4 PERCENT, FREE FROM SUBSOIL, OBJECTIONABLE WEEDS, LITTER, SODS, STIFF CLAY, STONES LARGER THAN 1-INCH IN DIAMETER, STUMPS, ROOTS, TRASH, TOXIC SUBSTANCES, OR ANY OTHER MATERIAL WHICH MAY BE HARMFUL TO PLANT GROWTH OR HINDER PLANTING OPERATIONS. TOP SOIL SHALL CONTAIN A MINIMUM OF THREE PERCENT ORGANIC MATERIAL. IF EXISTING ONSITE TOPSOIL OR IMPORTED TOPSOIL DOES NOT MEET THESE REQUIREMENTS, THE TOPSOIL SHALL BE CONDITIONED UNTIL REQUIREMENTS ARE MET.
9. CONSTRUCTION SHALL COMPLY WITH ALL APPLICABLE GOVERNING CODES AND BE CONSTRUCTED TO SAME.

STORMWATER NOTES

1. ALL 6" PIPES SHOWN ON THIS PLAN ARE 6" ADS N12 STIB PERFORATED PIPE WITH SOCK. INSTALL END CAPS ON THE UPSTREAM END OF THESE PIPES.
2. ALL PIPE CONNECTIONS SHALL BE MADE USING 6"X6" TEES UNLESS OTHERWISE NOTED.
3. SEE CD-1 FOR PLAYGROUND UNDERDRAIN DETAIL AND LAWN UNDERDRAIN DETAIL.
4. ADJUST HORIZONTAL LOCATION OF UNDERDRAINS AS NECESSARY TO AVOID THE PROPOSED PLAYGROUND EQUIPMENT FOOTINGS.
5. ADJUST UNDERGROUND ELECTRIC LINE AS NECESSARY FOR THE INSTALLATION OF UNDERDRAINS, PLAYGROUND EQUIPMENT AND ENGINEERED WOOD FIBER.

10 5 0 10 20
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BY	DESCRIPTION	DATE	REV#

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1235 W. COURT STREET
FLINT, MI 48503

GENESEE COUNTY, MICHIGAN
GRADING AND STORMWATER PLAN

ISSUED FOR:	DATE:	BY:
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JOB NO. MSF2000.01C

SHEET C-3.0

MICHIGAN SCHOOL FOR THE DEAF PLAYGROUND IMPROVEMENTS CONSTRUCTION PLANS

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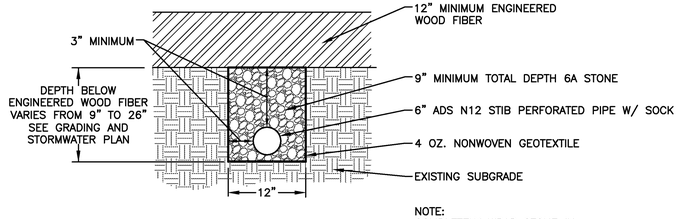
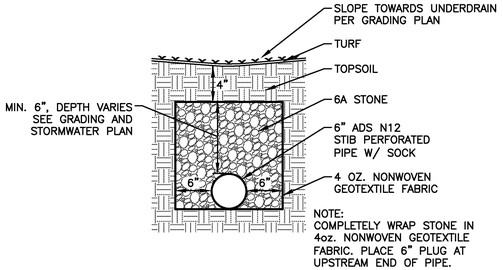
C:\PW_WORK\2\d0051345\CSP-PLTS-GRADING & STORMWATER.DWG – C-3.0 – PLOTTED 3/20/2015 12:37 PM BY WHALEY, RUSS
FIELD BOOK INFORMATION:



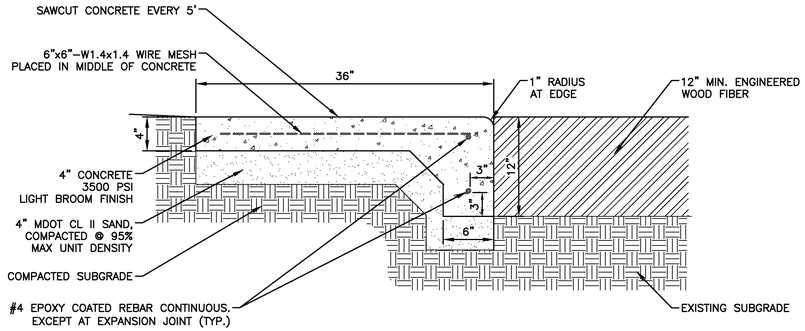
NOTE:
COMPLETELY WRAP STONE IN 4oz. NONWOVEN GEOTEXTILE FABRIC. PLACE 6" PLUG AT UPSTREAM END OF PIPE.

PLAYGROUND UNDERDRAIN
NOT TO SCALE

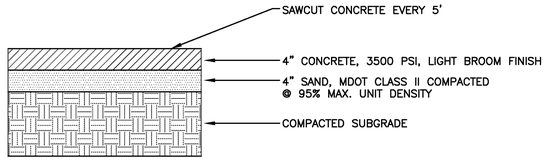


NOTE:
COMPLETELY WRAP STONE IN 4oz. NONWOVEN GEOTEXTILE FABRIC. PLACE 6" PLUG AT UPSTREAM END OF PIPE.

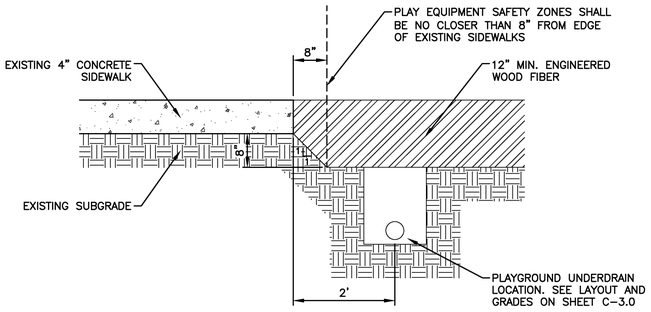
LAWN UNDERDRAIN DETAIL
NOT TO SCALE



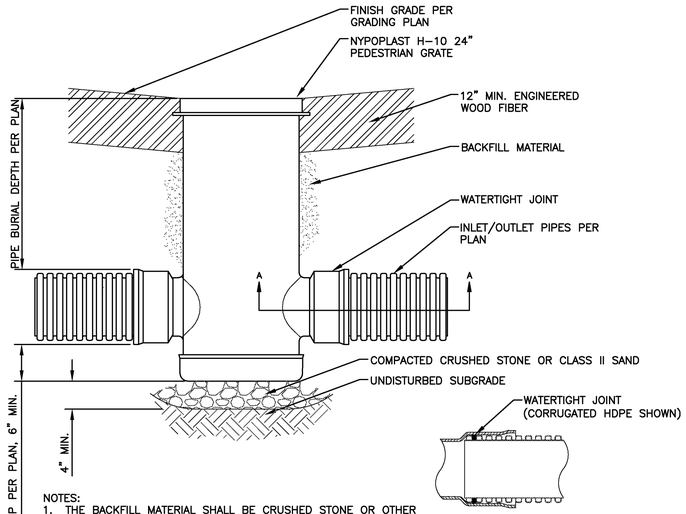
CONCRETE EDGE DETAIL AT PLAY AREAS
NOT TO SCALE



STANDARD CONCRETE WALK PAVING
NOT TO SCALE

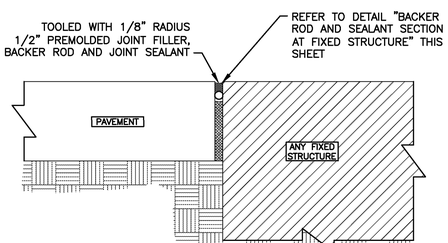


EXISTING CONCRETE SIDEWALK AT PLAY AREAS
NOT TO SCALE



NOTES:
1. THE BACKFILL MATERIAL SHALL BE CRUSHED STONE OR OTHER GRANULAR MATERIAL MEETING THE REQUIREMENTS OF CLASS II MATERIAL AS DEFINED IN ASTM D2321. BEDDING & BACKFILL FOR SURFACE DRAINAGE INLETS SHALL BE PLACED & COMPACTED UNIFORMLY IN ACCORDANCE WITH ASTM D2321. COMPACTED NATIVE MATERIAL MAY BE USED AROUND THE CATCH BASIN ABOVE THE INLET/OUTLET PIPES IF THE MATERIAL IS SUITABLE.
2. DRAIN BASIN TO BE CUSTOM MANUFACTURED ACCORDING TO PLAN DETAILS.

24" NYLOPLAST CATCH BASIN
NOT TO SCALE

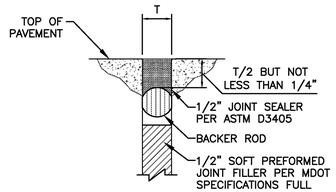


NOTES:

THIS DETAIL IS TO BE USED FOR FIXED STRUCTURES SUCH AS BUILDINGS, RETAINING WALLS/DOCK WALLS, DROP INLETS, MANHOLES, LIGHT POLE BASES, TRAFFIC POLE BASES, DRIP WELLS AND BOLLARDS.

ASPHALT PAVEMENT IS NOT CONSIDERED A FIXED STRUCTURE.

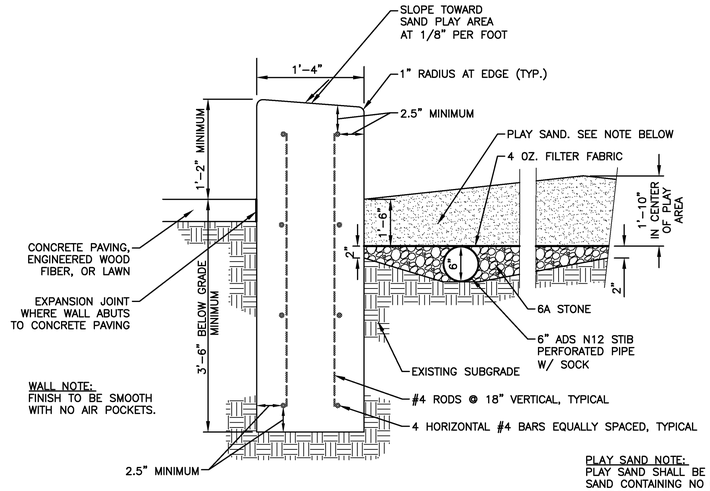
ISOLATION JOINT (IJ) DETAIL
N.T.S.



BACKER ROD AND SEALANT SECTION AT FIXED STRUCTURE

FREESTANDING SEAT WALL NOTES

1. ALL CONCRETE SHALL HAVE A MINIMUM 28–DAY COMPRESSIVE STRENGTH AS NOTED BELOW. FOOTINGS AND FOUNDATIONS – 3000 PSI. ALL EXTERIOR CONCRETE INCLUDING FOUNDATIONS SHALL BE AIR ENTRAINED 5% ± 1%.
2. ASSUMED SOIL BEARING CAPACITY: 2500 P.S.F. CONTRACTOR SHALL VERIFY THE SOIL BEARING CAPACITY AT THE SITE BEFORE THE START OF WORK. IF UNSATISFACTORY SOIL BEARING IS DISCOVERED NOTIFY THE DESIGN PROFESSIONAL BEFORE PROCEEDING WITH WORK. CONTRACTOR TO INCLUDE COST OF AN ON–SITE TESTING ENGINEER FOR ALL FOUNDATION EXCAVATION BEARING CONDITIONS AND CONCRETE STRENGTH TESTING.
3. FILL ALL CONC. BLOCK BELOW GRADE W/ CONCRETE
4. REMOVE ALL TOPSOIL UNDER FOUNDATIONS.
5. ALL EXTERIOR FOOTINGS MIN. 42" DEEP BELOW GRADE.
6. SOFT POCKETS MAY BE ENCOUNTERED IN THE FOUNDATION EXCAVATION, IF FOUND THEY SHOULD BE REMOVED AND REPLACED W/ ENGINEERED FILL OR CONC.
7. ANY ADDITIONAL FILL USED TO INCREASE THE ELEVATION OF THE CONC. SLAB SHOULD BE A MDOT CLASS II GRANULAR BACKFILL, WHICH SHOULD BE PLACED IN LIFTS NOT MORE THAN (6") SIX INCHES IN THICKNESS & COMPACTED TO 95% SPD DENSITY.
8. ALL EXCAVATION MUST BE KEPT DRY PRIOR TO POURING FOUNDATIONS. UTILIZE A TEMP. SUMP PUMP IF NECESSARY. FOOTINGS SHALL ALSO BE PROTECTED.
9. ALL CONCRETE FOUNDATIONS SHALL BEAR ON UNDISTURBED SOIL.
10. ALL CONCRETE WORK AND PLACEMENT SHALL CONFORM TO THE LATEST RECOMMENDATIONS OF A.C.I.
11. ALL REINFORCING BARS, DOWELS AND TIES SHALL CONFORM TO A.S.T.M. A615 GRADE 60. REINFORCING STEEL SHALL BE CONTINUOUS AND SHALL HAVE MINIMUM 36" LAP AND BE FABRICATED AND PLACED IN ACCORDANCE WITH A.C.I. – 315 LATEST EDITION.
12. REINFORCED CONCRETE WALLS AND TRENCH FOOTINGS SHALL HAVE CORNER BARS AT ALL INTERSECTIONS OF THE SAME SIZE AND SPACING AS THE MAIN HORIZONTAL REINFORCING. PROVIDE 2–#5 BARS EACH SIDE OF ALL OPENINGS AND 2–#5 X 4'–0" DIAGONAL BARS AT CORNERS OF OPENINGS.
13. ALL CONCRETE WALLS SHALL HAVE REINFORCING PER DRAWING AND ALL HORIZONTAL WALL STEEL SHALL BEND 2'–0" AROUND CORNERS. BEND VERTICAL WALL STEEL 2'–0" INTO FOOTING.
14. THE LATEST EDITION OF THE FOLLOWING CODES GOVERNS DESIGN, DETAILING, FABRICATION, AND CONSTRUCITON OF ALL REINFORCED CONCRETE.
    A. BUILDING CODE REQUIREMENTS FOR REINFORCED CONCRETE (ACI 318R–08 & ACI 301–05)
    B. SPECIFICATIONS FOR STRUCTURAL CONCRETE (ACI 301–96).
15. CONCRETE FOOTINGS SHALL NOT BE CAST AGAINST THE EARTH WHERE THE SOIL CONDITIONS WARRANT FORMING IN THE OPINION OF THE BUILDING OFFICIAL, BECAUSE COLLAPSE IS LIKELY. ANY SOIL USED AS A FORM MUST BE ABLE TO SUSTAIN THE INSPECTION AND MACHINES CLOSE TO THE EXCAVATION.
16. WHERE FORMING IS REQUIRED. FORMING SHALL BE IN ACCORDANCE WITH CHAPTER 6, ACI 318.
17. SUBMIT SHOP DRAWINGS FOR CONC. MIX DESIGN, REINFORCING MATERIALS, AND LAYOUT.



SAND PLAY AREA SEAT WALL PROFILE
NOT TO SCALE

PLAY SAND NOTE:
PLAY SAND SHALL BE 100% NATURAL, SCREENED SAND CONTAINING NO CHEMICALS OR MANMADE COMPOUNDS. PLAY SAND SHALL BE "LAKE MICHIGAN BEACH SAND" AS PROVIDED BY HAMMOND FARMS (517–646–8698) OR APPROVED EQUAL.

BY	DESCRIPTION	DATE	REV#

NOT VALID FOR CONSTRUCTION UNLESS SIGNED AND DATED:

WADETRIM
Building relationships on a foundation of excellence
10800 East Traverse Highway, Suite 2260
Traverse City, MI 49684
231.947.7400/800.968.9680
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www.wadetrim.com

MICHIGAN SCHOOL FOR THE DEAF
1235 W. COURT STREET
FLINT, MI 48503

GENESEE COUNTY, MICHIGAN
SITE DETAILS

MICHIGAN SCHOOL FOR THE DEAF PLAYGROUND IMPROVEMENTS CONSTRUCTION PLANS

ISSUED FOR:	DATE:	BY:
CLIENT REVIEW	02/18/15	SAL
BIDDING	03/20/15	SAL

JOB NO. MSF2000.01C

SHEET CD–1.0

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PROJECT MANAGER: SCOT LAUTZENHEISER, PLA
C:\PW_WORK\ZUSS1345\CDT-PLTS-SITE DETAILS.DWG – CD-1.0 – PLOTTED 3/20/2015 12:37 PM BY WHALEY, RUSS
FIELD BOOK INFORMATION:–

LANDSCAPE NOTES

1. ALL PLANTS TO BE INSTALLED IN ACCORDANCE WITH AMERICAN ASSOCIATION OF NURSERYMEN LANDSCAPE STANDARDS.

2. CONTRACTOR SHALL PROVIDE A PLANTING MIXTURE MEETING THE FOLLOWING REQUIREMENTS. IF THE ENGINEER HAS ANY CONCERNS WITH THE QUALITY OF THE PLANTING MIXTURE, THE ENGINEER SHALL BE ALLOWED TWO WEEKS TO OBTAIN SOIL TEST TO DETERMINE SPECIFICATION COMPLIANCE. NO PLANT MATERIAL SHALL BE PLANTED PRIOR TO ENGINEER APPROVAL OF PLANTING MIXTURE. ALL PLANT MATERIAL SHALL BE MAINTAINED BY THE CONTRACTOR IN A VIGOROUS GROWING CONDITION DURING THIS TIME AT NO ADDITIONAL COST.

3. SPACING OF PLANT MATERIALS SHALL BE AS SHOWN ON DRAWING OR ON PLANT LIST. THE ENGINEER SHALL REVIEW THE PLACEMENT OF PLANT MATERIAL PRIOR TO AND AFTER INSTALLATION, AND RESERVES THE RIGHT TO ADJUST LAYOUT TO ACCOMMODATE SITE CONDITIONS AND DESIGN INTENT.

4. ALL PLANT MATERIALS SHALL CONFORM TO PLANT SCHEDULES. SIZES SHALL BE THE MINIMUM STATED ON THE PLANT LIST OR LARGER. ALL MEASUREMENTS SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE "A.A.N. STANDARDS FOR NURSERY STOCK."

5. NO PLANT SHALL BE PUT INTO THE GROUND BEFORE ROUGH GRADING HAS BEEN FINISHED AND REVIEWED BY THE ENGINEER.

6. FINAL PLANT LOCATIONS SHALL BE MARKED BY CONTRACTOR THREE WORKING DAYS PRIOR TO PLANTING FOR ENGINEER REVIEW.

7. ALL PLANTED PLANTS SHALL BEAR THE SAME RELATIONSHIP TO FINISHED GRADE AS THE PLANTS ORIGINAL GRADE BEFORE DIGGING.

8. PLANT MATERIAL, ESPECIALLY EVERGREENS, TO BE PLANTED HIGHER THAN NORMAL WHEN HEAVY SOIL CONDITIONS (CLAY, ETC.) PREVAIL.

9. IF FOR ANY REASON ANY BALLED AND BURLAPED PLANT MATERIALS NEED TO BE STORED ON SITE LONGER THAN A 24–HOUR PERIOD, THEIR ROOT BALLS SHALL BE PROTECTED. ALL PLANTS SHALL BE THOROUGHLY WATERED EACH DAY THEY ARE STORED ON SITE. PLANTS MAY BE STORED ON SITE FOR A MAXIMUM OF TWO (2) WEEKS, OR 14 DAYS. ANY PLANTS ALLOWED TO DRY OUT AS DETERMINED BY THE ENGINEER WILL BE REJECTED.

10. NO CONTAINER GROWN STOCK WILL BE ACCEPTED IF IT IS ROOT BOUND. ALL WRAPPING MATERIALS MADE OF SYNTHETIC OR PLASTICS SHALL BE COMPLETELY REMOVED AT TIME OF PLANTING.

11. THE CONTRACTOR SHALL FILL PLANT PIT WITH PREPARED PLANT MIX TO ½ DEPTH OF ROOT BALL OR ROOT MASS, PACK FIRMLY, PUDDLE WITH WATER; THEN FOR BALLED AND BURLAPED MATERIAL, THE BURLAP AND ALL LACING (INCLUDING WIRE BASKET IF NECESSARY) SHALL BE REMOVED FROM THE UPPER 1/3 OF ROOTBALL, THEN FINISH BACKFILLING ADDING SOLID FERTILIZER TO THE PLANT MIX, PACK FIRMLY AND WATER. A SAUCER SHALL BE PLACED AROUND EVERY PLANT AND SHALL BE APPROVED PRIOR TO PLACEMENT OF ANY MULCH.

12. ALL DISTURBED LAWN AREAS SHALL BE RESTORED WITH 4–INCHES OF TOPSOIL, SPREAD, FINE GRADED, AND SEEDED WITH MDOT THM SEED MIXTURE CONTAINING 50% CREEPING RED FESCUE, 30% KENTUCKY BLUEGRASS AND 20% PERENNIAL RYEGRASS. PRIOR TO INSTALLATION OF TOPSOIL, LOOSEN SUBGRADE TO A DEPTH OF 2 INCHES. THIS WORK SHALL BE INCIDENTAL TO THE PROJECT.

13. TOPSOIL SHALL CONSIST OF FRIABLE, SHREDDED, AND SCREENED SOIL REASONABLY FREE OF GRASS, ROOTS, WEEDS, STICKS, STONES OR OTHER FOREIGN MATERIALS. THE TOPSOIL MATERIAL SHALL BE APPROVED BY THE ENGINEER PRIOR TO PLACEMENT. SOIL COMPOSITION SHOULD CONTAIN AN ORGANIC CONTENT OF 2 TO 6 PERCENT AND BE CLASSIFIED AS A LOAM OR SANDY LOAM AS SPECIFIED IN THE "GUIDE FOR U.S.D.A. SOIL TEXTURAL CLASSIFICATION'.

14. ALL TREES AND SHRUBS ARE TO BE FERTILIZED ONCE ROOTS SYSTEM IS ESTABLISHED WITH AGRIFORM 21–GRAM FERTILIZER TABLETS AT RATES RECOMMENDED BY MANUFACTURER.

15. TREES SHALL ONLY BE STAKED UPON THE APPROVAL OF THE LANDSCAPE ARCHITECT. IF APPROVED, THE STAKING SHALL BE ADJUSTED AND REPAIRED AS NECESSARY AND REMOVED AT THE END OF THE ESTABLISHMENT PERIOD.

16. ALL PLANTS AND STAKES SHALL BE SET PLUMB UNLESS OTHERWISE SPECIFIED. ALL GUYS AND STAKES MUST BE LOCATED WITHIN EACH TREES MULCHED AREA TO ELIMINATE THE POSSIBILITY OF MOWER CONTACT AND TO REDUCE MAINTENANCE.

17. AT PLANTING TIME, ALL DEAD AND BROKEN BRANCHES SHALL BE PRUNED ON ALL DECIDUOUS TREES.

18. CONTRACTOR SHALL APPLY ENGINEER APPROVED PRE–EMERGENT HERBICIDE, "PREEN" OR EQUAL, TO SHRUB AND GROUND COVER PLANTING AREAS AT THE TIME OF PLANTING (IF SPRING PLANTED) OR THE FOLLOWING SPRING. CONTRACTOR SHALL ENSURE THE PLANT MATERIALS ARE RESISTANT TO THE HERBICIDES PROPERTIES. HERBICIDE SHALL BE APPLIED ACCORDING TO MANUFACTURERS SPECIFICATIONS AND IN ACCORDANCE WITH SOUND HORTICULTURAL PRACTICES.

19. ALL EVERGREEN PLANTS SHALL BE SPRAYED ACCORDING TO MANUFACTURES INSTRUCTIONS WITH AN ANTI–DESICCANT THE FIRST WINTER. THE ENGINEER SHALL BE NOTIFIED THREE DAYS PRIOR TO THIS WORK.

20. ALL TREES, SHRUBS AND PERENNIAL GROUND COVER SHALL RECEIVE A MINIMUM DEPTH OF THREE INCHES DOUBLE SHREDDED HARDWOOD BARK MULCH. WHERE PLANT BEDS MEET PAVEMENTS, LAWN, OR STEEL EDGING, CUT THE GRADE TO ALLOW FOR MULCH AND THREE–INCH DROP FROM ADJOINING FINISH GRADE.

21. ALL PLANT BEDS SHALL BE EXCAVATED TO A MINIMUM DEPTH OF 8–INCHES AND BACKFILLED WITH SPECIFIED PLANT MIX AS PER PLANTING BED DETAILS. BEDS SHALL BE EDGED WITH METAL EDGING AROUND PERIMETER. ALL EDGING SHALL BE 4" WIDE – 12 GAUGE STEEL, COLOR BLACK. CONTRACTOR SHALL LAYOUT EDGING FOR APPROVAL AND INSTALL PER MANUFACTURERS RECOMMENDATIONS.

22. SNOW SHALL NOT BE PUSHED ONTO INTERIOR LANDSCAPE ISLANDS UNLESS DESIGNATED FOR SNOW STORAGE.

23. PLANTS SHALL BE WATERED BEFORE AND AFTER PLANTING IS COMPLETE. ALL TREES MUST BE STAKED, FERTILIZED AND MULCHED AND SHALL BE GUARANTEED TO EXHIBIT A NORMAL GROWTH CYCLE FOR AT LEAST ONE (1) FULL YEAR FOLLOWING PLANTING. ALL DISEASED, DAMAGED, OR DEAD MATERIAL SHOWN ON THE SITE PLAN SHALL BE REPLACED BY THE END OF THE FOLLOWING GROWING SEASON.

24. APPLICATIONS OF FERTILIZER BEYOND THE INITIAL TOPSOIL AND SEEDING SHALL BE A FERTILIZER WITH NO PHOSPHOROUS.

PLANTING MIXTURE NOTES

1. MIXTURE SHALL BE A MIXTURE OF 1/3 TOPSOIL, 1/3 SAND, AND 1/3 PEAT. ADD FERTILIZER AT THE QUANTITY AS RECOMMENDED BY THE MANUFACTURER. PLANTING MIXTURE SHALL BE FREE FROM, STICK, STONES, SOD CLODS, OR OTHER MATERIAL WHICH MIGHT LEAVE POCKETS AROUND THE ROOTS.

2. TOPSOIL
   A. TOPSOIL SHALL BE FERTILE, FRIABLE, SANDY CLAY LOAM WITHOUT ADMIXTURE OF SUBSOIL. TOPSOIL IS TO BE FREE OF GLASS, STONES GREATER THAN ONE (1) INCH IN ANY DIMENSION, WEEDS, UNDESIRABLE GRASSES AND OTHER EXTRANEOUS MATERIALS. TOPSOIL SHALL HAVE THE FOLLOWING RANGE OF VALUES:

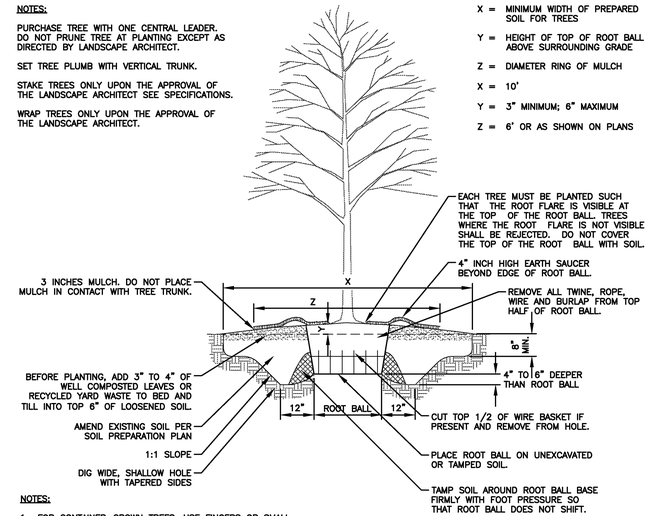
pH	5.0 TO 7.5
SOLUBLE SALTS	500 PPM MAX
ORGANIC CONTENT	5% TO 30%
SILT CONTENT	35% TO 50%
CLAY CONTENT	5% TO 10%
DELETERIOUS MAT'L*	5% MAX

   *ROCK, GRAVEL, STONE, STICKS, ROOTS, SOD, ETC.

   B. COMPOST MAY BE MIXED WITH TOPSOIL TO OBTAIN THE DESIRED CONTENT. TOPSOIL IS TO BE FINAL SCREENED THRU A 5/8" MAXIMUM MESH SCREEN PRIOR TO DELIVERY TO THE PROJECT SITE. ENGINEER SHALL REVIEW SOURCE AND FINAL SCREEN RESULTS PRIOR TO RELEASE OF TOPSOIL. CONTRACTOR SHALL SUBMIT A CERTIFIED ANALYSIS OF THE TOPSOIL FROM EACH SOURCE TO THE ENGINEER. TOPSOIL SHALL BE PLACED IN 4–INCH MINIMUM THICKNESS THROUGHOUT.

3. SAND
   SAND FOR PLANTING MIXTURE SHALL BE CLEAN, COURSE, UNGRADED SAND CONFORMING TO ASTM C3 FOR FINE AGGREGATES.

4. PEAT
   GRANULATED RAW CANADIAN PEAT OR BALED CANADIAN PEAT, CONTAINING NOT MORE THAN 9% MINERAL ON A DRY BASIS. FOR ERICACEOUS PLANTS, BALED PEAT WITH A pH OF 4.0 SHALL BE USED.

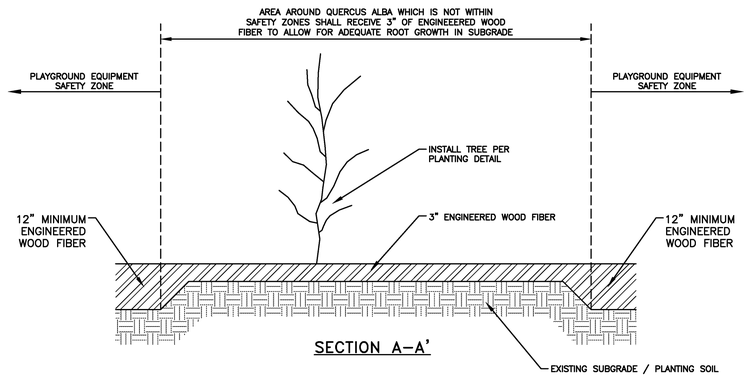


TREE PLANTING DETAIL AND TREE STAKING DETAILS

NOT TO SCALE

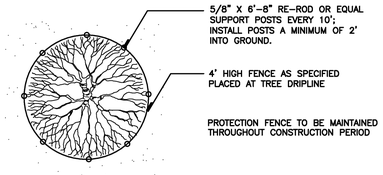
PLANT LIST:

QUANTITY	SIZE	BOTANICAL NAME	COMMON NAME
2	2½" B&B	GYMNOCLADUS DIOICUS 'ESPPRESSO'	ESPRESSO KENTUCKY COFFEETREE
1	2½" B&B	QUERCUS ALBA	WHITE OAK
3	2½" B&B	ZELKOVA SERRATA 'GREEN VASE'	GREEN VASE ZELKOVA



TREE PLANTING SECTION WITHIN PLAYGROUND AREA

NOT TO SCALE



1. APPROVED TREE PROTECTION SHALL BE ERECTED PRIOR TO THE START OF CONSTRUCTION ACTIVITIES, AND SHALL REMAIN IN PLACE UNTIL CONSTRUCTION IS COMPLETE.
2. NO PERSON MAY CONDUCT ANY ACTIVITY WITHIN THE DRIP LINE OF ANY DESIGNATED TREE TO REMAIN, INCLUDING, BUT NOT LIMITED TO, PLACING SOLVENTS, BUILDING MATERIALS, CONSTRUCTION EQUIPMENT, OR SOIL DEPOSITS WITHIN THE DRIP LINE.
3. GRADE CHANGES MAY NOT OCCUR WITHIN THE DRIP LINE OF PROTECTED TREES.
4. DURING CONSTRUCTION, NO PERSON SHALL ATTACH ANY DEVICE OR WIRE TO ANY REMAINING TREE.
5. ALL UTILITY SERVICE REQUESTS MUST INCLUDE NOTIFICATION TO THE INSTALLER THAT PROTECTED TREES MUST BE AVOIDED. ALL TRENCHING SHALL OCCUR OUTSIDE OF THE PROTECTIVE FENCING.
6. SWALES SHALL BE ROUTED TO AVOID THE AREA WITHIN THE DRIP LINES OF PROTECTED TREES.
7. TREES LOCATED ON ADJACENT PROPERTIES THAT MAY BE AFFECTED BY CONSTRUCTION ACTIVITIES MUST BE PROTECTED.
8. TREES TO BE REMOVED SHALL BE FLAGGED WITH ORANGE RIBBON BY THE LANDSCAPE ARCHITECT PRIOR TO SITE GRADING.
9. ROOT ZONES OF PROTECTED TREES SHOULD BE WELL MARKED WITH BRIGHT COLORS AND SURROUNDED WITH RIGIDLY STAKED FENCING.
10. THE PARKING OF IDLE AND RUNNING EQUIPMENT SHALL BE PROHIBITED UNDER THE DRIP LINE OF PROTECTED TREES.
11. THE STRIPPING OF TOPSOIL FROM AROUND PROTECTED TREES SHALL BE PROHIBITED.
12. TREES TO BE REMOVED SHALL BE FELL AWAY FROM TREES TO BE SAVED.
13. GRUBBING OF UNDERSTORY VEGETATION IN CONSTRUCTION AREAS SHOULD BE CLEARED BY CUTTING VEGETATION AT GROUND LEVEL WITH A CHAIN SAW OR MINIMALLY WITH A HYDRO–AXE.
14. THE LANDSCAPE ARCHITECT SHALL BE NOTIFIED IMMEDIATELY IF ANY PROTECTED TREE IS DAMAGED OR REMOVED.
15. TREES TO BE REMOVED SHALL BE FIELD VERIFIED, EVALUATED AND TAGGED FOR REMOVAL BY THE LANDSCAPE ARCHITECT OR THE OWNERS REPRESENTATIVE.

TREE PROTECTION DETAIL

NOT TO SCALE

REV#	DATE	DESCRIPTION	BY

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MICHIGAN SCHOOL FOR THE DEAF
1235 W. COURT STREET
FLINT, MI 48503

GENESEE COUNTY, MICHIGAN
LANDSCAPE DETAILS

MICHIGAN SCHOOL FOR THE DEAF PLAYGROUND IMPROVEMENTS CONSTRUCTION PLANS

ISSUED FOR: DATE: BY:
CLIENT REVIEW 02/18/15 SAL
BIDDING 03/20/15 SAL

JOB NO. MSF2000.01C

SHEET CD–2.0

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PROJECT MANAGER:SCOT LAUTZENHEISER, PLA
C:\PW_WORK\DOSS1345\D01\PLTS–SITE DETAILS.DWG – CD–2.0 – FIELD BOOK INFORMATION:–
PLOTTED 3/20/2015 12:37 PM BY WHALEY, RUSS

WR Ending July 11, 2014

Section Manager: Irene Henry, Project Management Section 'A'

Revising the Office Design Standard for a Tenant Fit-Out version. Backing up Anne on Buy4Michigan.

Bob Adams:

New Projects:

DMVA Sault Armory Office Renovation and Classroom Addition – Justification and DMB-410 submitted for ISID assignment of Hobbs + Black as requested by DMVA.

DNR Union Bay BAS – Received revised MOP and requested contract modification from UPEA.

Design:

MDOC Alger CF Roof Restoration – Received phase 400 preliminary design report.

DNR Straits SP Lower Campground Toilet/Shower Bldg. Replacement – Received 90% phase 400 preliminary design.

DNR Porcupine Mtns. Ski Chalet Re-Roof – Received PSC proposal and set review date with DNR.

DNR Presque Isle Dam Repair – Held 90% design review meeting. Advertised for construction bids.

DNR Eagle Harbor Boathouse Re-roof – Held 90% design review meeting. Advertised for construction bids.

Bidding:

DNR Mackinac Island SP Steward's Quarters & Morgue Roof Replacement – Attended mandatory pre-bid meeting and prepared addendum.

MSP Negaunee Post Roofing & Ventilation Upgrades – Received bids and submitted contract award for Ad Board approval.

Construction:

DNR Pine River BAS – Assisted DNR with analysis of costs to date and projection of funding needed. Setup pre-con for next week.

Projects Complete:

Bay Nursing Lab – Attended final mechanical balancing with contractor and PSC and received final occupancy permit. Contractor is working on closeout.

Scott DeKorte:

New Projects:

MDOC Michigan Reformatory Gymnasium Roof Replacement – Conducted pre-bid walk-through.

Lottery Building UPS Replacement – Conducted PSC kickoff meeting.

DCH State Laboratory Security Improvements – Conducted PSC pre-proposal meeting.

DNR Holland SP Channel Accessibility – Conducted PSC pre-proposal meeting.

Joel Gordon:

Nothing significant to report.

Gerald Gregorski:

New Projects:

DNR Below Ground Sewer & Water Study at Eight Parks – Received only a single bid for the Hayes SP water system rebuild despite extending the bid due date two weeks. The bid was within budget; however, including both of the bid alternates. The PSC completed their bidder evaluation and the contract award was submitted to the Ad Board. The pre-bid meeting for the Mitchell State Storm Sewers was well attended by eight contractors. Bids are due 7/16 with construction planned for after Labor Day.

Traverse City SOB Renovate Ground Floor Restrooms – The construction bid advertisement was posted with the pre-bid meeting and site walk-through scheduled for 7/14 and bids due 7/23.

DMVA Grand Rapids Home for Veterans Networked Door Access Control and Video Surveillance System – The construction bid advertisement was posted with the pre-bid meeting and site walk-through scheduled for 7/21 and bids due 8/6.

DMVA Grand Rapids Home for Veterans Backup Generators – Received three construction bids. All were very close, but somewhat over budget. The PSC is evaluating the bids and will provide a recommendation for submission to the 8/12 Ad Board with construction targeted for Fall 2014.

Construction Starts:

DNR Harrietta State Fish Hatchery Liquid Oxygen and Supplemental Heat – The pre-construction kickoff meeting was held with the contractor for the reduced work scope of installation of the higher priority liquid oxygen system only. The dehumidification supplemental heat pump system will be re-bid in the fall if DNR receives the additional funding in FY15 as expected.

Jan Miller:

Accomplishments:

Flint State Office Building Interiors Renovations – Met with Treasury and DBI on 7/7 after the construction progress meeting to review the 1st floor changes for the cash window and furniture layouts.

Potential Issues/Solutions:

DNR Proud Lake Recreation Area Toilet Shower Building – DNR and I met with the PSC on 7/11 to discuss outstanding issues. Other than the siding/trim lawsuit, which is awaiting a determination, the only remaining dispute is the cracks in the sanitary line. Antler's cost to repair the line is $3,190.64. The PSC does not agree that it is not the fault of Antler and will respond back.

New Projects:

DNR Maybury SP Trail Improvements – Under a previous trail project with Bob Noble in 2012, Moore & Bruggink took the project through construction documents, but the project was halted due to lack of funding. I met with Bob and Ryan of M&B 7/11 to discuss DNR scope changes, reduced budget and how to submit a proposal to complete the project through their ISID contract.

DNR Silver Lake SP BAS Relocation – Received partial funding for design in work order revision 1. Met with DNR 7/8 to review master plan, scope and project team. Contacted PSC, Beckett & Raeder, and requested a contract modification.

DMVA Camp Grayling Physical Fitness Facility – Held PSC kick-off meeting 7/9. DMVA changed scope to include a master plan based on the Fort Custer plan, and adding on to the existing building rather than site adapting the stand alone facility designed at Fort Custer. C2AE will be submitting a contract modification.

Dave Sproul:

Accomplishments:

MDOC, MR Power Plant, Replace De-Alkalizers and Water Softeners - Continuing to meet with agency staff and Progressive A/E to confirm the system design and equipment replacement scope. It was agreed that the overall system will include new de-alkalizer tanks, water softener tanks and salt brine storage tanks. The project budget was confirmed and we have set a tentative bidding and award schedule dates.

DCH, Caro Center, Building No. 54 Demolition – Progress for the building demolition is on schedule and all of the required asbestos abatement has been removed as planned. The actual building demolition is underway.

DNR, Roscommon Operations Center, Heating System – Visited the Roscommon Operations Center to review a project to provide better heating control valves and thermostats. The current system includes manual control valves and does not provide a good level of control in winter heating conditions.

Potential Issues:
MSP, SEOC – We received five (5) construction proposals for the SEOC with the low bid at $18.4M. Unfortunately, this low bid is approximately $3M over our construction estimate. We are reviewing the low three (3) proposals in detail and the A/E will have a recommendation shortly.

Steve Urban:
Accomplishment:
MDOC Gus Harrison CF – Phase 2, North Side Roof Restorations – Opened construction bids for this project. Only 2 bidders participated; however, the apparent low bidder is the same contractor currently working on the 1st phase of the work. Bids were within project budget.
Potential Issues/Solutions:
Lewis Cass Building, Fire Pump Electrical Changes – DiClemente Siegel Design presented the phase 100 design study for review and approval to proceed. B. Bierwagen will present to BOD management the 3 options as presented in the phase 100 study for the BOD option selection. It would appear the simplest solution and least expensive would make the most sense to undertake; a simple, reefed from the outside, electrical source to the fire pump. The provision of adding a back-up generator to the Cass Building does not make economic sense. Professional will proceed with phase 500 once a design option is selected by BOD. There is a strong possibility that BOD skilled trades could do this work.

Section Manager: Harold Belcher, Project Management B
Staff/Manager's Meetings; 1 on 1 with R. Hall; conference call on Alanson to Mackinaw City Trail Bridges; S. Higgins Lake State Park BAS Grand Re-Opening; DNR Roscommon Operations Service Center Heating investigation.

Chris Bahjet
Nothing significant to report.

Tim Hall
New Projects:
DNR Rose Lake Field Office Renovations – Initial design kickoff conducted with Bergmann and agency representatives.

MDOC Women's HVCF Prisoner Services – Conducted 50% design review meeting for renovation project; expedited re-roof project due to critical roof failures and will have pre-bid meeting on 7/21.

DNR Yankee Springs Garage Replacement – Professional contract executed with Byce and pre-design kick off meeting scheduled for 7/17.

Bruce Hassen
Accomplishments:
Demolition contractor bids were received for the Dept. of Corrections Camp Lehman site near Grayling. We had 8 respondents. All bids were over the budgeted amount set aside for this site, but the program amount has funds left over from other demolitions to cover the difference.
New Projects:
Four rails-to-trails projects will have phase one environmental site assessments done as a first step in the design process. Doing this can alert the designer and the State of potentially contaminated sites in, or along the right-of-way, especially when right-of-way passes through a historically industrial area.

Chris Kulhanek
Potential Issues/Solutions:
Camp Grayling Barracks, Phase 2 – After a delay of a few weeks, the PSC submitted a proposal to update their fees for phase 2 of the project, which were outdated (2008) and included revisions to the original scope of work. DMVA had also requested commissioning and testing be added to the project, but due to funding restrictions, this could not be by separate contracts.

Solution – Met with DMVA and the PSC to come to an agreement on contract mods which included them hiring commissioning and testing consultants as a reimbursable expense which DMVA could get approval for.

Mason Building - Exterior Façade Repairs – Water testing failed on one of the mock-ups. Also, the closest match for color on the new stone was not acceptable.
Solution – An investigation of the existing windows is underway to determine under what conditions the windows are allowing water infiltration. A sample of stone was washed with a cleaning solution which changed the color of the stone to a near-perfect match with the existing.

Rashmi Patel
Accomplishments:
Ionia Correctional Facility Roof replacement - Received recommendation from PSC recommending lowest qualified bidder for project.

Carson City Correctional Facility – VMS System - VMS system installed per documents. Substantial completion form completed.

Various Correctional Facilities – Arc Flash Study Phase II - Evaluated RFP proposals.

Sadi Rayyan
Accomplishments:
DEQ Richfield Landfill Site – Design at 90% complete. A meeting conducted with agency and contractor/PSC to discuss design issues, project details, schedule and concerns under the design build contract.

DEQ Former Wurtsmith Air Force Base Site – Reviewed and recommended changes to continue to address the discovery of perfluorinated compounds (PFC's) at this Air Force Base's 75 environmentally contaminated sites.

DEQ South End Mobil Site – Bid specifications for the excavation of petroleum contaminated soils, backfilling, magnesium sulfate application, city street reconstruction, and site restoration posted on Buy4michigan. Bids due on 8/13.
New Projects:
DEQ Estey Service Station Site – Assigned to Global Remediation Technologies under their ISID contract to perform remedial investigation to define the extent of contamination in soil/groundwater/soil gas and prepare feasibility study/conceptual corrective action plan.

DEQ Warren Site – Assigned to Weston Solution of Michigan under their ISID contract for remedial investigation to define the extent of free product and contamination in the soil/groundwater and determine whether contaminants from the adjacent LUST sites have commingled.

DEQ Haley Street Site – Assigned to URS Corporation Great Lakes under their ISID contract for removal of arsenic-contaminated soils and site restoration.
Non-Project Related Activities:
2011 Environmental PSC ISID Contracts – Contracts expire on 9/2. Nineteen of these contracts have not been fully utilized and we agreed to extend the ones that have not been fully utilized for six more months from this coming September; met with A. Watros to discuss the extension process.

Jud Sorensen
New Projects:
A meeting was held with Lisa Spalsbury at Geagley Laboratory to look at issues with the roof and to look at upgrading the elevator and adding occupancy sensors for building lighting. The building is experiencing major water leaks due to localized roof membrane failures around the building perimeter. Roof replacement is in their capital projections, but funding has not yet been approved. Because of the immediate need to repair water leaks, it was recommended that they contract someone to make temporary repairs. DTMB is

also looking into the roof warranty. It is understood that there was a 10-year warranty on this roof for labor and a 20-year warranty for materials. If so, even though the roof is 12 to 14 years old, roof repairs could be partially covered by warranty. Based on our meeting, I am proceeding with development of a project statement and an RFP for elevator upgrades and lighting improvements.

Projects Complete:

A meeting was held with GRP Engineering and Century A&E on 7/10 to review and sign off on closeout documentation and a final payment request submitted by Windemuller Electric for the Primary Electric Reconfiguration Project at Joint Laboratory. Although work under the contract is complete, Century A&E along with Michigan Cat, is continuing to look into an issue with the main breaker on the Joint Laboratory existing backup generator. During the U.L. field evaluation of the new automatic transfer switches, it was found that there was no way to lock out this existing breaker while work is being performed on the building's electrical system. Examination of the breaker showed that an interlock lever system had never been included in the breaker when it was installed at Joint Laboratory in 1999. This is a potential safety issue for DTMB maintenance staff and outside contractors. A response is expected from Michigan Cat on options to correct this problem within the next 1 to 2 weeks.

John Spencer

Accomplishments:

DNR - Elmdale Rail/Trail project; continued the fieldwork.

DCH/RED - Caro Regional Center: worked with Real Estate Div. on archived records and survey information.

DNR - Holt Tract acquisition survey along Rice Creek, Calhoun Co, gathering information to begin survey.

New Projects:

DNR - Trail survey at Pellston, MI, SE corner of airport.

Terry O'Brien

Accomplishments:

SESC authorization completed for DNR Wilderness Campground. Meeting with Delta Twp. and BOD waste water mercury sampling program. SESC inspection completed for S. Higgins Lake SP.

Bruce Watkins

Nothing significant to report.

Section Manager: Dennis Stamm, Project Supervision

Nothing significant to report.

Section Manager: Pat Mullen, Contract Services

Nothing significant to report.

APPROVED

August 8, 2014

DIRECTOR
DEPARTMENT OF TECHNOLOGY,
MANAGEMENT AND BUDGET

DIRECTOR AGENDA

DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET

August 8, 2014

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Facilities and Business Services Administration recommends the following items:

AWARD OF CONSTRUCTION CONTRACT

1. DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET, TRAVERSE CITY – Traverse City State Office Building – Renovate Ground Floor Restrooms
   File No. 071/11369.GAG - Index No. 44401 - Contract No. Y 14363
   Recommended Contract Award: Spence Brothers, Saginaw; $68,700.00

Description and Justification
The purpose of this contract is to renovate the ground floor public restrooms. This work will update the existing restrooms to current building codes and ADA Barrier Free requirements. These are the only restrooms on the ground floor for this public building and they do not conform to the ADA Architectural Guidelines or current building codes.
Funding Source
100% Agency Operating Funds - BOC

2. DEPARTMENT OF TRANSPORTATION, NILES – Niles Maintenance Garage – Membrane Roof Repair
   File No. 591/14032.AGY - Index No. 30125 - Contract No. Y 14364
   Recommended Contract Award: Thomas Brown and Son Roofing Company, Bay City; $129,889.00

Description and Justification
The purpose of this contract is to install a new roof system on the garage and office areas. The existing roof system has reached its useful life and is in need of repair. The work is needed in order to maintain and preserve the integrity and weather-tightness of the exterior roof and wall surfaces.
Funding Source
100% Trunkline Funds

3. DEPARTMENT OF TRANSPORTATION, WILLIAMSTON – Williamston Maintenance Garage – Metal Siding and Roof Installation
   File No. 591/14234.AGY - Index No. 30125 - Contract No. Y 14365
   Recommended Contract Award: Day Construction, LLC, Portland; $38,800.00

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Description and Justification
The purpose of this contract is to install new metal roof and wall panels on both the unheated and heated storage buildings. The work is needed in order to maintain and preserve the integrity and weather-tightness of the exterior roof and wall surfaces.
Funding Source
100% Trunkline Funds

4. DEPARTMENT OF NATURAL RESOURCES, MACKINAC COUNTY – Mackinac Island State Park – Steward's Quarters and Morgue Roof Improvements
   File No. 751/13323.RAA - Index No. 53010 - Contract No. Y 14366
   Recommended Contract Award: Ground Level Masonry, Cheboygan; $59,600.00

Description and Justification
The purpose of this contract is to remove the existing roofing materials and cedar shakes and install new roofing materials, cedar breather and cedar shakes on two buildings. Replacement of these roofs is necessary to protect and maintain these structures and will result in continued use of these structures as park assets.
Funding Source
100% State Parks Endowment Funds

AWARD OF PROFESSIONAL SERVICES CONTRACT

5. DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET, LANSING – Hannah and Ottawa State Office Buildings – Restroom and Piping Upgrade
   File No. 071/14164.SMD - Index No. 11800 - Contract No. Y14367
   Recommended Responsive Proposal: Clark Trombley Randers, Lansing; $87,145.00

Description and Justification
The purpose of this contract is to provide design and construction administration services for restroom and piping upgrades throughout the buildings. The existing restrooms do not meet current ADA requirements, and cracked piping allows vent gases, pests, and other hazards into the buildings.
Funding Source
100% Lump Sum Special Maintenance Funds - GF

ISID ASSIGNMENT

6. DEPARTMENT OF CORRECTIONS, MARQUETTE – Marquette Branch Prison – Water Tower Engineering Evaluation
   File No. 472/14250.SAR - Index No. 54720 - Contract No. Y 14368
   Recommended Firm: Nelson Tank Engineering and Consulting, Inc., Lansing; $3,600.00
   ISID No. 00438 - Assignment No. 4

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Description and Justification
The purpose of this assignment is to provide professional services for inspecting and evaluating the 250,000 gallon elevated water storage tank. The Department of Environmental Quality maintenance rules for domestic water supply storage tanks require that the tanks be evaluated once every five years to ensure a safe and stable public water supply. The professional will conduct the maintenance inspection and evaluation to comply with the regulations.
Funding Source
100% Agency Operating Funds

7. DEPARTMENT OF CORRECTIONS, JACKSON – Jackson Complex – Water Tower Engineering Evaluation
   File No. 472/14251.SAR - Index No. 18350 - Contract No. Y 14369
   Recommended Firm: Nelson Tank Engineering and Consulting, Inc., Lansing; $2,800.00
   ISID No. 00438 - Assignment No. 5

Description and Justification
The purpose of this assignment is to provide professional services for inspecting and evaluating the 250,000 gallon elevated water storage tank. The Department of Environmental Quality maintenance rules for domestic water supply storage tanks require that the tanks be evaluated once every five years to ensure a safe and stable public water supply. The professional will conduct the maintenance inspection and evaluation to comply with the regulations.
Funding Source
100% Agency Operating Funds

8. DEPARTMENT OF CORRECTIONS, COLDWATER – Lakeland Correctional Facility – Water Tower Engineering Evaluation
   File No. 472/14252.SAR - Index No. 45730 - Contract No. Y 14370
   Recommended Firm: Nelson Tank Engineering and Consulting, Inc., Lansing; $2,800.00
   ISID No. 00438 - Assignment No. 6

Description and Justification
The purpose of this assignment is to provide professional services for inspecting and evaluating the 250,000 gallon elevated water storage tank. The Department of Environmental Quality maintenance rules for domestic water supply storage tanks require that the tanks be evaluated once every five years to ensure a safe and stable public water supply. The professional will conduct the maintenance inspection and evaluation to comply with the regulations.
Funding Source
100% Agency Operating Funds

9. DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, GRAYLING – Camp Grayling Training Center Site – Watershed Management Plan
   File No. 511/14279.SAR - Index No. 21000 - Contract No. Y 14371

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Recommended Firm: AMEC Engineering and Consulting of Michigan, Inc., Novi; $68,000.00
ISID No. 00464 - Assignment No. 2

Description and Justification
The purpose of this assignment is to provide professional services for developing a watershed management plan to protect the physical, chemical and biological integrity of Lake Margrethe. Camp Grayling is sited along the southern shoreline of the lake. The work is needed to maintain the integrity of the lake and reduce the loading of pollutants into the lake.
Funding Source
100% Michigan Army National Guard Funds

10. DEPARTMENT OF NATURAL RESOURCES, NORTHVILLE – Maybury State Park – Trail Improvements
File No. 751/14223.JAN - Index No. 58130 - Contract No. Y 14372
Recommended Firm: Moore and Bruggink, Inc., Grand Rapids; $79,626.00
ISID No. 00401 - Assignment No. 1

Description and Justification
The purpose of this assignment is to provide professional services for designing a connector trail from 8 Mile Road to the pond area, including modifying previously created bid documents to reflect phasing and scope changes. The professional will also provide construction staking and construction administration. This work is needed to improve the trails at Maybury State Park.
Funding Source
100% Recreational Trail Program Funds

MODIFICATION TO PROFESSIONAL SERVICES CONTRACTS

11. DEPARTMENT OF CORRECTIONS, IONIA – Ionia Correctional Facility – Video Security and Lighting Upgrade
File No. 472/12215.RMP- Index No. 40630 Contract No. Y13504
Comm Tech Design Inc., Rockford; Modification No. 1, Increase $19,620.00

Description and Justification
The purpose of this modification is to provide additional study, final design and construction administration services to prepare bidding documents for the replacement of all interior analog cameras with the new Internet Protocol cameras. The professional will field verify the existing camera locations, coordinate camera viewing areas, and determine server sizes and storage capacity to record up to 30 days. The agency has increased the project scope to include the interior cameras.
Funding Source
100% Agency Operating Funds

Base Contract	$22,680.00	Provide professional services to design an upgrade to the Video Security and lighting control systems at the Ionia

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		Correctional Facility and provide construction administration and oversight throughout the project. Approved Director's Agenda 09/06/13
Modification No. 1	$19,620.00	See justification above
Total Contract	$42,300.00	

12. DEPARTMENT OF CORRECTIONS, IONIA – Richard A. Handlon Correctional Facility – Video Security and Lighting Upgrade
File No. 472/12220.RMP- Index No. 39570 Contract No. Y13507
Comm Tech Design Inc., Rockford; Modification No. 1, Increase $16,750.00

Description and Justification
The purpose of this modification is to provide additional study, final design and construction administration services to prepare bidding documents for the replacement of all interior analog cameras with the new Internet Protocol cameras. The professional will field verify the existing camera locations, coordinate camera viewing areas, and determine server sizes and storage capacity to record up to 30 days. The agency has increased the project scope to include the interior cameras.
Funding Source
100% Agency Operating Funds

Base Contract	$22,680.00	Provide professional services to design an upgrade to the Video Security and lighting control systems at the Richard A. Handlon Correctional Facility and provide construction administration and oversight throughout the project. Approved Director's Agenda 09/06/13
Modification No. 1	$16,750.00	See justification above
Total Contract	$39,430.00	

13. DEPARTMENT OF CORRECTIONS, MARQUETTE – Marquette Correctional -– Video Security and Lighting Upgrade
File No. 472/14015.RMP - Index No. 54720 Contract No. Y 14168
Comm Tech Design Inc., Rockford; Modification No. 1, Increase $ 11,150.00

Description and Justification
The purpose of this modification is to provide additional study, final design and construction administration services to prepare bidding documents for the replacement of all interior analog cameras with the new Internet Protocol cameras. The professional will field verify the existing camera locations, coordinate camera viewing areas, and determine server sizes and storage capacity to record up to 30 days. The agency has increased the project scope to include the interior cameras.
Funding Source
100% Agency Operating Funds

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Base Contract	$39,130.00	Provide professional services to design an upgrade to the video security and lighting control systems at the Marquette Correctional Facility and provide construction administration and oversight throughout the project. Approved Director's Agenda 03/21/14
Modification No. 1	$11,150.00	See justification above
Total Contract	$50,280.00	

14. DEPARTMENT OF CORRECTIONS, JACKSON – Charles Egeler Correctional Facility – Video Security and Lighting Upgrade
File No. 472/14016.RMP- Index No. 20130 Contract No. Y14169
Comm Tech Design Inc., Rockford; Modification No. 1, Increase $14,000.00

Description and Justification
The purpose of this modification is to provide additional study, final design and construction administration services to prepare bidding documents for the replacement of all interior analog cameras with the new Internet Protocol cameras. The professional will field verify the existing camera locations, coordinate camera viewing areas, and determine server sizes and storage capacity to record up to 30 days. The agency has increased the project scope to include the interior cameras.
Funding Source
100% Agency Operating Funds

Base Contract	$33,070.00	Provide professional services to design an upgrade to the Video Security and lighting control systems at the Charles Egeler Correctional Facility and provide construction administration and oversight throughout the project. Approved Director's Agenda 03/21/14
Modification No. 1	$14,000.00	See justification above
Total Contract	$47,070.00	

15. DEPARTMENT OF CORRECTIONS, NEW HAVEN – Macomb Correctional Facility–Video Security and Lighting Upgrade
File No. 472/14017.RMP - Index No. 30670 Contract No. Y 14170
Comm Tech Design Inc., Rockford; Modification No. 1, Increase $11,150.00

Description and Justification
The purpose of this modification is to provide additional study, final design and construction administration services to prepare bidding documents for the replacement of all interior analog cameras with the new Internet Protocol cameras. The professional will field verify the existing camera locations, coordinate camera viewing areas, and determine server sizes and storage capacity to record up to 30 days. The agency has increased the project scope to include the interior cameras.

Funding Source
100% Agency Operating Funds

Base Contract	$31,910.00	Provide professional services to design an upgrade to the Video Security and lighting control systems at the Macomb Correctional Facility and provide construction administration and oversight throughout the project. Approved Director's Agenda 03/21/14
Modification No. 1	$11,150.00	See justification above
Total Contract	$43,060.00	

16. DEPARTMENT OF CORRECTIONS, LAPEER – Thumb Correctional Facility – Video Security and Lighting Upgrade
File No. 472/14099.RMP - Index No. 39570 Contract No. Y 14171
Comm Tech Design Inc., Rockford; Modification Nos. 2 and 3, Increase $13,771.55

Description and Justification
The purpose of Modification Number 2 to reimburse the professional for purchase and installation of a computer and monitor station to review video evidence as the existing computer is incompatible with the newly installed system. Modification Number 3 will provide additional study, final design and construction administration services to prepare bidding documents for the replacement of all interior analog cameras with the new Internet Protocol cameras. The professional will field verify the existing camera locations, coordinate camera viewing areas, and determine server sizes and storage capacity to record up to 30 days. The agency has increased the project scope to include the interior cameras.

Funding Source
100% Agency Operating Funds

Base Contract	$43,800.00	Provide professional services to design an upgrade to the Video Security and lighting control systems at the Thumb Correctional Facility and provide construction administration and oversight throughout the project. Approved Director's Agenda 03/21/14
Modification No. 1	$41,250.00	Add the design of long term storage capacity to the Video Recording system. The new system will record existing seventeen (17) cameras. Approved Director's Agenda 04/04/14
Modification No. 2	$2,621.55	Reimburse professional for the purchase and installation of a new computer to review video evidence. See justification above

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Modification No. 3	$11,150.00	See justification above
Total Contract	$98,821.55	

17. DEPARTMENT OF ENVIRONMENTAL QUALITY, SUMNER – Wilson's Grocery Site – Remedial Investigation
File No. 761/12012.SAR - Index No. 44801- Contract No. Y11325
AECOM Technical Services, Inc., Grand Rapids; Modification No. 4, Increase $3,450.00
ISID No. 00279 - Assignment No. 11

Description and Justification
The purpose of this modification is to provide additional residential soil gas sampling and vapor intrusion evaluation. The site operated as a grocery/gasoline station with a leaking underground petroleum storage tank system. The site was assigned to the professional to conduct remedial investigation including soil, groundwater and vapor intrusion sampling to delineate the extent of contamination. Indoor air sampling was conducted at the site but additional sampling and analysis is needed in the residential areas. The professional will conduct one final round of sampling and provide data interpretation. This work will extend the contract until December 31, 2014 and is needed to protect public health, safety, welfare and the environment and comply with the environmental regulations.

Funding Source
100% Refined Petroleum Funds

Base Contract	$31,300.00	Provide remedial investigation including soil, groundwater, and vapor intrusion sampling to delineate the extent of contamination resulting from a confirmed UST release. Approved Director's Agenda 09/30/11
Modification No. 1	$12,800.00	Provide soil gas sampling at a known leaking underground storage tank site. Recent groundwater sampling results implied that gasoline vapor in soil on the site are probable and that the health risk to persons in building on or neighboring the site needs to be evaluated. Approved Director's Agenda 08/31/12
Modification No. 2	$1,900.00	To cover the cost of conducting additional analysis. Indoor air sampling was conducted for Benzene but additional sampling/analysis is needed. The professional will collect more samples for Methylnaphthalene and naphthalene to evaluate the risk. Approved Director's Agenda 09/27/13
Modification No. 3	$13,700.00	Provide residential soil gas sampling

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		and vapor intrusion evaluation. Indoor air sampling was conducted at the site but additional sampling/analysis is needed for the residential areas. Approved Director's Agenda 10/14/13
Modification No. 4	$3,450.00	See justification above
Total Contract	**$63,150.00**	

18. DEPARTMENT OF ENVIRONMENTAL QUALITY, LAKEFIELD TWP – C and V Grocery Site – Operation and Maintenance Services
File No. 761/12083.SAR - Index No. 44251- Contract No. Y12074
TriMedia Environmental and Engineering Services, LLC, Marquette; Modification No. 2, Increase $37,032.00

Description and Justification
The purpose of this modification is to operate and maintain the existing remediation system for the 2014 calendar year. The professional will perform quarterly groundwater sampling for June and September 2014 and perform quarterly air quality sampling during the 2014 calendar year. The Department of Environmental Quality will provide analytical services for all sampling events but the professional is responsible for transporting samples to the lab. The professional will provide project support and provide reporting material through June 2015. There is a utility allowance of $4,800.00 and an allowance of $4,000.00 for non-routine maintenance included in the reimbursement amount. The work will extend the contract until June 30, 2015 and is needed to comply with the environmental regulations and protect public health, safety and welfare of the environment.

Funding Source
100% Refined Petroleum Funds

Base Contract	$35,177.00	Provide operation and maintenance Approved Director's Agenda 12/16/11
Modification No. 1	$66,771.00	Extend the operation and maintenance contract and evaluate additional remediation technologies Approved Director's Agenda 02/8/13
Modification No. 2	$37,032.00	See justification above
Total Contract	**$138,980.00**	

19. DEPARTMENT OF ENVIRONMENTAL QUALITY, MEMPHIS – Memphis Shell Site – Environmental Invetigations
File No. 761/12302.SAR- Index No. 44701- Contract No. Y12312
Environmental Resources Group, Inc., Union Lake; Modification No. 5, Increase $49,006.32
ISID No. 00290 - Assignment No. 10

Description and Justification
The purpose of this modification is to provide bidding and contract documents for in-situ chemical remediation, construction oversight, sampling and reports.

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The site operated as a gasoline station. The original assignment and subsequent modifications were to conduct environmental investigation to determine the vertical and horizontal extent of contamination, prepare feasibility study report and contamination source removal. However, the site requires additional remediation activities.
The work will extend the contract to March 31, 2015 and is needed to protect public health, safety, welfare and the environment.

Funding Source
100% Refined Petroleum Funds

Base Contract	$102,009.69	Provide professional environmental investigation services. Approved Director's Agenda 07/06/12
Modification No. 1	$0.00	Transfer Contract from Wilcox Professional Services, LLC to Environmental Resources Group, Inc. per agreement dated 03/18/13
Modification No. 2	$28,302.18	Provide sub-slab soil gas survey; laser induced survey, site survey, landscape repairs and reporting. Approved Director's Agenda 08/02/13
Modification No. 3	$18,100.62	Provide professional services for underground storage tank removal and construction oversight services. Approved Director's Agenda 12/20/13
Modification No. 4	$6,967.36	Provide additional assistance for bidding the removal of contamination source/underground storage tanks Approved Director's Agenda 05/02/14
Modification No. 5	$49,006.32	See justification above
Total Contract	**$204,386.17**	

20. DEPARTMENT OF ENVIRONMENTAL QUALITY, MANISTIQUE – Manistique River Area of Concern Site – Contaminated Sediment Remediation
File No. 761/14001.SAR - Index No. 60733 - Contract No. Y14047
ARCADIS of Michigan, LLC, Brighton; Modification No. 3, Increase $55,224.08

Description and Justification
The purpose of this modification is to install passive flux meters in, and collect groundwater from, the wells for polychlorinated biphenyl (PCB) analysis. The Manistique River site has been designated as a Great Lakes Area of Concern (AOC) with approximately 1.7 miles of contamination-laden sediments from the dam in Manistique to the harbor. The professional will Install passive flux meters in 13 monitoring wells and collect groundwater samples from the wells for PCB analysis to address the effect and contribution by the upland source area on the site. The evaluation/remediation work is needed to protect public health, safety, welfare and the environment.

Funding Source
100% Federal Funds

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Base Contract	$466,890.00	Conduct a feasibility study and provide design and construction administration services for the remediation of contaminated sediments and removal of the remaining Beneficial Use Impairments. Approved State Ad Bd Agenda 12/17/13
Modification No. 1	$0.00	Contract Adjustment
Modification No. 2	$11,605.34	Evaluate the polychlorinated biphenyls (PCBs) from the upland source area and their contributions to the contamination at the Manistique Harbor. Approved Director's Agenda 05/16/14
Modification No. 3	$55,224.08	See justification above
Total Contract	$533,719.42	

21. DEPARTMENT OF ENVIRONMENTAL QUALITY, MUSKEGON – Zephyr Naph Sol Refinery Site – Remedial Design and Construction
File No. 761/14093.BDH- Index No. 44901- Contract No. Y14098
Gannett Fleming of Michigan, Inc., Plymouth; Modification No. 2, Increase $11,039.00

Description and Justification
The purpose of this modification is to have the professional evaluate the pilot testing that was done under Modification No. 1, evaluate the results from a second pilot test by the U.S. Army Corps of Engineers, and then finalize the evaluation and recommend a remedial option for the site. The work is needed to comply with the environmental regulations and protect public health, safety and welfare of the environment.
Funding Source
100% Strategic Water Quality Initiative Funds

Base Contract	$94,469.84	Provide remediation system design, bidding and construction documents, construction administration, and operation and management oversight services at this former oil refinery site. Approved Director's Agenda 02/07/14
Modification No. 1	$74,085.51	Perform a pilot test at this former petroleum refinery site. Approved Director's Agenda 06/20/14
Modification No. 2	$11,039.20	See justification above
Total Contract	**$179,594.35**	

22. DEPARTMENT OF ENVIRONMENTAL QUALITY, CALHOUN – Tel-Khi Truck Auto Plaza Site – Remedial Investigation and Feasibility Study
File No. 761/14101.SAR- Index No. 44501- Contract No. Y14106

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Mannik and Smith Group, Inc., Canton; Modification No. 2, Increase $147,635.50

Description and Justification
The purpose of this modification is to perform a pilot test, install monitoring wells and provide design/construction oversight of the remediation system. The original assignment was to perform limited remedial investigation and conduct a focused feasibility study. This is the next phase required in addressing the contamination. The activities are needed to protect public health, safety, welfare and the environment and comply with the environmental regulations.
Funding Source
100% Refined Petroleum Funds

Base Contract	$59,340.06	Provide remedial investigation and feasibility study services. Approved Director's Agenda 02/14/14
Modification No. 1	$9,816.61	Provide additional remedial investigation services. Due to unusually inclement weather, additional field efforts were needed to use laser-induced fluorescence drilling technology for the remedial investigation activities. Approved Director's Agenda 04/04/14
Modification No. 2	$147,635.50	See justification above
Total Contract	**$216,792.17**	

23. DEPARTMENT OF ENVIRONMENTAL QUALITY, ALBION – BRANCH, CASS, CALHOUN and ST. JOSEPH COUNTIES – Various Sites (Duck Lake Party Store Site) – Environmental Expanded Triage Services
File No. 761/14148.SAR- Index No. 44213 - Contract No. Y14206
Environmental Resources Group, LLC; Union Lake; Modification No. 1, Increase $4,811.95
ISID No. 00415 - Assignment No. 1

Description and Justification
The purpose of this modification is to provide environmental expanded triage services at the Duck Lake Party Store Site. The change is a change to the scope of work. The professional will investigate and assess the current risks at this leaking underground storage tank site, determine the status of the release, and potentially close the site if it does not pose any risk under the relevant local, state and federal statutes and requirements. The results of the screening activities will be used to evaluate the site for potential additional environmental investigation or abatement activities. The work is needed to protect public health, safety, welfare and the environment.
Funding Source
100% Refined Petroleum Funds

Base Contract	$104,802.67	Provide professional environmental expanded triage services.

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		Approved Director's Agenda 04/11/14
Modification No. 1	$4,811.95	See justification above
Total Contract	**$109,614.62**	

24. DEPARTMENT OF ENVIRONMENTAL QUALITY, WETMORE – Midway Resort Site – Provide Technical Assistance to Identify LNAPL Migration Pathways
File No. 761/14191.BDH - Index No. 44251 - Contract No. Y14260
Weston Solutions of Michigan, Inc., Okemos; Modification No. 1, Increase $4,626.74
ISID No. 477 - Assignment No. 2

Description and Justification
The purpose of this modification is to define underground utility locations so that additional contaminated soil investigations may continue. The professional will subcontract to a utilities locating service since all underground utilities are all privately owned. Also, the professional will obtain a permit from Alger County to perform soil borings on a county road right-of-way. The work is required to comply with the environmental regulations, and protect public health, safety and welfare of the environment.
Funding Source
100% Refined Petroleum Funds

Base Contract	$47,477.85	The professional will perform up to 20 soil borings and install five monitor wells to determine the extent of plume of contamination and determine the direction in which the plume is migrating. Approved Director's Agenda 5/30/14
Modification No. 1	$4,626.74	See justification above
Total Contract	**$52,104.59**	

REVISIONS TO CONSTRUCTION CONTRACTS

25. DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET, LANSING – Joint Laboratory – Replace HVAC Controls
File No. 071/11194.GAG - Index No. 44308 - Contract No. Y13444
Johnson Controls, Inc., Auburn Hills; CCO No. 2, Increase $54,307.00

Description and Justification
The purpose of this change order is to complete numerous small changes in work scope encountered during the course of construction due to a combination of design omissions, existing field conditions, and agency requested scope additions. These include items such as adding variable frequency drives to modular lab air handling units, additional control elements and sensors, modifications and repairs to the rooftop exhaust fans distribution ductwork.
Funding Source
100% Agency Operating Funds - BOC

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Base Contract	$1,998,301.00	Provide phased replacement of the existing obsolete Direct Digital Control temperature controls with a new Building Management System. Approved State Ad Bd Agenda 08/20/13
Change Order No. 1	$22,100.00	51% Field Condition, 41% Design Omission and 8% Scope Change
Change Order No. 2	$54,307.00	80% Field Condition, 12% Scope Change and 8% Design Omission See justification above
Total Contract	$2,074,708.00	

26. DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET, LANSING – Michigan Library and Historical Center – Automation Upgrade
File No. 071/12196.CAK - Index No. 44121 - Contract No. Y13405
Jay N. Nelson, Inc., dba/Nelson Trane, Flint; CCO No. 6, Increase $59,295.57

Description and Justification
The purpose of this change order is to remove the existing compressor and concrete pad in the northeast mechanical room, remove unused wiring to the fire alarm panels, and install improvements to the panels with new fire alarm modules, per the client agency's request. This project will complete upgrades for all controls in the facility including mechanical, electrical and fire alarm systems.
Funding Source
100% Agency Operating Funds - BOC

Base Contract	$2,747,000.00	Replace the temperature, mechanical, lighting and related automation control systems. The current building automation control systems are roughly twenty five years old and have passed their life expectancy. Approved State Ad Bd Agenda 08/20/13
Change Order No. 1	$0.00	Contract Extension
Change Order No. 2	($152,598.80)	100% Scope Change
Change Order No. 3	$0.00	Contract Extension
Change Order No. 4	$114,584.90	100% Scope Change
Change Order No. 5	$38,539.56	100% Field Condition
Change Order No. 6	$59,295.57	100% Scope Change See justification above
Total Contract	**$2,806,821.23**	

27. DEPARTMENT OF TRANSPORTATION, NILES – Niles Maintenance Garage – Install New Radiant Heat System
File No. 591/14053.AGY - Index No. 30125 - Contract No. Y14162
Livingston Power Company, LLC, Howell; CCO No. 1, Increase $1,921.26

Description and Justification
The purpose of this change order is to add a thermostat and relays to connect two heaters together and to relocate the exhaust vent from the north wall to the east wall.
Funding Source
100% Trunkline Funds

Base Contract	$38,965.00	Remove the existing heating system which is failing and replace it with an energy efficient radiant heat system. Approved Director's Agenda 03/21/14
Change Order No. 1	$1,921.26	100% Field Condition See justification above
Total Contract	**$40,886.26**	

28. DEPARTMENT OF TRANSPORTATION, DIMONDALE – Nixon Warehouse – Pavement Replacement
File No. 591/14104.AGY - Index No. 30125 - Contract No. Y14197
Mike and Son Asphalt Inc., Bath; CCO No. 1, Increase $5,700.00

Description and Justification
The purpose of this change order is to add an additional 1/2" Low Volume Superpave (LVSP) asphalt to the proposed paving section for additional strength due to the existing subgrade conditions.
Funding Source
100% Trunkline Funds

Base Contract	$60,725.00	Remove and replace the existing bituminous pavement. Approved Director's Agenda 04/11/14
Change Order No. 1	$5,700.00	72% Scope Change and 28% Field Condition See justification above
Total Contract	**$66,425.00**	

29. DEPARTMENT OF NATURAL RESOURCES, ROSCOMMON – Forest Fire Experiment Station – Forest Fire Experiment Station Replacement
File No. 751/12385.CAK - Index No. 53323 - Contract No. Y13428
Eckler Building Solutions, LLC, Traverse City; CCO No. 7, Increase $74,507.50

Description and Justification
The purpose of this change order is to set up and maintain ground thaw equipment throughout cold weather months as conditions required, including General Contractor's mark-up and general conditions for previously approved contract extension. The amount is based on an agreement with the General Contractor to pay 50% of the equipment cost.
Funding Source
100% State Building Authority Funds

APPROVED
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Base Contract	$1,980,000.00	Replace the existing undersized and inefficient Department of Natural Resources' (DNR) Forest Fire Experiment Station near Roscommon. Approved State Ad Bd Agenda 08/06/13
Change Order No. 1	$0.00	Contract Extension
Change Order No. 2	($6,643.00)	100% Scope Change
Change Order No. 3	$3,634.96	100% Scope Change
Change Order No. 4	($1,980.00)	100% Scope Change
Change Order No. 5	$2,747.52	100% Scope Change
Change Order No. 6	$0.00	Contract Extension
Change Order No. 7	$74,507.50	100% Field Condition See justification above
Total Contract	**$2,052,266.98**	

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DEPARTMENT OF TECHNOLOGY,
MANAGEMENT AND BUDGET

DIRECTOR AGENDA

DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET

August 8, 2014

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Facilities and Business Services Administration recommends the following items:

AWARD OF CONSTRUCTION CONTRACT

1. DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET, TRAVERSE CITY – Traverse City State Office Building – Renovate Ground Floor Restrooms
   File No. 071/11369.GAG - Index No. 44401 - Contract No. Y 14363
   Recommended Contract Award: Spence Brothers, Saginaw; $68,700.00

Description and Justification
The purpose of this contract is to renovate the ground floor public restrooms. This work will update the existing restrooms to current building codes and ADA Barrier Free requirements. These are the only restrooms on the ground floor for this public building and they do not conform to the ADA Architectural Guidelines or current building codes.
Funding Source
100% Agency Operating Funds - BOC

2. DEPARTMENT OF TRANSPORTATION, NILES – Niles Maintenance Garage – Membrane Roof Repair
   File No. 591/14032.AGY - Index No. 30125 - Contract No. Y 14364
   Recommended Contract Award: Thomas Brown and Son Roofing Company, Bay City; $129,889.00

Description and Justification
The purpose of this contract is to install a new roof system on the garage and office areas. The existing roof system has reached its useful life and is in need of repair. The work is needed in order to maintain and preserve the integrity and weather-tightness of the exterior roof and wall surfaces.
Funding Source
100% Trunkline Funds

3. DEPARTMENT OF TRANSPORTATION, WILLIAMSTON – Williamston Maintenance Garage – Metal Siding and Roof Installation
   File No. 591/14234.AGY - Index No. 30125 - Contract No. Y 14365
   Recommended Contract Award: Day Construction, LLC, Portland; $38,800.00

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Description and Justification
The purpose of this contract is to install new metal roof and wall panels on both the unheated and heated storage buildings. The work is needed in order to maintain and preserve the integrity and weather-tightness of the exterior roof and wall surfaces.
Funding Source
100% Trunkline Funds

4. DEPARTMENT OF NATURAL RESOURCES, MACKINAC COUNTY – Mackinac Island State Park – Steward's Quarters and Morgue Roof Improvements
   File No. 751/13323.RAA - Index No. 53010 - Contract No. Y 14366
   Recommended Contract Award: Ground Level Masonry, Cheboygan; $59,600.00

Description and Justification
The purpose of this contract is to remove the existing roofing materials and cedar shakes and install new roofing materials, cedar breather and cedar shakes on two buildings. Replacement of these roofs is necessary to protect and maintain these structures and will result in continued use of these structures as park assets.
Funding Source
100% State Parks Endowment Funds

AWARD OF PROFESSIONAL SERVICES CONTRACT

5. DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET, LANSING – Hannah and Ottawa State Office Buildings – Restroom and Piping Upgrade
   File No. 071/14164.SMD - Index No. 11800 - Contract No. Y14367
   Recommended Responsive Proposal: Clark Trombley Randers, Lansing; $87,145.00

Description and Justification
The purpose of this contract is to provide design and construction administration services for restroom and piping upgrades throughout the buildings. The existing restrooms do not meet current ADA requirements, and cracked piping allows vent gases, pests, and other hazards into the buildings.
Funding Source
100% Lump Sum Special Maintenance Funds - GF

ISID ASSIGNMENT

6. DEPARTMENT OF CORRECTIONS, MARQUETTE – Marquette Branch Prison – Water Tower Engineering Evaluation
   File No. 472/14250.SAR - Index No. 54720 - Contract No. Y 14368
   Recommended Firm: Nelson Tank Engineering and Consulting, Inc., Lansing; $3,600.00
   ISID No. 00438 - Assignment No. 4

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Description and Justification
The purpose of this assignment is to provide professional services for inspecting and evaluating the 250,000 gallon elevated water storage tank. The Department of Environmental Quality maintenance rules for domestic water supply storage tanks require that the tanks be evaluated once every five years to ensure a safe and stable public water supply. The professional will conduct the maintenance inspection and evaluation to comply with the regulations.
Funding Source
100% Agency Operating Funds

7. DEPARTMENT OF CORRECTIONS, JACKSON – Jackson Complex – Water Tower Engineering Evaluation
   File No. 472/14251.SAR - Index No. 18350 - Contract No. Y 14369
   Recommended Firm: Nelson Tank Engineering and Consulting, Inc., Lansing; $2,800.00
   ISID No. 00438 - Assignment No. 5

Description and Justification
The purpose of this assignment is to provide professional services for inspecting and evaluating the 250,000 gallon elevated water storage tank. The Department of Environmental Quality maintenance rules for domestic water supply storage tanks require that the tanks be evaluated once every five years to ensure a safe and stable public water supply. The professional will conduct the maintenance inspection and evaluation to comply with the regulations.
Funding Source
100% Agency Operating Funds

8. DEPARTMENT OF CORRECTIONS, COLDWATER – Lakeland Correctional Facility – Water Tower Engineering Evaluation
   File No. 472/14252.SAR - Index No. 45730 - Contract No. Y 14370
   Recommended Firm: Nelson Tank Engineering and Consulting, Inc., Lansing; $2,800.00
   ISID No. 00438 - Assignment No. 6

Description and Justification
The purpose of this assignment is to provide professional services for inspecting and evaluating the 250,000 gallon elevated water storage tank. The Department of Environmental Quality maintenance rules for domestic water supply storage tanks require that the tanks be evaluated once every five years to ensure a safe and stable public water supply. The professional will conduct the maintenance inspection and evaluation to comply with the regulations.
Funding Source
100% Agency Operating Funds

9. DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, GRAYLING – Camp Grayling Training Center Site – Watershed Management Plan
   File No. 511/14279.SAR - Index No. 21000 - Contract No. Y 14371

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Recommended Firm: AMEC Engineering and Consulting of Michigan, Inc., Novi; $68,000.00
ISID No. 00464 - Assignment No. 2

Description and Justification
The purpose of this assignment is to provide professional services for developing a watershed management plan to protect the physical, chemical and biological integrity of Lake Margrethe. Camp Grayling is sited along the southern shoreline of the lake. The work is needed to maintain the integrity of the lake and reduce the loading of pollutants into the lake.
Funding Source
100% Michigan Army National Guard Funds

10. DEPARTMENT OF NATURAL RESOURCES, NORTHVILLE – Maybury State Park – Trail Improvements
File No. 751/14223.JAN - Index No. 58130 - Contract No. Y 14372
Recommended Firm: Moore and Bruggink, Inc., Grand Rapids; $79,626.00
ISID No. 00401 - Assignment No. 1

Description and Justification
The purpose of this assignment is to provide professional services for designing a connector trail from 8 Mile Road to the pond area, including modifying previously created bid documents to reflect phasing and scope changes. The professional will also provide construction staking and construction administration. This work is needed to improve the trails at Maybury State Park.
Funding Source
100% Recreational Trail Program Funds

MODIFICATION TO PROFESSIONAL SERVICES CONTRACTS

11. DEPARTMENT OF CORRECTIONS, IONIA – Ionia Correctional Facility – Video Security and Lighting Upgrade
File No. 472/12215.RMP- Index No. 40630 Contract No. Y13504
Comm Tech Design Inc., Rockford; Modification No. 1, Increase $19,620.00

Description and Justification
The purpose of this modification is to provide additional study, final design and construction administration services to prepare bidding documents for the replacement of all interior analog cameras with the new Internet Protocol cameras. The professional will field verify the existing camera locations, coordinate camera viewing areas, and determine server sizes and storage capacity to record up to 30 days. The agency has increased the project scope to include the interior cameras.
Funding Source
100% Agency Operating Funds

Base Contract	$22,680.00	Provide professional services to design an upgrade to the Video Security and lighting control systems at the Ionia

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		Correctional Facility and provide construction administration and oversight throughout the project. Approved Director's Agenda 09/06/13
Modification No. 1	$19,620.00	See justification above
Total Contract	$42,300.00	

12. DEPARTMENT OF CORRECTIONS, IONIA – Richard A. Handlon Correctional Facility – Video Security and Lighting Upgrade
File No. 472/12220.RMP- Index No. 39570 Contract No. Y13507
Comm Tech Design Inc., Rockford; Modification No. 1, Increase $16,750.00

Description and Justification
The purpose of this modification is to provide additional study, final design and construction administration services to prepare bidding documents for the replacement of all interior analog cameras with the new Internet Protocol cameras. The professional will field verify the existing camera locations, coordinate camera viewing areas, and determine server sizes and storage capacity to record up to 30 days. The agency has increased the project scope to include the interior cameras.
Funding Source
100% Agency Operating Funds

Base Contract	$22,680.00	Provide professional services to design an upgrade to the Video Security and lighting control systems at the Richard A. Handlon Correctional Facility and provide construction administration and oversight throughout the project. Approved Director's Agenda 09/06/13
Modification No. 1	$16,750.00	See justification above
Total Contract	$39,430.00	

13. DEPARTMENT OF CORRECTIONS, MARQUETTE – Marquette Correctional -– Video Security and Lighting Upgrade
File No. 472/14015.RMP - Index No. 54720 Contract No. Y 14168
Comm Tech Design Inc., Rockford; Modification No. 1, Increase $ 11,150.00

Description and Justification
The purpose of this modification is to provide additional study, final design and construction administration services to prepare bidding documents for the replacement of all interior analog cameras with the new Internet Protocol cameras. The professional will field verify the existing camera locations, coordinate camera viewing areas, and determine server sizes and storage capacity to record up to 30 days. The agency has increased the project scope to include the interior cameras.
Funding Source
100% Agency Operating Funds

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Base Contract	$39,130.00	Provide professional services to design an upgrade to the video security and lighting control systems at the Marquette Correctional Facility and provide construction administration and oversight throughout the project. Approved Director's Agenda 03/21/14
Modification No. 1	$11,150.00	See justification above
Total Contract	$50,280.00	

14. DEPARTMENT OF CORRECTIONS, JACKSON – Charles Egeler Correctional Facility – Video Security and Lighting Upgrade
File No. 472/14016.RMP- Index No. 20130 Contract No. Y14169
Comm Tech Design Inc., Rockford; Modification No. 1, Increase $14,000.00

Description and Justification
The purpose of this modification is to provide additional study, final design and construction administration services to prepare bidding documents for the replacement of all interior analog cameras with the new Internet Protocol cameras. The professional will field verify the existing camera locations, coordinate camera viewing areas, and determine server sizes and storage capacity to record up to 30 days. The agency has increased the project scope to include the interior cameras.
Funding Source
100% Agency Operating Funds

Base Contract	$33,070.00	Provide professional services to design an upgrade to the Video Security and lighting control systems at the Charles Egeler Correctional Facility and provide construction administration and oversight throughout the project. Approved Director's Agenda 03/21/14
Modification No. 1	$14,000.00	See justification above
Total Contract	$47,070.00	

15. DEPARTMENT OF CORRECTIONS, NEW HAVEN – Macomb Correctional Facility–Video Security and Lighting Upgrade
File No. 472/14017.RMP - Index No. 30670 Contract No. Y 14170
Comm Tech Design Inc., Rockford; Modification No. 1, Increase $11,150.00

Description and Justification
The purpose of this modification is to provide additional study, final design and construction administration services to prepare bidding documents for the replacement of all interior analog cameras with the new Internet Protocol cameras. The professional will field verify the existing camera locations, coordinate camera viewing areas, and determine server sizes and storage capacity to record up to 30 days. The agency has increased the project scope to include the interior cameras.

Funding Source
100% Agency Operating Funds

Base Contract	$31,910.00	Provide professional services to design an upgrade to the Video Security and lighting control systems at the Macomb Correctional Facility and provide construction administration and oversight throughout the project. Approved Director's Agenda 03/21/14
Modification No. 1	$11,150.00	See justification above
Total Contract	$43,060.00	

16. DEPARTMENT OF CORRECTIONS, LAPEER – Thumb Correctional Facility – Video Security and Lighting Upgrade
File No. 472/14099.RMP - Index No. 39570 Contract No. Y 14171
Comm Tech Design Inc., Rockford; Modification Nos. 2 and 3, Increase $13,771.55

Description and Justification
The purpose of Modification Number 2 to reimburse the professional for purchase and installation of a computer and monitor station to review video evidence as the existing computer is incompatible with the newly installed system. Modification Number 3 will provide additional study, final design and construction administration services to prepare bidding documents for the replacement of all interior analog cameras with the new Internet Protocol cameras. The professional will field verify the existing camera locations, coordinate camera viewing areas, and determine server sizes and storage capacity to record up to 30 days. The agency has increased the project scope to include the interior cameras.

Funding Source
100% Agency Operating Funds

Base Contract	$43,800.00	Provide professional services to design an upgrade to the Video Security and lighting control systems at the Thumb Correctional Facility and provide construction administration and oversight throughout the project. Approved Director's Agenda 03/21/14
Modification No. 1	$41,250.00	Add the design of long term storage capacity to the Video Recording system. The new system will record existing seventeen (17) cameras. Approved Director's Agenda 04/04/14
Modification No. 2	$2,621.55	Reimburse professional for the purchase and installation of a new computer to review video evidence. See justification above

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Modification No. 3	$11,150.00	See justification above
Total Contract	$98,821.55	

17. DEPARTMENT OF ENVIRONMENTAL QUALITY, SUMNER – Wilson's Grocery Site – Remedial Investigation
File No. 761/12012.SAR - Index No. 44801- Contract No. Y11325
AECOM Technical Services, Inc., Grand Rapids; Modification No. 4, Increase $3,450.00
ISID No. 00279 - Assignment No. 11

Description and Justification
The purpose of this modification is to provide additional residential soil gas sampling and vapor intrusion evaluation. The site operated as a grocery/gasoline station with a leaking underground petroleum storage tank system. The site was assigned to the professional to conduct remedial investigation including soil, groundwater and vapor intrusion sampling to delineate the extent of contamination. Indoor air sampling was conducted at the site but additional sampling and analysis is needed in the residential areas. The professional will conduct one final round of sampling and provide data interpretation. This work will extend the contract until December 31, 2014 and is needed to protect public health, safety, welfare and the environment and comply with the environmental regulations.

Funding Source
100% Refined Petroleum Funds

Base Contract	$31,300.00	Provide remedial investigation including soil, groundwater, and vapor intrusion sampling to delineate the extent of contamination resulting from a confirmed UST release. Approved Director's Agenda 09/30/11
Modification No. 1	$12,800.00	Provide soil gas sampling at a known leaking underground storage tank site. Recent groundwater sampling results implied that gasoline vapor in soil on the site are probable and that the health risk to persons in building on or neighboring the site needs to be evaluated. Approved Director's Agenda 08/31/12
Modification No. 2	$1,900.00	To cover the cost of conducting additional analysis. Indoor air sampling was conducted for Benzene but additional sampling/analysis is needed. The professional will collect more samples for Methylnaphthalene and naphthalene to evaluate the risk. Approved Director's Agenda 09/27/13
Modification No. 3	$13,700.00	Provide residential soil gas sampling

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		and vapor intrusion evaluation. Indoor air sampling was conducted at the site but additional sampling/analysis is needed for the residential areas. Approved Director's Agenda 10/14/13
Modification No. 4	$3,450.00	See justification above
Total Contract	**$63,150.00**	

18. DEPARTMENT OF ENVIRONMENTAL QUALITY, LAKEFIELD TWP – C and V Grocery Site – Operation and Maintenance Services
File No. 761/12083.SAR - Index No. 44251- Contract No. Y12074
TriMedia Environmental and Engineering Services, LLC, Marquette; Modification No. 2, Increase $37,032.00

Description and Justification
The purpose of this modification is to operate and maintain the existing remediation system for the 2014 calendar year. The professional will perform quarterly groundwater sampling for June and September 2014 and perform quarterly air quality sampling during the 2014 calendar year. The Department of Environmental Quality will provide analytical services for all sampling events but the professional is responsible for transporting samples to the lab. The professional will provide project support and provide reporting material through June 2015. There is a utility allowance of $4,800.00 and an allowance of $4,000.00 for non-routine maintenance included in the reimbursement amount. The work will extend the contract until June 30, 2015 and is needed to comply with the environmental regulations and protect public health, safety and welfare of the environment.

Funding Source
100% Refined Petroleum Funds

Base Contract	$35,177.00	Provide operation and maintenance Approved Director's Agenda 12/16/11
Modification No. 1	$66,771.00	Extend the operation and maintenance contract and evaluate additional remediation technologies Approved Director's Agenda 02/8/13
Modification No. 2	$37,032.00	See justification above
Total Contract	**$138,980.00**	

19. DEPARTMENT OF ENVIRONMENTAL QUALITY, MEMPHIS – Memphis Shell Site – Environmental Invetigations
File No. 761/12302.SAR- Index No. 44701- Contract No. Y12312
Environmental Resources Group, Inc., Union Lake; Modification No. 5, Increase $49,006.32
ISID No. 00290 - Assignment No. 10

Description and Justification
The purpose of this modification is to provide bidding and contract documents for in-situ chemical remediation, construction oversight, sampling and reports.

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The site operated as a gasoline station. The original assignment and subsequent modifications were to conduct environmental investigation to determine the vertical and horizontal extent of contamination, prepare feasibility study report and contamination source removal. However, the site requires additional remediation activities.
The work will extend the contract to March 31, 2015 and is needed to protect public health, safety, welfare and the environment.

Funding Source
100% Refined Petroleum Funds

Base Contract	$102,009.69	Provide professional environmental investigation services. Approved Director's Agenda 07/06/12
Modification No. 1	$0.00	Transfer Contract from Wilcox Professional Services, LLC to Environmental Resources Group, Inc. per agreement dated 03/18/13
Modification No. 2	$28,302.18	Provide sub-slab soil gas survey; laser induced survey, site survey, landscape repairs and reporting. Approved Director's Agenda 08/02/13
Modification No. 3	$18,100.62	Provide professional services for underground storage tank removal and construction oversight services. Approved Director's Agenda 12/20/13
Modification No. 4	$6,967.36	Provide additional assistance for bidding the removal of contamination source/underground storage tanks Approved Director's Agenda 05/02/14
Modification No. 5	$49,006.32	See justification above
Total Contract	**$204,386.17**	

20. DEPARTMENT OF ENVIRONMENTAL QUALITY, MANISTIQUE – Manistique River Area of Concern Site – Contaminated Sediment Remediation
File No. 761/14001.SAR - Index No. 60733 - Contract No. Y14047
ARCADIS of Michigan, LLC, Brighton; Modification No. 3, Increase $55,224.08

Description and Justification
The purpose of this modification is to install passive flux meters in, and collect groundwater from, the wells for polychlorinated biphenyl (PCB) analysis. The Manistique River site has been designated as a Great Lakes Area of Concern (AOC) with approximately 1.7 miles of contamination-laden sediments from the dam in Manistique to the harbor. The professional will Install passive flux meters in 13 monitoring wells and collect groundwater samples from the wells for PCB analysis to address the effect and contribution by the upland source area on the site. The evaluation/remediation work is needed to protect public health, safety, welfare and the environment.

Funding Source
100% Federal Funds

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Base Contract	$466,890.00	Conduct a feasibility study and provide design and construction administration services for the remediation of contaminated sediments and removal of the remaining Beneficial Use Impairments. Approved State Ad Bd Agenda 12/17/13
Modification No. 1	$0.00	Contract Adjustment
Modification No. 2	$11,605.34	Evaluate the polychlorinated biphenyls (PCBs) from the upland source area and their contributions to the contamination at the Manistique Harbor. Approved Director's Agenda 05/16/14
Modification No. 3	$55,224.08	See justification above
Total Contract	$533,719.42	

21. DEPARTMENT OF ENVIRONMENTAL QUALITY, MUSKEGON – Zephyr Naph Sol Refinery Site – Remedial Design and Construction
File No. 761/14093.BDH- Index No. 44901- Contract No. Y14098
Gannett Fleming of Michigan, Inc., Plymouth; Modification No. 2, Increase $11,039.00

Description and Justification
The purpose of this modification is to have the professional evaluate the pilot testing that was done under Modification No. 1, evaluate the results from a second pilot test by the U.S. Army Corps of Engineers, and then finalize the evaluation and recommend a remedial option for the site. The work is needed to comply with the environmental regulations and protect public health, safety and welfare of the environment.

Funding Source
100% Strategic Water Quality Initiative Funds

Base Contract	$94,469.84	Provide remediation system design, bidding and construction documents, construction administration, and operation and management oversight services at this former oil refinery site. Approved Director's Agenda 02/07/14
Modification No. 1	$74,085.51	Perform a pilot test at this former petroleum refinery site. Approved Director's Agenda 06/20/14
Modification No. 2	$11,039.20	See justification above
Total Contract	**$179,594.35**	

22. DEPARTMENT OF ENVIRONMENTAL QUALITY, CALHOUN – Tel-Khi Truck Auto Plaza Site – Remedial Investigation and Feasibility Study
File No. 761/14101.SAR- Index No. 44501- Contract No. Y14106

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Mannik and Smith Group, Inc., Canton; Modification No. 2, Increase $147,635.50

Description and Justification
The purpose of this modification is to perform a pilot test, install monitoring wells and provide design/construction oversight of the remediation system. The original assignment was to perform limited remedial investigation and conduct a focused feasibility study. This is the next phase required in addressing the contamination. The activities are needed to protect public health, safety, welfare and the environment and comply with the environmental regulations.
Funding Source
100% Refined Petroleum Funds

Base Contract	$59,340.06	Provide remedial investigation and feasibility study services. Approved Director's Agenda 02/14/14
Modification No. 1	$9,816.61	Provide additional remedial investigation services. Due to unusually inclement weather, additional field efforts were needed to use laser-induced fluorescence drilling technology for the remedial investigation activities. Approved Director's Agenda 04/04/14
Modification No. 2	$147,635.50	See justification above
Total Contract	**$216,792.17**	

23. DEPARTMENT OF ENVIRONMENTAL QUALITY, ALBION – BRANCH, CASS, CALHOUN and ST. JOSEPH COUNTIES – Various Sites (Duck Lake Party Store Site) – Environmental Expanded Triage Services
File No. 761/14148.SAR- Index No. 44213 - Contract No. Y14206
Environmental Resources Group, LLC; Union Lake; Modification No. 1, Increase $4,811.95
ISID No. 00415 - Assignment No. 1

Description and Justification
The purpose of this modification is to provide environmental expanded triage services at the Duck Lake Party Store Site. The change is a change to the scope of work. The professional will investigate and assess the current risks at this leaking underground storage tank site, determine the status of the release, and potentially close the site if it does not pose any risk under the relevant local, state and federal statutes and requirements. The results of the screening activities will be used to evaluate the site for potential additional environmental investigation or abatement activities. The work is needed to protect public health, safety, welfare and the environment.
Funding Source
100% Refined Petroleum Funds

Base Contract	$104,802.67	Provide professional environmental expanded triage services.

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		Approved Director's Agenda 04/11/14
Modification No. 1	$4,811.95	See justification above
Total Contract	**$109,614.62**	

24. DEPARTMENT OF ENVIRONMENTAL QUALITY, WETMORE – Midway Resort Site – Provide Technical Assistance to Identify LNAPL Migration Pathways
File No. 761/14191.BDH - Index No. 44251 - Contract No. Y14260
Weston Solutions of Michigan, Inc., Okemos; Modification No. 1, Increase $4,626.74
ISID No. 477 - Assignment No. 2

Description and Justification
The purpose of this modification is to define underground utility locations so that additional contaminated soil investigations may continue. The professional will subcontract to a utilities locating service since all underground utilities are all privately owned. Also, the professional will obtain a permit from Alger County to perform soil borings on a county road right-of-way. The work is required to comply with the environmental regulations, and protect public health, safety and welfare of the environment.
Funding Source
100% Refined Petroleum Funds

Base Contract	$47,477.85	The professional will perform up to 20 soil borings and install five monitor wells to determine the extent of plume of contamination and determine the direction in which the plume is migrating. Approved Director's Agenda 5/30/14
Modification No. 1	$4,626.74	See justification above
Total Contract	**$52,104.59**	

REVISIONS TO CONSTRUCTION CONTRACTS

25. DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET, LANSING – Joint Laboratory – Replace HVAC Controls
File No. 071/11194.GAG - Index No. 44308 - Contract No. Y13444
Johnson Controls, Inc., Auburn Hills; CCO No. 2, Increase $54,307.00

Description and Justification
The purpose of this change order is to complete numerous small changes in work scope encountered during the course of construction due to a combination of design omissions, existing field conditions, and agency requested scope additions. These include items such as adding variable frequency drives to modular lab air handling units, additional control elements and sensors, modifications and repairs to the rooftop exhaust fans distribution ductwork.
Funding Source
100% Agency Operating Funds - BOC

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Base Contract	$1,998,301.00	Provide phased replacement of the existing obsolete Direct Digital Control temperature controls with a new Building Management System. Approved State Ad Bd Agenda 08/20/13
Change Order No. 1	$22,100.00	51% Field Condition, 41% Design Omission and 8% Scope Change
Change Order No. 2	$54,307.00	80% Field Condition, 12% Scope Change and 8% Design Omission See justification above
Total Contract	$2,074,708.00	

26. DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET, LANSING – Michigan Library and Historical Center – Automation Upgrade
File No. 071/12196.CAK - Index No. 44121 - Contract No. Y13405
Jay N. Nelson, Inc., dba/Nelson Trane, Flint; CCO No. 6, Increase $59,295.57

Description and Justification
The purpose of this change order is to remove the existing compressor and concrete pad in the northeast mechanical room, remove unused wiring to the fire alarm panels, and install improvements to the panels with new fire alarm modules, per the client agency's request. This project will complete upgrades for all controls in the facility including mechanical, electrical and fire alarm systems.
Funding Source
100% Agency Operating Funds - BOC

Base Contract	$2,747,000.00	Replace the temperature, mechanical, lighting and related automation control systems. The current building automation control systems are roughly twenty five years old and have passed their life expectancy. Approved State Ad Bd Agenda 08/20/13
Change Order No. 1	$0.00	Contract Extension
Change Order No. 2	($152,598.80)	100% Scope Change
Change Order No. 3	$0.00	Contract Extension
Change Order No. 4	$114,584.90	100% Scope Change
Change Order No. 5	$38,539.56	100% Field Condition
Change Order No. 6	$59,295.57	100% Scope Change See justification above
Total Contract	**$2,806,821.23**	

27. DEPARTMENT OF TRANSPORTATION, NILES – Niles Maintenance Garage – Install New Radiant Heat System
File No. 591/14053.AGY - Index No. 30125 - Contract No. Y14162
Livingston Power Company, LLC, Howell; CCO No. 1, Increase $1,921.26

Description and Justification
The purpose of this change order is to add a thermostat and relays to connect two heaters together and to relocate the exhaust vent from the north wall to the east wall.
Funding Source
100% Trunkline Funds

Base Contract	$38,965.00	Remove the existing heating system which is failing and replace it with an energy efficient radiant heat system. Approved Director's Agenda 03/21/14
Change Order No. 1	$1,921.26	100% Field Condition See justification above
Total Contract	**$40,886.26**	

28. DEPARTMENT OF TRANSPORTATION, DIMONDALE – Nixon Warehouse – Pavement Replacement
File No. 591/14104.AGY - Index No. 30125 - Contract No. Y14197
Mike and Son Asphalt Inc., Bath; CCO No. 1, Increase $5,700.00

Description and Justification
The purpose of this change order is to add an additional 1/2" Low Volume Superpave (LVSP) asphalt to the proposed paving section for additional strength due to the existing subgrade conditions.
Funding Source
100% Trunkline Funds

Base Contract	$60,725.00	Remove and replace the existing bituminous pavement. Approved Director's Agenda 04/11/14
Change Order No. 1	$5,700.00	72% Scope Change and 28% Field Condition See justification above
Total Contract	**$66,425.00**	

29. DEPARTMENT OF NATURAL RESOURCES, ROSCOMMON – Forest Fire Experiment Station – Forest Fire Experiment Station Replacement
File No. 751/12385.CAK - Index No. 53323 - Contract No. Y13428
Eckler Building Solutions, LLC, Traverse City; CCO No. 7, Increase $74,507.50

Description and Justification
The purpose of this change order is to set up and maintain ground thaw equipment throughout cold weather months as conditions required, including General Contractor's mark-up and general conditions for previously approved contract extension. The amount is based on an agreement with the General Contractor to pay 50% of the equipment cost.
Funding Source
100% State Building Authority Funds

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Base Contract	$1,980,000.00	Replace the existing undersized and inefficient Department of Natural Resources' (DNR) Forest Fire Experiment Station near Roscommon. Approved State Ad Bd Agenda 08/06/13
Change Order No. 1	$0.00	Contract Extension
Change Order No. 2	($6,643.00)	100% Scope Change
Change Order No. 3	$3,634.96	100% Scope Change
Change Order No. 4	($1,980.00)	100% Scope Change
Change Order No. 5	$2,747.52	100% Scope Change
Change Order No. 6	$0.00	Contract Extension
Change Order No. 7	$74,507.50	100% Field Condition See justification above
Total Contract	**$2,052,266.98**	

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DIRECTOR AGENDA

DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET

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Facilities and Business Services Administration recommends the following items:

AWARD OF CONSTRUCTION CONTRACT

1. DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, LANSING – Joint Forces Headquarters – ISSC Helpdesk Modifications
   File No. 511/14218.AGY - Index Nos. 13657/13957 - Contract No. Y 14345
   Recommended Contract Award: CSM Mechanical, LLC, Fenton; $19,880.00

Description and Justification
The purpose of this contract is to relocate the helpdesk to better meet client needs, and to repurpose the vacated square footage for the computer repair/distribution area.
Funding Source
50% State Construction Funds
50% Federal Funds

2. DEPARTMENT OF NATURAL RESOURCES, CADILLAC – William Mitchell State Park – Storm Sewer Improvements
   File No. 751/13198.GAG- Index No. 50790 - Contract No. Y 14346
   Recommended Contract Award: Greenscape, Lake; $149,500.00

Description and Justification
The purpose of this contract is to improve the storm water drainage capabilities throughout the campground by installing a high density polyethylene (HDPE) storm drain and HDPE fabricated drainage structures, removing and replacing concrete pipe end sections discharging to Lake Cadillac, and providing camp site grading and aggregate installations. Work includes demolition, storm drain installations, directional drilling, site grading, aggregate placements and site related restoration. Work is proposed to begin following Labor Day 2014, and be completed during the spring of 2015.
Funding Source
100% State Parks Endowment Funds

3. DEPARTMENT OF NATURAL RESOURCES, STRONACH TOWNSHIP – Little Manistee River Weir – Emergency Breach Repairs
   File No. 751/14187.GAG - Index No. 81780 - Contract No. Y 14343
   Recommended Contract Award: Team Elmers, Traverse City; $70,570.67

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Description and Justification
The purpose of this contract is to perform emergency repairs of the water breach around the Little Manistee River Weir to assure that the structural integrity of the weir is not further compromised by the new diversion channel. The work will follow the recommendations of the Department of Natural Resources Dam Safety Engineer and Fisheries Division staff and will include placement of a temporary rock crossing, and filling and stabilizing the diversion channel removal of the temporary rock crossing when the backfill is complete. The Little Manistee River Weir is the only egg source for the Great Lakes Steelhead stocking program and one of the primary egg sources for the Great Lakes Salmon stocking. The high water level breaching of the weir endangers the facility's structural integrity and threatens the operation of this valuable resource.
Funding Source
100% Game and Fish Protection Funds

AWARD OF PROFESSIONAL SERVICES CONTRACT

4. DEPARTMENT OF COMMUNITY HEALTH, SALINE – Center for Forensic Psychiatry – Maintenance Projects (Repair Patient Showers and Barrier Free Bathrooms)
   File No. 391/13399.JAN - Index No. 61000 - Contract No. Y 14347
   Recommended Responsive Proposal: Wigen Tincknell Associates Architects, Saginaw; $36,125.00

Description and Justification
The purpose of this contract is to provide professional services to discover and repair the source of water leaks in 48 patient showers and to replace the sheet flooring in 8 barrier free patient bathrooms. The water has been leaking into adjacent rooms, causing damage to the facility. The sheet flooring has been peeling up and needs to be replaced with a different, more appropriate product.
Funding Source
100% Agency Operating Funds

5. DEPARTMENT OF CORRECTIONS, L'ANSE – Former Camp Baraga – Site Redevelopment
   File No. 472/13050.BDH - Index No. 11741 - Contract No. Y 14348
   Recommended Responsive Proposal: GEI Consultants of Michigan, P.C., Marquette; $33,576.00

Description and Justification
The purpose of this contract is to provide professional services for selective demolition and site restoration so that this former prison camp site can be returned to the Department of Natural Resources (DNR) in as natural state as practical. The professional will include the removal of four underground storage tanks (USTs) in the scope of work for the demolition contractor but will self-perform the environmental professional services required by the Department of Environmental Quality for a UST removal. The professional will specify and oversee the proper abandonment of two potable water wells. The professional will document the activity with field notes, photographs, and soil sampling results for the UST removal activity.

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The work is required to comply with an agreement made with the DNR, comply with environmental regulations, and protect public health, safety and welfare of the environment

Funding Source

100% Lump Sum Special Maintenance Funds - GF

6. DEPARTMENT OF CORRECTIONS, WHITE LAKE – Former Camp White Lake – Site Restoration
   File No. 472/14060.BDH - Index No. 11783 - Contract No. Y 14349
   Recommended Responsive Proposal: Fishbeck, Thompson, Carr and Huber, Inc., Grand Rapids; $37,350.00

Description and Justification

The purpose of this contract is to provide professional services for demolition and site restoration so that this former prison camp site can be returned to the Department of Natural Resources (DNR) in as natural state as practical. The demolition bid package will include the removal of all buildings on the site, the removal of an in-ground automotive repair hoist and trash piles. The package will include a site restoration plan with finish grade shown on a drawing and specifications for seeding. The professional will specify and oversee the proper abandonment of three potable water wells. The professional will document the activity with field notes, photographs, and tabulate soil sampling results for an assessment of the condition of the septic tank drain fields. The work is required to comply with an agreement made with the DNR, comply with environmental regulations, and protect public health, safety and welfare of the environment.

Funding Source

100% Lump Sum Special Maintenance Funds - GF

ISID ASSIGNMENT

7. DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, AUGUSTA and GRAYLING – Fort Custer and Camp Grayling Training Centers – Invasive Plant Management
   File No. 511/14274.SAR - Index Nos. 21000 and 22000 - Contract No. Y 14350
   Recommended Firm: DLZ Michigan, Inc., Lansing; $31,699.44
   ISID No. 00467 - Assignment No. 10

Description and Justification

The purpose of this assignment is to provide professional services for invasive plant management at the Fort Custer and Camp Grayling Training Centers. The tasks defined for this work include manual or mechanical removal, or chemical or biocontrol treatment, of invasive plants. The work is needed to control the growth of invasive species that may imperil sensitive/endangered species and risk the soldiers' health with toxic plant chemicals.

Funding Source

100% Federal Funds

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8. DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, AUGUSTA – Fort Custer Training Centers Site – Forest Rehabilitation
   File No. 511/14275.SAR - Index No. 22000 - Contract No. Y 14351
   Recommended Firm: DLZ Michigan, Inc., Lansing; $59,199.44
   ISID No. 00467 - Assignment No. 11

Description and Justification
The purpose of this assignment is to provide professional services for forest rehabilitation at the Fort Custer Training Center. This work includes cutting and clearing trees, limbs, and debris, and opening the two tracks in Training Area 6. The work is needed to improve the accessibility of this area for soldier training and readiness.
Funding Source
100% Federal Funds

9. DEPARTMENT OF NATURAL RESOURCES, INDIAN RIVER – Burt Lake State Park – Municipal Service and Park Sewer Upgrade
   File No. 751/14183.GAG - Index No. 53070 - Contract No. Y 14352
   Recommended Firm: Nowak and Fraus Engineers, Pontiac; $33,280.00
   ISID No. 00402 - Assignment No. 3

Description and Justification
The purpose of this assignment is to provide professional services for design development to assist the Department of Natural Resources with the review and assessment of the Tuscarora Township proposed sanitary improvement program, and to review various agreements and legal documents associated with said program. This assignment will also include completion of design and bidding documents for the disconnection and abandonment of the existing sewer lagoon system and the installation of upgraded pump facilities and force main to connect to the proposed sanitary sewer system being constructed by Tuscarora Township. Final design will not include project bidding. Nowak and Fraus Engineers have already completed a Phase 100 review and assessment of the Tuscarora Township proposed sanitary improvement program and its impact on the Burt Lake State Park. This was done as part of a larger study of underground utilities involving eight state parks across the state. This new assignment is a continuation of the original work.
Funding Source
100% State Parks Endowment Funds

10. DEPARTMENT OF NATURAL RESOURCES, HOLLAND – Holland State Park – Accessibility and Amenities
    File No. 751/14189.SMD - Index No. 57100 - Contract No. Y 14353
    Recommended Firm: Landscape Architects and Planners, Inc., Lansing, Michigan; $18,305.64
    ISID No. 371 - Assignment No. 3

Description and Justification
The purpose of this assignment is to provide professional design services for barrier free fishing access along the channel between Lake Michigan and Lake Macatawa at Holland State Park.

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The professional will prepare bid documents for the competitive bid process and provide construction administration services. The walkway along the channel is not currently barrier-free accessible. The project will improve the accessibility and provide connections from the existing parking lot to the channel as well as an outdoor classroom setting, picnic areas, and interpretive signage.

Funding Source

100% Great Lakes Fishery Trust Fund Grant

11. DEPARTMENT OF ENVIRONMENTAL QUALITY, BEAVERTON – Jim's Automotive Site – Remedial Investigation
    File No. 761/14273.BDH - Index No. 44601 - Contract No. Y 14354
    Recommended Firm: Superior Environmental Corporation, Marne; $27,048.66
    ISID No. 474 - Assignment No. 3

Description and Justification

The purpose of this assignment is to provide professional services for an environmental investigation. The site was an automotive repair facility with a leaking underground storage tank system. A previous investigation confirmed the presence of petroleum contamination in the site's soils and groundwater. The tasks defined in this work include developing an accurate site plan, performing a remedial investigation to define the extent of contamination, perform a risk assessment, classify the site as required by Part 213 of Act 451 of 1994, and provide a final assessment report. In order to accomplish this, up to 12 soil borings and up to 12 monitor wells will be installed. The work is needed to comply with the environmental regulations and protect public health, safety, and welfare of the environment.

Funding Source

100% Refined Petroleum Funds

MODIFICATION TO PROFESSIONAL SERVICES CONTRACTS

12. DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET, FLINT– Flint State Office Building – Window Replacement and Lobby Renovations
    File No. 071/12354.JAN - Index No. 53322 - Contract No. Y12350
    Wigen Tincknell Associates Architects; Saginaw; Modification No. 2, Increase $26,868.00

Description and Justification

The purpose of this modification is to provide additional construction administration services to reflect the extended construction schedule, perform on-site water tests to identify deficient workmanship, and develop documents to repair deficiencies discovered.

Funding Source

100% State Building Authority Funds

Base Contract	$137,418.00	Provide professional architectural and engineering services to study, design, and oversee construction for the window replacement and lobby

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		renovations at the Flint State Office Building. The windows and their related components have been a constant source of water intrusion into the building and lack energy efficiency. Approved State Ad Bd Agenda 08/10/12
Modification No. 1	$17,250.00	Provide additional services for client requested scope changes which include removal and replacement of the pedestrian crosswalk, revise and expand the heating system and modify the exterior soffit radiate heat and lights. Approved Director's Agenda 03/08/13
Modification No. 2	$26,868.00	See justification above
Total Contract	$181,536.00	

13. DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET, FLINT – Flint State Office Building – Interior Renovations Floors 2 - 7
File No. 071/12354.JAN - Index No. 53322 - Contract No. Y13009,
Wigen Tincknell Meyer and Associates, Saginaw; Modification No. 6, Increase $89,987.00

Description and Justification
The purpose of this modification is to develop a study to evaluate if the existing roof structure can support the weight of proposed solar panels and ice storage, design barrier free sidewalk ramps not included in the original scope; revise Treasury's Offices and add electrical floor box locations per the revised furniture plans included in Bulletin 12. The professional will also provide additional construction administration services required for shop drawing submittal review, payment request review, and field supervision.

Funding Source
100% State Building Authority Funds

Base Contract	$448,480.00	Provide professional design and construction administration services to obtain contract documents to renovate floors 2 through 7. Approved State Ad Bd Agenda 10/30/12
Modification No. 1	$14,209.00	Revise the existing heating piping system to a variable frequency drive system and to upgrade the public address system. Approved Director's Agenda 05/10/13
Modification No. 2	$14,069.00	To add structural design for a new operable partition on the 7th floor and to

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		revise the floor plans for Floors 2, 3 and 4 to meet the changing needs of the Department of Human Services program. Approved Director's Agenda 09/20/13
Modification No. 3	$16,328.00	Modify the design of the window head, jamb and sill details to address the actual conditions discovered during the window replacement portion of the project. Approved Director's Agenda 12/06/13
Modification No. 4	$36,360.00	Provide additional services for unforeseen conditions which include revising the floor plans in response to an existing in-floor duct system which conflicts with the as-built drawings, revising the water closet and drinking fountain fixture types, relocating an air handling unit, and addressing several locations where the existing construction did not comply with current building and fire codes. Approved Director's Agenda 03/07/14
Modification No. 5	$3,365.00	Provide professional services to route exhaust fans from single occupant toilet rooms on floors 1 - 7 directly to the exterior of the building and discharge via the building sidewall in lieu of penetrating each floor and exiting through the roof. Approved Director's Agenda 04/11/14
Modification No. 6	$89,987.00	See justification above
Total Contract	**$622,798.00**	

14. DEPARTMENT OF CORRECTIONS, BARAGA – Baraga Correctional Facility – Video Management and Perimeter Surveillance Enhancements
File No. 472/12214.RMP - Index No. 50150 - Contract No. Y13453
C2AE, Lansing; Modification No. 1, Increase $5,701.20

Description and Justification
The purpose of this modification is to provide additional construction administration services. The professional will attend 12 progress meeting instead of 6 progress meetings. The professional included only six progress meetings as a part of their original proposal, and additional meetings will be necessary.
Funding Source
100% Agency Operating Funds

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Base Contract	$62,657.28	Provide professional services for final design, construction administration and oversight services for the video management and perimeter surveillance enhancements system at the Baraga Correctional Facility. Approved Director's Agenda 08/02/13
Modification No. 1	$5,701.20	See justification above
Total Contract	**$68,358.48**	

15. DEPARTMENT OF CORRECTIONS, MUNISING – Alger Correctional Facility – Video Management and Perimeter Surveillance Enhancements
File No. 472/12216.RMP - Index No. 49220 - Contract No. Y13455
C2AE, Lansing; Modification No. 1, Increase $5,732.04

Description and Justification
The purpose of this modification is to provide additional construction administration services. The professional will attend 12 progress meeting instead of 6 progress meetings. The professional included only six progress meetings as a part of their original proposal, and additional meetings will be necessary.
Funding Source
100% Agency Operating Funds

Base Contract	$60,694.64	Provide professional services for final design, construction administration, and oversight services for the video management and perimeter surveillance enhancements system at the Alger Correctional Facility. Approved Director's Agenda 08/02/13
Modification No. 1	$5,732.04	See justification above
Total Contract	**$66,426.68**	

16. DEPARTMENT OF CORRECTIONS, YPSILANTI – Women's Huron Valley Correctional Facility – Primary Electrical Distribution Study
File No. 472/13412.JNS - Index No. 59110- Contract No. Y14139
Tower Pinkster Titus Associates, Inc., Kalamazoo; Modification No. 1, Increase $7,219.28

Description and Justification
The purpose of this modification is to provide additional professional study services to expand the Primary Electrical Distribution Study scope to include an analysis and evaluation of electrical primary distribution and associated equipment for Housing Units 1 through 5, the Field House, the Academic Vocational Building and the new Food Service Building. The initial work scope had included the feeds coming into the facility from Detroit Edison, the primary switchgear at the Power Plant and five unit substations.

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Electrical one-line diagrams show that Housing Units 1 through 5, the Field House, the Academic Vocational Building and the new Food Service Building are powered through tap boxes, disconnect switches and transformers that do not go through the five unit substations. It is critical that the condition of these tap boxes, disconnect switches and transformers be included as a part of the evaluation as loss of this equipment could result in loss of power to critical buildings at this facility.

Funding Source

100% Agency Operating Funds

Base Contract	$68,066.08	Complete a study of the electrical system at the Women's Huron Valley Correctional Facility. Approved Director's Agenda 03/14/14
Modification No. 1	$7,219.28	See justification above
Total Contract	$75,285.36	

17. DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, BAY CITY – Bay City Armory – Bay City Armory Modifications
File No. 511/13009.CAK - Index Nos. 13722 and 13922 - Contract No. Y13075
Straub Pettitt Yaste Architects, Clawson; Modification No. 2, Increase $1,784.00

Description and Justification

The purpose of this modification is to provide additional design services required to issue five different bulletins addressing field conditions and scope changes to date.

Funding Source

50% State Construction Funds
50% Federal Funds

Base Contract	$40,751.00	Provide design and construction administration services for modifications to the Bay City Armory to meet current State military personnel training needs. Approved Director's Agenda 12/21/12
Modification No. 1	$16,814.00	Add design and construction administration services for the renovation of the toilet and shower rooms at the Bay City Armory. Approved Director's Agenda 02/01/13
Modification No. 2	$1,784.00	See justification above
Total Contract	**$59,349.00**	

18. DEPARTMENT OF NATURAL RESOURCES, HOLLY – Holly Recreation Area – Replace Campground and Day Use Roads
File No. 751/12181.BDW - Index No. 59700 - Contract No. Y13012
Nowak and Fraus; Pontiac; Modification No. 4, Increase $4,344.00

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Description and Justification
The purpose of this modification is to provide professional design and construction administration services associated with the client agency's request to add pavement repairs to the original work scope.
Funding Source
100% Recreation Passport Fees

Base Contract	$69,851.00	Provide professional design services, including investigation, survey, preliminary design and cost estimates for the entire road network, including a new entrance road. Approved Director's Agenda 10/12/12
Modification No. 1	$28,825.80	Provide for additional design and construction administration services. Approved Director's Agenda 03/22/13
Modification No. 2	$14,648.00	Provide additional construction oversight services for the Holly Recreation Area Campground and Day Use Area Roadway Improvements. Construction work that was added due to availability of additional funds. Approved Director's Agenda 08/23/13
Modification No. 3	$0.00	Contract Reallocation
Modification No. 4	$4,344.00	See justification above
Total Contract	$117,668.80	

19. DEPARTMENT OF ENVIRONMENTAL QUALITY, BURTON – Sunshine Foods No. 119 Site – Interim Response Services
File No. 761/09202.SAR - Index No. 44801- Contract No. Y09136
The Mannik and Smith Group, Inc.; Canton; Modification No. 4, Increase $10,124.35

Description and Justification
This modification will provide for two more monitor well sampling events to assess if the natural attenuation process is providing adequate remmediation at this leaking underground storage tank site. If not, the homeowners in the plume of contamination will be required to abandon any wells they may have. This work will extend the contract until December 31, 2014 and is needed to comply with the environmental regulations and protect public health, safety and welfare of the environment.
Funding Source
100% Refined Petroleum Funds

Base Contract	$74,395.35	Provide services for an interim response system and monitoring services at the site. Approved Director's Agenda 02/13/09
Modification No. 1	$37,805.70	Provide for the installation of up to four

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		monitor wells, continued sampling at this site for an additional year, and preparation of reports to document the sampling effort. Approved Director's Agenda 03/11/11
Modification No. 2	$24,206.65	Obtain additional data to characterize this leaking underground storage tank site. Approved Director's Agenda 03/09/12
Modification No. 3	$24,894.40	Provide for two more monitor well sampling events and to assess if the natural attenuation process is providing adequate remmediation at this leaking underground storage tank site. Approved Director's Agenda 05/03/13
Modification No. 4	$10,124.35	See justification above
Total Contract	**$171,426.45**	

20. DEPARTMENT OF ENVIRONMENTAL QUALITY, DOWAGIAC – Indian Lake Mini Super Site – Remediation System Operation and Maintenance Oversight
File No. 761/10215.SAR- Index No. 44501- Contract No. Y10197
AMEC Engineering and Consulting of Michigan, Inc. (Formerly MACTEC); Novi; Modification No. 2, Increase $54,219.00

Description and Justification
This modification will provide professional services for the monitoring well abandonment and parking lot repaving. The site is a former gas station and grocery/convenience store with leaking underground storage tanks. A remediation system was installed to reduce the environmental and public health risk. The original assignment was to evaluate the performance of the system, prepare bid specifications and provide construction oversight services. Upon achieving the environmental abatement objectives, the remediation system was decommissioned and the post-remdiation quarterly groundwater monitoring was conducted. The well abandonment and site restoration are needed as the site is ready for closure. The work will extend the contract until November 30, 2014 and is needed to protect public health, safety, welfare and the environment.

Funding Source
100% Refined Petroleum Funds

Base Contract	$81,972.00	Provide assistance for obtaining continued operation and maintenance services of the existing air sparge/soil vapor remediation system. Approved Director's Agenda 05/14/10
Modification No. 1	$48,810.00	Provide additional operation and maintenance contractor oversight, sampling and technical support. Approved Director's Agenda 07/19/13

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Modification No. 2	$54,219.00	See justification above
Total Contract	**$185,001.00**	

21. DEPARTMENT OF ENVIRONMENTAL QUALITY, DOWAGIAC – Riggs Corner Store Site – Remediation System Operation and Maintenance Oversight
File No. 761/10217.SAR- Index No. 44501- Contract No. Y10198
AMEC Engineering and Consulting of Michigan, Inc. (Formerly MACTEC); Novi; Modification No. 2, Increase $24,547.00

Description and Justification
The purpose of this modification is to provide professional services for the monitoring well abandonment and site restoration. The site is a former gas station with leaking underground storage tank system. A remediation system was installed to reduce the environmental and public health risk. The original assignment was to evaluate the performance of the system, prepare bid specifications and provide construction oversight services. Upon achieving the environmental abatement objectives, the remediation system was decommissioned and the post-remdiation quarterly groundwater monitoring was conducted. The well abandonment and site restoration are needed as the site is ready for closure. The work will extend the contract until November 30, 2014 and is needed to protect public health, safety, welfare and the environment.

Funding Source
100% Refined Petroleum Funds

Base Contract	$81,972.00	Provide assistance for obtaining continued operation and maintenance services of the existing air sparge/soil vapor remediation system. Approved Director's Agenda 05/14/10
Modification No. 1	$34,084.00	Provide remediation system decommissioning oversight, sampling and technical support. Approved Director's Agenda 07/19/13
Modification No. 2	$24,547.00	See justification above
Total Contract	**$140,603.00**	

22. DEPARTMENT OF ENVIRONMENTAL QUALITY, PORTAGE – Bud's Auto Repair Site – Remedial Investigation
File No. 761/11209.BDH - Index No. 44501- Contract No. Y11141
Gannett Fleming of Michigan, Inc., Plymouth; Modification No. 1, Increase $6,837.59
ISID No. 281 - Assignment No. 11

Description and Justification
The purpose of this modification is to complete the remediation process at this leaking underground storage tank site. The professional will complete the investigative effort and close the monitor wells. This work is needed to comply with the environmental regulations and protect public health, safety and welfare of the environment.

Funding Source
100% Refined Petroleum Funds

Base Contract	$81,098.60	Provide soil and groundwater investigation at this leaking underground storage tank (UST) site. Approved Director's Agenda 04/29/2011
Modification No. 1	$6,837.59	See justification above
Total Contract	**$87,936.19**	

REVISIONS TO CONSTRUCTION CONTRACTS

23. DEPARTMENT OF CORRECTIONS, ST. LOUIS – Central Michigan Correctional Facility – Yard Security Lighting Improvement
File No. 472/13150.RMP - Index No. 61220 - Contract No. Y13525
Airport Lighting Employee Owned, LLC, Charlotte; CCO No. 2, Increase $809.66

Description and Justification
The purpose of this change order is to replace an underground fiber optics cable severed during excavation with a new above ground fiber optics cable from the Administration Building to the Maintenance Facility. While the contractor would have repaired the severed cable at his cost, the Department of Corrections preferred to install a new above ground cable. The change order amount reflects the contractor's participation in the cost of the new cable.
Funding Source
100% Agency Operating Funds

Base Contract	$169,000.00	Improve yard security lighting to provide the ability for the video management system to detect movement anywhere in the secured interior yard and walk way traffic areas within the perimeter. Approved Director's Agenda 09/13/13
Change Order No. 1	$0.00	Used $5,177.66 of the Provisional Allowance 100% Design Omission
Change Order No. 2	$809.66	Used remaining balance of $4,822.34 Provisional Allowance towards Contract Change Order 100% Scope Change
Total Contract	**$169,809.66**	

24. DEPARTMENT OF CORRECTIONS, JACKSON – Duane L. Waters Hospital – Entrance Road and C Unit Perimeter Redevelopment
File No. 471/13290.RMP- Index No. 11769- Contract No. Y14132
Blue Spader Contractors, Inc., Warren; CCO No. 1, Increase $77,015.25

APPROVED
August 1, 2014
DIRECTOR
DEPARTMENT OF TECHNOLOGY,
MANAGEMENT AND BUDGET

Description and Justification
The purpose of this change order is to stabilize the roadway due to the soft ground and soil condition by incorporating lime and concrete stone into the sub-base. The change order also will increase the tie-wire gauge on all permanent fencing to improve security and enlarge the transponder cabinet size.
Funding Source
100% State Building Authority Funds

Base Contract	$1,046,000.00	Relocate the entrance road to a location north of the "C" unit, extend the existing Charles Egeler Correctional Facility secured perimeter fence to include the "C" unit, and to extend all walks, roadways, utilities and security system to the "C" unit. Approved State Ad Bd Agenda 03/25/14
Change Order No. 1	$77,015.25	95% Field Condition and 5% Design Omission See justification above
Total Contract	$1,123,015.25	

25. DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, BAY CITY – Bay City Armory – Bay City Armory Modifications
File No. 511/13009.CAK - Index Nos. 13722 and 13922 - Contract No. Y14058
Antler Construction, Canton; CCO No. 1, Increase $8,700.92

Description and Justification
The purpose of this change order is to provide construction services to paint walls and replace ceiling tiles in the Assembly Hall, work outside the scope of the original contract, but requested by the Department of Military and Veterna's Affairs. The amount of the change order covers the balance of the cost that was not covered by the contingency allowance.
Funding Source
50% State Construction Funds
50% Federal Funds

Base Contract	$1,058,000.00	Upgrade the mechanical and electrical systems as well as make functional improvements to better meet the needs of the military's training objectives. Approved State Ad Bd Agenda 01/14/14
Change Order No. 1	$8,700.92	100% Scope Change See justification above
Total Contract	**$1,066.700.92**	

APPROVED
August 1, 2014
DIRECTOR
DEPARTMENT OF TECHNOLOGY,
MANAGEMENT AND BUDGET

26. DEPARTMENT OF NATURAL RESOURCES, CRYSTAL FALLS – Bewabic State Park – Campground Electrical Upgrades
File No. 751/13128.RAA - Index No. 51119 - Contract No. Y13485
McKerchie Enterprises, Clio; CCO No. 2, Increase $575.00

Description and Justification
The purpose of this change order is to provide an additional fifteen cubic yards of site gravel that meets ADA requirements at pull through campsites. This change order will provide for complete ADA accessible campsites and reflects the actual volume of gravel required for a complete project.
Funding Source
100% State Parks Endowment Funds

Base Contract	$345,609.00	Provide construction services for the directional boring of proposed campground electrical service and associated terminations, campsite pedestals and site improvements. Approved State Ad Bd Agenda 09/13/13
Change Order No. 1	$4,414.96	100% Field Condition
Change Order No. 2	$575.00	100% Scope Change See justification above
Total Contract	**$350,598.96**	

27. DEPARTMENT OF NATURAL RESOURCES, THOMPSON – Thompson Fish Hatchery – Asphalt Repairs
File No. 751/13207.RAA - Index No. 83340 - Contract No. Y14250
Oberstar, Inc., Marquette; CCO No. 1, Increase $1,675.00

Description and Justification
The purpose of this change order is to modify the construction contract to increase the quantity of crack sealing to be performed. This modification is necessary to address sealing of additional key cracks above the bid quantity and will result in a complete asphalt repair that will further extend the life of the pavement at this facility.
Funding Source
100% Agency Operating Funds

Base Contract	$46,775.00	Provide asphalt pavement repairs and improvements at the Thompson State Fish Hatchery. Approved Director's Agenda 05/23/14
Change Order No. 1	$1,675.00	100% Field Condition See justification above
Total Contract	**$48,450.00**	

APPROVED
August 1, 2014
DIRECTOR
DEPARTMENT OF TECHNOLOGY,
MANAGEMENT AND BUDGET

AMENDMENT TO AGREEMENT FOR RANGE AND TRAINING LAND ASSESSMENT

28. DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, AUGUSTA – Fort Custer Training Center Site – Range and Training Land Assessment
File No. 511/12268.SAR - Index No. 22000 - Contract No. Y 12279
Potawatomi Resource Conservation and Development Council, Calhoun County;
Amendment No. 3, Increase $49,500.00
Agreement Date June 15, 2012

Purpose/Business Case
The purpose of this amendment is to conduct invasive species survey and vegetation monitoring on critical areas at the site. The results of the survey and monitoring will be used to evaluate the effect of heavy military training usage on wetlands, soil erosion and threat to endangered species in the area and will therefore shape the timing and duration of the training activities. Potawatomi RC&D is a 501(c)(3) not-for-profit organization with experience in conservation and restoration projects.
Funding Source
100% Federal - National Guard Bureau Funds

Original Agreement	$46,585.00	Monitor, assess, and oversee repairs of impacts incurred due to training on the property at the Fort Custer Training Center. Potawatomi Resource Conservation and Development Council will evaluate various ecological restoration practices used to repair the negative impact on natural resources, the ecosystem, and prepare final reports. Approved Director's Agenda 06/15/12
Amendment No. 1	$44,000.00	100% Scope Change
Amendment No. 2	$44,000.00	100% Scope Change
Amendment No. 3	$49,500.00	100% Scope Change See justification above
Total Agreement	**$184,085.00**	

CONTRACT CHANGE ORDER

29. DEPARTMENT OF HUMAN SERVICES (DHS), LANSING - CCO No. 3 for Lease No. 6233 approved by the State Administrative Board on December 30,1983, between Ingham County, as Lessor, and the State of Michigan by the Department of Technology, Management and Budget for the Department of Human Services as Lessee. This CCO provides for architectural and engineering services needed to devise a detailed and actionable plan for remodeling some of the leased space at a cost not-to-exceed $4,850.00. The space is located at 5303 South Cedar St., Lansing, MI 48911.

APPROVED
August 1, 2014
DIRECTOR
DEPARTMENT OF TECHNOLOGY,
MANAGEMENT AND BUDGET

Purpose/Business Case:
The purpose of this CCO is to have the Lessor contract for architectural and engineering services needed to devise a detailed and actionable plan for remodeling some of the leased space.

Benefit:
This CCO will produce a remodeling plan featuring the addition of staff training rooms that were lost when a Saginaw DHS office was closed and its staff was relocated to the DHS Lansing office.

Source of Funds:
66% Federal Funds
34% General Funds

Commitment Level:
Present through December 31, 2014; however, DHS wishes to formally exercise the Lessee's renewal option in the Lease, which would extend the Lease term to January 1, 2020. This Lease contains a Standard cancellation clause with 60 days' notice.

Risk Assessment:
Non-approval of this CCO will hinder the Department from planning to recover from a lack of adequate staff training space which arose as a result of closing the Saginaw office and consolidating the Saginaw and Lansing staff in Lansing.

Zip Code:
48911

WR Ending August 8, 2014

Section Manager: Irene Henry, Project Management Section 'A'

Meetings on moving the historic Grant House, MVAA Veteran's Home conditions, state Christmas Tree, MICHSpec revisions. Completing updates to the project director position descriptions.

Bob Adams:

Design:

DNR Mackinac Island SP – Road Repairs (Huron, W. Bluff, Rifle & Arch Rock) – Met with Director for project kickoff meeting.

DNR Union Bay BAS – Received agency request for ISID and approval. Issued ISID RFP.

Bidding:

DNR Mackinac Island SP – Visitor's Center Roof – Bids received. Best value process started.

DNR Mackinac Island SP – British Landing Restroom Roof - Bids received. Best value process started.

DNR Mackinac Island SP – Roof Improvements - Steward's Quarters & Morgue – Post bid addenda received. Construction contract award to Director's Agenda for approval.

Construction:

DNR Pine River BAS Development – Construction started.

Scott DeKorte:

New Projects:

DCH State Lab – Security Improvements - Conducted scope review meeting with contractor prior to issuance of ISID contract.

DNR Grant House Relocation – Conducted PPP meeting with agency.

Project Closeout:

MDOC Handlon CF Fire Alarm Upgrade – Conducted substantial completion meeting for phase I.

Joel Gordon:

Annual leave.

Gerald Gregorski:

Annual leave.

Jan Miller:

Accomplishments:

Proud Lake SP Toilet Shower Building – DTMB, DNR and contractor all signed the settlement agreement authored by the Attorney General's Office regarding the siding, trim and caulk issue.

U of M Ann Arbor, G.G. Brown Lab Building Renovation – Reviewed bid tabulations and authorized the University to award construction contracts for the remaining 11 trades.

Potential Issues/Solutions:

Muskegon Community College, Science Laboratory Center – Debbie Roberts and I visited the college on 8/7 to meet with the President, Vice President, Finance staff, Architect and Construction Manager. We discussed their Phase 400 Preliminary Design submittal, SBA bonding limits and schedule. The college would like to expedite phase 1 in order to get the foundations in the ground before winter. We discussed strategies to help them move forward on this.

Flint State Office Building Interior Renovations – B&B Construction has not been able to produce an acceptable overall schedule. Met on site 8/8 with WTA, B&B and Agency to explain scheduling and review their latest draft. It appears to be acceptable.

New Projects:
DNR Silver Lake SP BAS Relocation Design – DNR Waterways released funds to continue the project for phases 400 & 500. Project had been on hold for a couple of years after the concept plan was developed. Received a contract modification from the PSC and submitted it for the Director's Agenda for the 8/15 approval.

Dave Sproul:
Accomplishments:
MDOC, MR Power Plant, Replace DeAlkalizers and Water Softeners – Completed review of the final bid documents. Beginning advertisements the week of 8/11. The pre-proposal meeting has been set for 8/18 and bids are due on 8/27.

DCH, Caro Center, Fire Alarm Replacement – Completed my review and comments concerning bid documents to provide for asbestos abatement to support the fire alarm system at Caro Center. Building No. 15 has asbestos materials that will require abatement has part of the new fire alarm system.
New Projects:
DCH, Hawthorn Center, Maintenance Projects – Met with Hawthorn Center agency staff and Century A&E to continue our review and development of bid documents concerning the numerous small scope projects. We are working to have a bid document ready shortly to install a new outdoor recreation area and increased security fencing.
Potential Issues:
MSP, SEOC – We met with State Police to discuss a plan and strategy to investigate possible scope reductions to resolve the $3M bid overage. PARTNERS In Architecture has the task of developing cost estimates for various scope reductions and State Police will need to provide direction accordingly.

Steve Urban:
Accomplishment:
DNR Shiawassee Game Area Bridge Design – Conducted project design kickoff meeting with DNR and design professional (Williams & Works).
Construction Starts:
MDOC Gus Harrison Roof Renovations – South Side Phase I – Conducted roofing pre-installation meeting at facility. Work to begin 8/12.
Potential Issues/Solutions:
SOS Bldg. LSHC Transformer Settling – Provided IT and BOD with 2 construction cost estimate options to correct the out of plumb switch gear. The cost of the first option of $27,500 would split 50/50 between IT and BOD. This option would involve removal and reinstallation of switch and providing new pad. The cost of the second option in the amount of $35,000 would be funded entirely by IT and would involve the addition of a yard drain as well as regrading of the areas near the gear. If option 2 is selected option 1 must also be implemented.

MSP - PTA Shooting Range Ventilation Study and Unit Replacement – Met with MSP and BOD to discuss scope of work. It is desired that the entire shooting range ventilation system be entirely replaced due to age and operating issues (this will be confirmed by the study). Replacement can only occur between October 2014 and end of January 2015 due to recruit school training. At this point it seems that there may not be sufficient time to procure engineering services, design a new system, solicit construction bids and remove and replace the system. Engineering funds are currently in place; however, construction funds are not yet available. Construction costs are estimated at $650,000 minimum. I will be meeting again with BOD and MSP this week to discuss further.

Section Manager: Harold Belcher, Project Management B
DCD Manager's meeting; attended Port Austin Harbor Ribbon Cutting; 1x1 with Mr. Hall; meeting with DMVA to discuss new statewide security project; HAL database.

Chris Bahjet

Accomplishments:

Macomb Correctional – Replace Air Handling Unit (Design/Build) – The agency supported the idea of recording the training on electronic media. Since the training on this unit will be applicable to other facilities using the same system, the agency supported the concept of recording the session professionally on a CD to be used by other facilities. No other bulletins of changes were needed for this contract. This contract will end with a credit to the State minus the cost of the recording.

New Projects:

DMVA- Detroit Light Guard Armory – Phase 5 - Held the PPP meeting together with the agency and PSC. The agency requested using the same PSC currently working on phase 4 and also on the ISID list. Their request was approved. At this meeting we reviewed the new work scope which includes mainly the roofing, site repairs and also indoor modifications. Timeline, budget and other expectations were reviewed as well.

DTMB – Cadillac Place - Connecting the snow melt under sidewalks to existing steam source. A recent request was made by building management to add this work scope to existing contracts to encumber funds before end of fiscal year. Met with the professional who designed the snow melt system (ending at a header at the basement) and the contractor who installed the boilers and derived a project scope. All efforts will be made to complete this request.

Potential Issues/Solutions:

DCH – Walter Reuther Hospital – Potential issue is the need to separate sources of funding and yet make timely payments to vendors. Solution - Arrange for another meeting with DCH to continue the efforts in this regard.

DCH – Walter Reuther Hospital – Activity Building - Potential Issue - Compliance with NFPA and the requirements to keep exits open during construction. Solution - Met with team and we agreed to install a concrete sidewalk to allow for an emergency exit.

Tim Hall

New Projects:

MDOC Women's HVCF Prisoner Services – Conducted 90% design review for renovation project with CHMP and MDOC; release for bids targeted late August.

MDOT Blue Water Bridge HVAC Replacement – Conducted design review with DB contractor and scheduled design review with MDOT and BWB staff.

MDOT SW Region Lab Renovation – Design review meetings with Tower Pinkster preparing for 90% review with MDOT and SW Region lab staff and final funding approval from MDOT.

MDOC Women's HVCF Utility Tunnel Upgrades – Conducted pre-proposal meeting for seven PSC firms to design and engineer steam, condensate, chilled water and compressed air replacements in tunnel systems.

Bruce Hassen

Accomplishments:

A bid addendum was issued to answer questions and circulate the attendance list for the Camp Cusino demolition project.

New Projects:

The Camp Shawono LUST project is being re-launched. The professional will meet with DTMB to discuss the DEQ closure rejection issued in 2010 and what to do next.

Chris Kulhanek

Accomplishments:

Forest Fire Experiment Station – The contractor has agreed to accept DCD's decision on splitting the cost of the change request for the ground thaw equipment. This saved the State approximately $43,000.

Construction Starts:
New Buffalo Weigh Station – Pre-con meeting held on 8/6. The design/build contractor has requested a time extension due to equipment lead times. MSP is considering.

Rashmi Patel
Accomplishments:
Jackson State Office Building, Parking Lot - Received Electronic copy of as built drawings.

MDOC – DWH and C-Unit Entrance Road - Contractor has started phase II work. Notified contractor to clean fence debris at the end of each working day.

MSP Training Academy - Storm Drain Upgrade – Attended mandatory pre-bid meeting and issued addendum. Bid is due next week.

MDARD - Metrology Laboratory - Resurface Parking Lot - Advertised project for construction bid.

Sadi Rayyan
Accomplishments:
DMVA/MDOC Former Jackson Armory – Met with PSC and agency to discuss work plan and closure strategy. The goal of the closure is to satisfy the requirements of the environmental regulations, allow the current owner maximum flexibility in future developments, and result in human health exposures that are consistent with the Michigan State Housing Development Authority (MSHDA) funding polices.

Former Flint State Police Post – Discussed with PSC results of the recent soil/groundwater sampling and remediation options to clean up the site.

DEQ Manistique River AOC Site – Reviewed and recommended changes to the contract with ARCADIS for Installing passive flux meters in monitoring wells and sampling for PCB analysis.

DEQ Tel-Khi Truck Auto Plaza Site – Reviewed and recommended changes to the contract with Manik & Smith to perform pilot test, install monitoring wells and provide design/construction oversight.

DEQ Nolichucky Industrial Corp Site – Reviewed and recommended a contract award to EVR to remove and dispose of contaminated soils/groundwater and restore the site.

DEQ Memphis Shell Site – Reviewed and recommended changes to the contract with ERG to prepare specs/bid documents for in-situ chemical remediation and provide construction oversight and sampling.
New Projects:
MDOC Water Tower Engineering Evaluation at Various Facilities – Assigned to Nelson Tank Engineering & Consulting under their ISID contract for inspecting and evaluating the 250,000-gallon elevated water storage tanks at Marquette, Jackson and Coldwater Correctional Facilities.

DMVA Watershed Management Plan at Camp Grayling Training Center Site – Assigned to AMEC under the ISID contract for developing a watershed management plan to protect physical, chemical and biological integrity of Lake Margrethe.

Jud Sorensen
Annual leave.

John Spencer
Accomplishments:
DNR - Holt Tract acquisition survey along Rice Creek, Calhoun Co. continue survey, dealing with multiple funding sources among agency and County agency request for information.

DNR/MDOT - Met with MDOT over project at Cadillac, MI Railroad Corridor. We completed some survey work on it for DNR, which the DNR requester cancelled. MDOT gathered information at this meeting to

complete what we started as the owner of this corridor. Our file and CD of CAD file was presented and loaned for surveyor to scan and return to us when finished. This project is quite political at MDOT.
Non-Project Related Activity:
We completed 1 on 1 meeting with staff over IPM reviews and objectives for new IPM's to be completed in HRMN by 9/1.

Terry O'Brien
Accomplishments:
SESC inspection completed for DNR Wilderness SP and DNR Oden Fish Hatchery. SESC plan review completed for MDARD Metrology Lab.

Bruce Watkins
Nothing significant to report.

Section Manager: Dennis Stamm, Project Supervision
Nothing significant to report.

Section Manager: Pat Mullen, Contract Services
Nothing significant to report.

WR Ending August 29, 2014

Section Manager: Irene Henry, Project Management Section 'A'

Preparing and revising RFP language for Belle Isle Aquarium and Conservatory; DNR now wants the project to be solely for the heating system as the Belle Isle Conservancy is now going to seek Kresge Foundation funding for the restoration planning. Completing sign-offs on staff performance reviews and plans. Participated in a kickoff walk-through at the Grand Rapids Home for Veterans to assist MVAA with part of its Strategic Plan relating to their infrastructure planning.

Bob Adams:

New Projects:

DNR Tahquamenon Falls SP Upper Falls Overlook Inspection – Initiated project statement for PSC proposal solicitation.

DNR Union Bay BAS – Reviewed PSC ISID proposals with agency and recommended award to OHM.

Design:

DNR Straits SP Lower Campground Toilet Shower Buildings Replacement – Received 50% phase 500 design report and initiated review.

Bidding:

DNR Presque Isle Dam Repair – Conducted conference call regarding bids received over budget with PSC and agency. PSC issued post bid addendum.

Construction:

DNR Thompson Fish Hatchery Asphalt Repairs – Attended substantial completion meeting and walk-through.

DNR Brimley SP Sewer Repairs – Attended substantial completion and closeout meeting with contractor.

Projects Complete:

DNR Stateline Rail Trail – Reviewing final closeout package with PSC.

Scott DeKorte:

New Projects:

MDOC Brooks CF Roof Renovation – Conducted pre-bid meeting.

DTMB Hannah/Ottawa Piping and Restroom Renovations – Conducted kickoff meeting with PSC.

DTMB GOB Piping and Restroom Renovations – Conducted kickoff meeting with PSC.

Joel Gordon:

Nothing significant to report.

Gerald Gregorski:

New Projects:

DMVA Grand Rapids Home for Veterans Networked Door Access Control and Video Surveillance System – The PSC completed the interviews and evaluations of the two lowest bidders. Their recommendation for contract award to the low bidder, Parkway Electric, was submitted to the 9/11 State Ad Board Agenda.

DMVA Grand Rapids Home for Veterans Chiller Replacement – The PSC completed the interviews and evaluations of the two lowest bidders. Their recommendation for contract award to the low bidder, Robbert Construction, was submitted to the 9/11 State Ad Board Agenda.

DMVA Grand Rapids Home for Veterans McLeish Building 4th Floor Remodel – The two firms with the top scoring proposals were invited to give presentations to the selection team to help further evaluate their capabilities. The selection team met after the second of the two presentations and unanimously decided to recommend TowerPinkster for the contract award, the firm with the highest scoring proposal.

DTMB Grand Tower AHU Replacement – The pre-bid meeting and site walk-through was well attended by over twenty contractors. The construction bids are due 9/10.

Construction Starts:
DMVA Grand Rapids Home for Veterans Backup Generators – The contract award for the recommended bidder, Robbert Construction, was approved on the State Ad Board Agenda and a pre-construction kickoff meeting has been setup for 9/23.

MDOT Metro Region Office HVAC Replacement – The construction is proceeding on schedule. The new LED lighting fixtures have been delivered, the new supply air distribution trunk ductwork is in place above the ceiling, and the new ceiling grid installation is 50% complete. All major mechanical equipment in the penthouse is installed, piped, and wired. The hydronic heating system is complete and pressure tested.
Non-Project Related Activities:
I participated in a joint facility infrastructure and capital planning review at the Grand Rapids Home for Veterans (for the MVAA's Strategic plan) with representatives of DTMB Building Operations and Design and Construction divisions and DMVA facilities.

I participated in the initial TRIM work session as part of the team implementing electronic record keeping for the Design and Construction Division.

Jan Miller:
Annual leave & family leave.

Dave Sproul:
Accomplishments:
DCH Hawthorn Center Outdoor Sports Fields – Conducted the mandatory pre-bid meeting concerning new basketball and baseball fields for Hawthorn Center. The project will also include upgrading the existing outdoor fence system with additional height. This initial bid package is part of the overall maintenance project for Hawthorn Center.

DCH Caro Center Fire Alarm Replacement – Received five bids for the asbestos abatement scope to support the new fire alarm system within Caro Center. The bids are being reviewed by our design professional and a recommendation will be provided shortly.

MDOC Ionia Energy Performance Project – Met for our regularly scheduled progress meeting and ESG presented their short term schedule outlining their on-site engineering and design development activities. We will be meeting every 2nd and 4th week of each month as regularly scheduled progress meetings. MDOC is assessing and developing their options to provide the required security escorts.
New Projects:
DNR Roscommon Customer Service Center – DNR is preparing the required MOP to fund the heating control valve work requested at the Roscommon Customer Service Center.
Potential Issues:
MSP SEOC – Met with PARTNERS In Architecture and Daniels Building Company/Christman Company to review and discuss the proposed post bid cost reductions. Daniels Building Company/Christman Company will be confirming the actual reductions provided by PARTNERS.

Steve Urban:
New Projects:
DHS Maxey School for Boys, Maintenance Pole Barn – Held initial design kickoff meeting with DHS at Maxey. Due to the small size of the project, an ISID contract with a design professional makes the most sense to utilize.
Potential Issues/Solutions:
SOS Bldg. LSHC Transformer Setting –Held pre-bid meeting with 3 invited contractors for the project. Bids are due 9/8.

MSP - PTA Shooting Range Ventilation Study and Unit Replacement – Submitted PSC contract for Directors Agenda approval.

Mason Building Renovations – Heavy rain events during the week had caused flooding to occur at Mason Building entrance lobbies and Allegan Ramp lower level. At this time it has been determined that flooding was due to Board of Water & Light storm/sewer system operational issues. There is a possibility that the sudden storm water surge pressure has damaged BOD storm water line in Allegan Ramp. BOD, DCD and CSM team will discuss today and develop an action plan.

Section Manager: Harold Belcher, Project Management B

DCD/BOD Subgroup meeting; Michigan Asset Executive Information System (MiALEIS) review meeting; HAL; IPM's

Chris Bahjet

Potential Issues/Solutions:

DNR – Pointe Mouillee – Shop Addition – The issue is Monroe County sent a letter to the owner expanding on their original requests to issue a permit and it was not clear who will be handling which issue. Solution: Held a conference call to address each issue and assigned a party to handle.

DNR – Selfridge BAS – Issue: The discovery of many buried large pieces of concrete and trash made grading difficult. DNR made a request to provide power to the beacon as requested from Border Control to keep the beacon lit. Solution: Visit the site and review the test pits to examine the extent of the buried trash and possibility of providing temporary power. Result is we made an agreement to compensate the contractor for the cost of trucking only and not the cost of disposal. Contractor agreed to expedite the permanent power to the beacon with no need for temporary power.

Tim Hall

Accomplishments:

MDOC Women's HVCF Utility Tunnel Upgrades – Conducted committee evaluations of PSC proposals and completed selection and preparation of agenda recommendation.

MDOC Women's HVCF Paving – Reviewed documents and work remaining to be completed from prior contract with Dennis Stamm; received approval for ISID PSC to accommodate MDOC expedited requirement to comply with Dept. of Justice and scheduled review meeting with PSC to confirm scope for proposal preparation.

DNR Rose Lake Field Office Renovations – Conducted pre-bid meeting, issued addendum and bids on schedule for submittal next week.

Bruce Hassen

New Projects:

The kickoff meeting for the professional that will prepare bid documents and oversee the demolition and site restoration at Camp White Lake (formerly the Gilman Technical Rules Violation Center) was held on 8/25 at the site.

Chris Kulhanek

Nothing significant to report.

Rashmi Patel

Accomplishments:

Jackson State Office Building, Parking Lot - Contractor has completed asphalt paving for the phase one. Building entrance traffic will be re-routed on Monday and phase II work started.

MDOT Photo Lab Electrical Upgrade – Attended progress meeting. Contractor replaced main distribution panel and switched back building power. Remaining work will be scheduled to be completed within next month.

MDARD Metrology Laboratory - Resurface Parking Lot - Received construction bid. Sent copy to MDARD for review, funding and alternate options.

Sadi Rayyan

Accomplishments:

MDOC Western Wayne Correctional Facility – Met with the agency and PSC at the facility. PSC collected information to update the Waste Distribution Study Report. Report is due by mid-September. Received a proposal to conduct hazardous materials survey at the facility. The cost of the survey is estimated around $23K!

DEQ Alcott St. Dam Removal Site – Met with agency to review the bids received to remove the dam. All bids are over the allocated fund and will be rejected. Bids were compared with the PSC's estimated project cost and options to proceed with the project were discussed.

New Projects:

DEQ Abandoned Pipeline Assessment Site – Assigned to Fleis & VandenBrink Engineering under their ISID contract to conduct a survey of the area of concern and collect necessary data to evaluate options for the removal of the pipeline while minimizing disruptions to the ecosystem along the shoreline/river.

Non-Project Related Activities:

Attended DTMB Town Hall meeting.

Jud Sorensen

Potential Issues/Solutions:

Due to added scope, including the addition of fencing around one of the new HVAC units and the need to replace 16 plugged reheat coils within the existing supply ducts for the Cooper Street Correctional Facility Administration Building HVAC Renovation project, it has been agreed to extend the Shaw Winkler contract date of substantial completion from 7/29 to 9/5. Due to poor project management and supervision, Shaw Winkler may or may not meet this new date. The professional's punchlist prepared 7/24 was considered to be beyond a list of minor items that would not materially impair the use of the work by the agency and Shaw Winkler's subcontractors have been very slow in making the necessary corrections. In addition, Shaw Winkler had failed to include contract required duct cleaning and is now scrambling to get that completed. Shaw Winkler has been notified that failure to achieve substantial completion by 9/5 will result in the issuance of a notice of non-compliance including a notification to their bonding company and the assessment of liquidated damages against their contract.

John Spencer

Nothing significant to report.

Terry O'Brien

Nothing significant to report.

Bruce Watkins

Nothing significant to report.

Section Manager: Dennis Stamm, Project Field Representatives

Accomplishments:

Filled in for the Project Director at the Flint State Office Renovation progress meeting.
Visited the St. Charles DNR field office and project site.

Projects Status:

WHVCF – Parking & Sidewalk Replacement – I held a meeting with the contractor on site to discuss project closeout.

Small Projects Status:

Bellamy Creek Propane Conversion – Bids came in above project budget, so I've asked MDOC what they want to do about a contract award.

MSP – Monroe State Police Window Replacement – I reviewed and approved all the project shop drawings this week.

MSP – Airport Hanger Door Snow Melt System – MSP issued an increased MOP to cover the bid price of the contract. I made a recommendation with a justification to award a contract to be approved on the next Director's Agenda.

Section Manager: Pat Mullen, Contract Services

Nothing significant to report.

WR Ending September 12, 2014
Section Manager: Irene Henry, Project Management Section 'A'
Sharepoint training two days; phone conference with DNR to set Belle Isle dates and completed the Belle Isle RFP/bid set, continuing with office design standards.

Bob Adams:
New Projects:
DNR Cusino Wildlife Research Station Pole Building – Conducted pre-scope site visit and met with DNR project contact to discuss scope and site history.
Design:
MDOC Camp Baraga Demolition – Attended design kickoff meeting.
Bidding:
DNR Presque Isle Dam Repair – Attended township board meeting with DNR to provide bid document, bidding process and budget information to assist in the process of deeding the dam from DNR to Marenisco Township after construction is complete.
Construction:
DNR Mackinac Island SP Steward's Quarters and Morgue Roofs – Conducted pre-con meeting.
Projects Complete:
DNR Thompson Fish Hatchery Asphalt Repairs – Performed site visit to verify that all final completion items had been done.

DNR Iron Industry Museum New Highway Sign – Conducted final inspection to confirm completion of punch list and agency satisfaction. Closeout in process.

Bay College Nursing Lab – All work is complete; PSC and contractor working on closeout documents.

Scott DeKorte:
New Projects:
DNR Holland SP Accessibility Project – Conducted kickoff meeting with PSC.
Construction Starts:
MDOC Michigan Reformatory Gymnasium Roof Renovations – Conducted pre-construction meeting.
Project Closeout:
MDOC Bellamy Creek Dormitory Fire Alarm Upgrade – Conducted substantial completion meeting.

Joel Gordon:
Nothing significant to report.

Gerald Gregorski:
New Projects:
BOD Grand Tower AHU Replacement – All three bids received for the construction were within about 15% of the low bid which was within 5% of the engineers estimate. The PSC has begun scheduling post bid interviews and evaluations for all three bidders. The service agreement with BWL for the new chilled water service line was signed by BOD and BWL held the pre-construction meeting for its construction. The project has only been funded for design and the BWL service line. A significant amount of funding needs to be added to the project in FY15 to proceed with the construction.

DMVA Grand Rapids Home for Veterans Networked Door Access Control and Video Surveillance System – The contract award recommendation for the low bidder, Parkway Electric, was approved on the 9/11 State Ad Board Agenda.

DMVA Grand Rapids Home for Veterans Chiller Replacement – The contract award recommendation for the low bidder, Robbert Construction, was approved on the 9/11 State Ad Board Agenda.

Construction Starts:
DNR Below Ground Sewer and Water Study at Eight Parks – The pre-construction kickoff meeting was held at William Mitchell State Park for the storm water system upgrades. The contractor plans to mobilize on site by mid-September.

DNR Fisheries Little Manistee Weir Enhancements – The project team held a meeting on-site to identify additional work that could be included in the trust fund grants funding balance. The PSC will issue a bulletin to the contractor with any approved extra work proceeding after the fall salmon egg-take.

BOD Traverse City SOB Renovate Ground Floor Restrooms – Held the pre-construction meeting with Spence Brothers. The contractor will not mobilize on site until long lead time materials are delivered to minimize the down time of the only public accessible restrooms.

DNR Interlochen State Park – North Campground Electrical System Replacement/Orchard Beach State Park – Utilities Replacement and Upgrade – The project team held a special site meeting at Orchard Beach State Park to review the wash out at the new storm water outfall to Lake Michigan caused by the weekend's heavy rain event. Repair of the wash out and long term correction of the problem will probably be a combination of warranty and added scope work. The team also discussed some additional grading and drainage improvements at four camp sites and possible re-seeding of some areas.

Jan Miller:
Accomplishments:
Attended DTMB Director David Behen's Town Hall Meeting 9/8 as he discussed the Strategic Plan FY2015 – FY 2019.

Attended "How to Survive a Troubled Project" webinar 9/10.

Flint State Office Building Interiors Renovations – Mary Kay Hawes, DTMB Real Estate, has been assigned as move manager to assist with agency moves in the building.

DNR Shooting Ranges New Toilet Facilities – Held final punchlist meeting on site at Sharonville 9/12. Still waiting for final inspection from Amerigas before certificate of occupancy will be issued for this location; the other 2 sites have been completed.
New Projects:
DNR Maybury State Park Trail Improvements – Held PSC kickoff meeting on site 9/9. Project is scheduled to be bid in January with construction starting in April 2015.

Dave Sproul:
Nothing significant to report.

Steve Urban:
Accomplishment:
MDOC Saginaw Roof Replacement Project – Conducted a construction pre-bid meeting at the site for Roof Repair Project. Bids are due Sept. 17.
Potential Issues/Solutions:
Pine Street Parking Lot Renovations – Conducted a construction warranty walk-through inspection with engineer (Nowak & Fraus), contractor (Rieth-Riley), BOD, parking office to review construction problem areas prior to construction warranty expiration. Contractor will re-stripe phase I parking lot area, provide concrete curb and parking lot asphalt surface repairs in select areas, re-seed lawn in selected areas and replace dead trees in selected areas. These defects are not serious in nature. A concern is ongoing soil erosion at rain garden area due to heavy rain events during the past few weeks. Engineer is to review and access the existing parking lot underdrain system. This problem may be due to Board of Water & Light existing storm sewer system design at Pine Street.

Section Manager: Harold Belcher, Project Management B

HAL; Staff/Manager meetings; meeting with Noresco regarding Jackson EPC; meeting regarding Camp Cusino FOIA.

Chris Bahjet

Accomplishments:

DCH – Walter Reuther Hospital – Multiple Projects – Met with Kris Garrison, Rob Telesz and Kristen Jordan. The aim is to review the status of the current seven MOPS and work orders, three projects and eight contracts. The goal is to separate funding for each funding source, make timely payments and recognize the balance for potential change orders. Met with the project PSC to review PSC's obligation.

DTMB – Cadillac Place - Sidewalks Phase 2 – Continue meetings with the project team to look into the recently discovered issue of the brick ledge supporting the new granite. The aim is to find a solution and keep the schedule of having the project completed this year. It may be best not to start demolition on the 4th side (2nd Ave) this year before completing Grand Blvd & Cass Ave. Operations would like to see the project finished this year.

Other non-project activity:

Attended a seminar, How to Survive a Troubled Project.

Tim Hall

Nothing significant to report.

Bruce Hassen

Construction Starts:

A kickoff meeting was held for the redevelopment project at Camp Baraga at the site on 9/9. The meeting was attended by DTMB, the professional, the Department of Corrections, the DNR and DEQ. We tentatively planned to bid the demolition work late in 2014, but will not begin that work until winter road restrictions are lifted next year.

Chris Kulhanek

Accomplishments:

Local television station WILX News 10 did a special report recently on Camp Grayling which featured several of our projects designed for training soldiers such as the Combined Arms Collective Training Facility (CACTF). The story and video can be viewed at this link:
http://www.wilx.com/news/localnews/headlines/Special-Report-War-Games-274034171.html

Projects Complete:

Kalamazoo Psychiatric Hospital – IP Surveillance System – Project is complete and final payments have been made to the contractor and PSC.

Potential Issues/Solutions:

Roscommon Operations Service Center – Window Replacement – Complaints about fumes from interior caulk were received from the facility late last week.
Solution – A special meeting was held on 9/8 to discuss. Client Agency demanded immediate action and by Tuesday afternoon the contractor had personnel on site removing material. An alternate product was approved which is a non-VOC "green" material and should be installed by the end of the day, 9/22.

Rashmi Patel

Accomplishments:

MDOC-DWH and "C" Road - Attended progress meeting, received contract change order recommendation for top layer of non-lethal electric fence and scope change by MDOC.

MDOC- Various facility, Security System Improvements - Mandatory walkthrough meeting for the Security System Improvements with PSC.

MDOC- Southern Business Office, Resurface Asphalt Pavement - Progress meeting at the site, contractor is one week behind due to the milling machine scheduled. Phase one work is scheduled to be completed this week, phase 2 will start on 9/15.

MDOC- Southern Business Office, Masonry Restoration – Attended progress meeting at the site. Contractor is revising schedule of values. Progress is on schedule.

Sadi Rayyan

Accomplishments:

DEQ Richfield Landfill Site – Met with agency to discuss changes to the contract and payment requests submitted by the contractor.

DEQ South End Mobil Site – Reviewed and recommended an award of construction contract to MacKenzie to remove and dispose of contaminated soils and restore the site.

DEQ Flint Odyssey House & Tabers Oil Sites – Reviewed and recommended changes to the contract with ECT to assist the agency in the bidding process for the removal of the USTs, construction oversight, sampling and reporting.

DEQ AMCO Group#1209 Site – Bid specifications for installation of a groundwater recovery/treatment/infiltration system; excavation of petroleum impacted soils; backfilling with RegenOx PetroCleanze product and site restoration posted on Buy4michigan. Bids due on 10/1.

DEQ McLeieer Oil Site – Bid specifications for excavation of petroleum impacted soils; backfilling and site restoration posted on Buy4michigan. Bids due on 10/8.

New Projects:

DEQ Clear Lake Site – Assigned to Manik & Smith under their ISID contract for remedial investigation and feasibility study services.

DEQ 103 Market Site – Assigned to Manik & Smith under their ISID contract for remedial investigation and feasibility study services.

Construction Starts:

DEQ H&Z Oil Site – Field activities for building demolition, soil excavation and site restoration begin 9/3 with substantial completion by 12/2.

Non-Project Related Activities:

Attended How to Survive a Troubled Project Webinar.

Jud Sorensen

New Projects:

A pre-proposal meeting was held with interested professionals for the Department of Agriculture and Rural Development Geagley Laboratory facility to provide design and construction administration services for the upgrade of the existing elevator and to add lighting control occupancy sensors. In addition, this project will study and provide recommendations on ways that exterior walls within the original 1957 building can be insulated to improve occupant comfort.

Construction Starts:

A pre-construction meeting was held on 9/10 for the Records Building Loading Dock Roof Replacement. Work will include total deck removal and replacement, new insulation and a new roof membrane. Work will likely start in early October and is to be complete by mid-November.

A pre-construction meeting was held on 9/11 for Walnut Street Pedestrian Bridge improvements. Concrete within the existing bridge concrete abutments and beams has experienced significant deterioration requiring that the bridge be temporarily supported as deteriorated concrete is chipped away, steel reinforcement is cleaned of rust and repaired and concrete is replaced. Work is scheduled to start the week of 9/15 and be complete by mid-December.

John Spencer

Nothing significant to report.

Terry O'Brien
Nothing significant to report.

Bruce Watkins
Accomplishments:
Shiawassee State Game Area – Water Level Control Structure – The acceleration by the contractor appears to have been successful. The flooding of the game area was begun on 9/8 and the area should be full by the end of the week. The backfilling of the dam and the removal of the temporary cofferdams is completed and the dam is holding water very well at the design water level for flooding. Next week the contractor will be installing rip-rap and the remaining downstream (tailwater) restoration.
Construction Starts:
Michigan Reformatory – Alternate Fuel AST Upgrade – Held pre-construction meeting. Construction will begin this month.

Lakeland Correctional Facility - Alternate Fuel AST Upgrade – Held pre-construction meeting. Construction will begin this month.
Potential Issues/Solutions:
Harrisville State Park – Held a late meeting to discuss the remaining items on the punchlist that became evident over the summer use season. A final meeting will be scheduled for early October to see everything completed. Also, there is still discussion about the repairs to the building to remove the drooping eaves. The contractor and PSC are still working on a repair method that will work.
Non-Project Related Activities:
DNR-PRD – Port Crescent State Park – Assisted park staff to review iron removal treatment system. Discussed proposed unit with contractor to identify method of iron removal. Discussed the proposed work with the contracting agent for DNR and concurred with the contracting agent that the local health department should provide clearance for this product in lieu of use of a design professional. The unit introduces air as the source of oxygen as the oxidizing agent for the iron. Health agencies typically require post chlorination in systems that introduce outside air. Staff were made aware of this typical requirement and will post chlorinate should it be deemed necessary.

Section Manager: Dennis Stamm, Project Supervision
Nothing significant to report.

Section Manager: Pat Mullen, Contract Services
Nothing significant to report.

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Section Manager: Irene Henry, Project Management Section 'A'

Assisting BOD with interviews, work on office design standards, attended DTMB Strategic Plan Town Hall meeting.

Bob Adams:

Nothing significant to report.

Scott DeKorte:

Nothing significant to report.

Joel Gordon:

New Projects:

DNR Warren Dunes SP Day Use Area – Proposals have been received from 9 PSC firms. A proposal review meeting will be conducted the week of 10/6.

Construction Starts:

DNR Oden State Fish Hatchery Emergency Glass Replacement – The replacement glass has successfully been installed and the stream returned to its original course. This has been a very interesting, well-coordinated effort by all parties. The substantial completion meeting is scheduled for 10/1.

Projects Complete:

DNR Hoeft SP Pavilion Restoration – The work of the original contract is substantially complete. The DNR has added funding to the project and a contract change order has been approved to change the scope of the project to include re-roofing the pavilion. It is expected that this work will be completed in less than four weeks.

Gerald Gregorski:

Construction Starts:

MDOT Metro Region Office HVAC Replacement – A recommendation for contract change order number three, for ultra violet protective window film coating, was submitted to the next Ad Board. The substantial completion, including added ceiling, LED lighting and window work, is still on schedule for 10/31.

DTMB Joint Lab Replace HVAC Controls – A recommendation for contract change order number three, for a number of small work scope additions, was submitted to the next directors' agenda. All base scope of work is nearly complete with the substantial completion meeting scheduled for 10/1.

MDOC Personal Emergency Location Systems at Eight Locations – All hardware installation is nearly complete at Egeler and the contractor expects to start system calibration within the next couple of weeks pending delivery of the last four sensors. System calibration is a long detailed process that will require several weeks to complete. Egeler should be the first of the eight sites included in this project to have a complete fully functional system.

Projects Complete:

DMVA/Grand Rapids Home for Veterans - Exterior Window Replacement in McLeish Building – The final substantial completion meeting and punchlist walk-through was held. All windows have been successfully installed with minimal disruption to the facility operation. The punchlist contained only a small number of minor items.

Non-Project Related Activities:

I participated in the TRIM work session as part of the team implementing electronic record keeping for the Design and Construction Division.

I participated on the professional services proposal review and interview team for the BOD Controls and Commissioning Specification Development project.

Jan Miller:

Accomplishments:

Muskegon Community College, Science Laboratory Center – Reviewed and approved final design on 9/18 and authorized the college to proceed to bidding for bid release #2.

Potential Issues/Solutions:
Flint State Office Building Interiors Renovations – The contractor, B&B, has not been following their schedule and falling behind. In an attempt to help them, I introduced Dean Barr to the project team as an expert scheduler. He will assist B&B in working with their software. He will try to help them expedite and stay on schedule as it is impacting the SOM flooring, furniture and IT forces.

Dave Sproul:
Accomplishments:
MDOC Thumb CF Water & Sewer System Improvements – Conducted a design kick-off meeting. The City of Lapeer has issued 2 directives to MDOC to repair the existing bar screen and grinder systems and install a new code compliant reduced pressure backflow preventer (RPZ) on the incoming domestic water supply for the facility. The project team of C2AE, MDOC agency staff and DCD met with the city to establish contacts and review the scope requirements as we move forward.

DCH Hawthorn Center Various Maintenance Projects – Finalized the construction bid documents and released them for advertisement. DCH requested some last minute scope changes that required specification revisions and ranking of the listed deductive alternates. Project bid will be due on 10/1.
New Projects:
DNR Roscommon Operations Service Center – Reviewed and discussed construction scheduling, installation details and work process for the heating system upgrades at the Roscommon Facility. The contractor is set to begin on 9/22 and complete the upgrades in one week.
Potential Issues:
MSP SEOC – Continuing to confirm proposed cost reductions and met with the Daniels/Christman team, continuing to make progress for confirming project cost reductions. Daniels/Christman is working to have final cost reduction numbers by 9/25.

Steve Urban:
Accomplishment
MDOC Saginaw Roof Replacement – Construction bids were due on 9/16. Royal West Roofing is the apparent low bidder. Recommendation for award has been placed on the Ad Board Agenda. The contract was within budget.

Section Manager: Harold Belcher, Project Management B
HAL; Wind Funnels; Emergency Dredging.

Chris Bahjet
Nothing significant to report.

Tim Hall
Nothing significant to report.

Bruce Hassen
Accomplishments:
We agreed to begin the project closure process for selective demolition at the former Newberry State Hospital this week.
New Projects:
A project to remove an underground storage tank at the Special Alternative Incarceration Facility (a.k.a. Camp Cassidy Lake) was approved and a kickoff meeting is being scheduled.

Chris Kulhanek
Annual leave.

Rashmi Patel
Accomplishments:
MDOC - Various Facilities, Security System Improvements - Received proposal from PSC firms.

MDOC - Southern Business Office, Resurface Asphalt Pavement - Contractor remobilized to start phase II work. Found concrete pavement under existing asphalt driveway and parking areas. PSC will issue bulletin to change pavement thickness and material to resolve issue.

MSP Training Academy – Storm Drainage Upgrade – Pre-construction meeting.

Sadi Rayyan

Accomplishments:

DEQ Alcott St. Dam Removal Site – The bids for the removal of the dam exceeded DEQ's funding ceiling and were rejected. Discussed with DEQ and PSC options to modify scope of work/removal process and re-bid it.

MDOC Western Wayne Correctional Facility – Received draft summary update for the Waste Distribution Study. Reviewed and discussed with PSC revising the summary to include other options for addressing the contamination and provide an estimate for the hazardous materials survey, abatement and demolition.

DEQ Richfield Landfill Site – Progress meeting for the design/build contract held at the site. Discussed budget, changes, work stages, safety and schedule concerns. Project is within the budget and on schedule.

DMVA Fort Custer Training and Camp Grayling Training Centers – Reviewed and recommended changes to the contract with AMEC to support the agency in processes with due care needs at the Centers.

DEQ Bay Harbor Site – Reviewed and recommended changes to the contract with DLZ to provide mercury statistical analysis in groundwater, compare/analyze flux data for mercury including baseline, statistical trend monitoring and compliance.

DEQ Former Northern Oil Site – Reviewed and recommended changes to the contract with Environmental Quality Company to provide additional helical piles and increase the depth of the helical piles.

DEQ Americhem Site – Reviewed and recommended changes to the contract with Weston to remove the infiltration drain field and provide technical support for recovery system shut down activities.

DEQ Americhem Site – Reviewed and recommended changes to the contract with ECT to provide the support needed for the North and South Plumes bio-stimulation feasibility pilot test and provide O&M services for the expansion pilot systems through 9/30/15.

DEQ Frank's Services Site – Reviewed and recommended changes to the contract with AECOM to prepare specifications/bid documents, provide construction oversight, gas/groundwater monitoring and reporting.

DEQ Coe's Cleaners Site – Reviewed and recommended changes to the contract with Weston to provide design and construction specifications for the remediation system upgrade and additional O&M contractor oversight.

DEQ Thomas White Site – Bid specifications for excavation of contaminated soils; backfilling and site restoration posted on Buy4michigan. Bids are due on 10/22.

Non-Project Related Activities:

Attended "How to Terminate a Difficult Project Webinar".

Jud Sorensen

New Projects:

Sigma Associates, Larkin Engineering and Tower Pinkster were interviewed as a part of a PSC selection process for evaluation of the DTMB building automation system (BAS) controls implementation, recommendations for improvements, and BAS controls technical specification development. Based on proposal reviews, interview presentations and responses, the selection committee will be recommending that a contract be awarded to Tower Pinkster.

Construction Starts:
A pre-construction meeting was held on 9/17 for the Cotton Correctional Facility Administration Building HVAC renovations. Work will include replacement of HVAC and chiller equipment including replacement of pumps and VAV boxes and replacement of the building HVAC control system. Work will likely start in mid to late October and is to be complete by March 2015.

John Spencer
Accomplishments:
DNR - Holt Tract acquisition survey along Rice Creek, Calhoun Co. continue with survey research and field work activities.

SBA - Alpena CC; Electrical Power Technology; Completed additional carve out of Construction Technology building to finalize the survey for this SBA project. Delivered both the carve out survey and the SBA survey.

Terry O'Brien
Accomplishments:
SESC authorization completed for MSP Training Academy.

Bruce Watkins
Accomplishments:
Holly Recreation Area – Day Use and Campground Roads – Had a meeting with DNR, PSC and contractor to establish areas of repair for the day use roads, not repaired as part of the original work. DNR has additional funds remaining and would like as much repair work completed as possible.
New Projects:
Marquette Correctional Facility - Alternate Fuel AST Upgrade – Held pre-bid meeting. There were 6 contractors/subcontractors present for the meeting. This is a pretty good number for the fuel system specialty involved. The PSC (UP Engineers) was pleased with the quality of contractors available.
Construction Starts:
Michigan Reformatory – Alternate Fuel AST Upgrade – Held pre-construction meeting. Construction will begin this month.

Lakeland Correctional Facility - Alternate Fuel AST Upgrade – Held pre-construction meeting. Construction will begin this month.
Potential Issues/Solutions:
Dansville (DNR-WLD) - Shooting Range Improvements – The contractor has not done any work since the change order modification was completed. The vault toilet structure specified has a 60-90 day delivery date. The contractor will install the unit upon it arrival. The consultant has been instructed to continue with inspection reports to identify the work being complete and to keep on top of the construction schedule.

Highland Recreation Area – North-South Trail Connector – The contractor identified issues they are having with their main subcontractor (due to an illness in the family of the subcontractor). They have notified the sub of their contractual responsibilities and has assured the State that they have alternative action plans in place. The State has indicated that while we have sympathy for the subcontractor's situation. The project completion date has already been pushed back a number of times and the general contractor is responsible for the work to be completed. The reasonable completion date determined by the PSC (based on weather delays, etc.) will not be (admittedly) met by the general contractor. The project team will develop a stance on liquidated damages and substantial completion requirements.

Section Manager: Dennis Stamm, Project Supervision
Nothing significant to report.

Section Manager: Pat Mullen, Contract Services
Nothing significant to report.

WR Ending October 10, 2014

Section Manager: Irene Henry, Project Management Section 'A'

Attended Construction Owners Association workshop, posted an information meeting for the Escanaba Bay Shore Road Bridge Demolition, working on lists of demolished or sold facilities and a crosswalk for buildings that have changed names to assist with records retention and electronic document storage. Reviewed 65 pages of lists of as-built files for the Records Center.

Bob Adams:

New Projects:

MDOC Newberry CF Enhancement of Interior Perimeter Security Systems – Initiated PPP process with MDOC project contact.

MDOC Kinross CF Perimeter Fence Security System Replacement – Initiated PPP process with MDOC project contact.

MDOC Baraga Max Level 1 H.U. Cube Enclosure – Initiated PPP process with MDOC project contact and set meeting up with UPEA to provide ISID proposal.

DNR Pioneer Trail – Initiated PPP process with DNR project contact.

Design:

DNR Cusino Wildlife Research Station Pole Building – Prepared design-build scope and contract documents in preparation for advertisement.

Bidding:

MSP Sault St. Marie Post HVAC Upgrades – Addendum posted on Buy4Michigan.

DNR Presque Isle Dam Repair – Received verbal from DNR that they have an agreement with Marenisco Township and to accept the low bid from IMS. We have requested from DNR a written notice to proceed with implementing the contract and have directed the PSC to provide the recommendation letter.

Construction:

DNR Pine River BAS – Attended progress meeting. Date was set for substantial completion walk-through.

MSP Negaunee Post Roof Replacement – Per a request from MSP, we have directed the contractor to provide a mold test at the facility due to the sensitivity of an occupant.

Projects Complete:

MDOC Newberry CF Boiler No. 1 Replacement – Final item of change order work was completed by contractor so that closeout can be finalized.

DNR Mclain S.P. Water System Upgrades – Sent closeout documents and final payment request to Lansing for processing.

Scott DeKorte:

Project Closeout:

MDOC Bellamy Creek CF Dormitory Fire Alarm Replacement – Conducted closeout meeting for the project.

Joel Gordon:

Nothing significant to report.

Gerald Gregorski:

Accomplishments:

DTMB Joint Lab Replace HVAC Controls – Construction was completed on schedule with the substantial completion meeting held 10/1. This was a complex project which replaced the entire building control system while keeping the laboratories operating safely. It required multiple short shutdowns of the various sub-systems which had to be closely scheduled and coordinated between the various contractors and BOD facilities and laboratory staff. Both the original and the new control systems were operating side-by-side throughout the installation as mechanical sub-systems were methodically cut over to and commissioned on the new controls over the space of a year. The fact that this project went so smoothly, in spite of having

such a high potential for both operational and safety issues, is a testament to the teamwork and attention to detail of everyone involved.

DNR Little Manistee Weir Enhancements – A ribbon cutting was held for the new viewing platform and accessibility enhancements with the DNR Fisheries Division Director attending along with representatives of "Explore The Shores", the group that acquired the DNR Trust Fund Grant.

New Projects:

DTMB Grand Tower AHU Replacement – A contract award recommendation for the low bidder, Laux Construction, was submitted to the 10/14 State Ad Board Agenda. The service agreement with LBWL for the new chilled water service line was signed by BOD and LBWL has begun construction of the new service line. A work order revision was issued from FY-15 funds supplying the significant amount of additional funding needed to cover the construction costs.

Grand Rapids Home for Veterans McLeish Building 4th Floor Remodel – The professional services contract award recommendation for Tower Pinkster was approved on the 9/26 Director's Agenda. The facility requested putting a hold on the contract execution pending a review of their overall capital budget and funding availability.

DNR Harrietta State Fish Hatchery Liquid Oxygen and Supplemental Heat – The bid advertisement for the dehumidification supplemental heat pump system for the indoor tank room was posted on Buy4Michigan with a voluntary pre-bid meeting scheduled for 10/13 and the bids due 10/22. DNR received the additional funding required in FY15.

Construction Starts:

DTMB Capitol Complex Controls Integration/EBI Replacement – The contractor has completed the change order additions to integrate the Hall of Justice lighting control panels and several stand-alone VAV box controls in the Hannah-Ottawa building in addition to the original base work scope. The substantial completion meeting was held on 10/9. Some minor additional work may be approved if funding allows.

MDOT Metro Region Office HVAC Replacement – The construction is proceeding on schedule with the substantial completion meeting scheduled for 10/29. This includes the added ceiling replacement, LED lighting, wall repairs, and window film coating. All major mechanical equipment replacements in the penthouse, added air supply distribution ductwork installation, and hydronic heating system improvements are completed with final startup and commissioning scheduled for the next week.

DTMB Capitol Complex Controls Integration /Utility Metering – Cochrane Supply hosted an All Agency Statewide Benchmarking Software Presentation at the GOB to demonstrate the internet accessible energy benchmarking tools they recently completed as an addition to this projects scope.

MDOC Personal Emergency Location Systems at Eight Locations – Held on-site project meetings and walk-throughs at Alger and Baraga, two of the facilities in the U.P. Delays in sensor production and delivery from SenStar are not yet affecting the project schedule, but have the potential to do so if not addressed soon.

DNR Below Ground Sewer and Water Study at Eight Parks – Storm water system repair work began at Mitchell State Park. The original scope of work called for only rehabilitation of the piping drainage cover layer for the majority of the piping system with full pipe replacement only identified for a few select areas. During the course of the pipe water jetting, video inspection, and covering removal, it was determined that the entire piping system is in much poorer condition than originally expected. Extensive root clogging, perforations, and corroded pipe walls are evident throughout the system. Full piping replacement is required to restore the storm drainage system to full functionality. The contract change order request to cover the full piping replacement was submitted to the 10/10 Directors Agenda.

Grand Rapids Home for Veterans – Chiller Replacement – The contract for construction of the full chilled water plant upgrades with Robbert Construction was executed and the pre-construction kickoff meeting held 10/7. Construction will be completed by April 2015 in time for the cooling season.

Projects Complete:
DNR Interlochen State Park North Campground Electrical System Replacement/Orchard Beach State Park Utilities Replacement and Upgrade – The final project closeout meeting and site walk-through was held at Interlochen State Park. This portion of the project will be closed out pending delivery of all final record drawings and O&M manuals, both paper and electronic versions.
Potential Issues/Solutions:
Grand Rapids Home for Veterans Backup Generators – The contract award for the recommended bidder from the best value bid evaluation process, Robbert Construction, was approved on the 8/12 State Administrative Board Agenda. The actual low bidder, Cadence Construction, protested the contract award prompting a review by DTMB Design and Construction Division management. The review lead to a decision to rescind the original contract award to Robbert Construction and to re-award the contract to Cadence Construction. The revised contract award recommendation was submitted to the 10/28 State Administration Board Agenda.

Jan Miller:
Accomplishments:
Flint State Office Building Interior Renovations – Contractor B&B Construction confirmed DHS move-in dates for 3rd and 2nd floors as 11/21 & 12/5 respectively. South entrance, skywalk and curb cuts will be complete by 12/5. Permit for the curb cuts was issued by the City of Flint on 10/9.

DCH Center for Forensic Psychiatry Maintenance Projects, Repair Patient Showers & Barrier Free Bathrooms – Held PSC kickoff meeting on 10/7 with Wigen Tincknell Associates Architects and the agency.

DMVA Midland Armory, FMS Additions & Renovations Phase 2 – Held pre-construction meeting on 10/8 with Cadence Construction and the agency.

Muskegon Community College, Science Laboratory Center – Reviewed and approved bid release #1 bid tabulations and authorized college to award construction contracts for this portion of the work.

Dave Sproul:
Accomplishments:
MSP Northville Forensic Laboratory Boiler Replacement – Reviewed and accepted the substantial completion concerning the boiler replacement for the Northville Forensic Laboratory. The contractor has some minor punchlist items to correct on the condensate piping and should be completely finished within a couple of weeks.

DCH Hawthorn Center, Various Maintenance Projects – Hawthorn Center has provided direction to proceed with the overall base bid scope for this project. The bid recommendation has been submitted for State Ad Board approval.

MDOC Ionia Energy Performance Project – Met for our regularly scheduled progress meeting and ESG is continuing with on-site engineering and design development activities. ESG will also be developing more details on the actual construction packages and bid schedule for required subcontractors. MDOC is also continuing to develop their options to provide the required security escorts.
Potential Issues:
DCH Reuther Hospital, Boiler Controls Replacement – DCH is working to identify additional funding to cover the received construction bid for the boiler controls replacement. Unfortunately, the bid is over budget by approximately $160,000 and DCH is evaluating their options.

Steve Urban:
New Projects:
MDOC St. Louis CF Door Replacement – Met with warden and facilities staff to review the scope of work. There are a number of security doors with frames and hardware that need replacement at housing units as well as dining areas and classroom areas. This may take some creativity in coming up with a design, procurement and construction methodology.

Construction Starts:
SOS Building Lake Superior Hosting Center Primary Electrical Switch Revisions – Held a final pre-construction meeting on 10/9 since construction is to start on Friday 10/10 at 5:30 pm. Work is to be completed by Sunday afternoon at which time the center will be placed back on standard power. LSHC will be operating on generator power during the course of this repair work.
Projects Complete:
Lewis Cass Building Fire Pump Electrical Revisions – Completed construction punchlist inspection with design professional and BOD skilled trades. BOD skilled trades completed all the work involved at a cost savings to the SOM, (at least $30,000). There were minimal items on the punchlist. BOD skilled trades did a great job in coordination and execution.
Potential Issues/Solutions:
MDOC Saginaw CF Pole Barn – Construction bids were due on 9/1. Only one bid received. MDOC would like to re-bid this work next spring due to the fact only one bid was received and the price seemed rather high.

Section Manager: Harold Belcher, Project Management B
HAL; MiALEIS testing meeting; meeting with DNR on siphon tube; meeting with Ed Vallad of MDOC on security projects.

Chris Bahjet
Accomplishments:
DMVA – Detroit Light Guard – Phase 4 – Completed and had the approval for an emergency change order to repair the boilers.

DNR-Point Mouillee – Shop Addition – Contacted Berlin Twp. regarding a citizen complaint regarding permits.
Non Project Related Activities:
Attended Town Hall meeting.

Tim Hall
New Projects:
MDOC Women's HVCF Emergency Bed Remodeling of Jennings – Received request from MDOC, met with staff and PSC to review scope for proposal and recommended ISID award to begin design to meet MDOC request.

MDOC Women's HVCF Utility Tunnel Upgrades – Conducted design kickoff meeting with PSC (FTC&H), MDOC and WHVCF project team.

DNR Rose Lake Field Office Renovations – Construction mobilized and completed approximately 60% of the re-roofing at Rose Lake and Maple River sites. Remodeling of offices for Wildlife Biologists also began.

MDOC Women's HVCF Prisoner Services Building – Project released for bidding on Buy4Michigan.

MDOT SW Region Laboratory – Project released for bidding on Buy4Michigan.

Bruce Hassen
New Projects:
A kickoff meeting for the professional who will lead the review of air permits for the various Dept. of Corrections heating plants was held on 10/8. New regulations may have caused some permits to need changes in reporting, metering, stack sampling, or fuel analyses.
Construction Starts:
A kickoff meeting was held for the demolition and restoration project at the Dept. of Corrections Camp Lehman facility on 10/6.

Chris Kulhanek

Projects Complete:

Camp Grayling – ISBC – After working with the Federal government for over a year, DMVA finally secured funds to pay for the claim filed by, and determined in the favor of the PSC. Project is finally able to be closed out.

Camp Grayling – MPRC Retaining Wall Repairs – Project is complete and closed out.

Kalamazoo Psychiatric Hospital – IP Surveillance System – Project is complete and closed out.

Mid-Michigan Community College – Mt. Pleasant Campus Unification – Toured completed facility with College President and VP of Finance. Building is complete and occupied and the college is very pleased with the finished project.

Potential Issues/Solutions:

Camp Grayling – Replace Helicopter Parking Pads – Second low bidder has objected to award of contract to low bidder, claiming their bid provided a better per unit cost.
Solution – Second low bidder's number exceeded budget, no changes will be made to award.

Rashmi Patel

Nothing significant to report.

Sadi Rayyan

Annual leave.

Jud Sorensen

Projects Complete:

A punchlist and closeout meeting was held for the Cadillac Place Annex Building Horizontal Lifeline Fall Protection Replacement project on 10/9. At the same time, the professional services contractor provided system specific training to the building maintenance staff for the new lifeline. During the punchlist walk-through, the facility supervisor asked that the contractor provide a cabinet for storage of fall protection equipment and that the contractor make repairs on the existing annex roof walkway as this walkway has loosened since being installed approximately 15 years ago. Also, the contractor had damaged a DTMB pickup when a tool dropped from the roof hitting the truck hood. The contractor is working with the facility supervisor to have repairs completed.

Potential Issues/Solutions:

SDVGC, the contractor awarded a contract to replace the DTMB records building loading dock roof, failed to submit his project schedule in a timely manner and when finally received late last Tuesday, wanted to commence work in two days without a coordination meeting with the agency. He was told that he could not mobilize until a meeting could be held with the agency. This meeting is scheduled for 10/13. Due to weather issues, SDVGC will likely not start roof removal until the week of 10/20.

John Spencer

Accomplishments:

SBA - U of M; Flint, Murchie Hall, survey CAD and descriptions being completed.

Completed Projects:

SBA - WRPH delivered survey and description for title work.

Non Project Related Activities:

Matt Miles attended Town Hall meeting; John Spencer and Matt Miles attended MiALEIS database testing meeting and began testing, many items to resolve. Attended Paper to Paperless webinar.

Terry O'Brien

Accomplishments:

SESC authorization issued for MDARD Metrology Lab.

Bruce Watkins

Construction Starts:

Michigan Reformatory – Alternate Fuel AST Upgrade – Held first progress meeting. Contractor is anxious to get started.

Projects Complete:

Dansville (DNR-WLD) - Shooting Range Improvements – The majority of the work is completed with the installation of a vault toilet not scheduled until December.

Harrisville SP – Toilet/Shower Building – Held final punchlist meeting. Provided final tasks for contractor to address issues.

Potential Issues/Solutions:

Dansville (DNR-WLD) - Shooting Range Improvements – There is a ponding issue at the end of the 100 yard range. This will require corrective action. DNR, DTMB and Wolverine dug 30-40 auger holes to see if the water could be removed by increasing percolation. We are awaiting a final recommendation from Wolverine following review of the results of the auger holes.

Harrisville State Park – Toilet/Shower Building – Met on site to discuss corrective action to fix the drooping eaves. The design professional (Progressive) is to provide final plans for the actions to be taken. We will stay on task with the professional until this is resolved.

Section Manager: Dennis Stamm, Project Supervision

Nothing significant to report.

Section Manager: Pat Mullen, Contract Services

Nothing significant to report.

WR Ending October 31, 2014
Section Manager: Irene Henry, Project Management Section 'A'
Nothing significant to report.

Bob Adams:
Design:
MDOC – Pugsley Correctional Facility – Fire Alarm System Upgrades - Participated in phase 500 100% design review meeting and scheduled advertising and bidding. Reviewed and processed PSC Mod related to additional Bureau of Fire Services plan review.

MDOC – Newberry Correctional Facility – Fire Alarm System Upgrades - Participated in phase 500 100% design review meeting and scheduled advertising and bidding.

MDOC – Chippewa Correctional Facility – Fire Alarm System Upgrades - Participated in phase 500 100% design review meeting and scheduled advertising and bidding.

DNR – Muskallonge St Pk – PSC forwarded Mod request and proposal for HMA to be conducted. DNR expressed approval.

DNR - Porcupine Mtns S.P. Toilet/Shower Building – Held "Go to Meeting" with DNR to review options for toilet/shower building replacement.
Bidding:
DNR – Palms Book St Pk – Toilet Bldg. Replacement – Conferenced with DNR to review PSC bid recommendation.
DNR – Conely Point – BAS Development – DNR has made additional funds available. Discussed with DNR's plan to go forward.
MSP – Sault Post – HVAC Upgrades – Met with MSP to review PSC bid recommendation and funding.

MDOC – Alger Correctional Facility – Roof Repairs & Restoration - Scheduled advertising and bidding.
Construction:
DNR – Pine River - BAS Development– Participated in substantial completion meeting.

MSP- Negaunee Post Roof and Ventilation Upgrades – Conducted progress meeting – project is near complete.
Projects Complete:
DNR - Brimley St Pk – Sewer System Repairs – Received and reviewed final pay request and closeout documents and forwarded for processing.

Scott DeKorte:
New Projects:
DTMB – GSB – AHU Replacement - Conducted pre-bid meeting with contractors.

DCH – State Lab – Security Improvements – Reviewed the revised scope of work on site with the client, PSC, and contractor.

Joel Gordon:
Nothing significant to report.

Gerald Gregorski:
New Projects:
DNR/Parks & Recreation Div. – Below Ground Sewer and Water Study at Eight Parks – FY15 funding has been allotted to construction at the two remaining locations included in the original study, Petoskey State Park and Pontiac Lake Recreation Area. A planning meeting was held with DNR staff and the PSC to determine the best way to proceed with these. The team decided to include both sites in the overall project. The PSC will issue a contract modification request to add design, bidding, and construction administration for these two sites. The DNR will issue a work order revision to add the funding for the two sites.

MDOC – Personal Emergency Location Systems Phase 2 at Six Locations – An RFP for PSC design and construction administration services was posted on Buy4Michigan. The pre-proposal meeting was attended by seven professional firms and proposals are due 11/13.

DNR/Fisheries Division – Harrietta State Fish Hatchery -- Liquid Oxygen and Supplemental Heat – Three bids were received for construction of phase 2 for the new water source heat pump system. The post-bid interview and bid evaluation was completed and the PSC's recommendation letter received. Submission of the contract ward recommendation is pending DNR additional funding to cover the costs.

Construction Starts:

DMVA - Grand Rapids Home for Veterans – Chiller Replacement – The first construction progress meeting was held on site. The chilled water system has been shut down for the season and demolition of the old chiller, cooling tower, and piping has begun. The upgraded system will be back in operation for the spring 2015 cooling season.

Projects Complete:

MDOT - Metro Region Office – HVAC Replacement – The substantial completion meeting was held on site. All MDOT facility maintenance staff training was completed, O&M manual sets and record drawings were received, and the final punch list of cleanup items was created. The DTMB modular crew has completed installing the new carpet and is well underway rebuilding the offices. MDOT is still scheduled to move in the first weekend of December.

Non-Project Related Activities:

Attended the DTMB town hall meeting.

Jan Miller:

Accomplishments:

Flint State Office Building, Interior Renovations – Held a meeting 10/30 on site to discuss schedule. B&B still does not have an accepted completion schedule. They have hired a scheduler and are working to that end.

Southwestern Michigan College, Science and Allied Health Labs Project – Reviewed additional information received from the bid tabulations and authorized the college to proceed with the award of the construction contracts.

Potential Issues/Solutions:

DCH Center for Forensic Psychiatry, Maintenance Projects – Met with Irene and the CFP staff 10/28 to discuss the DTMB process and review roles and responsibilities. The Director of Administrative Services is new at this position and was appreciative of the time we spent with her explain the process.

Dave Sproul:

Accomplishments:

MSP, SEOC – The SEOC Groundbreaking was successfully conducted on 10/23 as planned. Key note speakers included Governor Rick Snyder, Col. Kriste Kibbey Etue, Director David Behen and Capt. Chris Kelenske. After brief opening, remarks, and closing statements, these four individuals proceeded to cast the first shovels to mark the beginning of this project. The official pre-construction meeting and notice to proceed was conducted on 10/30 after the required construction contract was executed. The project is scheduled to be complete by late 2015.

Potential Issues:

DCH, Caro Center, New Fire Alarm System Replacement – Attended our regularly scheduled progress meeting and we have encountered additional asbestos that will need to be addressed in the Administration Building. The good news is that Quality Environmental Services will be able to assist us with proper abatement and disposal.

DCH, Hawthorn Center, Outdoor Sports Fields – Attended our regularly scheduled construction progress meeting and the overall progress is being slowed by weather. We are working to have the new asphalt basketball court paving installed by mid-November.

Administrative Activities:
Attended a DTMB Town Hall meeting and Design and Construction Division's two (2) day in-house fall training program.

Steve Urban:
Accomplishment:
MSP PTA Gun Range Ventilation Upgrades - Held pre-bid meeting with Laux Construction and with 3 mechanical contractors for the short term ventilation modifications.
Construction Starts:
MSP PTA Swimming Pool Renovations - As scheduled construction work began on 10/27.

MDOC Saginaw Correctional Facility, Roof Renovations - Held pre-construction meeting on 10/26. It appears that a minimal amount of roof work will be able to be completed this season with only one building expected to be completed by 12/1. The terms of the construction contract were set up with this in mind.
Potential Issues/Solutions:
Department of Treasury, Executive Office Renovations - After touring available swing spaces at Cass Building, Con Hall and Hollister Building, Treasury is most interested in Con Hall and Cass Building as a swing space for their Human Resources Group and their Executive Office support staff. Both spaces are currently available and meet the timeline for project start and completion times and will require a minimal amount of re-work. Treasury is to confirm the week of 11/2.

Section Manager: Harold Belcher, Project Management B
Annual leave; Strategic Plan meeting; MDOC Surveillance project meeting; HAL, meeting with Doug Sharp.

Chris Bahjet
Accomplishments:
Port Austin - West Harbor – Held a conference call to discuss remaining budget and final payments and obligations. Additional lights will be installed by the agency.
New Projects:
DNR - Grant House Move & Architectural Services. This project is to move the historical house of former President Grant from the State Fair Grounds to Edison Academy in Detroit.

Tim Hall
Nothing significant to report.

Bruce Hassen
New Projects:
Some leaking underground storage tank clean-up projects were launched, namely the Tiel Oil Site [Reed City], the Winterhawk Site [Onaway], the Leon Bonner Site [South Lyon], and the Cole's Garage Site [Coleman].
Construction Starts:
The kickoff meeting for the construction phase of the Camp Cusino demolition and site redevelopment project was held at the Cusino Wildlife Experiment Station in Shingleton on 10/28.

Chris Kulhanek
Accomplishments:
Attended the renovated facility's dedication on 10/31. The college is very pleased with the project which they described as providing, "State-of-the-Art Laboratories and Clinics…to prepare tomorrow's healthcare workers with the best facilities available."
Projects Complete:
Fort Custer – Urban Training Buildings – Design is complete. Project has been closed out as there is no construction funding available at this time.

Camp Grayling – Retaining Wall Repairs – After DMVA increased the project scope significantly several times, work has been completed and the project is closed out.

Non-Project Related Activities:
Attended DTMB Town Hall Meeting on 10/27.

Rashmi Patel
Nothing significant to report.

Sadi Rayyan
Annual leave.

Jud Sorensen
Potential Issues/Solutions:
Two safety issues were raised last week concerning the roof replacement over the loading dock and building entry at the DTMB Records Building. First, the contractor was constructing a tunnel at the building entry area to allow visitors and staff to come and go from the building while work was being performed overhead. Unfortunately, he was constructing this tunnel during normal business hours as people were entering and exiting the building. This work was stopped and the contractor will finish tunnel construction off hours when the building is empty. Second, a person on the Records Management staff found potentially asbestos containing dust and debris on overhead beam flanges after the contractor removed the north end of the loading dock roof and decking. The area was temporarily closed off to building operations, the contractor came back in after hours and cleaned the area of concern and additional air clearance samples were taken showing that air quality met MIOSHA clearance standards.

John Spencer
Accomplishments:
DNR - Pellston, MI Rail to Trail Easement - Additional field work.

Terry O'Brien
Accomplishments:
Nothing significant to report.

Bruce Watkins
Nothing significant to report.

Section Manager: Dennis Stamm, Project Supervision
Nothing significant to report.

Section Manager: Pat Mullen, Contract Services
Nothing significant to report.

WR Ending November 14, 2014

Section Manager: Irene Henry, Project Management Section 'A'

Preparing new MOU structure. Prepared a draft "Superintendent Designation". Continuing with list and research on buildings no longer owned and crosswalk on names of facilities; sorted out and disposing of drawings no longer required. Finding drawings for Huron Valley Center and sending for scanning for MDOC.

Bob Adams:

New Projects:

MDOT Ironwood Travel Center Roof Replacement – Received MOP, gathering record documents and back up for drafting the project statement.

Design:

DNR Straits SP Lower Campground Toilet/Shower Building Replacement – Review of 90% phase 500 design document submittal.

DNR Porcupine Mountains SP Toilet/Shower 2013 – Received revised MOP to cover costs associated with PSC mod to Bowman Associates and processed the mod.

Bidding:

DNR Palms Book SP Toilet Bldg. Replacement – Notice of award sent to contractor.

MDOC Pugsley, Newberry, and Chippewa CF Fire Alarm System Upgrades – Submitted for posting on Buy4MI.

Projects Complete:

MSP Negaunee Post Roof and Ventilation Upgrades – Conducted substantial completion meeting.

Scott DeKorte:

Nothing significant to report.

Joel Gordon:

Accomplishments:

DTMB Capital Complex Greening America's Capitals – Participated in a three day public design charrette with the EPA, City of Lansing, consultants and DTMB. The charrette successfully concludes the public portion of the project.

New Projects:

DNR Wilderness SP O'Neal Lake Dam Emergency Repair – Met with the DNR and selected PSC to define the project scope and implement a strategy to collect field data before the winter season begins. The PSC gathered the topographical and geotechnical data on 11/12 & 11/13.

DNR Wilderness SP Lake Shore Campground Redevelopment – Conducted the first phase two design meeting with the project team. The project is scheduled to be bid in late winter 2015 and construction is to start in the spring of 2015.

Projects Complete:

DNR Hoeft SP Pavilion Restoration – Conducted the project substantial completion meeting and found the project to be substantially complete.

DNR Oden State Fish Hatchery New Fishing Pier & Walkway – Conducted the project substantial completion meeting and found the project to be substantially complete.

DNR Wilderness SP Lake Shore Campground Redevelopment Phase One – Conducted the project substantial completion meeting and found the project was not substantially complete. The contractor was given a list of items to complete or resolve prior to meeting again.

Gerald Gregorski:

New Projects:

MDOC Personal Emergency Location Systems Phase 2 at Six Locations – Proposals were received from four professional service firms. The proposal scoring team is tentatively scheduled to meet the week of 12/1.

MDOC Pugsley Housing Units Security Enclosures – The on-site project kickoff meeting was held with Landmark Design, the A&E firm that did the original design work for the site. Landmark will provide an ISID contract assignment request for the design work.

DNR Below Ground Sewer and Water Study at Eight Parks – An on-site design kickoff meeting was at Pontiac Lake Recreation Area to define the scope of work for sewer and water system improvements at the day use area. Design and bidding is currently being planned for a Fall 2015 construction start.

DNR Harrietta State Fish Hatchery Liquid Oxygen and Supplemental Heat – DNR supplied additional funding for construction of phase 2 for the new water source heat pump system to replace the interior tank room heating system. A contract award recommendation for Temperature Controls, Inc. was submitted to the DCD director for approval.

Construction Starts:

DTMB Grand Tower AHU Replacement – The pre-construction kickoff meeting was held on site with Laux Construction. They plan to begin mobilization and demolition work on 11/17. Substantial completion is still set at 5/15/15.

Potential Issues/Solutions:

DMVA/Grand Rapids Home for Veterans – Backup Generators – The contract award for the recommended bidder from the best value bid evaluation process, Robbert Construction, was approved on the 8/12 State Administrative Board Agenda. The actual low bidder, Cadence Construction, protested the contract award. The Attorney General's office reviewed the situation and recommended proceeding with the original contract award to Robbert Construction. Robbert's contract was executed and a notice to proceed letter was issued.

Jan Miller:

Accomplishments:

Flint State Office Building, Interior Renovations – Partial schedule has been issued for everything except floors 4 – 7. DHS will be moving into the 3rd floor on 11/21 and the 2nd floor on 12/5.

Ludington State Park Beach House Exhibits – Met with DNR to discuss project scope for the different exhibits and delivery methods. Several of the items will be bundled into 1 RFP.

Potential Issues/Solutions:

DCH Center for Forensic Psychiatry Maintenance Projects, Upgrade Stun Fence Controls – Met with CFP and Beckett & Raeder, Inc. to review project scope. Two controllers have already failed and due to its sense of urgency B/R will submit a proposal using an ISID contract.

DCH Center for Forensic Psychiatry Maintenance Projects, Parking Lot – The project has been bid twice; bids came in over budget the first time and no bids were received the second time. The project will be rebid a third time in January 2015.

Lake Superior State University, School of Business – Project was re-bid after value engineering from the first bid. Bids again came in over budget. The University is discussing funding the higher cost and going back to the legislature for approval. The schedule will be affected.

Dave Sproul:

Construction Starts:

MSP SEOC – Daniels/Christman has commenced work activities on site. The initial work includes installation of the new loading dock access drive pavement. Daniels/Christman is also developing the overall detailed project schedule and schedule of values. Construction progress meetings will be held every

2nd and 4th Wednesday of each month through the construction period. Substantial completion is required by December 2015.

Accomplishments:

MDOC Ionia Energy Project – ESG is continuing to perform site investigations and surveys. We are developing and reviewing 2 of the 3 overall major construction bid packages. These 2 bid packages include the lighting fixture retrofit and water fixture replacement conservation measures. The plan is to begin the subcontractor bidding process in December.

DCH Caro Center, Utility Service Backup Generator – Work is continuing to develop and review the final design/bidding documents to provide a campus wide backup electrical generator at Caro Center. Plans and specifications are being submitted to LARA for their required code review prior to initiating the bidding process. This project is estimated at approximately $3.3M.

New Projects:

MDOC Thumb CF Water and Sewer Improvements – C2AE presented their findings and recommendations to upgrade the water system and correct deficiencies with the sewer system outlet. The required repairs will include a new code compliant reduced back pressure assembly on the water system and needed repairs to the existing sewer out flow building and equipment.

Potential Issues:

DCH Caro Center New Fire Alarm System – Continuing to address asbestos abatement needs to support the new fire alarm system. The overall installation schedule has been adjusted to permit abatement and maintain the overall progress. Quality Environmental Services will be assisting us with proper abatement and disposal.

Steve Urban:

Accomplishments:

MDOC Saginaw Correctional Facility Fire Alarm Upgrades – Attended construction pre-bid meeting.

Construction Starts:

Lake Superior Hosting Center Electric Disconnect Switch Revision – Construction started and was completed on the 2nd phase of this project, including re-grading areas adjacent to the disconnect switch and installing a new yard drain and catch basin to improve drainage in this area during rain events.

Potential Issues/Solutions:

MSP PTA Pool Renovations – Elevated lead levels were found on the top side of ceiling tiles of the pool requiring that the state's abatement contractor remove them in lieu of the contractor for this renovation work. Work will be done over the course of this weekend. This will not impact the pool renovation construction schedule. Once ceiling tiles have been removed we will be able to determine how lead particles from the firing range located in the floor above the pool found their way into the ceiling cavity.

Section Manager: Harold Belcher, Project Management B

DEQ Webinar regarding Michigan mercury discharge limits; HAL meeting and testing.

Chris Bahjet

Nothing significant to report.

Tim Hall

New Projects:

DNR Wolf Lake State Fish Hatchery – Completed RFP preparation and posting for professional was advertised on Buy4Michigan.

MDOC Women's HVCF ADA Walk & Paving Completion – Conducted pre-design kickoff meeting with Nowak & Fraus and WHVCF project team. Established short term design schedule and action plan.

MDOC Prisoner Services Building Renovation – Bids were received and MDOC has determined they will increase funding to allow the full project to proceed forward; recommendation for award is being prepared for placement on agenda for approval.

MDOT SW Region Laboratory - Bids were received and in line with budget allocation; recommendation for award is being prepared for placement on agenda for approval.

Construction:

DNR Rose Lake Field Office Renovations – Project completion meeting conducted ahead of contract date; budget has allowed agency to elect several added value improvements consistent with the WO scope that are being processed and will be completed upon formal approval.

Potential Issues/Solutions:

MDOC Women's HVCF Prisoner Services Building Roof Replacement – Several punchlist issues relating to the painting of existing metal roof panels have been identified, but weather/temperature conditions will likely not permit correction until spring; reviewed need for 2 phase substantial completion with MDOC. Membrane roofing which comprises the majority of the contract has been substantially completed and completion meeting will be conducted next week.

Bruce Hassen

Nothing significant to report.

Chris Kulhanek

Potential Issues/Solutions:

Washtenaw Armory Renovations – The contractor has been continuing installation of the new roofing and masonry caulk in temperatures that are below minimum required in the specifications.
Solution – The PSC is in consultation with the roofing manufacturer to assure the system warranty will be met. Cold weather measures have been instigated. Caulk installed that was not rated for cold weather conditions will be replaced.

Forest Fire Experiment Station – The project is approaching six weeks past the completion date. Latest schedule by the contractor is projecting completion by the last week of November.
Solution – Liquidated damages have been applied to the latest payment request and will continue to be applied until the project is complete.

Rashmi Patel

Accomplishments:

Lewis Cass Building, Stairway Pressurization - Received revised as-built drawings with photos and electronic copies.

MSP Training Academy – Storm Drainage Upgrade - Contractor received backflow preventer. Scheduled to install next week.

Ionia Correctional Facility – Roof Restoration - Building 300 roof is completed. Building No. 5 and No. 6 metal roofs are repaired. Contractor started working on building 200, but is delayed by weather.

MDOC – Southern Business Office – Resurface Parking Lot - Punched out project/substantial completion.

MDOC – Southern Business Office, Administration Building – Masonry Restoration - Punched out project/substantial completion.

Sadi Rayyan

Accomplishments:

DNR Otsego Township Dam – Kickoff meeting held with PSC for dam repair study. Discussed scope of work, schedule and alternative solutions to be evaluated in the study.

DEQ Richfield Landfill Site – Progress meeting held at the site. The field work activities under the design build contract are almost complete. Substantial completion walk-thru is scheduled on 11/20.

DEQ Muskegon River Pipeline Site – Reviewed and recommended changes to the contract with Fleis & VandenBrink Engineering to provide construction oversight and assist the agency with the joint permit modifications.

DEQ Harbor Plating Site – Reviewed and recommended changes to the contract with EnviroSolutions to provide additional maintenance, sampling, and reporting for the groundwater treatment.

New Projects:

MDOC Various Correctional Facilities – Received MOPs to refurbish the water towers at the Macomb and Oaks Correctional Facilities. Contacted the agency and requested proposals from Nelson Tank Engineering to prepare specifications under their ISID contract.

Construction Starts:

DEQ D&L Fuels Site – Field activities for soil excavation and site restoration begin 11/17 with substantial completion by 1/16/15.

Jud Sorensen

Projects Complete:

In a progress meeting held for repairs to the Walnut Street Pedestrian Bridge, the general contractor is indicating that he should be complete with all work with the exception of temperature dependent concrete sealer by the end of next week. Concrete sealer will be applied in the spring when the temperature meets minimum product requirements.

John Spencer

Accomplishments:

DNR - Pellston, MI Rail to Trail easement CAD, legal description and delivery.

Terry O'Brien

Accomplishments:

SESC plan and spec review for DNR Bolles Harbor BAS.

Bruce Watkins

Potential Issues/Solutions:

Highland Recreation Area – North-South Trail Connector – The contractor is well beyond any extensions requested and continuing work with winter weather arriving.

Pinckney Recreation Area – Bruin Lake Campground – Met on site with DNR and the PSC to review the condition of the repair activities for the unacceptable work done by Skabardis.

Section Manager: Dennis Stamm, Project Supervision

Nothing significant to report.

Section Manager: Pat Mullen, Contract Services

Nothing significant to report.

WR Ending November 21, 2014
Section Manager: Irene Henry, Project Management Section 'A'
Preparing new MOU drafts. sorting expired drawings and finding drawings to send for scanning.

Bob Adams:
New Projects:
MDOC Alger CF – Perimeter & Sally Port Security Improvements

MDOC Chippewa CF – Replace Perimeter Security System and Provide Upgrades

MDOC Ojibway CF – Perimeter Fence Security Upgrades & Sally Port Improvements – Contacted facility to propose kickoff meeting per PPP.

MDOT Ironwood Welcome Center Re-roofing – Drafted RFP package and sent to MDOT for review.
Design:
DMVA Sault Armory Phase 2 Additions and Renovation – Held a follow up to the 20% design meeting.

MDOC Baraga Cube Enclosure – Requested design schedule from UPEA for the design contract
Bidding:
DNR Conely Pt BAS Development – Submitted post-bid addendum to bidder for consideration.

MDOC Pugsley CF Fire Alarm System Upgrades – Conducted pre-bid meeting.

MDOC Alger CF Roof Restoration – Conducted pre-bid meeting.
Construction:
MSP Marquette Crime Lab – Conduct meeting to review design options to resolve humidification issues.

Scott DeKorte:
New Projects:
DNR Belle Isle Aquarium/Conservatory HVAC Improvements – Met on site to further define the scope of the project with the design-build contractor and multiple subcontractors.

Joel Gordon:
New Projects:
DTMB Governor's Residence Master Plan – Met with DTMB BOD staff and Governor's Residence staff to define and plan the implementation of phase one improvements. The project scope is expected to include masonry repairs and replacement of garden walls and planter boxes. The project will also include development of the raised terrace area in the backyard. These improvements are in line with the master plan's suggested phasing.

Gerald Gregorski:
New Projects:
DNR Harrietta State Fish Hatchery Liquid Oxygen and Supplemental Heat – The contract award recommendation for Temperature Controls Inc. to complete the phase 2 heat pump installation was approved by the DCD Director.

DNR Petoskey SP Trail Development – The PSC completed and issued the critical dunes permit application to DEQ for permitting.
Construction Starts:
DNR Below Ground Sewer & Water Study at Eight Parks – Project meetings were held at both Mitchell & Hayes State Parks. Construction work at Mitchell should be complete within a couple of weeks. The contractor will pull off site for the winter and return in the spring to complete site restoration work. Work at Hayes will continue through December to complete the directional drilling work which can take place under winter conditions. They will return in the spring to complete site restoration and paving/concrete work.

MDOC Personal Emergency Location Systems at Eight Locations – System sensor calibration work has started at Egeler. This will be the first of the six sites to be completed and should take approximately four to six weeks.

Jan Miller:
Accomplishments:
Flint State Office Building, Interior Renovations – DHS moved into the 3rd floor on 11/21. Window treatment was selected.

DNR Silver Lake SP Day Use & BAS Relocation – Beckett & Raeder submitted the joint permit application to the DEQ for permitting.
Potential Issues/Solutions:
Muskegon Community College, Science Laboratory Center – Received the 1st monthly construction progress report. The report was not consistent with the requirements of the Capital Outlay Design Manual. Issued review comments and the report will be revised and resubmitted.

Dave Sproul:
Nothing significant to report.

Steve Urban:
Construction Starts:
MSP PTA Gun Range Ventilation Revisions – Held construction kickoff meeting with Laux Construction, MSP and PSC. Gun range must be back on line by 1/1/15.
Potential Issues/Solutions:
MSP PTA Pool Renovations – Existing ceiling tiles containing the elevated lead levels were removed by State's abatement contractor. It could not be determined how lead dust found its way into the ceiling plenum for the gun range above. (No floor penetrations were discovered).

MSP PTA Gun Range Ventilation Study – The final draft version of the study was presented. The long term solution to the ventilation issues at the gun range involves the complete removal and replacement of the entire ventilation system for the gun range which also will entail the removal and replacement of the gun range targeting, communication and lighting systems and the range bullet traps. The final version of the ventilation study is recommending that approach. MSP and BOD are to discuss funding for these improvements. As an option to the study a cost estimate was presented for a new stand-alone indoor gun range facility located on the same site as the proposed MSP exterior gun range. MSP will discuss this option internally.

Section Manager: Harold Belcher, Project Management B
HAL; Shiawassee State Game Area Siphon Tube Meeting

Chris Bahjet
Accomplishments:
DMVA – Detroit Light Guard Armory Phase 4 – Visited the site to review site conditions where additional significant structural support is needed to support the slab and beams due to the weight of vaults. An allowance will be specified to allow progress without delays.

DTMB – Cadillac Place Sidewalks Phase 2 – Coordinating efforts to start a new small project; connects the sidewalk snow melt coils to a heat source at the concourse level. When issued, plans will need to be submitted to LARA.

DNR – Selfridge BAS Phase 2 – Met at site to determine the feasibility, pros and cons of paving during the coming days due to warmer weather. Decision was made to postpone to next year. Site which has the 21 AA all compacted will be open to the public. This is a popular ice fishing location.
Non-Project Related Activities:
Attended an office meeting hosted by Anne Watros to review the new file naming guidelines.

Tim Hall

New Projects:

MDOC WHVCF Jennings Temporary Housing Renovation – Design nearing completion and review documents distributed for input from DTMB and MDOC staff. Discussion of work to be conducted "in-house" by MDOC vs. that to be contracted will be conducted as part of review to determine implementation plan for project.

MDOC Prisoner Services Building Renovation – Recommended award placed on Ad Board Agenda.

MDOT SW Region Laboratory - Recommended award placed on Ad Board Agenda.

Construction Starts:

MDOT Blue Water Bridge HVAC Replacement – Contractor completed initial crane lifts to install new roof top air handling equipment, but wind speeds/weather conditions forced delay of final units until next week. Coordination of building evacuation during lifts went very well with minimal impact on US Customs operations at the facility.

Potential Issues/Solutions:

MDOC Women's HVCF Prisoner Services Building Roof Replacement – Meeting conducted to evaluate partial completion and punchlist. Field measurements to confirm as-built elevations were taken in attempt to resolve potential dispute over installed slope conditions. All parties have agreed weather/temperature conditions will likely not permit correction of painting deficiencies until spring and have agreed to partial extension of contract completion for those issues. Membrane roofing which comprises the majority of the contract will be evaluated for partial substantial completion if slope conditions above are resolved.

Bruce Hassen

Nothing significant to report.

Chris Kulhanek

Construction Starts:

Camp Grayling Airfield – Helicopter Parking Pad Replacement – Pre-con meeting held on 11/19. Meeting took place at Grand Ledge Aviation Support Facility so contractors could observe military standards for pads that are in place.

Projects Complete:

Montcalm Community College – Advanced Technology Center – Project is complete and in use. Final cost was below total budget.

Rashmi Patel

Accomplishments:

MSP Training Academy – Storm Drainage Upgrade - Backflow preventer is installed. Punchlist meeting is scheduled next week.

MDARD – Metrology Lab – Resurface Parking Lot - Punch out project; substantially completion.

Sadi Rayyan

Accomplishments:

DEQ McDonald's Crosstown Service Site – Reviewed and recommended changes to the contract with DLZ Michigan to provide 2 years of additional O&M services of the existing pump and treat system.

DEQ North 34th St. Area Richland Site – Reviewed and recommended changes to the contract with URS Corporation to evaluate the effectiveness of potential source area soil/groundwater remediation to address the impact of hexavalent chromium and nickel contamination at the site.

DEQ Commercial Street Industrial Site – Reviewed and recommended changes to the contract with DLZ Michigan to provide chemical re-injection to assist in remediating the site.

New Projects:
DEQ East Garfield Site – Assigned to AECOM under their ISID contract to conduct environmental sampling/investigation activities to determine the extent of soil/groundwater contamination.
Construction Starts:
DEQ Flint Odyssey & Taber's Oil Comp Sites – Field activities for UST decommissioning and limited soil abatement begin 11/17 with substantial completion by 2/15/15.

DEQ Tiel Oil Co Site – Field activities for soil excavation and site restoration begin 11/17 with substantial completion by 2/15/15.
Projects Complete:
DEQ Richfield Landfill Site – Conducted substantial completion walk thru for the landfill closure and the punchlist was established. Final project completion is due by 12/21.
Non-Project Related Activities:
Met with the vendor AKT Peerless to answer questions about the DEQ & DCD contracting process!

Jud Sorensen
Nothing significant to report.

John Spencer
Nothing significant to report.

Terry O'Brien
Nothing significant to report.

Bruce Watkins
Accomplishments:
Michigan Reformatory – AST Removal and Replacement – Held progress meeting for the removal. Progress is going well, but a contamination issue may delay completion. The owner would like all contamination removed, but we need to work within the budget and not delay the work. Waiting for a cost proposal from the contractor for further investigation, to define the limits of contamination.

Lakeland CF – AST Removal and Replacement – Project is going well. Early cold weather may add work items to be sure concrete can be placed and properly cured.

Bruin Lake CG Water System – Met on site with owner and contractor to discuss the reason the new pump keeps kicking off and not restarting. Contractor located a programming error and made the correction. The owner requested that the faults that cause the pump to kick-out continue to stay in the operational mode, so they can formulate a complaint to Consumers Energy as to why we keep dropping one leg of the three phase power. Also, the park staff will contact Consumers to request why there is such a significant drop in voltage caused by the pumps kicking on. There is a very small amperage draw from this pump and the transformers are very close and are dedicated to this service.

MCTI – Solidyne Controls Replacement – Contractor has located many more actuators that were inoperable than was expected. There is funding to cover the additional actuators and will be made based on a cost proposal.
New Projects:
Roscommon Forest – Wildlife Division - Townline Dam – Held pre-proposal meeting with the PSC (Wade Trim) and the client agency (DNR-WLD)
Potential Issues/Solutions:
Shiawassee SGA – Siphon Tube – Held an initial meeting with the contractor, the PSC and the owner. This was an initial meeting to describe the problems discovered, not to establish responsibility. Goal of the meeting was to discuss possible corrections to the work.

Harrisville State Park – New Toilet/Shower Building – Contractor has shored up the drooping eaves, it was discovered that the force required to realign the eaves was not that great, a proposal has been floated (no

pun intended) to replace the concrete based soffit material (hardie plank) with a much lighter material (perforated aluminum).

Section Manager: Dennis Stamm, Project Supervision
Nothing significant to report.

Section Manager: Pat Mullen, Contract Services
Nothing significant to report.

WR Ending December 5, 2014

Section Manager: Irene Henry, Project Management Section 'A'

Meeting with staff on IPM and workloads, working Office Design/Const Stds, records retention, and MOUs. Met with BOD on Con Hall front plaza planning. JCOS meeting. Met with Procurement and DEQ on contracts.

Bob Adams:

New Projects:

DNR Presque Isle Dam Repair – Received construction contract and set up precon mtg.
DNR Eagle Harbor Boathouse Roof Replacement – Received construction contract and set up precon meeting.

Design:

DNR Indian Lake SP Shoreline Restoration – Construction documents 50% review meeting.
DNR Tahquamenon Falls Upper Falls Brink Study – Study 50% review meeting.
DNR Fayette Historic SP Structural Repairs to Furnace Corners – Construction docs 100% review meeting.
MDOC Baraga Cube Enclosure – Reviewed 90% documents and commented.
DNR Porcupine Mnts. SP Toilet/Shower – Provide updated draft RFP for DNR review.

Bidding:

MDOC Newberry CF and Chippewa CF Fire Alarm System Upgrades – Participated in pre-bid meetings.
MDOC Pugsley CF Fire Alarm System Upgrades – Worked with MDOC, PSC and DTMB and 2 addenda were posted.
MDOC Alger CF Roof Restoration – Worked with MDOC and PSC and 2 addenda were posted.

Construction:

MSP Negaunee Roof and Ventilation Upgrades – Reviewed PSC Mod Request with Geoff Bowman and agency. Current conditions and ice formation are being reviewed. Worked with contractor and agency to resolve damaged office equipment claim due to roof leak during construction.

Projects Complete:

DMVA Kingsford Armory Roof Replacement – Reviewed and commented on final closeout package.
DNR/MIHSP Steward's Quarters & Morgue Roof Replacement – Held substantial completion meeting.

Scott DeKorte:

New Projects:

MDOC Multiple Security Corrections Projects – Met with corrections personnel to strategize the most efficient methods to procure and implement the multiple security systems, fencing, and sally port projects at correction facility locations across the state.

Project Closeout:

MDOC Multiple Fire Alarm Projects – Met with entire project teams to discuss the disparities regarding the requested indemnification clause/warranty work. An acceptable understanding was worked with all parties to close out the various projects.

Joel Gordon:

Nothing significant to report.

Gerald Gregorski:

New Projects:

MDOC Personal Emergency Location Systems at Eight Locations – The initial design kickoff and site walk-through was held at Women's Huron Valley Correctional Facility.

Construction Starts:

BOD Grand Tower AHU Replacement – Routing of the new chilled water piping was changed from running above the ceiling through the first floor main conference room. It will now run entirely through the basement before heading vertically to each floor. The entire piping run will be installed at night and partially over the weekend during the next three weeks. This will minimize disruption to the tenants and building operations.

DNR Below Ground Sewer and Water Study at Eight Parks – The bid advertisement for the Petoskey SP lift station, equipment only, was posted on Buy4Michigan. This is a long lead item and will be procured in parallel with the design and bidding for the actual equipment installation work to meet the required seasonal

schedule. The Lenawee County Drain Commissioner is recommending replacement of the municipal sewer lift station that serves the Hayes State park sanitary dump station. They are hoping to free up funding from the State's maintenance account in time to add the lift station replacement to the planned dump station rebuild. This is desirable to improve both the funding efficiency and construction process.

Projects Complete:

MDOT Metro Region Office HVAC Replacement – The MDOT regional staff is scheduled to begin moving back into the building the weekend of 12/6. A final punchlist walk-through has been scheduled with MDOT and the contractor for 12/115.

Jan Miller:

Accomplishments:

Flint SOB Interior Renovations – DHS moved into the 2nd floor on 12/5 as scheduled. The skywalk and south entrance are behind schedule. B&B are consistently not updating the schedule as required.

DCH Center for Forensic Psychiatry Maintenance Projects, Repair Showers and Barrier Free Bathrooms – Met on site 12/3 with DCH & PSC to review phase 100 study.

DNR Maybury SP Trail Improvements – Reviewed 50% drawings and submitted comments to the PSC. The team met with Northville Charter Township 12/5 to review how the trail will connect to the Township sidewalk and cost sharing possibilities. The Township would like to help finance the connector by using Metro Funds. The Director of Public Service will have further discussions with their board.

Dave Sproul:

Construction Starts:

DCH Hawthorn Center – Conducted the pre-construction meeting for the various maintenance projects. This will involve five different work scopes including refrigeration, pool filtration, ceiling tile, gymnasium flooring and carbon monoxide sensors throughout the facility.

Accomplishments:

MDOC Ionia Energy Project – Met to review the 50% drawings for the water and lighting energy improvement ECM's with the MDOC operating staff. The review included meeting with each prison staff separately to discuss individual issues and design intent. We have received ESG's first progress payment for review and approval.

State Police SEOC – Held a special meeting to review and outline the overall requirements for the quality control testing for this project. A majority of the new construction must be built in compliance with strict FEMA requirements and thus quality control is critical.

DTMB Thermal Ice Storage – Met to review the design intent to provide additional equipment platforms within the Energy Center. BOD has requested new platforms and ladders to both the cool towers and Co-Gen units. These proposed equipment platforms will provide staff with a more safe and efficient access to perform normal maintenance and operations. Our professional is finalizing the design and preparing a construction cost estimate for BOD's consideration.

Potential Issues:

DCH Hawthorn Center Outdoor Sports Fields – We have elected to delay the completion of this project until the spring of 2015 due to unfavorable weather. The new basketball court and fence upgrades will be completed then.

Steve Urban:

Potential Issues/Solutions

MSP PTA Gun Range Ventilation Upgrades – State's abatement contractor (DMC Group) was able to complete the remediation of suspended ceiling tiles system at the gun range on short notice which will allow the general contractor to maintain the construction schedule. Completion on track for 1/1/15.

MDOC Saginaw Fire Alarm System Upgrades – Project professional submitted recommendation letter recommending award of construction contract for this work to William F. Nelson Electric. Countyline Power submitted the lowest bid; however, they were not recommended award of contract due to the fact that they

did not meet the contractor qualification requirements as noted in the bid documents. Countyline Power has only been in business since June 2014. Bid documents required contractors to have at least 3 years of similar experience. William Nelson Electric had the second lowest bid price. No Qualified Disabled Veterans firms participated in the bidding process.

Section Manager: Harold Belcher, Project Management B

Staff/Manager meetings; HAL; Liberty Harbor – Quanicassee Emergency Dredging pre-construction meeting.

Chris Bahjet

Accomplishments:

DTMB – Cadillac Place – Snow Melt – Coordinated a conference call to coordinate with all parties concerned to implement the design and then the installation of the snow melt system at the sidewalk to the building steam lines.

Projects Complete:

DTMB - Cadillac Place Sidewalks Phase 2 – Completed the replacement of all granite and all sidewalks. Punchlist planned next week.

Tim Hall

Accomplishments:

MDOT Blue Water Bridge HVAC Replacement – Contractor has completed all crane lifts installing new roof top air handling equipment and following final connections, unit start-up will begin next week. Complicated coordination for toll booth system replacements has started with initial booth, with intention of beginning 2 booth cycles after the initial booth.

New Projects:

MDOC WHVCF Jennings Temporary Housing Renovation – Conducted final design review with PSC and MDOC staff. Conducted review of work for "in-house" by MDOC to be contracted and scheduled final determination meeting for next week.

DNR Wolf Lake Fish Hatchery – Conducted pre-proposal meeting for PSC selection; proposals due next week.

MDOC Women's HVCF Utility Tunnel Upgrades – Conducted 50% design review meeting with PSC, MDOC and WHVCF project team.

Potential Issues/Solutions:

MDOC Women's HVCF Prisoner Services Building Roof Replacement – Potential dispute over installed slope conditions of a section of the roof continues to be reviewed and evaluated. Weather/temperature conditions will prohibit final correction of painting deficiencies until spring and may influence completion of membrane issues once resolution is agreed upon.

Bruce Hassen

New Projects:

A MOP to launch a project to demolish and redevelop the former Nokomis Center near Prudenville was established, but the funding offered by DCH was about half of our recommended budget. We will meet with DCH to explain why their funding, based on an informal quote by a contractor, is not realistic.

Projects Complete:

The closure report for the LUST Site at the State Police Post in Wakefield, MI, which is Brownfield #150, was accepted so this brownfield is finished.

Chris Kulhanek

Projects Complete:

Camp Grayling – Replace Roofs in 200 and 500 Area (3 Projects) – Projects are complete and closed out.

Roscommon Operations Service Center – Window Replacement – Project is complete and closed out. The contractor has declined to file a claim for caulk replacement. DNR conducted air quality tests and found samples were all at non-detected levels.

Potential Issues/Solutions:
Forest Fire Experiment Station – The contractor has again missed scheduled completion dates.
Solution – Progress meetings continue to be held every two weeks. Liquidated damages will continue to be applied to each payment request until complete.

Rashmi Patel
Accomplishments:
MDOC Ionia, MTU and St Louis Correctional Facility - VMS System - Progress meeting – Contractor has brought cameras on line, initial agency training is scheduled and led lighting fixtures are installed. Waiting for manufacturer to receive damaged lighting fixtures. Lighting control training for maintenance staff is scheduled next week.

MDOC – Ionia Correctional Facility Roof Replacement - Contractor has completed building 300 roof; emergency repair work on building 6 and 7 is completed. Contractor will complete medical unit roof this week and close area for winter and will complete remaining roof on building 200 and 100 next spring season.

Sadi Rayyan
Accomplishments:
DNR Lead Reclamation at Shooting Ranges – The MOP was revised to include funding for lead recovery at the Pontiac Lake & Sharonville Shooting Ranges. Met with agency to discuss options to implement lead recovery at these 2 shooting ranges.

Former Flint State Police Post Site – Discussed with the PSC performing pilot test and additional sampling to address the contamination at the site. Reviewed and discussed the PSC proposal.

MDOC Various Correctional Facilities – Discussed with Nelson Tank Engineering scope of work to refurbish the water towers at the Macomb and Oaks Correctional Facilities. Negotiated a price reduction of ~$13k in the proposals to prepare specifications under their ISID contract.
Non-Project Related Activities:
DTMB (DCD & Purchasing) met with DEQ-RRD to discuss the available DTMB contracting tools and if they could be used to replace the Haz Waste Services Contracts. Scheduled a meeting with DEQ-RRD to explain the terms and conditions of the current contracting tools.

Reviewed draft MOU with MDOT/DMVA/DEQ and provided comments.

Jud Sorensen
New Projects:
A kickoff meeting was held with Byce and Associates, Inc. and the Department of Agriculture and Rural Development on 12/3. Byce is now proceeding with a study of the exterior walls as well as preliminary design for an elevator upgrade as well as the installation of occupancy sensors for lighting control. The study and design should be complete within 2 to 3 months with construction to start in the spring of 2015. Coordination with the Agency will be critical as this is the only elevator in the building. If possible, elevator work will need to be scheduled around times when the second floor labs are not extremely busy.

John Spencer
Accomplishments:
DMVA - Alma Armory boundary for parcel leasing CAD, legal description and delivery.

DNR - Holt Tract, Marshall, MI Rice Creek boundary fieldwork including creek ties.
Completed Projects:
DMVA - Alma Armory boundary for parcel leasing.
New Projects:
DMVA - Property neighboring Saginaw NOSC for boundary survey.

Terry O'Brien
Accomplishments:
Nothing significant to report.

Bruce Watkins
Nothing significant to report.

Section Manager: Dennis Stamm, Project Supervision
Nothing significant to report.

Section Manager: Pat Mullen, Contract Services
Nothing significant to report.

WR Ending December 12, 2014

Section Manager: Irene Henry, Project Management Section 'A'

Preparing RFP document for urgent Capital Area Reconfiguration project, circulated it for comments, and met with other parts of FBSA, scheduled pre-proposal meeting for several ISID firms. Attended a meeting with LARA BCC and DNR, All-Manager Meeting, and Project Directors' meeting.

Bob Adams:

Nothing significant to report.

Scott DeKorte:

Nothing significant to report.

Joel Gordon:

Annual and sick leave.

Gerald Gregorski:

New Projects:

MDOC – Gus Harrison Perimeter Enhancements – The on-site project kickoff meeting was held for three perimeter fencing related projects; north sallyport gate replacement, extension of the outer buffer fence, and E-field perimeter security system replacement. The team decided to combine all three of these into a single project. MDOC will issue MOP revisions to combine funding under the sallyport gate project file number. The sallyport gate replacement is critical as they have almost daily failures of the gate drive and controls and need to then operate it manually. The facility requested using a PSC ISID contract to expedite the sally port replacement design work. Since the other two projects are closely related the team would like to package the entire work scope under a single PSC ISID assignment with a single construction contract. MDOC recommended the firm of Beckett & Raeder since they were familiar with the facility from previous projects and have successfully completed several other perimeter fencing projects. Representatives from Beckett & Raeder attended the meeting and will provide an ISID contract assignment request for the professional services work.

MDOC – Personal Emergency Location Systems Phase-2 at Six Locations – The proposal scoring team met to score the four professional services proposals received and select a PSC firm. A recommendation for contract award for the highest scoring firm, Tower-Pinkster, was submitted to the 1/15/15 State Administration Board for approval.

DNR/Parks & Recreation Div. – Below Ground Sewer and Water Study at Eight Parks – The 50% design review for the Petoskey State Park lift station installation was held. The bid advertisement for the lift station equipment was previously posted on Buy4Michigan. This is a long lead item and will be procured in parallel with the design and bidding for the actual equipment installation work to meet the required seasonal schedule.

Jan Miller:

Accomplishments:

Flint State Office Building, Interior Renovations – B&B submitted an updated schedule 12/8 for review. The 2nd floor move appears to have gone smooth. Floors 4-6 are being emptied out for the contractor to start 4th floor on 12/22.

Potential Issues/Solutions:

DCH Center for Forensic Psychiatry Projects – All CFP projects that are not nearing completion have been reassigned to Tim Hall due to my workload since just receiving the new Capital Area Reconfiguration project.

New Projects:

Capital Area Reconfiguration Project – Met with DTMB team 12/12 to get a better understanding of the project. Scheduled pre-proposal meeting with ISID PSCs for 12/15. Proposals will be due 12/29 with an anticipated contract date the first week of January.

Dave Sproul:
Nothing significant to report.

Steve Urban:
Potential Issues/Solutions:
Mason Building – BOD and DCD met to review status of project budget, status of cost changes related to CSM contract and those items outside of CSM contract (furniture and IT). Funding for furniture is a key issue; however, Keith is looking into funding sources for this. There are no new surprises as far as budget and scope. There will be some surplus funds from CSM Con Hall contract available for Mason project. Once the tenants have been identified for Mason Building a clearer picture of the budget will emerge.

Section Manager: Harold Belcher, Project Management B
GoToMeeting on Alpena to Hillman Trail bridge inspections; space reallocation meeting; All Managers Meeting; Project Directors Meeting, Paint recycling webinar.

Chris Bahjet
Potential Issues/Solutions:
DCH - Walter Reuther Hospital– Activity Building – The issue is neither Daniels Building Co. nor WRPH is willing to pay Modernistic invoice that resulted from the flood cleanup. Solution: I held a conference call among all parties to find a solution. It was suggested that WRPH is to contact DCH. In the immediate aftermath of the flood, I had contacted the SBA and Builders Risk and both indicated the flood recovery cost doesn't fall under any rules that they manage.
Projects Complete:
DTMB – Cadillac Place Sidewalks Phase 2 – Held the substantial completion for the granite and sidewalk replacement. The project will continue to install snow melt system as an extension to this project.

Tim Hall
Accomplishments:
MDOC WHVCF Jennings Temporary Housing Renovation – Conducted final coordination review with MDOC staff to determine scope of work responsibilities and external contracting requirements. PSC submitting plan review sets.

DNR Wolf Lake Fish Hatchery – Proposals received from 5 PSC candidates and distributed to selection committee for review.

DNR Yankee Springs Shop/Garage – Final bid document review with PSC conducted and release for bidding approved.

Bruce Hassen
Nothing significant to report.

Chris Kulhanek
New Projects:
Mason Building Exterior Repairs – Contract mod for PSC was approved for special Ad Board Agenda, so window repairs project could proceed and be bid ASAP. Goal is to complete work by the time interior renovation project finishes.
Potential Issues/Solutions:
Forest Fire Experiment Station – Questions on floor sealer threaten to delay equipment move scheduled for next week.
Solution – Conference call was set up to expedite approval of a substitute product. Contractor to apply sealer over weekend, so moving schedule is not affected.
Non-Project Related Activities:
Attended project director's meeting on 12/9.

Rashmi Patel

Accomplishments:

MDOC Jackson, DWH and C Unit Road Improvement - Progress meeting – Contractor will complete remaining work by end of this week and schedule substantial completion meeting next week.

Alger and Baraga Correctional Facility VMS System - Contractor has provided cost estimate to replace existing analog cameras with new IP cameras. PSC will review and provide recommendation.

Sadi Rayyan

Accomplishments:

DMVA Former Jackson Armory Site – Reviewed and recommended changes to the contract with AMEC to provide free product source removal, soil and groundwater investigation, site conceptual model development and technical support.

DEQ McLeieer Oil Site – Reviewed and recommended a construction contract award to E.T. MacKenzie with AMEC to excavate, remove and dispose of approximately 500 tons of contaminated soils and restore the site.

New Projects:

MDOC Macomb and Oaks Correctional Facilities – Assigned to Nelson Tank Engineering under their ISID contract to prepare bid specifications and provide construction oversight to paint/repair the 200,000 gallon elevated water storage tanks.

DEQ Kauppi Oil Enterprises Site – Assigned to Weston under their ISID contract to perform subsurface investigation to define the extent of free product and conduct a feasibility study of alternatives to recover and mitigate risks posed by the free product.

Non-Project Related Activities:

Attended the meeting for the project directors.

Attended “Remedy Selection for Contaminated Sediments” Webinar.

Jud Sorensen

New Projects:

The first on-site meeting was held at Camp Grayling between DMVA, DTMB and ENG, Inc. for the Cantonment Waste Water Treatment Study. This consisted of a fact finding meeting and facility tour to get a better understanding of Camp Grayling's future plans and existing and anticipated issues with the facility's waste water treatment system. Where in the past, Camp Grayling has predominantly served as a training facility during the summer months, it is now doing more and more programs throughout the year with long range plans showing significant increases in camp population especially during the winter months. As the wastewater spray irrigation system cannot be operated during the winter months, there is a question of whether the facility has sufficient lagoon capacity or if major expansion and/or redesign may be required. There is also a concern that there may be significant infiltration of ground water into the wastewater system reducing capacity and adding operating costs. These answers will come out of this study now being commenced by ENG, Inc.

Projects Complete:

A warranty inspection was completed by Carlisle, Inc. and a punchlist Inspection was completed by PSI on 12/8 for the new roof system installed by SDVGC at the Records Building Loading Dock. Carlisle has no issues. PSI noted that there should have been eight walk pads and the contractor had only installed one. In addition, the existing hot stack umbrella collars for the two unit heater exhaust vents appear to have been reset, but the specifications call for new larger collars. SDVGC has been instructed to add the additional walking pads and to replace the umbrella collars. In addition, SDVGC has been asked to provide a quote to repair cracks that opened up in the loading dock masonry walls. These cracks were the result of the weight of the original roof system being removed from the structural steel framing. The masonry walls are not load bearing, but cracks will allow outside air and moisture to enter into the building.

John Spencer

Accomplishments:

DNR - Holt Tract, Marshall, MI Rice Creek boundary, CAD and Riparian Rights questions sent to Assistant Attorney General for clarification.

DTMB - Veterans Memorial ties to check movement fieldwork, CAD and delivery.

DTMB - Residence additional survey request from PSC; Nowak and Fraus, meeting scheduled on-site 10 a.m. on 12/15 with PSC and others.

Non-Project Related Activities:

John attended the DTMB All Managers Meeting on 12/9.

Terry O'Brien

Accomplishments:

Nothing significant to report.

Bruce Watkins

Nothing significant to report.

Section Manager: Dennis Stamm, Project Supervision

Nothing significant to report.

Section Manager: Pat Mullen, Contract Services

Nothing significant to report.

WR Ending January 9, 2015
Section Manager: Irene Henry, Project Management A

Editing Tenant Fit-Out version of Office Design Standard. Uploading as-built documents to TRIM library. Reviewed proposals for Capital Area Reconfiguration and made selections.

Bob Adams:

New Projects:

MDOC Hiawatha CF Perimeter Security System Replacement – Obtained approval for ISID PSC use. Prepared and submitted draft project statement to agency and reviewed.

Design:

MDOT Ironwood Welcome Center Roof Replacement – Received ISID proposal from OHM, reviewed with agency and submitted for contract award.

DNR Straits SP Toilet Shower Building Replacement – Conducted 90% phase 500 design review.

DNR Mackinac Island Road Repairs – Reviewed preliminary design document with agency.

Bidding:

DNR Porcupine Mountains SP Union Bay Campground Toilet/Shower Building Replacement – Conducted mandatory pre-bid conference for design-build contract.

MDOC Alger CF Roof Improvements – Received PSC recommendation. Prepared SAB agenda justification for contract award.

DNR Conely Point BAS – Received notice from DNR of full funding for the entire project. Prepared SAB agenda justification for contract award.

Construction:

DMVA Sault Armory Maintenance Shop Renovation and Addition – Worked with agency and PSC to address final outstanding work item to be completed by contractor.

Projects Complete:

DNR Mackinac Island Steward's Quarters and Morgue Roof Improvements – Obtained all outstanding closeout paperwork and resolved issues for submittal of final payment.

MDOC Newberry Boiler No. 1 Replacement – Processed final change order for contract time adjustment needed to complete project.

DNR Detour Harbor – Continued discussions with PSC and contractor for completion of closeout documents and submittal for final payment.

Scott DeKorte:

New Projects:

MDOC Muskegon CF Vocational Welding Program – Conducted pre-bid meeting for general construction bids.

MDOC Lakeland CF Electrical Distribution Project – Attended meeting with MDOC and PSC.

Joel Gordon:

Accomplishments:

DNR Fisheries Project Administration – Was asked by DNR Fisheries Division to meet with them to review administrative process for WO/MOP's, contracts. change orders and payment applications. Asked Pat Mullen to attend the meeting; the successful meeting brought new DNR staff up to speed with project procedures and built client relationships.

New Projects:

DNR Yankee Springs Recreation Area Historic Pavilion Restoration – Conducted a design team meeting to refine the project scope align with the restricted budget. The limited scope project will include only the structural repairs and limited roof repairs. The project will be issued for bidding on 2/12.

DTMB Capital Complex Master Plan Governor's Residence Renovations – The design team met with the Governor's residence staff to review budget and project scope and establish a schedule for implementation of phase one of the landscaping and grounds improvements.

Gerald Gregorski:

New Projects:

DNR Below Ground Sewer and Water Study at Eight Parks, Petoskey SP – Received a single bid for pre-purchase of the Petoskey State Park lift station equipment and the contract was approved. The bid for the actual equipment installation work was advertised with bids due 1/28.

DNR Below Ground Sewer and Water Study at Eight Parks, Hayes SP –The Lenawee County Drain Commissioner will be handling the replacement of the municipal sewer lift station that serves the Hayes State Park sanitary dump station using the State's maintenance fund. It will be coordinated with the dump station rebuild and is planned to be completed in time for the summer camping season. Other water and sewer upgrades at Hayes are proceeding on schedule. The 50% design review meeting for sewer and water upgrades at Pontiac Lake Recreation Area was held. Construction is planned for Fall 2015.

MDOC Gus Harrison Perimeter Enhancements – The ISID assignment for professional services from Beckett & Raeder was approved. The design kickoff meeting is scheduled for 1/14.

DNR Hart-Montague Trail Rebuild – The project construction is being funded by MDOT and MDOT is handling the bidding and construction administration. Approved a contract modification for the design firm originally contracted through DTMB, MC Smith & Associates, to provide participation in the MDOT grade inspection meeting, provide additional design details required by MDOT, and provide a minimal level of technical support (if required) during construction.

MDOC Pugsley Housing Units Security Enclosures – An ISID contract assignment was approved for Landmark Design, the A&E firm that did the original design work for the site. Landmark will provide the design and submit to LARA for plan review. MDOC facility personnel will perform the actual remodeling work.

Construction Starts:

DTMB Grand Tower AHU Replacement – The new chilled water piping system is in place and tied into the LBWL service lines. Temporary air handling units have been set up on the 2nd and 3rd floors to provide supplemental cooling while the existing refrigerated air handling units are removed and the new chilled water air handlers are installed on those floors. This should be completed over the next two to three weeks. Once completed, the temporary units will be moved to the next floors on the construction schedule, proceeding with converting two or three floors at a time to LBWL chilled water cooling. The contractor has been asked to provide bulletin pricing for replacing the control system for all VAV boxes in the building. Original plans called for only updating a small number of units on each floor to coordinate cooling with perimeter heating.

DMVA Grand Rapids Home for Veterans Chiller Replacement – Construction is progressing well. The new cooling towers have been installed; all piping and pumps demolition is complete; new pump pads have been poured and new process piping is well underway.

DMVA Grand Rapids Home for Veterans Backup Generators – The new generator mounting pads have been poured and preparations for electrical tie-ins are complete. Waiting for delivery of the new generators scheduled for March 2015.

Projects Complete:

MDOT Metro Region Office HVAC Replacement – The project is substantially complete and all MDOT staff have moved back into the facility. A final punch-list review meeting was held and found that the contractor still has some items to complete before the final payment request will be approved.

Jan Miller:

Accomplishments:

DNR Maybury State Park Trail Improvements – Held 90% design review meeting 1/6. Project will be posted on Buy4Michigan 1/12, pre-bid meeting 1/26 with bids due 2/4.

DNR Dodge #4 State Park & BAS Improvements – DNR has received funding and authorization to proceed with both the Beach Erosion and the BAS projects. Since Beckett & Radar is the PSC on both, the projects will be combined into 1 larger project making it more attractive to bidders. Meeting was held on site 1/8 to review project and establish a schedule.

Flint State Office Building, Interior Renovations – Contractor began demolition 12/22/14 as scheduled; however, the skywalk and south entrance are still not complete. Issues with the lighted handrail in the skywalk and the south entrance vestibule sprinkler requirements are being addressed.

New Projects:

Capital Area Reconfiguration Project – Received and evaluated 5 proposals. Recommended award of 2 PSC contracts; Bergman Associates for Moves 1 & 2 (Mason & Ottawa Buildings), and Hobbs + Black Architects for Move 4 (MSP Headquarters).

DNR Ludington State Park Beach House Exhibits – Working with DNR on writing the project descriptions for 3 separate RFPs.

Dave Sproul:

Accomplishments:

MDOC Ionia Energy Project – ESG is continuing to develop the bid documents for the water and lighting energy improvements for submittal to LARA. We are working to bid the subcontractor portion of the water and lighting packages in January/February 2015. ESG is also working on the major heating system improvements and this scope will be bid later this spring.

MSP SEOC – Daniels/Christman has begun installation of the building foundations and site drainage piping. With the holidays and extreme cold weather the last couple of weeks, outdoor construction progress has been slowed.

DCH Caro Center New Fire Alarm System – Additional asbestos abatement was completed within the Administration Building just before Christmas. SimplexGrinnell has been working in several buildings simultaneously to maintain the schedule.

DCH Caro Center Utility Service Backup Generator – Completed the review and released the bid documents for advertisement. This work will include a new generator, new switchgear, primary cabling, and code compliant exit and egress lighting within the facility. We anticipate construction bids at $3M plus.

Jackson College, Bret Walker Hall Renovations – Received and approved the Preliminary Design. This $15.2M project provides a major renovation to the existing facility to meet current college program requirements.

New Projects:

DTMB, Capital Area Reconfiguration – Received, reviewed, and accepted a proposal from PARTNERS In Architecture to provide programming and schematic design to move State Police from their Headquarters into the General Office Building.

Steve Urban:

Accomplishments:

BOD/Treasury Austin Building, Treasury Executive Office Area Renovations – Construction bids were due 1/7. Apparent low bid from Antler Construction was below construction cost estimate. The construction contract will be on the State Ad Board agenda for 2/3 approval.

Projects Complete:
BOD MSP PTA Shooting Range Ventilation Improvements – Construction was completed on time for DNR trooper school start up. The MSP Industrial Hygienist has conducted air monitoring of lead levels during live fire exercises. Report to be completed in 2 weeks. Contractor (Laux) did a good job in keeping project on schedule and on budget.

BOD MSP PTA Swimming Pool Renovations – Construction was completed on time and the pool is open for training exercises. Contractor (Laux) did a good job keeping project on schedule and on budget.
Potential Issues/Solutions:
BOD Mason Building Renovations – Conducted IT/Phone construction coordination meeting with IT, contractor and DTMB agencies to determine requirement and schedule for BOD building automation systems communication needs. IT is in the process of ordering material and it has been confirmed that IT system will be installed in mid-late March. Coordination with IT/Telecom has been a strong point for CSM.

Section Manager: Harold Belcher, Project Management B
Project Closeout; HAL

Chris Bahjet
Accomplishments:
DMVA – Taylor Armory – Modification 2012 – Although the project scope in essence was complete, the commissioning remained. Contractor could not start this phase due to inadequate gas pressure. DMVA is currently working on rectifying the issue.

DCH – Walter Reuther Hospital – Facility Condition Assessment – Met to discuss the final report. The report analyzed all systems and assigned priorities and costs. Upon examining the cost estimates and comparing them with recent bids and quotes, the estimates were about 30% of what recent experience is. Upon discussion, it was revealed the PSC was using its own data, but with a modifying factor that needs to be adjusted. Another matter discussed was the smoke detectors the patient rooms where there is a current work order calling for installing such at patient rooms. Citing patient disruptions and possible confusion, the report advises (and the hospital administration concurs) otherwise. Consequently, I asked WRPH administration to discuss this issue with DCH. Code doesn't require this installation.
Potential Issues/Solutions:
DCH – Walter Reuther Hospital – Showers – Met to discuss possible solutions to shower angle being too wide, spraying away from the patient. The shower heads are fixed anti ligature style and they are not adjustable. Solution - PSC will specify wider angle shower head. Another issue is the water temperature at the showers is tempered and not hot enough. Solution - Upon research, it was apparent the mixing valves are pressure activated and there is not enough hot water pressure coming from the first floor. PSC will specify alternate mixing valves that are temperature activated.

Tim Hall
Accomplishments:
MDOT Blue Water Bridge HVAC Replacement – Contractor has completed all major system replacements and start-up of equipment. Progressing with remaining work for toll/inspection booth HVAC replacements and should be complete next week. Added scope HVAC unit replacement in Truck Cargo Facility is ordered and scheduled for replacement late February.

MDOC WHVCF Jennings Temporary Housing Renovation – Received LARA plan review approval, but still awaiting Fire Marshal review. Reviewing quotes for work which Corrections cannot perform in house to assist them in confirming scope prior to issuance of PO.

DNR Rose Lake & Maple Rapids – Received final Certificate of Occupancy and PSC sign off on all punch list items for the project. Contractor will deliver final closeout package next week to fully complete project.

DNR Wolf Lake Fish Hatchery – Scheduled PSC proposal review with committee for evaluation and recommendation next week.

DNR Yankee Springs Shop/Garage – Project released for bids, pre-bid meeting conducted and bids to be submitted next week.

DCH Center for Forensic Psychiatry Miscellaneous Improvements – Parking Lot Upgrades - Released for bidding and remaining projects reviewed for upcoming planning meeting with DCH team.

Bruce Hassen

Accomplishments:

A bid walk-thru was held at the Dept. of Corrections SAI Facility (a.k.a. Camp Cassidy Lake) for contractors interested in removing the last UST from that site on 1/9.

New Projects:

A kickoff meeting for DTMB-D&C, DNR-Forestry, and DCH for the redevelopment of the Nokomis Challenge Center (Prudenville) will take place at Constitution Hall the week of 1/12.

Chris Kulhanek

Potential Issues/Solutions:

Forest Fire Experiment Station – A dispute has risen regarding concrete floor stain. The color approved on the submittal was incorrect. DNR has not accepted it and as a fix they have requested it be covered with an epoxy finish. They will pay for the difference in the cost for the upgrade only. The GC and PSC disagree as to who's at fault.

Solution – The contractor has agreed to proceed with the new epoxy finish with the stipulation the meeting minutes state they do not agree that they should cover the cost. The issue needs to be negotiated with the PSC.

Mason Building Exterior Repairs – BOD requested window repairs recommended by the PSC be bid as a separate project from the exterior masonry repairs. The completion date to do this is estimated to be in mid-August, which is unacceptable for BOD.

Solution – To expedite, the PSC will issue a bulletin to the GC to expand their scope of work to cover the window repairs.

Rashmi Patel

Accomplishments:

Cooper Street Correctional Facility - Video Cameras System - Received contract modification to install 3 PTZ cameras.

Thumb and Macomb Correctional Facilities - VMS System - Received construction bids.

Sadi Rayyan

Accomplishments:

DEQ Belgravia Site – Reviewed and recommended changes to the contract with Global Remediation Technologies to perform pre-design sampling and piping removal, design residential vapor protection barrier and thermal treatment system, oversee the construction/implementation of the remediation system and provide post remediation monitoring.

DEQ Former Performance Paper Site – Reviewed and recommended changes to the contract with URS Corporation Great Lakes to conduct a site survey and provide in-stream weirs (riffles) hydraulic modeling/design modifications.

Construction Starts:

DEQ Clark Service Station Site – Field activities for soil excavation and site restoration begin 1/5 with substantial completion by 3/5.

Non-Project Related Activities:

DEQ ISID Lab Contracts – The five contracts extended to 2/7/16.

2015 Environmental ISID Contracts – RFP advertised.

Attended "Green & Sustainable Remediation" Webinar.

Jud Sorensen

Construction Starts:

A pre-construction meeting was held on 1/5 with Laux Construction LLC for the installation of a new roof access and an above ceiling maintenance platform at the General Services Building. The new roof access and the new equipment maintenance platform are required to assure that roof and above ceiling mounted equipment can be accessed and maintained in a safe manner. It is anticipated that work will be complete by early May.

Potential Issues/Solutions:

DTMB was made aware by the Department of Corrections that the new HVAC Unit installed last summer by Shaw-Winkler and their subcontractor, The Trane Company, for the Cooper Street Correctional Facility Administration Building Visitor's Room experienced an ignition failure the weekend of 12/27/14 and failed to achieve the room heating set point on 1/4. This resulted in the Agency cancelling prisoner visitation. Trane was on site 1/4 and 1/5 to resolve issues. The unit experienced another ignition failure the weekend of 1/10 and Trane was again called to the site the Monday morning, 1/12. So far they have found a bad ground on the ignition module due to loose bolts and a minimum set point for the outside air damper at a level exceeding the engineer's recommendation. A meeting has been tentatively scheduled with Trane, Shaw-Winkler and the Agency to review findings and to assure that these problems do not continue to happen.

John Spencer

Accomplishments:

SBA - GVSU made changes requested by title work and Dickinson-Wright.

Non-Project Related Activities:

HAL training for an hour entry of Site Section time on projects.

Terry O'Brien

Accomplishments:

SESC plan and spec review for DNR Silver Lake BAS.

Bruce Watkins

New Projects:

Waterloo RA – Lagoon Repairs – Setup PPP meeting with DNR for next week.

Waterloo SGA – Heating System for Two Pole Barns – Setup PPP meeting with DNR for next week.

Projects Complete:

Waterloo State Game Area – Cold Storage Building – Held punchlist meeting for project closeout. Project came in under budget and on time.

Section Manager: Dennis Stamm, Project Supervision

Nothing significant to report.

Section Manager: Pat Mullen, Contract Services

Nothing significant to report.

WR Ending January 16, 2015
Section Manager: Irene Henry, Project Management Section 'A'
Final drafts of agency MOUs, final editing Tenant Fit-Out version of Office Design Standard. Uploading as-built documents to TRIM library.

Bob Adams:
Design:
MDOC Hiawatha CF – Assisted MDOC at meeting with ISID PSCs to scope the work of the multiple projects re-directed from Kinross CF.

DNR Muskallonge SP Shoreline Erosion – Received and initiated review of 90% phase 500 design documents.
Bidding:
MDOC Newberry CF Fire Alarm System Upgrades – Received PSC recommendation, prepared and submitted the agenda justification for construction contract award.

MDOC Chippewa CF Fire Alarm System Upgrades – Issued post-bid addendum.

MDOC Pugsley CF Fire Alarm System Upgrades – Received PSC recommendation for bid award. Prepared Ad Board Agenda justification.
Construction:
DNR Palms Book State Park Toilet Building Replacement – Conducted pre-construction conference.

DMVA Sault Armory Maintenance Shop Renovation and Addition – Contractor provided submittal to address final outstanding work item, pending review by PSC.
Projects Complete:
DNR Detour Harbor – Continued discussions with contractor for completion of closeout documents.

Scott DeKorte:
Nothing significant to report.

Joel Gordon:
New Projects:
DTMB Michigan Law Enforcement Officer Memorial (MLEOM) – Construct a New Fallen Officer Memorial – Met with the successful design consultant and reviewed their cost proposal structure and amount. The PSC (David Milling Architects) will reformat their proposal and resubmit for DTMB consideration.

DTMB Capital Complex Master Plan Governor's Residence Renovations – The design team met with the Governor's residence staff members to review budget and project scope. After careful study of the cost estimate and value engineering options it was established that the project scope would be reduced by excluding the "upper terrace" improvements.

Gerald Gregorski:
Nothing significant to report.

Jan Miller:
Accomplishments:
DNR Silver Lake State Park Day Use & BAS Improvements – Held 50% design review meeting 1/16. Plan review, cost estimate and deduct alternates were discussed.

Flint State Office Building, Interior Renovations – The contractor removed one of the 2 superintendents from the site and requested approval for replacement with a senior project manager. His resume has been submitted and is being reviewed.

Capital Area Reconfiguration Project – Held kick-off coordination meeting 1/12 with all 3 professionals; Bergman Associates (moves into Mason & Ottawa Buildings), Hobbs + Black Architects (moves into MSP

Headquarters) and Partner (moves into GOB). Working with Mary Kay & Jim Clark on writing Move Manager and Construction Manager RFPs.
DNR Ludington State Park Beach House Exhibits – Issued 3 separate RFPs. The Interpretive Exhibit RFP has been posted on Buy4Michigan and the other two, Aquarium Exhibits and Topographic Map have been issued as invitation only due to project size and specialty.
Potential Issues/Solutions:
DNR Dodge #4 State Park & BAS Improvements – PSC and DTMB became aware via email by DNR that a portion of the project site is privately owned by others. DNR Real Estate was notified of this in 2011; however, it appears as if nothing was done. Project was scheduled to be posted on Buy4Michigan 2/2; however, it cannot be bid until property ownership is resolved. Awaiting correspondence from DNR.

Dave Sproul:
Nothing significant to report.

Steve Urban:
Accomplishments:
DTMB Mason Building Renovations Project – Participated in tenant programming design kick-off meeting with RED and new tenants; ORS and DIFS. Both groups have been most cooperative. Bergmann Assoc. has received requested programming surveys from both groups. First pass of block plans to occur the week of 1/19. Conducted 2 site tours of the Mason Building for each group. JLL will be responsible for the move management of the ORS and DIFS moves. Have instructed JLL to draft a pre-move newsletter for ORS and DIFS employees.
Potential Issues/Solutions:
MSP-PTA Swimming Pool Renovations – Construction was completed on time per contract term (12/23/14); however, Lansing Tile, the installer of the new epoxy flooring, has asked for $11,000 in additional labor and material due to an estimating oversight on their part. This was requested 2 weeks after substantial completion. Both DCD and BOD have agreed to deny this request due to the fact that this oversight was never brought up until now and their supporting documentation was very weak.

Section Manager: Harold Belcher, Project Management B
Defective Plans and Specs webinar; HAL status meeting.

Chris Bahjet
Accomplishments:
DTMB – Cadillac Place – Shelter In Place/Lobby Security – Met to discuss the second version of the study report. Discussed turnstile location options with each pros and cons. Also included the option of having access cards on elevators in lieu of turnstiles. Next report to develop these thoughts with costs.

DCH – Walter Reuther Hospital Activity Building and Showers Projects - Met with Daniels to discuss potential claims due to delays to foundation and parapet wall steel changes. Weighing pros and cons of providing heat and building enclosure and examining if it will provide a meaningful cost benefit.

Tim Hall
Nothing significant to report.

Bruce Hassen
Nothing significant to report.

Chris Kulhanek
New Projects:
Camp Grayling – Light Demo Range – DMVA has provided construction funding for this project. The design was completed a few years ago and it has been on hold since.
Projects Complete:
Montcalm Community College – Advanced Technology Building - The project is complete and occupied.

Rashmi Patel
Nothing significant to report.

Sadi Rayyan
Accomplishments:
MDOC Various Correctional Facilities – Met with Nelson Tank Engineering and agency to discuss details and special working conditions for contracting to refurbish the water towers at the Macomb and Oaks Correctional Facilities.

DEQ Frank's Service Station Site – Reviewed and recommended an award of construction contract to Ripman Construction Company to remove and dispose of approximately 450 tons of contaminated soils and restore the site.

DEQ Alcott Dam Site – Reviewed and recommended changes to the contract with URS to provide additional design and technical support services.

DEQ Residential Wells Torch Lake Site – Reviewed and recommended changes to the contract with AECOM to perform a pilot test using a trailer-mounted air sparge/soil vapor extraction system to evaluate the applicability of this technology to the site.
New Projects:
DEQ Marcy's Cleaners Site – Assigned to Global Remediation under their ISID contract to design an in-situ chemical injection treatment, provide construction oversight and monitor the effectiveness of the treatment.

DEQ Broekhuizen Produce Site – Assigned to Superior Environmental under their ISID contract to perform environmental investigation and prepare focused feasibility study.
Non-Project Related Activities:
MOU with DEQ – Reviewed and commented on the final draft.

DEQ Expanded Env. Remediation ISID Contracts – Debriefed Cardno ATC on the results of the selection.

2015 Environmental ISID Contracts – Issued and posted Addendum #1 to answer questions received from the potential bidders.

Attended "Contractor Strategies for Dealing with Defective Plans and Specs" Webinar.

Jud Sorensen
Potential Issues/Solutions:
Based on review of a 11/20/14 study prepared by Partners in Architecture, DTMB Operations has decided to have Partners in Architecture proceed with design and bid documents for roof replacement of the main roof at the DTMB Records Building. Roof replacement is estimated at approximately $1.8 million. Currently, funds are not available to fund the construction phase within the 2015 fiscal year. The existing roof has a number of leaks and has exceeded its expected life.

A meeting was held with Tower Pinkster, UIS and the Department of Corrections to review the preliminary report and findings for maintenance of primary switchgear at the Women's Huron Valley Correctional Facility. UIS pointed out a number of minor to significant issues with the current electrical distribution system, the worst of which is located in a utility tunnel with limited access where a steam leak has destroyed a medium voltage junction box. If the cable within this box would fail, this would shut down power to a good portion of this facility. Repair of this junction box and cable are not currently funded, but will need to be addressed prior to or as a part of the tunnel pipe replacement project as piping work in this area of the tunnel will not be safe unless power is shut down of the junction box and cable are repaired.

John Spencer
Nothing significant to report.

Terry O'Brien
Nothing significant to report.

Bruce Watkins
Accomplishments:
Bureau of Services for Blind Persons Training Center – Interior Upgrades – Held pre-study meeting to clarify the scope of work for the design professional.
New Projects:
Waterloo SRA Portage Lake Campground – Lagoon Repairs – Held PPP meeting with DNR-PRD to establish scope of work. Study for the repairs was completed by Rowe, Inc. DNR was happy with the study and is ok to use Rowe for the design professional for the work.
Construction Starts:
Marquette Prison – Held meeting with Corrections and the PSC (UP Engineers) to establish final scope of work and schedule for bidding.
Non-Project Related Activities:
Customer Assistance – Searched for water supply drawings for Fort Custer Recreation Area Campground.

Section Manager: Dennis Stamm, Project Supervision
Nothing significant to report.

Section Manager: Pat Mullen, Contract Services
Nothing significant to report.

WR Ending January 23, 2015
Section Manager: Irene Henry, Project Management Section 'A'
Provided review drafts of the Tenant Fit-Out versions of the Office Design Standard to RED and BOD. Toured Mason Building. DCD financial/budget meeting. Uploading as-built documents to TRIM library.

Bob Adams:
Design:
MDOC Hiawatha CF – Attended walk-through with agency and PSC to scope out needed fire alarm system upgrades.

DNR Muskallonge SP Shoreline Erosion – Participated in 90% phase 500 design review meeting.

DNR Fayette Historic SP Toilet and Shower Building, Sanitation Station and Sewage Disposal – Participated in a design status and planning meeting with the agency and PSC.

DNR St Louis Creek Culvert - Conducted phase 500 50% review.
Bidding:
MDOC Chippewa CF Fire Alarm System Upgrades – Issued post bid addendum to clarify bid schedule requirements.

DNR Straits SP Toilet and Shower Building Replacement – Finalized 100% design documents with PSC and submitted for advertising on Buy4Michigan.

DNR Union Bay Campground Toilet and Shower Building – Issued addendum #6 and #7 for posting on Buy4Michigan.

Scott DeKorte:
Nothing significant to report.

Joel Gordon:
New Projects:
DNR Marquette and Thompson State Fish Hatcheries Raceway End Closures – Met with Hatchery staff and reviewed project scope and schedule. This will be the final phase of the raceway end closure project. The documents were completed three years ago and require minor updates. The project is scheduled to be bid in late February.

DNR O'Neil Lake Dam Emergency Dam Repair – Met with the project team and reviewed options and probable costs. The DNR has taken the options under advisement and will respond with their desired course of action. The project team would like to be in position to begin construction as early in the spring of 2015 as the weather allows.

Gerald Gregorski:
New Projects:
MDOC Personal Emergency Location Systems Phase 2 at Six Locations – The recommendation for contract award for Tower-Pinkster was approved by the State Ad Board and the contract was executed. A design kickoff meeting has been scheduled for 2/3.

MDOC Gus Harrison Perimeter Enhancements – The professional services contract with Beckett & Raeder was executed and the design kickoff meeting was held. Design activities are progressing toward a June 2015 start of construction target.
Construction Starts:
DNR Below Ground Sewer and Water Study at Eight Parks – The pre-bid on site meeting for the Petoskey State Park lift station equipment installation was well attended. Bids are due 1/28 with project completion planned to meet the summer camping season. Construction activities at both Mitchell and Hayes state parks have stopped for the winter season. Both are in very good shape schedule wise with the majority of work completed.

MDOC Personal Emergency Location Systems at Eight Locations – System calibration was completed at Egeler. Facility staff training is scheduled for 1/30. Work has been discontinued at Kinross with plans being made to re-allocate resources to Hiawatha.

DTMB Capitol Complex Controls Integration/EBI Replacement – Additional integration work required for the Hall of Justice lighting control panels has been completed and tested.

DTMB Traverse City SOB Renovate Ground Floor Restrooms – Ground floor public restroom renovation work is nearly completed with the substantial completion scheduled for 1/30. The toilet replacement trial for the other restrooms is successful. Funding is being added to replace all of the toilets with new style that flushes properly.

Jan Miller:

Accomplishments:

DTMB Flint State Office Building Interior Renovations – Met 1/23 to discuss the issues with Paul Krysinski, the proposed new project superintendent/project manager; reviewed his information and accepted as the new superintendent. The south entrance is scheduled to be opened 2/2 and the skywalk temporarily 1/28.

DTMB Capital Area Reconfiguration Project – Completed the Move Manager RFP and a draft of the Construction Manager RFP. They will not be issued until funding is available.

DNR Ludington State Park Beach House Exhibits – Extended the bid date on all 3 projects for 1 week; from 1/28 to 2/4.

New Projects:

DNR Ludington SP Cedar Campground Drainfield Replacement – Received approved work order from DNR. Due to urgency and limited scope the project will be bid out as invitation only. Construction needs to be completed before Memorial weekend.

Dave Sproul:

Accomplishments:

MDOC Ionia Energy Performance Contracting Project – The water and lighting energy improvements portion may be ready for release of subcontractor bidding by mid-February. The drawings are complete with some minor specification comments to finalize. ESG is continuing to develop the major heating system improvements and this scope will be bid later this spring. We are considering a new addition to the MTU maintenance building to house the new heating boilers.

MSP SEOC – Installation of the new building addition foundations are progressing. Demolition within the existing first floor GOB building is underway. Partners in Architecture have provided direction on the required modifications to the new utility tunnel floor elevation issue and Daniels/Christman is evaluating the cost impact.

DCH Caro Center Utility Service Backup Generator – Conducted the mandatory pre-bid meeting. Eleven potential contracting firms attended the walk-thru and construction bids are due on 2/4.

DCH Hawthorn Center Various Maintenance Projects – Contractor is completing the gym floor repairs and installation of new ceilings. The new pool filtration system components are on order and installation is scheduled to start next month.

MDOC Thumb Correctional Facility Water & Sewer Improvements – Continuing to review and analyze the pressure effects of the proposed new back pressure assembly. The new back pressure assembly will cause a 10 psi drop within the entire facility that may be problematic for MDOC. C2AE is evaluating the recommendation to provide a new booster pump station as well.

MDOC MR Power Plant Replace De-Alkalizers and Water Softeners – The new de-alkalizer and softener tanks have been delivered and the contractor is progressing with installation. The new softeners are to be operational by the end of January and it appears the schedule will be met.

New Projects:
DTMB Capital Area Reconfiguration – Have initiated the program analysis and schematic design effort for the relocation of State Police from their current Headquarters to the GOB. We are scheduled to meet with State Police on 2/18 to officially begin the programming work. State Police will be first internally to define their program needs and requirements.

Steve Urban:
Accomplishment:
Met with Doug Church from BOD to brief him on my projects located in Zone 3. Doug being re-assigned as the new Zone 3 Facilities Supervisor.
Potential Issues/Solutions:
DTMB Mason Building Renovations – Weekly programming progress meetings with ORS, DIFS and Bergmann Associates occurred. First pass of a block plan for DIFS was presented. Approval of a finalized version no later than 2 weeks out. The executive suite area is the only non-typical area. This area would be the last area to relocate. Other hard wall offices are typical.

The initial ORS programming information submitted came up short of expectations. However, after our progress meeting ORS forwarded additional meaningful information.

Section Manager: Harold Belcher, Project Management B
HAL; DCD Financial Meeting; MDOC Thumb CF bid recommendation meeting.

Chris Bahjet
Accomplishments:
DCH – Walter Reuther Hospital – Activity Building – Completed negotiating with Daniels Building Company to add site lights which will be partially funded by the SBA and another part by the agency.

Tim Hall
New Projects:
DNR Wolf Lake Fish Hatchery – PSC contract award recommended and approved. Design kickoff to be scheduled as soon as all documents fully executed.

DNR Yankee Springs Shop/Garage – Received 9 bids for project; reviewing budget/funding options with agency and project team due to bids exceeding initial funding allocation.

DCH Center for Forensic Psychiatry Miscellaneous Improvements – On-site warehouse released for bidding and scheduled a meeting with DCH team to review all remaining projects to refine action planning and priorities for implementation.

MDOC Women's HVCF ADA Walks & Paving – Conducted 50% phase 400 design review meeting with PSC and WHVCF/MDOC staff. Follow up review will confirm scope and direction required to progress to bidding and maintain desired spring construction start.

MDOC Women's HVCF Prisoner Services Building – Contract fully executed and preconstruction meeting scheduled with project team to launch the project.

MDOT SW Region Laboratory - Contract fully executed and preconstruction meeting scheduled with project team to launch the project.
Potential Issues/Solutions:
MDOT Blue Water Bridge HVAC Replacement – Several start up challenges occurred with smaller booth systems and contractor has convened engineer and manufacturer to determine required actions to resolve the issues and successfully commission the systems. Additionally, a coil was frozen on a recently installed unit at the truck cargo inspection area and water damage occurred to US Customs and Border Patrol equipment and materials. The contractor responded quickly to clean up and address damaged materials. An error in connection of system controls was discovered and corrected as well as replacement of damaged system components.

Bruce Hassen

Accomplishments:

A site walk-thru was held at the former Nokomis Challenge Center for the four expanded environmental ISID professionals who were pre-approved for demolition projects and responded to DNR's invitation to come. We believe all four will offer pricing and resumes for key staff that would be assigned to this project.

Chris Kulhanek

Accomplishments:

Mason Building Exterior Repairs - The process to get change order approval for window repairs was expedited in order to make the 2/3 Ad Board. This will save valuable time in getting this work done by the time tenants move into the building later this year.

Potential Issue/Solutions:

Forest Fire Experiment Station – The contractor was directed to apply an epoxy coating over parts of the concrete floor in the office area which were stained the wrong color. The DNR agreed to only pay the difference in the two finishes.

Solution – The PSC was informed they would have to share the cost of this error due to the submittal being approved. They subsequently have submitted a letter denying fault in the situation. A pending contract modification remains on hold until this issue can be resolved.

A request for a time extension was also submitted by the General Contractor.

Solution – The request needs to be reviewed and negotiated with DNR and the GC.

Rashmi Patel

Accomplishments:

Cooper Street Correctional Facility - Video Cameras System - Received fiber testing report for work included in contract change order work.

Thumb and Macomb Correctional Facilities - VMS System - Post bid interview with qualified low bidder, address issue of project schedule, delays quality and fiber optic cable installation and testing requirement.

Ionia, MTU and St. Louis Correctional Facilities - Video Cameras Systems - Progress meeting at the site. Contractor stated the he completed preliminary list of work prepared by PSC and is ready to punch-out work included on original contract. PSC is reviewing bulletin price for additional work, interior cameras as requested by MDOC.

Sadi Rayyan

Accomplishments:

DNR Otsego Township Dam – The PSC submitted to the agency draft report for the dam repairs. Discussed with agency report and alternatives presented to the agency.

DEQ Star Watchcase Site – Reviewed and recommended changes to the contract with Mannik & Smith Group to perform additional remedial investigation using sonic drilling to install 12 monitoring wells for sampling.

DEQ White Star Tavern Site – Reviewed and recommended changes to the contract with Manik & Smith Group to complete the implementation of a pilot study using an air sparge/soil vapor extraction trailer system owned by the agency, provide routine maintenance for two years and completion of a final pilot study report.

New Projects:

DEQ Schultz's Market and Gas Station Site – Assigned to Sagasser & Associates under their ISID contract to conduct environmental investigation, evaluate site conditions/potential remediation options and reporting.

DEQ Leatherman Oil Company Site – Assigned to Manik & Smith Group under their ISID contract to perform remedial investigation including ground-penetrating radar (GPR) survey, soil/groundwater/gas sampling, risk assessment/pathway evaluation and the development of limited feasibility study.

DEQ Former Fred & Margaret Munger Sunoco Site – Assigned to Manik & Smith Group under their ISID contract to perform expanded remedial investigation services including soil/groundwater/gas sampling, risk assessment/pathway evaluation and the development of conceptual corrective action plan to reduce source soil/groundwater contamination and mitigate uncacceptable risk.

Jud Sorensen

New Projects:

A project planning and partnering meeting was held with DTMB Operations for the design, furnishing and installation of new disconnect switches on the primary electrical feeds entering the Romney Building. Currently there is no way to isolate portions of the primary switchgear within the Romney Building for cleaning and maintenance without the involvement of the Lansing Board of Water and Light and without shutting down power to several other buildings within the downtown Lansing area. It was decided because of the project's limited scope and budget that it would be best to have engineering services provided through an existing ISID contract. Late last week, Orion Engineering was walked through the Romney Building switchgear room and will now be submitting a request that the required professional services be added as an assignment to their current ISID contract.

Potential Issues/Solutions:

A meeting was held with MDOC and with Shaw Winkler and the Trane Company at the Cooper Street Correctional Facility to review issues that have been experienced with the new HVAC unit installed last summer for heating and cooling of the visitor's room within the Cooper Street Correctional Facility Administration Building. There appears to have been issues both with a failure to properly torque the grounding cables on the ignition control module causing the burner to fail and there also appears to be issues on how Trane programmed the unit's sequence of operation. Trane is continuing to correct the problems, working with the professional to correct issues associated with the unit's sequence of operations.

John Spencer

Nothing significant to report.

Terry O'Brien

Nothing significant to report.

Bruce Watkins

Nothing significant to report.

Section Manager: Dennis Stamm, Project Supervision

Nothing significant to report.

Section Manager: Pat Mullen, Contract Services

Nothing significant to report.

WR Ending February 6, 2015

Section Manager: Irene Henry, Project Management Section 'A'

Attended mandatory labor relations training. Held a webinar on Documentation Best Practices. Marketing meeting with DLZ Michigan.

Bob Adams:

Design:

MDOC Hiawatha CF Personal Emergency Locator System – Met with design-build contractor and engineer at facility for planning and walk-thru.

DNR Pioneer Trail – Forwarded the OHM ISID Proposal to DNR for review.

Iron Industry Museum Roof Upgrade – Reviewed 90% documents and commented.

Bidding:

MDOC Chippewa CF Fire Alarm System Upgrades – Received agency acceptance of PSC proposal and submitted agenda justification for PSC modification approval.

Construction:

MSP Negaunee Post Roof and Ventilation Upgrades – Conducted a site meeting to review the roof during current winter conditions. Subsequently, the PSC issued a bulletin for quotation.

DMVA Jacobetti Veterans Home – Visited site and contacted the contractor to complete outstanding punch list items in the main lobby. Received quotation for new roof at F wing.

Projects Complete:

DNR Detour Harbor Renovation – Held meeting with contractor regarding closeout and final payments. Contractor is planning 21 days for completion of remaining closeout items.

DMVA Sault Armory Maintenance Shop Addition and Renovation – Reviewed final pay request and closeout documents with contractor.

Scott DeKorte:

Nothing significant to report.

Joel Gordon:

Accomplishments:

DTMB Michigan Law Enforcement Officers Memorial – After receiving a fee proposal from the selected (design competition) PSC I met with the consultant and reviewed the project scope, scope of PSC services needed and format for the proposal. This review resulted in fee reduction of nearly $90,000 and services more closely aligned with our project needs.

Bidding:

DTMB Grand Rapids State Office Building Install a Back-up Chiller System – A pre-bid meeting was conducted at the project site on 2/2. Bids are due 2/11.

Gerald Gregorski:

New Projects:

DNR Below Ground Sewer and Water Study at Eight Parks – The contract award recommendation for the Petoskey State Park lift station equipment installation, to the low bidder McKerchie Enterprises, was approved on the DCD Directors Agenda.

MDOC Personal Emergency Location Systems Phase 2 at Six Locations – The design kickoff meeting was held with the PSC Tower-Pinkster and MDOT Physical Plant. The PSC will be using two separate design teams by geographical location to facilitate the design process.

MDOC Pugsley Housing Units Security Enclosures – The design plan review has been approved by LARA. MDOC facility personnel will perform the actual remodeling work.

Construction Starts:
DTMB Grand Tower AHU Replacement – Air handler replacement has been completed on the 2nd and 3rd floors with the new AHU's in operation. Laux is proceeding with demolition of the AHU's on the 1st floor and basement. Temporary cooling units will only be used on the 1st floor. Bulletin pricing for various options for full VAV Box / Controllers replacement is being evaluated by the PSC and BOD.

Jan Miller:
Accomplishments:
Flint State Office Building, Interior Renovations – The south entrance opened as scheduled 2/2 and the skywalk opened temporarily on 1/28. The project seems to be running smoother since our meeting in December with B&B owner Bernice, Bob Hall and Larry Scates.

Capital Area Reconfiguration Project – Held DCH programming kickoff meeting with Hobbs + Black and DCH 2/4.

DNR Ludington State Park Cedar Campground Drainfield Replacement – Due to the limited size and simplicity of the project, it has been issued for bid as invitation only. Bids are due 2/25.
Potential Issues/Solutions:
DNR Dodge #4 State Park & BAS Improvements – At the state's direction, the PSC conducted a boundary survey to assure that the project is on state property. The layout had to be slightly revised as the result of the survey. Project was posted on Buy4Michigan 2/3 with pre-bid meeting scheduled for 2/13.

DNR Ludington State Park Beach House Exhibits – Received bids on all 3 projects 2/4. No bids were received for the Aquarium or the Topographic Map Exhibits. Only 1 bid was received for the Interpretive Exhibits, which was in budget. Discussions with DNR are underway.

DNR Maybury State Park Trail Improvements – 7 bids were received 2/4; all over budget. A conference call with DNR, PSC and DTMB has been scheduled for 2/9 to review bids and budget.

Dave Sproul:
Nothing significant to report.

Steve Urban:
Accomplishment:
Mason Building Renovations – Conducted information tour of the Mason Building with representatives of both Senate and House Fiscal Agencies, BOD and RED.
New Projects:
LSHC 208V to 480V Upgrades at SOS Building – Met with LSHC management and BOD to discuss scope of work. This scope of work is the final phase of the electrical upgrades planned for the LSHC facility. It was agreed that EAI, Engineering Applications Inc. would be best suited as the design professional for the project since they were the design professional for the last 2 phases of the electrical upgrades.
Potential Issues/Solutions:
Mason Building Renovations Project – ORS programming is ongoing. Good back and forth exchange of ideas between Bergmann and ORS. ORS to take 3 full floors along with partial 1st floor for training and large conference room spaces. Final block plan to be presented to ORS week of 2/9. DIFS is pressing for occupying 3 full floors; however, there does not appear to be an adequate justification. Further program development will determine the need. LARA will require more than 1 floor to meet their programming needs. Programming results by the week ending 2/13 will determine how LARA will fit into Mason.

Austin Bldg. Treasury Executive Office Renovations – The construction contract was approved on 2/3. It was discovered this past week that concrete vault contains asbestos fireproofing material on seams of interior steel plate liner panel at walls of the vault. This information was not documented as part of the building wide asbestos report. Abatement of this material along with asbestos floor tile and adhesive (which were known about prior to the start of this project) to occur week of 2/9. Abatement will occur on midnight shift. Adjacent office areas have been vacated to swing space with the exception of the executive office

areas (they insist on not moving). It does not appear at this time that the additional abatement work will affect the construction completion date.

Section Manager: Harold Belcher, Project Management B
HAL; SIGMA familiarization; webinar on support of claims.

Chris Bahjet
Nothing significant to report.

Tim Hall
New Projects:
DCH Center for Forensic Psychiatry Miscellaneous Improvements – Conducted pre-bid meeting for on-site warehouse project; 14 bidders attended on the Monday snow day. A 2nd pre-bid opportunity was scheduled for 2/9 due to the weather conditions and several bidders not attending due to announcements of State Office closings.

MDOC Women's HVCF Prisoner Service Building – Conducted pre-construction kickoff and issued Notice to Proceed for B&B Construction to begin work on the project.

MDOC Women's HVCF Emergency Housing Jennings – Finalized quotes for MDOC direct purchase orders and transmitted to MDOC team. Participated in WHVCF Fire Alarm pre-construction meeting to facilitate coordination of that contract with MDOC construction needs in Jennings.
Potential Issues/Solutions:
MDOT Blue Water Bridge HVAC Replacement – Contractor continues to advance final actions to address start up challenges with the small toll/inspection booth systems and monitor. Several issues with existing electrical service sources have been identified that have contributed to challenges and those are being address as well. Evaluating design and construction cost to upgrade access tunnel systems omitted from original scope.

Bruce Hassen
Accomplishments:
MDOC Camp White Lake - The 70% review meeting for the demolition and restoration bid package was held 2/6.

DHHS Nokomis – Price proposals were received from the four ISID candidates who attended the site walk.

MDOC Air Permit Renewals – A progress meeting was held on 2/6 where MDOC's preferences on permit alternatives were clarified. Also, the professional was assigned an additional scope item where each incarceration facility with a central heating plant will get templates and instructions on how to renew their permits and submit the required annual forms to DEQ.

Chris Kulhanek
New Projects:
Camp Grayling SIRE Projects – DMVA has requested design contracts for two projects be expedited so they can be prepared to have a construction contract in place before the end of the fiscal year. A request for proposals was prepared and sent to three companies with ISID contracts to quicken the selection process.
Potential Issue/Solutions:
Forest Fire Experiment Station – Project needs to be complete by last week of February when DNR plans to move in. Little progress is being made and no progress on the phone system which is critical to moving in. Solution – DNR has agreed to release withheld liquidated damages to date with assurance from the contractor that the telecom sub will be paid along with other subs with outstanding billings and the deadline will be met.

Rashmi Patel

Accomplishments:

Marquette Correctional Facility (MBP) - VMS System - Advertised project for construction.

Egeler Correctional Facilities (RGC) - VMS system - Advertised project for construction.

Women's Huron Valley Correctional Facility – Fire Alarm System – Attended pre-construction meeting with contractor, PSC and MDOC to review project procedures, working conditions and scope of the work. MDOC has requested to install Building J fire alarm system first. Contractor has pulled building permits and is planning to start providing shop drawings. Contractor has scheduled walk-thru for all buildings next week and is planning to provide progress schedule by the end of next week.

Sadi Rayyan

Accomplishments:

DNR Lead Reclamation at Shooting Ranges – Reviewed and updated DB RFP for lead recovery at the Pontiac Lake & Sharonville Shooting Ranges. Prepared tentative implementation schedule for the agency's review.

DNR Otsego Township Dam – Discussed with agency potential issues with the dam and EPA's inclusion in implementing repairs.

DMVA Former Jackson Armory Site – Discussed with PSC the new owner's conditions for signing site access agreement. Informed the PSC that we only agree to remove the newly installed wells when the facility is closed or if required by DEQ to comply with the environmental regulations.

New Projects:

DEQ Wayland Recycling Site – Assigned to DLZ Michigan under their ISID contract to assess the possibility of vapor intrusion into the commercial/residential buildings on seven surrounding properties.

DEQ Stan's Trucking Landfill Site – Assigned to AMEC Engineering and Consulting of Michigan under their ISID contract to inspect existing methane extraction equipment quarterly for five years, sample methane monitoring points four times a year and provide technical support.

Non Project Related Activities:

2015 Environmental ISID Contracts – Reviewed and scored proposals.

Attended a meeting with the vendor DLZ.

Jud Sorensen

Accomplishments:

Proposals for Building Commissioning Services were reviewed by an Ad-Hoc Advisory Committee for award of Building Commissioning ISID Contracts. A total of twelve proposals were received of which five proposals were selected for contract award. The Committee has recommended that these five firms will be awarded four-year term contracts which will be available to provide professional building commissioning services for new building construction, building alterations and additions, various facility upgrades, and special maintenance projects whether minor, emergency and/or routine to validate and document that facilities and their systems are designed, installed, tested and capable of being operated and maintained to perform in conformity with owner expectations and anticipated energy efficiency.

John Spencer

Nothing significant to report.

Terry O'Brien:

Nothing significant to report.

Bruce Watkins

Accomplishments:

Roscommon Cold Storage Building – Building repairs are completed, still awaiting final plans and bid package from D&C for exterior grading work. Plan to hold pre-bid meeting in March for exterior grading.

New Projects:

Waterloo SGA – Building Heat – Held pre-proposal meeting with DNR and Design Build Contractor to outline budget and work required.

Construction Starts:

Pigeon River State Forest – Footbridge Repairs – Held pre-construction meeting. The contractor (Porath) and PSC (Wade Trim) are prepared to begin work immediately. Final in-river restoration work will need to wait until after the flood season to assure success.

Potential Issues/Solutions:

Highland RA – North-South Regional Trail Connector – Held a conference call meeting with the contractor, PSC (Nowak & Fraus), and the DNR-PRD Park Manager to outline tasks required to meet the consent letter published in December.

Proud Lake RA – Campground Water & Sewer – Phone meeting with PSC (Nowak & Fraus) and DNR staff to review the project final work and change orders for project closeout. Also, discussed testing of generator connection with park staff.

Section Manager: Dennis Stamm, Project Supervision

Nothing significant to report.

Section Manager: Pat Mullen, Contract Services

Nothing significant to report.

WR Ending February 13, 2015

Section Manager: Irene Henry, Project Management Section 'A'

Nothing significant to report.

Bob Adams:

New Projects:

DNR Pioneer Trail Upgrades – Received revised ISID proposal from OHM to include additional trail length; received DNR approval and sent to Lansing for processing.

Design:

MDOC Alger CF Perimeter Security and Sally Port Improvements – Met with MDOC manager, facility personnel and professional for walk-thru and project scope development.

DNR Cusino Wildlife Research Station Pole Building – Received review comments from agency for completion of design-build bid documents.

DNR Union Bay BAS – Conduct 50% phase 500 review meeting.

MDOT Ironwood Welcome Center Re-Roof – Received draft copy of phase 100 50% review and provided comments to PSC for next week's meeting.

Bidding:

DNR Fayette Historic SP Snail Shell Harbor Improvements – Received awaited SHPO determination of no-adverse-effects which allowed the project to be advertised for bids.

DNR Straits SP Toilet Shower Building Replacement – Conducted mandatory pre-bid meeting at the site.

MDOC Marquette Above Ground Storage Tank Removal – Held pre-bid meeting.

DNR Union Bay Toilet Shower Building Replacement – Received and reviewed DB proposals with agency; then scheduled Best Value interviews with all bidders.

Construction:

DMVA Jacobetti Veterans Home – Processed a change order for re-roofing F-wing.

Projects Complete:

DNR Detour Harbor Renovation – Met with subcontractors regarding closeout items. Received pay request from contractor, forwarded to professional and contacted professional regarding processing. Professional also advised to submit a final pay request.

Scott DeKorte:

New Projects:

MDOC St. Louis / Central MI / Thumb / Cooper / Huron Valley Correctional Facilities – Held PPP/kickoff meetings at each facility to review the security, fencing and sallyport projects to be implemented at each location.

Construction Starts:

DCH State Lab Security Improvements – Conducted pre-construction meeting.

Joel Gordon:

Nothing significant to report.

Gerald Gregorski:

Nothing significant to report.

Jan Miller:

Accomplishments:

Flint State Office Building, Interior Renovations – Received a new updated overall schedule. Completion date has been moved up 3 months from Feb. 2016 to Nov. 2015.

Capital Area Reconfiguration Project – RFPs for Move Manager and Construction Manager have been posted on Buy4Michigan. Pre-proposal meetings will be held 2/23 and proposals due 3/5.

DNR Dodge #4 State Park & BAS Improvements – Held pre-bid meeting 2/13. Twenty (20) General Contractors attended. Bids are due 2/25.

Dave Sproul:
Accomplishments:
MDOC, Ionia Energy Project – Continuing to review and finalize the water and lighting energy improvement bid packages. We are working to release the bids beginning on 2/23. There will be separate walk-thru(s) for both the water and lighting improvements and bids will be due on 3/30.

State Police, SEOC – Attended our normal construction progress meeting and due to the extreme cold weather conditions, the exterior site work is behind schedule. The Daniels/Christman team will continue to monitor the progress and attempt to provide better progress in the spring.

DCH, Caro Center, Utility Service Backup Generator – Received multiple bids concerning the new campus wide electrical backup generator for the Caro Center. Our design professional is completing the required review and is recommending award to the low bidder. The bid of $1,804,000 is within our estimate and available funds. Actual construction should start by the end of March.

MDOC, Thumb Correctional Facility, Water & Sewer Improvements – Continuing to evaluate the booster pump requirements and C2AE is also communicating with the Fire Marshal's Office for their input concerning applicable code requirements for MDOC.

State Police, Metropolitan Detroit Forensic Lab – Met with the project team to discuss the intent of building out the remaining shell space. MSP has requested that we consider building out this space for general office type of environment. In addition, State Police is considering moving some Computer Crimes Unit staff into the existing Biology Laboratory space. White/Turner and SmithGroup will provide their estimate for services and construction for our consideration to move forward. Once the estimate is developed, State Police can provide their direction accordingly.
Potential Issues/Solutions:
MDOC, MR Power Plant, Replace DeAlkalizers and Water Softeners – The new softener tanks have not been performing as required. We held a special meeting to review the issues and the manufacture has been directed to provide recommendations to bring their equipment up to the specifications.

Steve Urban:
Accomplishments:
Mason Building Renovations – Programming progress meetings with DIFS, ORS and LARA are ongoing. DIFS and ORS block plans are close to finalization. LARA is split between basement, 1st floor and 5th floor which will cause operational inefficiencies.
New Projects:
Lake Superior Hosting Center 208V to 480V Upgrades at SOS Building – Met with LSHC management, EAI and BOD to discuss scope of work. EAI to provide cost proposal for their work. EAI will be utilizing Bergmann Assoc. for architectural services.

MDOC St. Louis, Roof Restorations – MDOC has requested that roof restoration work for all buildings be included in the scope of work. MDOC initially requested that minor maintenance repair work be provided on 2–3 buildings on the complex. This will require a significant change in the method of PSC selection. RFP will now have to be solicited.

Section Manager: Harold Belcher, Project Management B
HAL; Meeting with SIGMA committee; MDOC Video Management Meeting.

Chris Bahjet

Accomplishments:

DCH – Walter Reuther Hospital – Hosted a conference call among all concerned to insure the phone system change into the Cysco System will mesh into the new project at the Activity Building.

Projects Complete:

Cadillac Place – Exit/Entrance Study – Reviewed the final report which was found to be well detailed and complete.

Projects Start:

DNR – Relocation of the Grant House – Hosted the design kickoff meeting.

Tim Hall

New Projects:

DCH Center for Forensic Psychiatry Miscellaneous Improvements – Conducted pre-bid meeting for Parking Lot Improvement project; bids due 2/18. Conducted 50% phase 500 design review meeting for toilet/shower improvements; minor scope clarification and Agency to prioritize scope alternates to achieve budget.

DCH Center for Forensic Psychiatry On-site Warehouse – Conducted 2nd pre-bid meeting for project due to weather conditions on 2/9; 21 bidders attended between two pre-bid meetings.

DCH Center for Forensic Psychiatry Bar Screen – Conducted phone conference design review to clarify scope, budget and code considerations to finalize PSC recommendation to Agency for bidding.

MDOC Women's HVCF ADA Walks & Paving – Conducted 50% phase 500 design review meeting with MDOC/WHVCF staff; minor scope clarification and adjustments determined for final bid scope and tentative 95% final review set for 2 weeks.

Bruce Hassen

Accomplishments:

DHHS Nokomis – Submittals were evaluated for the four ISID professionals who were invited and submitted price proposals.

Projects Complete:

MSP UST Removals – Closeout change orders were processed for Adrian and Sandusky posts, returning unused funds to DTMB – VTS.

Chris Kulhanek

Projects Complete:

New Buffalo Weigh Station – Project complete and closed out on time and within budget.

Non-Project Related Activities:

Pre-con procedures committee met on 2/12 and put together a list of recommendations for pre-con meetings.

Rashmi Patel

Nothing significant to report.

Sadi Rayyan

Accomplishments:

DEQ The Pit Stop Site – Reviewed and recommended changes to the contract with AECOM to conduct groundwater sampling, evaluate contamination fate and transport, and prepare reports.

DEQ Broad & Bridge Site – Reviewed and recommended changes to the contract with ECT to provide technical support, repairs, system modification/enhancement, permitting and routine maintenance through December 2016.

New Projects:
MDOC Various Correctional Facilities – Received MOPs to provide maintenance/repairs of the water towers at the Jackson Complex and Marquette Branch Prison. Contacted the agency and requested proposals from Nelson Tank Engineering to prepare specifications under their ISID contract.
Non-Project Related Activities:
2015 Environmental ISID Contracts – Reviewed and scored proposals.

Met with DEQ, DTMB Purchasing and Pat Mullen to discuss assignments under the Geotechnical Environmental Drilling Services Contracts.

Attended "Beneficial Re-use of Non-Hazardous Industrial By-Products" Webinar.

Jud Sorensen
Nothing significant to report.

John Spencer
Nothing significant to report.

Terry O'Brien
Nothing significant to report.

Bruce Watkins
Nothing significant to report.

Section Manager: Dennis Stamm, Project Supervision
Nothing significant to report.

Section Manager: Pat Mullen, Contract Services
Nothing significant to report.

WR Ending February 20, 2015

Section Manager: Irene Henry, Project Management Section 'A'

Met with BOD and RED to review comments on the revised Office Tenant Fitout Design and Construction Standards. RED asked to use the revised standard in an RFP being issued at the end of the month, along with New Building Design and Construction Standards. Completed both standards and assisted RED in incorporating these and related documents into the RFP. Held One on One meetings with most of the staff.

Bob Adams:

New Projects:

DNR Oman Creek BAS – Drafted ISID RFP Project Statement and forwarded it to DNR for review.

Design:

DNR Indian Lake SP Shoreline Restoration – Received DEQ permit and set up final review meeting with agency and professional in preparation to advertise for bids.

DNR Muskallonge SP Facilities Relocation – Addressed remaining project manual issues with the professional. Drawings were released for LARA plan review.

MDOT Ironwood Welcome Center Roof Replacement – Conducted phase 100 - 50% review meeting.

Bidding:

DNR Union Bay BAS – Conducted Design Build Best Value Interviews with all bidders and provided recommendation to DNR for approval with OHM Contracting, DNR agreed with the recommendation – this is for a site-built building.

Projects Complete:

DNR Detour Harbor Renovation – Met with professional regarding contractor's latest pay request and status of closeout issues, including schedule for submittal of professional's final payment.

DNR Sault Field Office ADA Upgrades – Conducted site visit prior to 1-year warranty expiration and assisted facility with unresolved key issue.

DMVA Ishpeming Armory Paving – Approve final close out package and forward to Lansing for processing.

Scott DeKorte:

Nothing significant to report.

Joel Gordon:

Nothing significant to report.

Gerald Gregorski:

New Projects:

MDOC Gus Harrison Perimeter Enhancements – Held the 50% design review meeting. Design activities are progressing toward a June 2015 start of construction target.

DNR Below Ground Sewer and Water Study at Eight Parks – Scheduled the pre-construction meeting for the Petoskey State Park lift station equipment installation for 2/26. Lift station equipment has been ordered previously under a separate contract with project completion planned to meet the summer camping season schedule. The 90% design review meeting for the Pontiac Lake Rec Area sewer and water improvements was held. The local municipality is mandating a slight change in work scope; they are requiring a change from a pressurized force main to a gravity drain line for sewer hookup. This will allow tie-ins from any future development along the route. The estimated additional cost for the larger line and open-cut installation can be covered under project funding.

MDOC Woodland Center CF Perimeter Fence Security System Upgrades – Held the PPP meeting. The agency is requesting a specific PSC through an ISID assignment and they also attended the meeting. The amount of funding provided in the MOP is totally insufficient for the original work scope of extending the non-lethal electric fence to the full perimeter. Instead the project will focus on resolving a prioritized list of perimeter security issues. These include preventing access to the building roofs and utility tunnel at multiple vulnerable locations.

Construction Starts:
DNR Harrietta State Fish Hatchery Liquid Oxygen and Supplemental Heat – Held the pre-construction kickoff meeting for the phase-2 heat pump installation. Equipment delivery is expected the last week of February. The gas unit heater for the tank room temporary/supplemental heat has been installed.

DMVA Grand Rapids Home for Veterans Chiller Replacement – Construction is progressing well. The new cooling towers have been installed; the old chiller has been removed and the new one set in place; all process pumps are installed; piping, controls, and electrical work continues. Need to coordinate new transformer installation with new generators project. Construction is still on schedule for April startup.

DMVA Grand Rapids Home for Veterans Backup Generators – Construction is proceeding on schedule. All preparation work is completed. The Automatic Transfer Switches are being delivered in February and the Generators are still set for mid-March delivery. Installation of the new powerhouse transfer switch is being coordinated with the chilled water plant upgrades project.

Jan Miller:
Accomplishments:
Flint State Office Building, Interior Renovations – Cost estimates for two and three lane turnstiles were received and forwarded on to Keith Paasch, Larry Scates and Jeff Pratt to review.
Potential Issues/Solutions:
DNR Ludington State Park Beach House Exhibits – Discussed bid results with DNR 2/17. Although only 1 bid was received for the Interpretive Exhibits, which was in budget, I recommended a contract be awarded. Since no bids were received for the Aquarium or the Topographic Map Exhibits, DNR will work with their Purchasing agent and to issue a P.O. for the work. I have offered to assist as needed.

DNR Maybury State Park Trail Improvements – Since all bids were over budget, a Post Bid Addendum (reducing scope), was issued to the 7 bidders.

Dave Sproul:
Nothing significant to report.

Steve Urban:
Accomplishments:
Mason Building Renovations – Programming progress meetings with DIFS, ORS and LARA are ongoing. Approved block plans of floor 6 and 7 for DIFS were forwarded to CMS so that they can pre-order doors, frames and VAV boxes. ORS block plans are close to finalization.
Construction Starts:
MDOC Saginaw Correctional Facility Fire Alarm Upgrades – Held construction kickoff meeting on 2/19.

Section Manager: Harold Belcher, Project Management B
One on one; meeting to discuss Grand Rapids Home for Veterans Home MIR project.

Chris Bahjet
Accomplishments:
DCH- Walter Reuther Hospital – Showers – Attended the progress meeting, updated/distributed the latest budget. Arranged for a conference with DCH and WRPH to review the latest budget. There is a potential shortage to manage potential future changes. There are four funding MOPS/WO and eight design/construction/testing elements that share this unified fund.

DNR – Selfridge BAS – Collaborated with the PSC to respond to the contractor on the issue of sidewalks and the need to comply with ADA.

DTMB – Grant House Relocation – Reviewed the Asbestos & Lead Report from 2009 to extract the relevant information related to the Grant House from the overall report which covered all State Fairgrounds.

New Projects:
DNR – Pointe Mouillee Pumps and Causeway Repairs- Hosted the pre-proposal meeting which was attended by three professionals. Toured the site and shared the as-builts with attendees.

Tim Hall
Accomplishments:
DCH Center for Forensic Psychiatry Miscellaneous Improvements – Received bids for Parking Lot Improvement project and began PSC evaluation, all bids within budget and recommendation for award expected next week.

DCH Center for Forensic Psychiatry On-site Warehouse – Received bids and began PSC evaluation, recommendation expected for next Ad Board as all bids were within budget.

DNR Wolf Lake Fish Hatchery Fishing & Viewing Access – Conducted design kickoff meeting with Abonmarche (PSC) and Wolf Lake staff.

Bruce Hassen
Nothing significant to report.

Chris Kulhanek
Nothing significant to report.

Rashmi Patel
Nothing significant to report.

Sadi Rayyan
Accomplishments:
DNR Lead Reclamation at Shooting Ranges – Met with agency to discuss design build RFP to implement lead recovery at the Pontiac Lake & Sharonville Shooting Ranges. Finalized RFP for posting on Buy4Michigan.
Construction Starts:
DEQ McLeieer Oil Site – Field activities for contaminated soil excavation and site restoration begin 2/5/15 with substantial completion by 5/16/15.
Non-Project Related Activities:
2015 Environmental ISID Contracts – Reviewed and scored proposals. Chaired meeting by the evaluation committee to select firms for awards. The committee selects 41 firms for awards.

Jud Sorensen
Projects Complete:
A closeout meeting was held with DTMB Operations, DTMB Records Management, the General Contractor (SDVGC) and the Professional (PSI, Inc.) associated with roof replacement for the DTMB Records Building Loading Dock. The Contractor is in the process of submitting closeout documents to the Professional along with his final payment request.
Potential Issues/Solutions:
I met with DTMB Operations to look at water leaks and ice buildup within the upper level of the Allegan Parking Ramp near the southeast corner of the Williams Building and am currently reviewing previous ramp and expansion joint repairs within this area. Several attempts have been made to seal these leaks with little success. I will be meeting with the Facility Supervisor to look at possible options including the addition of a heated trough below the leak area to collect and channel water away from the center drive.

A meeting was held to review the study and preliminary design for elevator upgrades, lighting occupancy sensors and insulation of exterior walls at Geagley Laboratory. Due to estimated costs and a limited budget, the work scope is being modified to reduce and possibly eliminate the proposed lighting occupancy sensors and to add design and construction administration services for exterior wall insulation which had initially been included as a study only.

John Spencer
Nothing significant to report.

Terry O'Brien
Nothing significant to report.

Bruce Watkins
Accomplishments:
Shiawassee SGA – Water Level Control Structure – Processed final contract change orders and modifications for L.J. Construction and Williams & Works.
New Projects:
Cass City Field Office – Cold Storage Building – Scheduled predesign meeting with DNR and Mayotte Group Architects.

Waterloo SGA – Building Heating – Set up meeting with Design Build Contractor (Allied) to review the project and prepare proposals.

Section Manager: Dennis Stamm, Project Supervision
Nothing significant to report.

Section Manager: Pat Mullen, Contract Services
Nothing significant to report.

WR Ending March 27, 2015

Section Manager: Irene Henry, Project Management Section 'A'

Completed draft RFP for the 2015 round of General A/E ISID contracts; Contracts Section advertised. Began updates to DCD Procedures Manual. Entered contracts and payments into HAL for pre-2014 running, UP projects.

Bob Adams:

New Projects:

MSP Calumet Post Roof Replacement – Assisted MSP Physical Plant with project estimate to initiate the Work Order process.

Design:

MDOC Hiawatha Correctional Facility (CF) Fire Alarm System Upgrades – Participated in 50% Phase 500 design review meeting.

DNR Oman Creek Boating Access Site (BAS) – Issued PSC ISID RFP Addendum #3.

DNR Union Bay BAS – Conducted 90% review meeting.

Bidding:

MDOC Hiawatha CF Video Management and Perimeter Surveillance Enhancements – Participated in pre-bid meeting and walk-through. Assisted with review of addendum.

DNR Muskallonge State Park (SP) Headquarters Relocation Phase 1 - Participated in pre-bid meeting and walk-through.

DNR Fayette Historic SP Furnace Corner Repairs – Participated in meeting to address issue of timber corner preservation or replacement and historic concerns.

DNR Indian Lake SP Shoreline Restoration – Worked through bidder questions with PSC and agency for issuance of pre-bid addendum.

Construction:

MDOC Alger CF Roof Restoration – Participated in pre-construction meeting.

MDOC Alger CF Video Management and Perimeter Surveillance Enhancements – Participated in progress meeting.

MSP Negaunee Post Roof and Ventilation Upgrades – Process CCO #4 for additional architectural and mechanical modifications and coordinate work with agency and contractor.

MDOC Baraga Max Video Management – Progress Meeting. CCO #4 is on Ad Board Agenda for 3/31 approval.

Projects Complete:

DNR Craig Lake SP, 3 Bridges – Notified PSC to submit Contract Modification to balance unused hours and close out project.

DNR Stateline Rail Trail Bridges #20, 21, 27 - Notified PSC to submit Contract Modification to balance unused hours and close out project.

Potential Issues/Solutions:

Worked with DIT for 5 hours to install Citrix/HAL on office computer – Final installation successful.

Scott DeKorte:

Nothing significant to report.

Joel Gordon:

Nothing significant to report.

Gerald Gregorski:

New Projects:

DNR Petoskey SP Trail Development – The Critical Dunes Permit application was approved and a design/ planning meeting for the first phase of trail construction was held. Funding for the first phase of trail construction, from the campground road intersection to the beach day use area, is being released to the project by DNR.

DTMB Energy Star Certification of DTMB Owned Buildings – The professional firm Matrix Engineers completed the first audit at the Cass Building. The application and data have been submitted to Energy Star for certification approval. BOD is setting up the next audit visits at the Lottery Building and Constitution Hall.

MDOC Pugsley CF Waste Water Treatment Plant Engineering Study – The on-site Project Planning and Partnering Meeting was set up for 4/6.

Construction Starts:

DMVA Grand Rapids Home for Veterans Chiller Replacement – The new cooling towers and condenser water systems were filled and started up successfully. The new chilled water system is scheduled to start up the week of 3/30 using the free-cooling heat exchanger until outside temperatures allow startup of the first chiller and factory rep startup and checkout of the new chiller.

DMVA Grand Rapids Home for Veterans Backup Generators – The generators' delivery and setting is currently scheduled for the week of 3/30. The automatic transfer switches are on site; however, they were supplied as top feed units when the specifications called for bottom feed. The contractor and PSC are working with the switch supplier to either replace the units or determine an acceptable modification.

DTMB Grand Tower AHU Replacement – System changes to accommodate the lower than expected LBWL supply pressure are underway. The LBWL control valve was moved from the supply to return lines during a weekend shutdown. A bulletin pricing request was issued for adding booster pumps between the LBWL supply and internal building loop. The alternate for installing a heat exchanger to isolate the building loop from the LBWL loop was not pursued. Engineering analysis showed that this solution would reduce the systems cooling capacity significantly.

MDOC Personal Emergency Location Systems at Eight Locations – SenStar provided firmware and software updates to correct problems with personal transmitter communications and identification that were uncovered during the course of the 30-day system trial at Egeler. The contractor will be uploading these updates. Construction has started at the old Hiawatha facility to meet the planned re-commissioning and switch from Kinross in October 2015.

Projects Complete:

DTMB Traverse City State Office Building (SOB) Renovate Ground Floor Restrooms – The final close out and inspection meeting was held on site. All work has been satisfactorily completed and the contractor's final payment application was submitted.

Jan Miller:

Accomplishments:

Capital Outlay – Facilitated University and Community College Capital Outlay Projects Status Meeting held 3/25. This activity is one of my performance objectives.

Potential Issues/Solutions:

Flint State Office Building, Interior Renovations – Agency has requested adding solar panels and ice storage to the project scope. Met with WTA and Agency 3/26 to discuss details prior to issuing a Bulletin. Jamie Phillippo is replacing Mary Kay Hawes as move manager and Cassandra Kimmerer is replacing Katie Sundberg as designer at DBI. Held coordination meeting with them and the agencies 3/27 to assure a smooth transition.

Dave Sproul:

Annual leave.

Steve Urban:
New Projects:
DTMB OPS Center Parking Lot Repairs – Developing scope of work with BOD for parking lot repair work located at the OPS Center. Due to the urgency of completing parking lot repairs by 6/1, a Construction ISID contact will be utilized. I will have the ISID contractor solicit bids from 3-5 paving contractors.

DNR Shiawassee River State Game Area Bridge – PSC contract modification was approved which will allow the PSC to begin the re-design work of a vehicular bridge at the game area. The design criteria is to be modified to accommodate lighter bridge loading thus reducing construction costs. Initial design was based upon a very heavy vehicular load design criteria.

LARA Commission for the Blind Food Concessions Facility, Mason Building – Funding for the design and construction of a new food concessions facility at the Mason Building has been approved by LARA. A signed MOP has been issued. CSM will be assigned to do the design and construction of the facility.
Projects Complete:
DHS Maxey Training School New Pre-engineered Maintenance Building – DHS has placed this project on hold due to the likelihood that the Training School may be closed due to budget issues. PSC is 95% complete with the construction bid documents. I have instructed the PSC (Landmark Design) to incorporate my owner comments and shelve the project for now.
Potential Issues/Solutions:
DTMB Mason Building Renovations – DIFS, ORS and LARA have signed off on block plans and furniture plans. ORS's need for a large conference room is yet to be resolved. This will be handled through Jim Clark and possibly DTMB Director's level. Move schedules have been accepted by the agencies involved.

Section Manager: Harold Belcher, Project Management B
Shiawassee State Game Area Siphon Tube Meeting; HAL, meeting with Doug Sharp.

Chris Bahjet
Accomplishments:
DMVA – Detroit Light Guard Phase 4 - Conferred with project team to issue the latest structural steel change order and agreed on ways to minimize the cost's impact.
Non-Project Related Activities:
Participated in the SBA projects status meeting in Dimondale.

Tim Hall
Accomplishments:
MDOT Blue Water Bridge HVAC Replacement – Conducted meeting with contractor to review closeout requirements/progress and evaluate solutions implemented and tested for toll booth systems. Also, reviewed implementation plans for corrections to existing power services to north booths and the upcoming tunnel upgrades scheduled for approval next week.

MDOT Southwest Region Laboratory – Participated in bi-weekly progress meeting and site review. Demolition is essentially complete and new construction is progressing well. Project team reviewed and resolved several potential issues in advance and is performing well together.
New Projects:
DMVA Jackson Armory Maintenance Bay Addition – Conducted PPP meeting with DMVA and held conference call with potential PSC to review scope and expectations for proposal preparation.

Bruce Hassen
Nothing significant to report.

Chris Kulhanek
Accomplishments:
MLHC – Automation Upgrade – Rebates offered from the Lansing BWL for the new controls system and mechanical equipment were credited to the contract. The State received over $17,000 in rebates.

Projects Complete:
Camp Grayling - CACTF – Project is complete and closed out under budget. The project has been a showcase for DMVA for urban training facilities.

Rashmi Patel
Accomplishments:
Cooper Street, Ionia, MTU, Carson City and St. Louis Correctional Facilities - Phase II VMS - Mandatory walk-through meeting was held at each site to replace interior cameras.

Hiawatha Correctional Facility – VMS System - Received bids from construction contractors.

Ionia Correctional Facility – Roof Replacement - Progress meeting was held with contractor on buildings 200 and 300 roof replacement. Construction was stopped and re-scheduled due to the winter weather condition.

Sadi Rayyan
Accomplishments:
DMVA Owosso Armory Site – The site was added to the State Sites Cleanup Program. Requested from DEQ to transfer $35K from the former Jackson Armory Site to this site to identify and eliminate any threat of fire/explosion or direct contact hazards.

DNR Lead Reclamation at Shooting Ranges – No bids received for this design build RFP. Contacted the potential bidders to find out their concerns/reasons that discouraged them from submitting bids. Two contractors indicated that their resources were currently allocated to other projects for most of year 2015 and they could not commit to this project's schedule. Will discuss with the agency our options to proceed with the project.

DEQ Kavco Landfill Site – Reviewed and recommended changes to the contract with EnviroSolutions to provide operation and maintenace services of the landfill gas management system for three years.
New Projects:
DEQ Various Sites – Assigned to Mannik & Smith under their Expanded Triage ISID contract to screen, investigate and assess the current risks at 32 LUST sites.

MDOC Various Correctional Facilities – Assigned to Nelson Tank Engineering under their ISID contract to prepare specifications for maintenance/repairs of the water towers at the Jackson Complex and Marquette Branch Prison.
Construction Starts:
DEQ Thomas White Property Site – Field activities for contaminated soil excavation and site restoration begin 3/23 with substantial completion expected by 7/21.
Projects Complete:
DEQ Nolichucky Site – Construction activities for remediation services completed under budget. Decreased the contract amount ~$126K and closed out the construction contract with EVR.

DEQ Flint Odyssey House Site – Construction activities for UST decommissioning completed under budget. Decreased the contract amount ~$23K and closed out the construction contract with TSP Construction.

DEQ Former DME Facility Site – Construction activities for hazardous soil excavation completed under budget. Decreased the contract amount ~$252K and closed out the construction contract with Mackenzie.

DEQ Former Northern Oil Site – Construction activities for soil excavation and site restoration completed under budget. Decreased the contract amount ~$37K and closed out the construction contract with EQ The Environmental Quality Company.

DEQ Taber's Oil Company Site – Construction activities for UST decommissioning completed under budget. Decreased the contract amount ~$16K and closed out the construction contract with TSP Construction.

DEQ D&L Fuels Site – Construction activities for soil excavation and site restoration completed under budget. Decreased the contract amount ~$22K and closed out the construction contract with Mackenzie.
Non-Project Related Activities:
2015 Env. Remediation ISID Contracts – 22+ contracts have been executed and ready for assignments. Debriefed EnviroSolutions and GEI Consultants on the results of the selection.

Jud Sorensen
Nothing significant to report.

John Spencer
Accomplishments:
SBA - SVSU delivered.

SBA - Macomb CC and Jackson College field work and CAD.
Potential Projects:
Estimated and delivered time and cost to DNR for rail to trail project adjoining past Gaylord Railroad project.

Terry O'Brien
Accomplishments:
Nothing significant to report.

Bruce Watkins
Accomplishments:
Shiawassee State Game Area – Water Level Control Structure – Made final payment recommendations to DNR for the contractor and PSC to allow for closure of the Federal Grant. The Grant spanned 5 years of work with three separate projects with a designed and constructed value of $960,000.
New Projects:
Roscommon Customer Service Center – Cold Storage Building – Exterior Re-grading – Held re-bid meeting for re-grading the exterior of the building to eliminate water problems. Plans & specifications were prepared by DCD for this work. Three good contractors were present for the pre-bid meeting.

Sharonville Culvert Replacement – Received cost proposal from Design Build Contractor (Laux Construction/DLZ). The cost proposed was double the budget. A follow-up meeting is scheduled to discuss with the owner if the culvert truly needs to meet HL93 modified loading (the cost of this is likely due to the statement that logging trucks will use this route, which makes this a highway class culvert). With the cost out now, it may be good to discuss more realistic loading.
Potential Issues/Solutions:
Harrisville SP – Toilet/Shower Building – Ripman Construction will be on site to repair the sagging roof next week.

Shiawassee State Game Area – Siphon Tube Repairs – Held meeting with Spicer Group to discuss possible repair solutions and for them to state their position. They will provide options for repairs or replacement of the failed siphon tube liner by the end of April. A meeting has been scheduled with DNR to bring them up to speed on the status of our activities to resolve this problem.

Section Manager: Dennis Stamm, Project Supervision
Nothing significant to report.

Section Manager: Pat Mullen, Contract Services
Nothing significant to report.

The Cardno/ATC contract is for industrial hygiene testing/sampling at DTMB owned/managed facilities. Other agencies can use ATC for requested services, ATC will bill the requesting agency directly for provided services. Cardno/ATC provides sampling analysis, asbestos management, and environmental sampling/investigation. Environmental services include indoor air quality investigations/sampling, mold investigations/sampling, lead inspection/sampling, and general industrial hygiene investigations/sampling. Requests for services in DTMB facilities should come through the Zone Facility Supervisor/Building Trades Supervisor who will then contact me. In my absence or emergency situation, the Zone Facility Supervisor/Building Trades Supervisor should contact Cardno/ATC directly for services. The contact information is:

Cardno/ATC
46555 Humboldt Drive, Suite 100
Novi, MI 48377
P 248-669-5140
F 248-669-5147

Contact personnel at Cardno/ATC:
Robert Smith, tele: 248-669-5140 ext. 127, [redacted], email: robert.smith@cardno.com

The Trust Thermal Abatement contract is for the abatement of identified asbestos containing materials in DTMB owned/managed facilities (Northern Region, Central Region, Southwest Region) . Refer to attached Attachment C Building Location Sheets. Other agencies can use Trust Thermal Abatement for requested services. Trust Thermal Abatement will bill the requesting agency directly for provided services. Trust Thermal Abatement provides abatement of floor tiles, pipe insulation, and ceiling tiles. The DMC Consultants contract is for the abatement of identified asbestos containing materials in DTMB owned/managed facilities (Capitol Complex, Secondary Complex, North Complex, Metro Region). Refer to attached Attachment C Building Location Sheets. Other agencies can use DMC Consultants for requested services. DMC Consultants will bill the requesting agency directly for provided services. DMC Consultants provides abatement of floor tiles, pipe insulation, ceiling tiles. Requests for services in DTMB facilities should come through the Zone Facility Supervisor/Building Trades Supervisor who will then contact me. In my absence or emergency situation, the Zone Facility Supervisor/Building Trades Supervisor should contact Trust Thermal Abatement or DMC Consultants (depending on facility location) directly for services (email me location, proposal and scope). All jobs should have a cost proposal submitted before any work is approved/begins. **These two contracts are not to be used for the abatement of lead or mold.** The contact information is:

Trust Thermal Abatement
210 S. Water Street
Owosso, MI 48867
P 989-720-8834
F 989-720-8836

Contact personnel at Trust Thermal Abatement:
Dave Baldwin, tele: 989-720-8834, [redacted] email davebaldwinjr@trustthermal.com
Jon Brush, tele: 989-720-8834, [redacted] email: jonbrush@trustthermal.com

DMC Consultants
13500 Foley Street
Detroit, MI 48227
P 313-491-1815
F 313-491-1820

Contact personnel at DMC Consultants
Lloyd Whitaker, tele: 313-491-1815 ext 46, [redacted], email: lloydw@dmcgroupusa.com
Simen Yousif, tele: 313-491-1815 ext 33, [redacted], email: simeny@dmcgroupusa.com

Please call me if you have any questions.

Terry O'Brien
DTMB Design and Construction
517-284-7911-Desk
517-204-1785-Cell

ATTACHMENT C, – STATE OF MICHIGAN BUILDING LOCATIONS INCLUDE BUT ARE NOT LIMITED TO:

CAPITOL COMPLEX	STREET ADDRESS *(Lansing)*	ZIP	Facility Manager	Phone
Allegan & Ottawa Parking Ramps		48933	Bob Ruff	517-719-4754
Austin Building (Treasury)	430 W. Allegan Street	48933	Neal Droste	517-749-7465
Constitution Hall	525 W. Allegan	48933	Bob Ruff	517-719-4754
G. Mennen Williams Building	525 W. Ottawa Street	48933	Bob Ruff	517-719-4754
George W. Romney Building	111 S. Capitol	48933	Bob Bierwagon	517-204-6842
Governor's Residence	2520 Oxford Road	48911	Steve Doty	517-749-7302
Grand Tower	235 S. Grand Ave.	48933	Doug Church	517-719-3236
Hall of Justice	925 W. Ottawa Street	48913	Steve Doty	517-749-7302
John A. Hannah Building	608 W. Allegan Street	48933	Steve Doty	517-749-7302
Joint Operations Center	615 W. Allegan	48933	Neal Droste	517-749-7465
Lewis Cass Building	320 S. Walnut Street	48933	Bob Bierwagon	517-204-6842
Lottery Building (Ellis Building)	101 E. Hillsdale	48933	Bob Bierwagon	517-204-6842
Michigan Library & Historical Center	702 W. Kalamazoo Street	48915	Neal Droste	517-749-7465
Ottawa Building	611 W. Ottawa Street	48933	Steve Doty	517-749-7302
Roosevelt Parking Ramp	222 Seymour Street	48933	Bob Bierwagon	517-204-6842
Stevens T. Mason Building	530 W. Allegan Street	48933	Neal Droste	517-749-7465
VanWagoner Building	425 W. Ottawa Street	48933	Bob Ruff	517-719-4754
SECONDARY COMPLEX	**STREET ADDRESS *(Dimondale)***	**ZIP**	**Facility Manager**	**Phone**
Energy Center	7432 Parsons Drive	48821	Scott Davis	517-202-5099
General Office Building	7150 Harris Drive	48821	Kirk Brennan	517-719-5733
General Services Building	7461 Crowner Drive	48821	Scott Davis	517-202-5099
MDOT Construction & Technology Facility	8885 Ricks Road	48821	Kirk Brennan	517-719-5733
MDOT Photo Lab	7050 Harris Drive	48821	Kirk Brennan	517-719-5733
MDOT Warehouse	7575 Crowner Drive	48821	Scott Davis	517-202-5099
Operations Center	7285 Parsons Drive	48821	Scott Davis	517-202-5099
Secretary of State Building	7064 Crowner Drive	48821	Kirk Brennan	517-719-5733
State Police 1st District Headquarters & Post 11	7119 N. Canal Road	48821	Kirk Brennan	517-719-5733
State Police Forensics (Crime Lab)	7320 N. Canal Road	48821	Kirk Brennan	517-719-5733
State Police Hazardous Materials Training Center	7426 Osborn, Lansing	48913	Kirk Brennan	517-719-5733
State Police Training Academy and Track House	7426 N. Canal Road	48821	Kirk Brennan	517-719-5733
Vehicle & Travel Services	6951 Crowner Drive	48821	Scott Davis	517-202-5099

NORTH COMPLEX	STREET ADDRESS *(Lansing)*	ZIP	Facility Manager	Phone	
Records Center	3400 N. Grand River Ave.	48906	Doug Church	517-719-3236	
State Laboratory	3350 N. MLK Jr. Blvd.	48906	Doug Church	517-719-3236	

METRO REGION					
Northville Forensic Science Lab	42145 West Seven Mile Rd., Northville, MI	48167	Paul Akeo	517-336-6177	
Livonia CID	18050 Deering, Livonia, MI	48152	Paul Akeo	517-336-6177	
Cadillac Place (Detroit)	3020-3068 W. Grand Blvd.	48202	Mike Noonan	517-712-0882	
State Fair Grounds-Detroit	1120 W. State Fair	48203	Mike Noonan	517-712-0882	
Detroit Reentry Center	17600 Ryan Road, Detroit, MI	48212	Linda Rubingh	517-780-6081	
Monroe Post	300 Jones Ave., Monroe, MI	48161	Paul Akeo	517-336-6177	
2nd District HQ (Taylor)	12111 Telegraph Rd., Taylor, MI	48180	Paul Akeo	517-336-6177	
Metro North Post	14350 Ten Mile Rd., Oak Park, MI	48237	Paul Akeo	517-336-6177	
Detroit Light Guard Armory	4400 E. 8 Mile Rd., Detroit, MI	48234	Brian Bushnell	517-481-7651	
Olympia Armory	3030 McGraw, Detroit, MI	48208	Brian Bushnell	517-481-7651	
Pontiac Armory	233 N. Johnson St., Pontiac, MI	48341	Brian Bushnell	517-481-7651	
Selfridge Armory (Closed)	Bldg 1405 Selfridge	48045	Brian Bushnell	517-481-7651	
Selfridge AASF 2	44288 Anderson St, Bldg 1416, Selfridge ANG Base	48045	Brian Bushnell	517-481-7651	
Selfridge FMS 02	43275 Mulberry St., Bldg 1492, Selfridge ANG Base	48045	Brian Bushnell	517-481-7651	
Taylor Armory	12450 Beech Daly, Taylor, MI	48180	Brian Bushnell	517-481-7651	
Washtenaw Armory(Ypsilanti)	7400 S. Huron River Dr., Ypsilanti, MI	48197	Brian Bushnell	517-481-7651	

ATTACHMENT C, – STATE OF MICHIGAN BUILDING LOCATIONS INCLUDE BUT ARE NOT LIMITED TO:

NORTHERN REGION	STREET ADDRESS	ZIP	Facility Manager	Phone
Escanaba State Office Building	305 Ludington, Escanaba	49829	Frank Broderick	616-299-9954
Traverse City State Office Building	701 S. Elmwood, Suite 1	49684	Frank Broderick	616-299-9954
DMVA- Camp Grayling	1000 M-93, Grayling, MI	49738	Elizabeth Noffsinger	989-344-6190
Flint State Office Building & Parking Ramp	125 E. Union, Flint	48502	Mike Noonan	517-712-0882
West Branch Post	496 E. Houghton, West Branch, MI	48661	Paul Akeo	517-336-6177
East Tawas Detachment	410 North US-23, East Tawas, MI	48730	Paul Akeo	517-336-6177
Bad Axe Detachment	675 South Van Dyke Rd., Bad Axe, MI	48413	Paul Akeo	517-336-6177
Reed City Detachment	825 S. Chestnut St., Reed City, MI	49677	Paul Akeo	517-336-6177
7th District HQ & Traverse City Detachment	218 W. 14th St., Traverse City, MI	49684	Paul Akeo	517-336-6177
Houghton Lake Post	9011 West Lake City Rd., Houghton Lake, MI	48629	Paul Akeo	517-336-6177
Gaylord Post	563 South Otsego, Gaylord, MI	49735	Paul Akeo	517-336-6177
Petoskey Detachment	1200 M-119, Petoskey, MI	49770	Paul Akeo	517-336-6177
Cheboygan Detachment	1206 S. Main St., Cheboygan, MI	49721	Paul Akeo	517-336-6177
Negaunee Post	180 US-41 East, Negaunee, MI	49866	Paul Akeo	517-336-6177
Sault Ste. Marie Post	3900 I-75 BR, Sault Ste. Marie, MI	49783	Paul Akeo	517-336-6177
Gladstone Post	922 Lake Shore Dr., Gladstone, MI	49837	Paul Akeo	517-336-6177
Wakefield Post	100 Sunday Lake St., Wakefield, MI	49968	Paul Akeo	517-336-6177
Calumet Post	55195 North U.S. Highway 41, Calumet, MI	49913	Paul Akeo	517-336-6177
Newberry Detachment	7942 State Highway M-123, Newberry, MI	49868	Paul Akeo	517-336-6177
Reed City Detachment	825 S. Chestnut St., Reed City, MI	49677	Paul Akeo	517-336-6177
Manistique Detachment	401 US Highway 2, Manistique, MI	49854	Paul Akeo	517-336-6177
Marquette Forensic Science Lab	1924 Industrial Parkway, Marquette, MI	49855	Paul Akeo	517-336-6177
Iron Mountain Post	1916 North Stephenson, Iron Mountain, MI	49801	Paul Akeo	517-336-6177
Alpena Combat Readiness Center	5884 A St BLDG 645 ACRTC, Alpena	48707	Brian Bushnell	517-481-7651
Baraga Armory	1005 Superior Ave., Baraga, MI	49908	Brian Bushnell	517-481-7651
Cadillac Armory	415 Haynes St., Cadillac, MI	49601	Brian Bushnell	517-481-7651
Calumet Armory	57707 Military Ave., Calumet, MI	49913	Brian Bushnell	517-481-7651
Cheboygan Armory	610 Cuyler St., Cheboygan, MI	49721	Brian Bushnell	517-481-7651
Gladstone Armory	604 S. 18th St., Gladstone, MI	49837	Brian Bushnell	517-481-7651
Grayling Armory	Bldg 3 Camp Grayling, MI	49738	Brian Bushnell	517-481-7651
Iron River Armory	9 E. Franklin St., Iron River, MI	49935	Brian Bushnell	517-481-7651

Ironwood Armory (Closed)	10333 Greenbush Rd., Ironwood, MI	48838	Brian Bushnell	517-481-7651
Ishpeming Armory	900 Palms Ave., Ishpeming, MI	49849	Brian Bushnell	517-481-7651
Kingsford Armory	401 S. Carpenter Ave., Kingsford, MI	49802	Brian Bushnell	517-481-7651
Manistee Armory	555 First St., Manistee, MI	49660	Brian Bushnell	517-481-7651
Marquette Armory	1820 Lincoln Ave., Marquette, MI	49855	Brian Bushnell	517-481-7651
Montague Armory	8061 Cook St. Montague, MI	49437	Brian Bushnell	517-481-7651
Sault Ste Marie Armory	1170 E. Portage Ave., Sault Ste Marie, MI	49784	Brian Bushnell	517-481-7651

CENTRAL REGION	STREET ADDRESS	ZIP	Facility Manager	Phone
Grand Rapids State Office Building	350 Ottawa, N.W., Grand Rapids	49503	Frank Broderick	616-299-9954
Jackson State Office Building	301 E. Louis B. Glick Highway	49201	Mike Noonan	517-712-0882
Jerome T. Hart Building (Saginaw)	411 E. Genesee, Saginaw	48607	Mike Noonan	517-712-0882
Bellamy Creek Correctional Facility	1727 Bluewater Highway, Ionia, MI	48846	Linda Rubingh	517-780-6081
Ionia Powerhouse	1342 W. Main St., Ionia, MI	48846	Linda Rubingh	517-780-6081
Richard A. Hanlon Correctional Facility	1728 Bluewater Highway, Ionia, MI	48846	Linda Rubingh	517-780-6081
Egeler Reception & Guidance Center	3855 Cooper Street, Jackson, MI	49201	Linda Rubingh	517-780-6081
Michigan Reformatory	1342 W. Main, Ionia, MI	48846	Linda Rubingh	517-780-6081
Southern Region Powerplant/Business Office	4000 Cooper Street, Jackson, MI	49201	Linda Rubingh	517-780-6081
Parnall Correctional Facility	1780 E. Parnall Road, Jackson, MI	49201	Linda Rubingh	517-780-6081
Tri-City Post	2402 Salzburg Rd., Freeland, MI	48623	Paul Akeo	517-336-6177
Jackson Post	3401 Cooper St., Jackson, MI	49201	Paul Akeo	517-336-6177
Lapeer Post	975 South Main St., Lapeer, MI	48446	Paul Akeo	517-336-6177
Bridgeport Detachment	6280 Dixie Highway, Bridgeport, MI	48722	Paul Akeo	517-336-6177
Bridgeport Lab	6296 Dixie Highway, Bridgeport, MI	48722	Paul Akeo	517-336-6177
Sandusky Detachment	90 W. Sanilac, Sandusky, MI	48471	Paul Akeo	517-336-6177
6th District HQ and Rockford Post	345 Northland Drive NE, Rockford, MI	49341	Paul Akeo	517-336-6177
Grand Rapids Forensic Science Lab	720 Fuller Ave., North East, Grand Rapids, MI	49503	Paul Akeo	517-336-6177
Hart Post	3793 W. Polk Rd., Hart, MI	49420	Paul Akeo	517-336-6177
Grand Haven Detachment	1622 S. Beacon Rd., Grand Haven, MI	49417	Paul Akeo	517-336-6177
Jonesville Detachment	476 E. Chicago Rd., Jonesville, MI	49250	Paul Akeo	517-336-6177
Newaygo Detachment	360 Adams Rd., Newaygo, MI	49337	Paul Akeo	517-336-6177
Adrian Armory	230 W. Maumee St., Adrian, MI	49221	Brian Bushnell	517-481-7651
Alma Armory	710 S. State St., Alma, MI	48801	Brian Bushnell	517-481-7651
Bay City Armory	2510 E. Wilder Rd, Bay City, MI	48706	Brian Bushnell	517-481-7651
Belmont Armory	1630 House St., Belmont, MI	49316	Brian Bushnell	517-481-7651
Big Rapids Armory	1504 Colburn Road, Big Rapids MI	49307	Brian Bushnell	517-481-7651

Charlotte Armory	1310 S. Cochran Ave., Charlotte, MI	48813	Brian Bushnell	517-481-7651
CSMS	3323 N. Martin Luther King Jr. Blvd., Lansing, MI	48906	Brian Bushnell	517-481-7651
Flint Armory (Closed)	1101 Chavez Dr., Flint, MI	48503	Brian Bushnell	517-481-7651
Grand Ledge Armory	10602 W. Eaton Hwy., Grand Ledge, MI	48837	Brian Bushnell	517-481-7651
Grand Ledge Airfield	10700 W Eaton Hwy., Grand Ledge, MI	48837	Brian Bushnell	517-481-7651
Grand Ledge FMS 01	16582 Wright Rd, Grand Ledge, MI	48837	Brian Bushnell	517-481-7651
Greenville Armory	319 S. Hillcrest St., Greenville, MI	48838	Brian Bushnell	517-481-7651
Howell Armory	725 Isbell St., Howell, MI	48843	Brian Bushnell	517-481-7651
Jackson Armory	4850 Cooper St., Jackson, MI	49201	Brian Bushnell	517-481-7651
Lansing Armory	1620 E. Saginaw, Lansing, MI	48912	Brian Bushnell	517-481-7651
Lapeer Armory	2140 W. Genesee, Lapeer, MI	48446	Brian Bushnell	517-481-7651
MURC	3411 N. Martin Luther King Jr. Blvd, Lansing, MI	48906	Brian Bushnell	517-481-7651
Midland Armory	2300 Airport Rd., Midland, MI	48642	Brian Bushnell	517-481-7651
Owosso Armory (Closed)	201 N. Water St., Owosso, MI	48867	Brian Bushnell	517-481-7651
Port Huron Armory	2525 Dove St., Port Huron, MI	48060	Brian Bushnell	517-481-7651
RFSC	3423 N. Martin Luther King Jr. Blvd., Lansing, MI	48906	Brian Bushnell	517-481-7651
St. Joe Annex	3245 W. St. Joe, Lansing, MI	48917	Brian Bushnell	517-481-7651
Saginaw Armory	1800 S. Outer Dr., Saginaw, MI	48601	Brian Bushnell	517-481-7651
Saginaw NOSC	3500 Douglas St., Saginaw, MI	48601	Brian Bushnell	517-481-7651
Shiawassee Armory	675 W. Corunna Ave., Corunna, MI	48817	Brian Bushnell	517-481-7651
Wyoming Armory(Grand Valley)	1200 44th St. SW, Wyoming, MI	49509	Brian Bushnell	517-481-7651
SOUTHWEST REGION				
5th District HQ	108 W. Michigan Ave., Paw Paw, MI	49079	Paul Akeo	517-336-6177
Paw Paw Post	43255 60th Ave., Paw Paw, MI	49079	Paul Akeo	517-336-6177
Wayland Post	544 N. Main St., Wayland, MI	49348	Paul Akeo	517-336-6177
Niles Post	1600 Silverbrook Ave., Niles, MI	49120	Paul Akeo	517-336-6177
Coldwater Post	186 E. State St., Coldwater, MI	49036	Paul Akeo	517-336-6177
White Pigeon Detachment	101 US-131 North, White Pigeon, MI	49099	Paul Akeo	517-336-6177
Lakeland Correctional Facility	38 Fourth St., Coldwater, MI	49036	Linda Rubingh	517-780-6081
Albion Armory	1023 N. Clark St., Albion, MI	49224	Brian Bushnell	517-481-7651
Augusta Armory	3100 Dickman Rd., Augusta, MI	49012	Brian Bushnell	517-481-7651
Dowagiac Armory	700 W. Prairie Ronde St., Dowagiac, MI	49047	Brian Bushnell	517-481-7651
Fort Custer Training Center	2501 26th Street, Augusta, MI	49012	Brian Bushnell	517-481-7651
Kalamazoo Armory	5353 Parkview Ave., Kalamazoo, MI	49009	Brian Bushnell	517-481-7651
Sturgis Armory	1103 N. Centerville Rd., Sturgis, MI	49091	Brian Bushnell	517-481-7651

WR Ending April 10, 2015
All staff attended two days of meeting/training.

Section Manager: Irene Henry, Project Management Section 'A'
Working with the State Land Bank to develop RFP documents for tax-reverted property demolition in Hamtramck, Highland Park, Inkster, and Pontiac.

Bob Adams:
Design:
MDOC Hiawatha CF Perimeter Fence Security System Replacement – Conducted 50% phase 500 design review.
Bidding:
MDOC Hiawatha CF Fire Alarm System Upgrades – Participated in pre-bid conference.

DNR Muskallonge Lake SP New Headquarters Facility Phase 1 – Bids were received and the recommended Best Value bid is within the available budget.

MDOC Camp Baraga Demolition – Conducted pre-bid walk-through.

Scott DeKorte:
New Projects:
Thumb CF Security Upgrades – Conducted pre-bid walk-through meeting.
Project Closeout:
Lakeland CF Fire Alarm Upgrade – Conducted substantial completion meeting.

Joel Gordon:
New Projects:
DNR Marquette Fish Hatchery Raceway End Closures – The design team conducted the 90% design review meeting on 4/23. The project is scheduled to be issued for bids 5/11.

DNR Thompson Fish Hatchery Raceway End Closures – The design team conducted the 90% design review meeting on 4/23. The project is scheduled to be issued for bids on 5/11.

Gerald Gregorski:
New Projects:
DNR Lincoln Hills Bridge Engineering Design for Replacement or Rehabilitation – Held the PPP meeting at the bridge site. DNR requested an ISID assignment due to the relatively small scope of work and the specialized nature of the required PSC services. They suggested firms with extensive experience on DNR trails and that have offices in the general geographical area.

DNR Petoskey SP Trail Development – The Threatened and Endangered Species permit application was submitted to the DNR Wildlife Division by the PSC. It primarily presents plans for dealing with the pitchers thistle identified in the area. The 70% design review meeting was also held with phase-1a construction targeted for Fall-2015.

MDOC Woodland Center Correctional Facility - Perimeter Fence Security System Upgrades – After the 50% design review meeting, MDOC expanded the scope of the project and requested accelerating the bid schedule to meet target dates required to receive additional funding for the increased scope of work. The bid advertisement was posted with the bid due date moved up to 5/13.

MDOC Gus Harrison Perimeter Enhancements – The pre-bid meeting was attended by several fencing contractors. A pre-bid addendum was posted a few days later addressing the bidder's submitted questions and adding work scope requested by MDOC for replacing the exterior perimeter fence shaker sensing system which was identified during the pre-bid walk-through. Bids are still due 4/29.

Construction Starts:
DNR Below Ground Sewer and Water Study at Eight Parks – The county drain commission completed installation of a new sanitary sewer lift station at the WJ Hayes SP Dump Station. The State's contractor is now proceeding with rebuild of the dump station and tie-in to the new lift station. The existing paving of the dump station access road was found to be in very poor condition because of the very thin asphalt layer originally applied. The contractor provided pricing to replace the entire road paving. The cost was reasonable and funds are available in the project budget so a change order will be issued to have this work completed before camping season.

DTMB Grand Tower AHU Replacement – Laux Construction submitted a cost quote to provide booster pumps on the chilled water supply to increase system pressure. This includes an expansion of the mechanical room to house the pumps. The delivery of the selected pumps will coordinate with the completion time extension to mid-summer already approved for the energy recovery unit pre-heat addition. Work is proceeding well with AHU replacement on floors 13 through15 nearly complete with work on the final floors 7 through 9 starting soon. The first design meeting was held for the projects phase-2 for replacing the VAV boxes, perimeter heat system, and controls.

Jan Miller:
Accomplishments:
Capital Area Reconfiguration Project – Facilitated a tour of the MSP Headquarters Building (333 Grand) with DHHS and Hobbs + Black on 4/24.

DNR Silver Lake SP Day Use & BAS Improvements – Held pre-bid meeting at the site on 4/20. Seven general contractors attended. Bids are due 5/6.

Dave Sproul:
Accomplishments:
MDOC Ionia Energy Project – ESG received five construction proposals for the electrical scope and is currently evaluating the proposals for their award recommendation. We are continuing to review the heating/energy conservation design, specifically the construction details for the new MTU heating plant building. Soil borings are indicating that the proposed location may not be the best location due to poor soil conditions. We will continue to evaluate this building design. We are also investigating the extent and cost associated with the required asbestos abatement to support the overall project. A majority of the known asbestos is located within MTU and the Reformatory Power Plant.

Capital Area Reconfiguration Project, State Police – PARTNERS In Architecture has developed the proposed block space plans for the entire GOB and provided them to MSP for their review/comment and acceptance. We are scheduled to meet with State Police on 5/1 to obtain acceptance and approval.

Jackson College, Bert Walker Hall Renovations – Completed review and transmitted my approval of the Jackson College 90% construction bid documents. Jackson College will be proceeding with the bidding process and construction proposals will be due the end of April.

DCH, Caro Center, Utility Service Backup Generator – Conducted the pre-construction meeting and the contractor is submitting his schedule of values, project schedule, and initiating shop drawings to our design professional. The project is set to be completed within nine months.
Potential Issues/Solutions:
State Police, SEOC – Results of the air sampling and additional bulk material samples have indicated that there is no asbestos materials found in the SEOC work area. Separate reports are on file documenting these findings and copies are being transmitted to our contractor for their files and records. We will continue to investigate and monitor the continuing construction area to maintain a safe working environment.

Attended an all-day Construction Owners Association of America spring workshop concerning project collaboration, Michigan's economic outlook, and payment auditing practices.

Steve Urban:
Accomplishments:
DTMB OPS Center Parking Lot Repairs – Bids received for parking lot repairs. There were a total of 4 bidders. Apparent low bid was within the project budget of $70,000.
New Projects:
DTMB Austin Building, Traverse Bay Hosting Center Study – Held kick-off meeting with IT management and project professional EAI to clarify project scope. The first phase of this project (phase 100) will look at options and costs to provide a new dedicated generator for TBHC, new 650W UPS system, and new power distribution units. These upgrades will support NGDI (Next Generation Digital Information) technology that may be required to be on line in the next 2-5 years.
Construction Starts:
MDOC Saginaw, Roof Restorations – Held construction kick-off meeting with contractor, design professional and MDOC staff. Due to an early set-in of winter weather last fall, construction that was scheduled to start up last fall never occurred. Roof work is now under way.
Potential Issues/Solutions:
DTMB Austin Building, Treasury Executive Area Renovations – Additional office areas will require that abatement take place to remove old carpet mastic that was tested positive for asbestos. This area was previously abated several years back when the area was re-carpeted; however, new test results came back mixed so the entire area must be treated as containing asbestos mastic. The abatement process with associated tenant relocations will be handled separate from this renovation project.

Section Manager: Harold Belcher, Project Management B
DCD Spring Training; HAL (2013 push); DEQ Wastewater Webinar.

Chris Bahjet
Accomplishments:
DNR – Grant House Relocation – Met with SME, DNR and my section manager to clarify project scope and establish DNR's priorities. DNR asked to hold off on any more design work until the MOU is established between the DNR and the Detroit Edison School to insure the school's agreement to move the house into their property.

DTMB – DTMB – Sidewalks Phase 2 – Completed negotiating with the general contractor and the PSC on the terms and conditions to add the snow melt equipment. The work is planned to start and complete this summer.

Tim Hall
Accomplishments:
MDOC Women's HVCF Utility Tunnel Upgrades – Bids were received and within budget, PSC conducted evaluations and justification prepared for Ad Board to expedite this important project for WHVCF.
Potential Issues/Solutions:
MDOT Blue Water Bridge HVAC Replacement – Conducted meeting with contractor to review closeout requirements/progress. Commissioning and adjustments with BWB staff now have most everything running effectively. Implementation of electrical upgrades to north booths is complete and the tunnel HVAC upgrades are in progress toward as-planned completion.

Bruce Hassen
Accomplishments:
A bid walk-through was held at Camp Baraga, an abandoned level 1 detention facility near L'Anse. This is a demolition and restoration project. It was well attended.

Chris Kulhanek
Non-Project Related Activities:
Met with contracts group to discuss SIGMA.

Rashmi Patel

Accomplishments:

Ionia, MTU, St. Louis Correctional Facilities - PSC reviewed bulletin and provided recommendation letter.

Cooper Street, Ionia, MTU, Carson City and St. Louis Correctional Facilities, Phase II Video Management Systems - Received bids and PSC recommendation. Submitted to next ad board for approval. MDOC will revise MOP to fund all work included in contract.

Marquette Correctional Facility - Video Management Systems - Received bond, insurance and section 500 documents for contract. Pre-construction meeting is scheduled next week at the site.

Sadi Rayyan

Accomplishments:

DEQ Alcott St. Dam Removal Portage Creek – Met with agency and PSC to discuss design bid specifications and develop a cost effective path forward for dam removal.

MDOC Various Correctional Facilities – Received 3 bids for paint/repairs of water tower at Marquette Branch Prison and 7 bids for paint/repairs of water tower at Jackson Complex Facility.

Former Flint State Police Post Site – An enhanced vacuum extraction pilot test was conducted to evaluate the technology for remediating the contamination at the site. Discussed with the PSC adjusting the test procedure for better results.

Non-Project Related Activities:

Attended "Hazardous Waste Operations (HAZWOPER) 8-Hour Refresher" training.

Attended "Wastewater Treatment Technology" Webinar.

Met with DEQ and DTMB procurement to discuss contract for hazardous wastes.

Jud Sorensen

Accomplishments:

On 4/21, Dan Morgan and I provided a presentation on roof fall protection at the MDOC Physical Plant Division Conference held at Kettunen Center in Tustin Michigan. The MDOC is currently commencing projects at a number of their correctional facilities to complete roof replacements and repairs. As a part of these projects, MDOC is looking at how fall protection can be incorporated into the roof replacement work scope. Unfortunately, MDOC already has more roof repair and replacement issues than they have funds to address. In further conversation with MDOC Physical Plant staff, they are looking to DTMB and DTMB's fall protection program to see how fall protection can be incorporated in high roof maintenance and traffic areas and how other control measures may be instituted (administrative controls), where funding is not currently available to incorporate guardrail or fall arrest/restraint systems.

Potential Issues/Solutions:

DTMB Operations has requested, if possible, that the professional services contract and construction contract for the Pine Street pedestrian bridge repairs be modified to address deterioration of a number of columns in the Hall of Justice west parking structure. A meeting was held at the Hall of Justice with Steve Doty, the DTMB Operations Facility Supervisor, Don Heck with Wolverine Engineering and Surveying and Casey Collings with Great Lakes Engineering Group on 4/20 to look at the extent of deterioration. Wolverine Engineering and Surveying in conjunction with Great Lakes Engineering Group is now preparing a proposal in the form of a contract modification request to further investigate and provide engineering recommendations for column repairs.

John Spencer

Accomplishments:

MDOC - Completed CAD and square footage of new area ties at HVCF, Dennis requested additional information to be completed, Matt will assist Dennis with this next week..

SBA - Muskegon CC & Southwestern College - Delivered survey and legal descriptions.

Non-Project Related Activities:
PIMS completed for survey charges through this pay period.

John Spencer wishes you all well and sends a Big Thank You to FBSA for all the fond memories and the Tuesday send off as this is the last weekly report he will do as he heads into an enjoyable retirement.

Terry O'Brien
Accomplishments:
SESC authorization DNR Indian Lake State Park.

DNR Dodge #4 State Park - MDEQ NPDES storm water permit applied for.

Bruce Watkins
Nothing significant to report.

Section Manager: Dennis Stamm, Project Supervision
Nothing significant to report.

Section Manager: Pat Mullen, Contract Services
Nothing significant to report.

WR Ending May 1, 2015
Section Manager: Irene Henry, Project Management Section 'A'
Completed and posted the environmental engineering RFP and the contractor RFP for Land Bank Demolitions.

Bob Adams:
New Projects:
MSP Calumet Post – Received MOP and ISID approval. Issued project statement to OHM.
Design:
MDOC Hiawatha Perimeter Security – Conducted 90% phase 500 review.

MDOT Ironwood Welcome Center Roof Replacement – Conducted 90% phase 500 review meeting.
Bidding:
Escanaba River Bridge – Posted project on Buy4Michigan.
Construction:
MDOC Newberry – Conducted pre-construction meeting for boiler abatement.

DMVA Jacobetti Veterans Home - Conducted kick-off meeting for F wing roof.
Projects Complete:
MSP Negaunee Roof – Contractor completed work and demobilized.

DMVA Ishpeming Armory Paving – Met with agency and contractor regarding completion of minor site work warranty items.

Scott DeKorte:
New Projects:
Holland SP Channel Accessibility and Amenities – Conducted pre-construction meeting.

Joel Gordon:
New Projects:
DNR Wilderness SP Phase 2 Lakeshore Campground Redevelopment – The project pre-bid meeting was conducted on site on 4/27. The meeting was well attended. Bids are due 5/6.

DNR Warren Dunes SP Day Use Area Redevelopment – The project team conducted the 50% phase 400 design review meeting on 4/30.

Gerald Gregorski:
New Projects:
MDOC Gus Harrison Perimeter Enhancements – Received three bids. Additional funding is being added to cover the costs as they came in higher than originally anticipated due to scope increases requested by MDOC during design.

DMVA/Grand Rapids Home for Veterans Kitchen Exhaust Replacement – Tower-Pinkster submitted their phase 100 study report on the kitchen exhaust system. They provided a recommended scope of work with a budget estimate of $180k.

DTMB Energy Star Certification of DTMB Owned Buildings – Matrix Engineers has completed site investigations at Jackson, Saginaw, Flint, Lottery, and Constitution Hall.
Construction Starts:
DNR Below Ground Sewer and Water Study at Eight Parks – Mitchell SP storm sewer work is proceeding well. The next project meeting on 5/15 will be the substantial completion. Work on the Hayes SP sewer and water system is also proceeding on schedule. A change order was approved to repave the access road to the rebuilt sanitary dump station due to its poor condition and substandard original thickness. The next project meeting on 5/13 will be the substantial completion. The construction contract for the Pontiac Lake RA water system renovation was approved on the Ad Board with work starting in October.

DMVA Grand Rapids Home for Veterans – Networked Door Access Control and Video Surveillance System – A contract change order was approved for Parkway Electric which extends the completion date to 7/8. This is due to changes in the patient wandering system required to correct operational concerns identified by the nursing staff during pre-construction review. The video surveillance and door access control systems are proceeding according to the original schedule.

DTMB Grand Tower AHU Replacement – New AHUs on floors 13 through15 were started up. Work on the final floors 7 through 9 will be starting 5/4 with work being done on the night shift to avoid interference with tenant operations on the 7th floor. The crane lift for the old cooling tower removal from and energy recovery unit placement on the roof is still scheduled for 6/20, a Saturday, so the building can be vacated. Early budget quotes from the phase-2 design meeting estimate a cost of $2.5M for replacement of the perimeter heat, VAV boxes, and VAV controls.

Jan Miller:
Nothing significant to report.

Dave Sproul:
Accomplishments:
MDOC Ionia Energy Project – Met to review with ESG their cost estimate for the heating/energy conservation measures throughout the complex. ESG's cost evaluation has them concerned the proposed construction bids may be above the construction budget of their design/build energy performance project. We instructed ESG that they will need to incorporate all required measures as required and we will work with them to provide any value engineering items to keep costs within their budget.

Capital Area Reconfiguration (State Police) – Met with State Police leadership to review and discuss the proposed block plans for the entire GOB. PARTNERS In Architecture will assemble some minor changes and issue the revised block space plans for State Police approval. The overall block plan was found to be acceptable.

DCH Hawthorn Center Various Maintenance Project & Outdoor Sports Fields – Met to review the construction progress. The various maintenance project is on track to be completed by mid-May and we are waiting for favorable weather to complete the new basketball court and playground area fence.

State Police SEOC – Met to review in more detail the IT requirements, network, and server room and telecommunications for the SEOC. This meeting was attended by DTMB IT Staff, MSP, our design professional, and user agencies. The purpose of the meeting was to discuss and confirm the detailed IT needs for both State Police and MPSCS groups.
Potential Issues/Solutions:
MDOC, DeAlkalizer and Water Softener System Replacement – Met for our regularly scheduled construction progress meeting and the contractor is struggling to complete all the required installation. The new salt brine tank requires steam cleaning and additional filter gravel to provide a complete system. We continue to monitor the progress and the new water softeners are installed and operating.

Steve Urban:
Nothing significant to report.

Section Manager: Harold Belcher, Project Management B
HAL; DCD financial meeting.

Chris Bahjet
Accomplishments:
DNR – Pointe Mouillee – Pump Replacement & Causeway Repairs - Held the design kick-off meeting and toured the site. Aim is to accelerate the design basics in order to get cost estimates for DNR.

MSP – Livonia – Re-roofing of Facility - Held the pre-bid meeting, collected questions and answers and issued an addendum. Since the number of existing roofing layers was not known, one of the roofers

volunteered and cored and then sealed holes at several locations to find out. This will help in eliminating uncertainties regarding demolition volume.

Tim Hall

Accomplishments:

DCH Center for Forensic Psychiatry Parking Improvements – Conducted pre-construction meeting and issued notice to proceed to Belden USA to begin project; mobilization not expected for several weeks.

DCH Center for Forensic Psychiatry Warehouse Addition – Conducted pre-construction meeting and issued notice to proceed to Antler to begin project; mobilization expected next week.

MDOC Women's HVCF ADA Walks & Paving II – Contract awarded, distributed and preconstruction meeting scheduled for next week to expedite construction start for this crucial project for WHVCF.

New Projects:

DMVA Fort Custer Vehicle Storage Addition CST - Received MOP funding construction for this project which had been designed and pending for several months; notified C2AE to release final bid document preparation for posting to Buy4Michigan next week.

Bruce Hassen

Accomplishments:

The underground storage tank and gasoline dispensing system at the Dept. of Corrections Special Alternative Incarceration Facility (a.k.a. Camp Cassidy Lake) was removed. No fuel release was noticeable.

Potential Issues/Solutions:

An addendum was issued for the Nokomis Crisis Center demolition project to define the roles for contractor for obtaining the soil erosion and sedimentation control permit and to finalize the seed mix for restoration.

Chris Kulhanek

Accomplishments:

Bolles Harbor - Received approval to proceed from DNR on issuing a post-bid addendum, so a contract can still be awarded for this construction season.

Potential Issues/Solutions:

Mason Building Exterior Repairs – Window repairs are behind schedule. Delays are due to lead time on new trim extrusions.

Solution – Contractors will have all equipment and supplies removed from north side of the building two days before the Open House. Window contractor will be working after hours to catch up on schedule. Masonry and window contractors are coordinating efforts to combine use of scaffolding and swing staging wherever possible.

Rashmi Patel

Nothing significant to report.

Sadi Rayyan

Accomplishments:

MDOC Various Correctional Facilities – Reviewed and recommended the award of two construction contracts to Seven Brothers Painting, Inc. to paint/repair the water towers at Marquette and Jackson Facilities.

MSP Various Posts – Received and reviewed summary reports for addressing the contamination at the Bridgeport and Houghton Lake State Police Posts. Discussed with the PSC issues and concerns with regard to requesting closures from DEQ.

DNR Lead Reclamation at Shooting Ranges – Met with agency to discuss options to move forward and re-bid the work as no bids received for the design build RFP. Contacted potential contractors to discuss their interest in performing the work next year.

DEQ Graham Oil Bulk Plant Site – Reviewed and recommended an award of construction contract to Environmental Excavating and Contracting to remove a UST/contaminated soils and restore the site.

DEQ Village of Douglas Site – Reviewed and recommended changes to the contract with Weston Solutions to provide conceptual site model, ecological assessment, private well survey, surface water and groundwater monitoring, vapor intrusion evaluation and reporting.

New Projects:

DEQ Various Sites – Assigned to Superior Environmental under their Expanded Triage ISID contract to screen, investigate and assess the current risks at 18 LUST sites.

DEQ Various Sites – Assigned to Soils and Materials Engineers under their Expanded Triage ISID contract to screen, investigate and assess the current risks at 22 LUST sites.

DEQ Various Sites – Assigned to PM Environmental under their Expanded Triage ISID contract to screen, investigate and assess the current risks at 12 LUST sites.

Projects Complete:

DEQ P.T. Plus Site – Activities for investigation and remediation services completed under budget. Decreased the assignment amount ~$5K and closed out the assignment with Fleis & VandenBrink.

DEQ Village of Ravenna Site – Activities for investigation and remediation services completed under budget. Decreased the assignment amount ~$6K and closed out the assignment with Superior.

DEQ Ravenna Sunoco Site – Activities for investigation and remediation services completed under budget. Decreased the assignment amount ~$4K and closed out the assignment with Superior.

Jud Sorensen

Construction Starts:

A pre-bid meeting was held for the Women's Huron Valley Correctional Facility Primary Electrical Distribution Replacement project on 4/27, a project estimated at approximately $4 million. Although there were 11 contractors and suppliers that attended, there was a definite lack of what would normally be considered general or prime contractors, with only three attending and two likely bidding as Qualified Disabled Veteran Owned Companies.

Projects Complete:

Final record drawings and closeout documentation were received from the professional and the contractor for the HVAC renovations within the administration building at the Cotton Correctional Facility. Once final payment requests have been made, the project will be closed.

Terry O'Brien

Accomplishments:

MDOC Women's Huron Valley NPDES permit termination submitted to DEQ.

Bruce Watkins

Nothing significant to report.

Section Manager: Dennis Stamm, Project Supervision

Nothing significant to report.

Section Manager: Pat Mullen, Contract Services

Nothing significant to report.

WR Ending May 8, 2015
Section Manager: Irene Henry, Project Management Section 'A'
Editing Land Bank Demolitions demo contract.

Bob Adams:
New Projects:
MDOC Kinross CF K-Unit Roof System Renovation – Contacted agency to setup PPP meeting.
Michigan Land Bank – Visit site in Iron River to document conditions and send report.
Design:
DMVA Jacobetti Boiler Replacement – Conduct 50% phase 500 design review meeting.
DNR – Hancock to Calumet Rail Trail – Process PSC mod #3 and attend 90% phase 100 study presentation.
Bidding:
DNR Cusino Wildlife Research Station Storage Building – Participated in mandatory pre-bid meeting and walk-through.
Construction:
DNR Straits SP Lower Campground Toilet/Shower Building Replacement – Participated in pre-construction conference.
MDOC Newberry CF Boiler 2&3 Abatement and Demolition – Participated in pre-construction conference.

Lake Superior State University School of Business Renovation – Attended pre-construction conference.

MDOC Pugsley CF Fire Alarm System Upgrades – Participated in pre-construction conference.

DNR Indian Lake SP Shoreline Restoration – Participated in pre-construction conference.
Projects Complete:
Completed Hazwop training in Escanaba.

Scott DeKorte:
New Projects:
Belle Isle SP Casino HVAC Upgrades – Conducted substantial completion meeting for the new boilers and water heaters portion of the work.

Various Correctional Facility Fencing/Security Upgrade Projects – Conducted 90% design reviews with MDOC personnel.

Joel Gordon:
Nothing significant to report.

Gerald Gregorski:
New Projects:
MDOC Woodland Center CF Perimeter Fence Security System Upgrades – The on-site pre-bid meeting and walk-through was attended by several security system installers. Questions were submitted and a bid addendum was posted later in the week. Bids are due 5/13.

MDOC Personal Emergency Location Systems Phase 2 at Six Locations – The final design review and planning meeting was held and the schedule for pre-bid meetings and bidding was set. A central pre-bid meeting, including SenStar bidder certification training, will be held at the GOB on 5/13. Individual site walk-throughs will be held the following week. Bids are due 6/10.

DNR Petoskey SP Trail Development – The 90% design review meeting was held and a bidding schedule was setup for phase 1a. The bid advertisement will be posted 6/1, the pre-bid meeting will be 6/15, and bids due 6/24 with construction targeted for Fall-2015.

Construction Starts:
DMVA Grand Rapids Home for Veterans Backup Generators – A schedule of partial facility shutdowns is underway to tie-in the new generators and transfer switches. Systems startup and checkout will take place before the end of May.
Projects Complete:
DNR Below Ground Sewer and Water Study at Eight Parks – The substantial completion meeting was held on site for the Petoskey State Park lift station and electrical service replacement.

Jan Miller:
Accomplishments:
Capital Area Reconfiguration Project – Held a meeting and tour of the Vital Records with DHHS, Hobbs + Black, and Christman on 5/6. Added the State Warehouse Facility Building 100 to the program statement for Christman before their contract was executed.
Potential Issues/Solutions:
Flint State Office Building Interior Renovations – Operations staff had been monitoring T&M fireproofing work. Conflicts between the contractor and Operations staff arose over actual time being spent. I met the professional on site 5/4 to review the work and decided to have the PSC monitor the work instead of Operations staff.

DNR Silver Lake State Park Day Use & BAS Improvements – Although seven general contractors attended the pre-bid meeting, only 1 bid was received 5/6. The bid was over budget. A meeting is scheduled for 5/18 to discuss options.

Dave Sproul:
Accomplishments
MDOC Ionia Energy Project – Met with Consumers Energy and ESG to review and discuss the required gas service changes to support the project. Consumers Energy has indicated a preliminary estimate of $1.2 to $1.4M in potential gas line changes within the Ionia Complex. This estimate is above the anticipated budget costs from ESG. Consumers Energy will continue to review their estimate and investigate areas to reduce the cost accordingly.

Capital Area Reconfiguration, State Police – Met with State Police to review the programing requirements of the Communications Division. The Communications Division is currently located within the existing MDOT Photo Lab building; however, MSP has requested this group be evaluated for relocation into the GOB. PARTNERS In Architecture is evaluating this request for MSP's approval.

MDOC, Thumb Correctional Facility, Water and Sewer Improvements – Conducted the mandatory pre-proposal meeting, bids are due on 5/13. We had a good turn out and there were some minor items to be clarified within an addendum. The cost estimate for this project is approximately $600,000.

DTMB, Energy Center, Access Platforms – Met with Century A/E to finalize bid documents to provide some miscellaneous access platforms within the Energy Center. These requested platforms will provide a safer access to perform needed maintenance and repairs on plant equipment and systems. The estimate for this project is approximately $80,000. The project advertisement will be released the end of May.
Potential Issues/Solutions:
State Police, SEOC – Met with DMVA to review the progress of the overall National Guard modules. DMVA is continuing to work through their purchasing requirements to secure and release the PO for the module construction. We are working to have all six modules built and delivered by November/December this year.

Steve Urban:
Preparing for Mason Building moves.

Section Manager: Harold Belcher, Project Management B
Nothing significant to report.

Chris Bahjet
Accomplishments:
DNR – Belle Isle – Lake Musocday Canoe/Kayak – Held the pre-proposal meeting for this design bid project.

Tim Hall
Nothing significant to report.

Bruce Hassen
Construction Starts:
The demolition of the Camp Lehman site at Hartwick Pines was restarted after a break for winter.
Potential Issues/Solutions:
The demolition and redevelopment package for the Nokomis Crisis Center was bid, but all 8 bids were over the budget. We plan to issue a post-bid addendum to delete asphalt paving and some other items from the scope and see if we can award after we receive the re-submittals.

Chris Kulhanek
Nothing significant to report.

Rashmi Patel
Accomplishments:
Egeler Correctional Facility - VMS System – Attended the pre-construction meeting at the site.

Various Correctional Facilities – Rounding System - Mandatory walk-through meeting at the GOB. Reviewed project scope and contractor questions and answers. Addendum will be issued next week.

Sadi Rayyan
Accomplishments:
DNR Otsego Township Dam – Met with agency to discuss proposed schedule for design services and options to stabilize the dam and mitigate the risk of failure.

DEQ Countywide Landfill – Met with agency to discuss funding and schedule for the leachate hauling contract with ARR and options to keep the landfill in compliance with the environmental regulations.

DEQ 405 Bridge Street Site – Reviewed and recommended an award of construction contract to MacKenzie to excavate, remove and dispose of contaminated soils and restore the site.

DEQ Donald Johnson Site – Reviewed and recommended changes to the contract with Fleis & VandenBrink Engineering to prepare specifications, provide construction oversight and conduct verification sampling.

DEQ 1801 South Fort Site – Reviewed and recommended changes to the contract with AECOM Technical Services to install and sample soil vapor pins and sample groundwater monitoring wells.
New Projects:
DEQ Jack's Auto Repair Site – Assigned to Fleis & VandenBrink Engineering under their ISID contract to perform remedial investigation, develop feasibility study/conceptual corrective action plan and prepare specifications for the implementation of interim response activities.
Non-Project Related Activities:
Attended “Issues and Options in Human Health Risk Assessment” webinar.

Jud Sorensen

Construction Starts:

A pre-bid meeting was held on 5/4 for the Geagley Laboratory Exterior Curtain Wall Insulation and Elevator Upgrade project. This project has been estimated by the professional to be approximately $140,000 with a 90 day duration after authorization to proceed. Although there were eight contractors and suppliers that attended, there were only three that would normally be considered general or prime contractors with the rest being specialty contractors or suppliers.

Potential Issues/Solutions:

At the request of DTMB Operations, I had Wolverine Engineers & Surveyors and their consultant, Great Lakes Engineering Group look at an issue with cracked and spalled columns within the west ramp at the Hall of Justice. Wolverine Engineers is already under contract with the State of Michigan providing design and construction administration services for repairs to the Pine Street Bridge. In meeting with them on Friday, it was their opinion that the columns of concern may have been under designed. Further review of the issue with the previous DTMB Operations Facility Supervisor showed very similar distress back in 2007 and 2008 that was repaired by RAM Construction with design of repairs being provided by Carl Walker, Inc. Carl Walker, Inc. had indicated in correspondence at that time a potential design problem with the columns being too rigid and not allowing sufficient flexibility for expansion and contraction of the deck. I have now set up a meeting for 5/18 with Albert Kahn and with the Christman Company to review this issue further. Albert Kahn and Christman are involved with the Hall of Justice original construction.

Terry O'Brien

Accomplishments:

SESC authorization for MDOC Women's Huron Valley Correctional Facility and DNR Holland State Park and DNR Wilderness State Park.

Bruce Watkins

Accomplishments:

Cass City Field Office – Cold Storage Building – The design professional (Mayotte Group) held a siting meeting with DNR field staff for this work. Mayotte is moving this forward fairly quickly. We are expecting a budget estimate soon, so that I may request additional funds from DNR to construct the work. The project is underfunded, we just don't know how much yet.

Harbor Design Manual – Continue to meet with DNR and Prein & Newhof to finalize the upgrade to the Harbors Design Guide. This process seems to be dragging on as each item is reviewed in significant detail. I have a meeting with DNR next week and will identify this issue and let them know P&N may request additional hours.

New Projects:

Shiawassee State Game Area – B2 Pump Station – Held pre-proposal meeting for the design of the pump station. There were five recognized design firms in attendance.

Roscommon Customer Service Center – Cold Storage Building – Exterior Re-grading – Held pre-bid meeting for re-grading the exterior of the building to eliminate water problems. Plans and specifications were prepared by DCD for this work. Three good contractors were present for the pre-bid meeting.

Projects Complete:

Highland Trail – Held final inspection meeting for the construction of the trail. The trail finished four months (construction months) late, with approximately $35,000 in liquidated damages, but the finished product looks good and DNR is happy with the work.

Roscommon Storage Building – This project may finally be coming to a close, with it being completed this week. There are only a few items remaining to repair on the roof, then this one can be closed.

Peshawbetown Marina – Finished review of the DNR Grants-in-Aid plans and specifications and submitted to DNR.

MCTI – Tridium/Solidyne Conversion – Work completed, held completion meeting and held meeting to discuss extras incorporated into the work. It appears local staff may have committed to covering extra work and contractor did not contact this office for approval. In light of the way this occurred, I offered to the contractor to cover only their out of pocket costs without overhead and profit and they agreed along with MCTI. Their quotation dropped by 25%, so I have no need for further discussion. We will execute a contract change order for the additional work.

Section Manager: Dennis Stamm, Project Supervision
Nothing significant to report.

Section Manager: Pat Mullen, Contract Services
Nothing significant to report.

WR Ending May 29, 2015

Section Manager: Irene Henry, Project Management Section 'A'

Completed draft bid packages for MLB demolitions and sent for review. Reviewing a PSC claim. Assisted the MLB with a Section 106 Review submittal for the Highland Park HS demolition. Posted several projects on Buy4Michigan.

Bob Adams:

Design:

MDOC Chippewa CF Perimeter Security Upgrades – Participated in phase 500 50% design review meeting.

MDOC Chippewa CF Video Management and Perimeter Surveillance Enhancements – Participated in PSC kickoff meeting.

DNR Mackinac Island SP Road Repairs – Forwarded agency request to utilize ISID PSC and it was approved.

MDOC Kinross CF Housing Unit K Roof System Upgrades – Submitted justification for PSC assignment on Director's Agenda.

DMVA Jacobetti – Received ISID approval and forwarded justification to Lansing for processing design contract.

Construction:

MDOC Newberry CF Boiler 2&3 Abatement and Demo – Construction started.

MDOC Camp Cusino Site Redevelopment – Participated in pre-construction startup meeting for construction start next week.

MDOC Hiawatha CF Video Management and Perimeter Surveillance Enhancements – Participated in pre-construction startup meeting.

MDOC Hiawatha CF Perimeter Security Upgrades – Received PSC's best value bid evaluation and recommendation for award, obtained agency approval, solicited and received MOP funding revision, and submitted for inclusion on special SAB Agenda.

MDOC Marquette Water Heater Circulation Pump Replacement – Gathered data for RFP.

DNR Eagle Harbor Boathouse Roof – Authorize additional work under allowance.

Projects Complete:

DNR Mackinac Island SP Pier Repair – Conducted site visit and meeting with agency for closeout verification.

DNR Cheboygan Dam Seepage Repair – Conducted pre-warranty expiration site visit and met with agency representative to discuss.

MSP Negaunee Post Re-roof – Reviewed and processed final contractor invoice.

Scott DeKorte:

Nothing significant to report.

Joel Gordon:

New Projects:

DNR Wildlife Division – Repair Various Existing Dams – A 50% design review meeting was conducted for Stoney Creek Impoundment Dam and the gathering of field data for Dog Lake and Cannon #1 Dams was completed.

DNR Fisheries Division – Repair Various Existing Dams – A 50% design review meeting was conducted for the Foch Lake Dam Repair project and a project kickoff meeting was conducted for the Big Creek Dam Repair project.

DTMB – Capital Complex Master Plan – Governor's Residence Retaining Wall Reconstruction – Contract documents have been issued for bidding, bids are due on 6/10.

Gerald Gregorski:

New Projects:

MDOC / Perimeter Security Improvements at Four Locations – Received four new project assignments for replacement of the I-Flex detector cable system with Shaker Box cable systems at the following sites: St. Louis CF, Ionia CF, Detroit Re-Entry Center, and the Special Alternative Incarceration Center in Chelsea. Discussed the projects' scope and delivery method with the MDOC physical plant representative. Decided to proceed with an ISID assignment to Straub Pettit Yates which is currently doing a very similar type project at the Thumb Correctional Facility.

MDOC / Gus Harrison CF Asphalt Reconstruction - Received new project assignment for replacement of the asphalt paving of several roads and parking areas around the facility. Discussed the project's scope and delivery method with the MDOC physical plant representative. Decided to proceed with an ISID contract assignment to Beckett & Raeder which is currently doing perimeter fencing and security enhancement projects at the facility.

Construction Starts:

DTMB Energy Star Certification of DTMB Owned Buildings – Matrix Engineers has completed site investigations at the Traverse City State Office Building, the last of the buildings to be Energy Star certified.

Jan Miller:

Accomplishments:

DTMB Flint State Office Building Interior Renovations – Project team met on site 5/29 to punch out the 4th floor at the request of the contractor. The PSC determined that the floor was not ready to conduct a punch list and rescheduled for 6/2. The PSC did issue a brief general list of work that needs to be completed before 6/2.

DTMB Capital Area Reconfiguration Project – Met DHHS key personnel team 5/27 since Suzanne Brownell retired. H+B will be meeting separately with each group to complete the programming.

Dave Sproul:

Nothing significant to report.

Steve Urban:

Accomplishments:

DTMB Mason Building, DIFS build-out and move – 8th floor is complete with DIFS move scheduled for this weekend (5/30 & 5/31). Everything looks good. This is the last group of DIFS that will be relocating into the Mason Building.

Construction Starts:

DTMB OPS Center Parking Lot Repairs – East parking lot area (largest section) underwent repair work and sealing on the weekend of 5/23. 2 remaining sections are scheduled for repair and resealing the weekend of 5/30 and 6/6 weather permitting.

Projects Complete:

Austin Building, Treasury Executive Area Renovations

Section Manager: Harold Belcher, Project Management B

Teleconference regarding Alanson to Mackinaw City Trail bridges; teleconference regarding DMVA Wind Funnels.

Chris Bahjet

Accomplishments:

DNR – Selfridge BAS – Met at site to look into areas that need deeper cuts in preparation of the asphalt placement. In negotiating with the contractor, they agreed to place portion of the added fill at transportation cost only. It yet remains to be seen if this partial fill replacement will be sufficient to give the required compaction; SME will continue to monitor.

DTMB – Cadillac Place – Façade Study & Emergency Repairs – Resumed the inspection after a brief stoppage to survey safety measures.

Tim Hall

New Projects:

MDOC Women's HVCF W. Admin & Field House Roof Replacement – Conducted PPP meeting with MDOC and developed preliminary procurement/design plan to respond to MDOC request for ISID and prompt project implementation to address emergent issues recently discovered.

DCH Center for Forensic Psychiatry Perimeter Lighting Upgrade – Prepared and posted RFP for PSC to provide services for this project and potentially several smaller related project elements.

DTMB State Warehouse Facility Building 100 Renovation – Participated in design team kickoff meeting, scheduled initial programming meetings and coordinating with BOD to establish team to evaluate overall site planning for St. Joseph Street complex.

DMVA Fort Custer Vehicle Storage Addition CST - Conducted pre-bid meeting for approximately 7 prime bidders for scheduled 6/3 bids.

Potential Issues/Solutions:

MDOC Women's HVCF Prisoner Service Building – Project is being delayed while pricing of solutions for numerous concealed existing conditions is completed for change order evaluation and recommendation. Agency/facility leadership have been advised of rough magnitude of issue costs and completion impact.

DCH Center for Forensic Psychiatry On-Site Warehouse – Unforeseen conflicts with underground duct bank and electrical service conduit which were not identified by preliminary ground penetrating radar studies have delayed the project; however, after reviewing several alternatives, the project team has determined a solution which offsets a small area of the new addition and eliminates conflicts while limiting the delay to 2 weeks and reducing the overall project cost.

MDOT Blue Water Bridge HVAC Replacement – Conducted meeting with contractor to review commissioning and closeout issues/progress. Booth system operations have been very troublesome and there have been some operational issues with several areas as cooling requirements have increased. Not unexpected during initial season but frustrating for agency/users. Emphasized and received commitment from contractor to respond quickly and maintain effort to resolve all areas of concern.

Bruce Hassen

Accomplishments:

The demolition of the Camp Lehman site at Hartwick Pines has reached the demobilization stage. Only closure documentation remains for contractor. There are some minor environmental concerns to be addressed before MDOC can return the site to DNR Parks & Recreation, but we should get those concerns addressed and reach closure with DEQ this calendar year.

Construction Starts:

A kickoff teleconference for the demolition and restoration of the Camp Cusino prison camp site was held on 6/27. The contractor will be on site setting his trailer on 6/1 and the work begins. This work will involve the main part of site which is defined as all of it north of M-28 & M-94.

Potential Issues/Solutions:

The demolition and redevelopment of the Nokomis Crisis Center should proceed to the award stage since the contractor's price was acceptable if we accepted all of the deductive alternates and reduced the provisional allowance by 25%.

Chris Kulhanek
Nothing significant to report.

Rashmi Patel
Accomplishments:
Carson City Correctional Facility - Upgrade Perimeter Security Systems - Reviewed ninety percent design documents with the agency. Advertised project for competitive bidding.

Various Correctional Facilities - Rounding Systems - Reviewed and posted addendum to answer contractor question and answers.

Sadi Rayyan
Accomplishments:
MDOC Jackson Correctional Facility – Pre-construction meeting held with agency, PSC and construction contractor at the site to paint/repair the water tower.

DEQ Clare's County Corner Site – Bids received on 3/18 rejected. A post bid addendum issued to all companies submitted bids with a modified scope of work.

DEQ Ott Story Site – Discussed agency concerns with the current PSC and options to continue O&M activities.
Construction Starts:
DEQ Graham Oil Bulk Plant Site – Field activities for UST removal and site restoration begin 5/19 with substantial completion by 8/17.

DEQ Residential Wells Holly Road Site – Field activities for remediation system rehabilitation begin 5/27 with substantial completion by 8/9.

Jud Sorensen
New Projects:
A kickoff meeting was held with Tower Pinkster, Cochrane Supply and a committee from the DTMB Operations Division Control staff for the development of building automation system (BAS) standards including technical specifications to be used in future construction and renovation projects. This is being completed jointly with Cochrane Supply as DTMB Operations has contracted with Cochrane Supply to create standard tridium template files. These standard template files would be used in house by the DTMB Controls staff, but would also be used by contractors in the installation and programming of BAS control systems. Tower Pinkster, in their development of standard technical specifications for BAS controls will incorporate the tridium template files through reference to make these files available to both professionals and contractors under contract to work on DTMB's buildings including the various BAS controls.

Terry O'Brien
Accomplishments:
SESC authorization for DNR Conely Point BAS.

Bruce Watkins
Accomplishments:
Ionia Recreation Area – Entrance Road Paving – Reviewed plans at 90% complete for bidding out the work. The engineers estimate suggests the majority of the remaining roads will be able to be repaved and the guardrail along the dam will be able to be reinstalled with new support posts.

Sharonville Shooting Range Improvements – Reviewed the preliminary design plans. DNR is please that 4 stations at 10 yards will be able to be constructed.

Kawkawlin Dam Study – Reviewed study recommendations by the design professional with DNR WLD staff and DEQ Dam Safety.

Section Manager: Dennis Stamm, Project Supervision

Projects:

MDOC - Marquette Branch Prison – New Hot Water Booster Pump System – Currently developing the Design Build documents.

MDOC - Carson City Corrections – Underground Electrical Cable Replacement – New assignment.

MDOC – Bellamy Creek Corrections – Propane Conversion – Expect closeout and final payment within the next two weeks.

DTMB – GSB Painting the Exterior of Building – Have scheduled a pre-construction meeting for the first week of June.

Accomplishments:

Site Visits:

Flint State of Michigan Office Building – Reviewed the renovation with staff members.

Kalamazoo DHHS Office – Completed an evaluation of the existing lease facility.

Kalamazoo DHHS New Lease Proposals – Visited four proposed RFP sites and completed a rating of the four sites.

Other Accomplishments:

Highland Park High School Demolition – Completed a demolition estimate.

Chaired meetings with the DCD Closeout Committee & Safety Committee.

Section Manager: Pat Mullen, Contract Services

Nothing significant to report.

WR Ending June 5, 2015
Section Manager: Irene Henry, Project Management Section 'A'
Nothing significant to report.

Bob Adams:
New Projects:
MDOC – Baraga Correctional – Perimeter fence upgrades.

MSP – Calumet Post – Roof Replacement – Forward executed PSC contract to OHM and request design schedule.
Design:
DNR Mackinac Island SP Road Repairs – Submitted ISID PSC proposal for agenda approval.

DNR – Union Bay Toilet Shower Building – Conduct 90% plan review meeting.
Bidding:
MDOT – Ironwood Welcome Center – Roof Replacement – Conducted pre-bid walk-thru.

DMVA - Jacobetti Veterans Home – Boiler and Water Heater Replacement – Conduct pre-bid walk-thru.
Construction:
MDOC Hiawatha CF Perimeter Security Improvements – Scheduling pre-construction conference.

MDOC Hiawatha CF Fire Alarm System Upgrades – Scheduling pre-construction conference.

DNR Muskallonge Lake SP – HQ Relocation – Scheduling pre-construction conference.

MDOC Newberry CF Boiler 2&3 Abatement and Demo – Participated in progress meeting.

MDOC Hiawatha CF Video Management and Perimeter Surveillance Enhancements – Participated in meeting to coordinate construction with the personal emergency locator system (PELS) and perimeter security improvement projects with respect to the termination of fiber optic cable.

MDOC Newberry CF Fire Alarm System Upgrades – Participated in progress meeting.

MDOC Chippewa CF Fire Alarm System Upgrades – Participated in progress meeting.

DNR Conely Pt BAS – Participated in progress meeting.

DNR – Eagle Harbor Roof Replacement – Conducted progress meeting #2.

DNR – Presque Isle Dam Repair – Conduct meeting with contractor and PSC – Process CCO for replacement of deteriorated structural steel channels concealed during design.

Scott DeKorte:
Nothing significant to report.

Joel Gordon:
Nothing significant to report.

Gerald Gregorski:
Nothing significant to report.

Jan Miller:
Accomplishments:
Flint State Office Building, Interior Renovations – 4th floor was successfully punched out 6/2. The overall schedule was updated showing the final completion date as 12/31. Met with BOD 6/1 to review schedule and budget for solar panels, ice storage and re-roof which will all be bid out as a separate contract. Met

with DHHS 6/4 to discuss occupying the 6th and 7th floors. In order to meet the schedule DBI stated they needed the design layout signed off by 6/18. DHHS agreed.

Capital Area Reconfiguration Project – Programming continues; met with Epidemiology and Vital Records 6/5.

DNR Silver Lake State Park Day Use & BAS Improvements – Recommended the award of a construction contract to Hallack Contracting after the post-bid addendum bid came in within budget. Recommendation is on the 7/7 Ad Board Agenda.

Dave Sproul:

Accomplishments:

Capital Area Reconfiguration, State Police – Facilitated a meeting between PARTNERS In Architecture and The Christman Company to begin the coordination of developing the schematic design cost estimate for the MSP move into GOB. Our discussion topics included a review of the current programing layouts, potential move schedules, and overall strategy for the construction estimate. We are working to the conceptual construction estimate submitted by the mid to end of July.

MDOC, Michigan Reformatory Power Plant, Water Softeners and DeAlkalizer System Replacement – Continuing to work through the refinements and modifications to the new brine system storage tank installation and place all new systems in proper operating condition. Sterling Water Treatment has been on site providing checkout and startup inspections.

Jackson Community College, Bert Walker Hall Renovations – Received for review and approval two additional bid packages concerning this project. These packages include Structural Steel and Hydraulic Elevators.

Potential Issues/Solutions:

State Police, SEOC – Attended our regularly scheduled construction progress meeting and the Daniels Building Company JV continues to make progress on exterior construction scope including structural steel and major block installation. State Police and I personally met with State Representative Phil Potvin to provide him with an update on the project construction and schedule. We informed Representative Potvin that we are scheduled to be complete by the end of December and construction is progressing more effectively with the warmer weather conditions.

Steve Urban:

Accomplishments:

Mason Building, DIFS Build-out and Move - Move by DIFS onto the 8th floor took place over the weekend of 5/30. This was the last DIFS group to move into the Mason Building.

Met with DEQ Water Resources Division to provide a lessons learned presentation to 15 DEQ specialists regarding the green initiatives that were installed as part of the Pine Street Parking Lot Renovations. The rain garden as well as pervious pavement installation were the main topics of conversation.

MDOC St. Louis, Door Replacement Project - Construction bid documents were posted on Buy4Michigan on 6/5.

Construction Starts:

OPS Center Parking Lot Repairs - 3 additional parking lot sections will be repaired and resealed this weekend (6/6, 6/7) leaving 1 parking lot area to be addressed. This would mean that of the 6 parking lot sections there will be only 1 section that will not be completed in time for the Oldsmobile Car show taking place the weekend of 6/13 and 6/14.

Section Manager: Harold Belcher, Project Management B

HAL meeting with new IT personnel; FM Systems demo.

Chris Bahjet

Accomplishments:

DMVA – Detroit Light Guard – Phase 4 Renovations - Met for substantial completion. Although substantial was declared, the agency would like to replace major parts of the boiler and install furniture. This work will be in a future bulletin. The agency agreed the building and the project as planned is ready for occupancy.

Potential Issues/Solution:

DNR – Selfridge BAS – The issue is the potential of uncovering unsuitable soils during the removal and repaving of Rosso Hwy at the portion of where the storm line was replaced. Since the budget is limited to cover all possibilities, we were looking for ways to reduce risk. We invited the county representative asking him to consider reducing the permit's work scope. The solution was the county representative agreed to look into this request after the removal of one entrance and examine the subgrade and make a decision then.

Tim Hall

Accomplishments:

DMVA Fort Custer Vehicle Storage Addition CST – Bids received slightly above PSC estimate and DMVA Federal funding limits; DMVA evaluating funding options to release project for award.

DCH Center for Forensic Psychiatry Parking Lot Upgrades – Contractor mobilized and began upgrades in phase I; conducted team progress meeting.

New Projects:

DTMB State Warehouse Facility Building 100 Renovation – Design team held initial programming meetings and completed field data visits; coordinating with BOD to establish team to evaluate overall site planning for St. Joseph Street complex.

DNR Wolf Lake Fish Hatchery Fishing & Viewing Access – Conducted 50% design review meeting with Abonmarche (PSC) and Wolf Lake staff. Design on track with DNR direction and minor comments will be integrated into ongoing design completion.

Potential Issues/Solutions:

MDOC Women's HVCF Prisoner Service Building – Project is being delayed while pricing of solutions for numerous concealed existing conditions is completed for change order evaluation and recommendation. Agency/facility leadership have been advised of rough magnitude of issue costs and completion impact.

MDOT Blue Water Bridge HVAC Replacement – Design/build contractor continuing adjustments to troublesome booth system operations, but still have not achieved consistent/reliable operation meeting contract requirements. Other commissioning "issues" continue to arise in the main buildings and contractor response and resolution is under careful watch.

Bruce Hassen

Accomplishments:

A pre-bid walk-thru for painting the tankage, vessels, and piping at the Ott-Story-Cordova Superfund site was conducted and at least two attending bidders are known to be well qualified to perform the work.

New Projects:

The Cole Tire site in Lakeview, a closed tire recycling facility, was inspected so that the scope of work for redeveloping the site could be defined.

Chris Kulhanek

New Projects:

Rose Lake Shooting Range – Education Center - Project has been re-assigned from Steve Urban to Chris Kulhanek. PPP meeting set for 6/9. The plan is to approve a contract mod for the PSC that did the initial study, so the project can still start construction this year.

Potential Issues/Solutions:

MLHC Rotunda Window Replacement – Pre-con meeting was held on 6/3. GC submitted a schedule that extends about two months beyond the original completion date due to long lead times on several materials.

Solution – BOD is working with the events coordinator to make sure planned events are either able to proceed with the temporary construction barrier in place, or can be re-scheduled after completion. Additionally the GC is looking for ways to expedite the installation time.

Mason Building – Exterior Façade Repairs – The masonry repairs are expected to be completed within the next week or two, but the window trim repairs are now scheduled to extend into August due to longer than anticipated fabrication time and the degree of difficulty meeting the specifications with the installation, along with numerous weather delays.
Solution – The contractor will provide a price quote to work two shifts which will essentially cut the installation time in half.

Rashmi Patel
Nothing significant to report.

Sadi Rayyan
Nothing significant to report.

Jud Sorensen
New Projects:
The Department of Corrections requested that Engineering Applications, as a part of their on-going work at Cotton Correctional Facility and their recently completed project at Copper Street Correctional Facility, look at an issue with a chiller for the school building at the Cassidy Lake SAI Facility. This facility is under the Cooper Street warden and physical plant supervisor. The chiller, approximately 40 years old, broke down at the end of the 2014 cooling season. An evaluation by the Agency's refrigeration mechanic showed that to repair this chiller would cost approximately $80,000 in parts only using in-house labor. DTMB has set up a meeting at the Cassidy Lake SAI Facility with Engineering Applications for 6/9.
Construction Starts:
A pre-construction meeting was held on 6/2 with the general contractor, AnLaan Corporation, the professional, Wolverine Engineering and Surveying, and DTMB Operations Division. Work is anticipated to commence on or about 7/6 with the contract requiring work to be completed by no later than 9/30.

Matt Miles
Accomplishments:
Caro Center - Performed fieldwork on water main location project.

SEOC SBA Survey - Performed fieldwork and started drafting the survey. I also made contact with Eaton County Road Commission engineer in order to define Billwood Highway alignment for this project.
Other:
Assisted Dave Sproul over questions on Ionia Department of Correction steam line concerns.

Terry O'Brien
Annual leave.

Bruce Watkins
Accomplishments:
Kawkawlin Dam – Held conference call with the owner, PSC (Wade Trim) and the dam safety unit to discuss minimum requirements for work to repair the temporary plug and final solution to the inadequate flood flows.
New Projects:
North & South Higgins Lake State Parks – Trail Connectors – Held design kickoff meeting with PSC (C2AE) and the owners to get the project design started. Walked the North Higgins Lake State Park and RAM Center portions of the trail to re-iterate the project scope of work for the team.
Projects Complete:
Lakeland Correctional – Above Ground Storage Tanks Removal – The project is substantially complete as of 6/2.

Section Manager: Dennis Stamm, Project Supervision

Projects:

MDOC - Carson City Corrections – Underground Electrical Cable Replacement – Scheduled a planning partnering meeting for 6/12.

DTMB – GSB Painting the Exterior of Building – A preconstruction meeting was held on 6/3. I have not given a notice to proceed as the executed contract is expected the week of 6/8.

Accomplishments:

Completed a renovation estimate for the Hamilton DHHS lease in Detroit.

Completed a renovation estimate for the Kalamazoo DHHS lease in Kalamazoo.

Wrote draft copies of 2 staff yearly IPM performance reviews.

Section Manager: Pat Mullen, Contract Services

Nothing significant to report.

WR Ending June 12, 2015
Section Manager: Irene Henry, Project Management Section 'A'
Annual leave.

Bob Adams:
New Projects:
MDOC – Baraga Max – Perimeter Fence Security Enhancement (shaker wire) - Made verbal and e-mail contact with MDOC to determine options for design.
Design:
DNR – Union Bay Campground – Toilet/Shower Building D.B. – Processed change request #1.

DNR Union Bay BAS - Finalize documents, provide NIGP codes, received DEQ permit and requested permit status from USACOE.

DNR – Pioneer Trail Phase 100 Study – Processed PSC mod for scope change to add 3 miles of trail to the study.
Bidding:
DMVA Jacobetti Veterans Home – Boiler Replacement – Received bids and conducted contractor interviews. Project is within budget. Processing recommendation for next week's agenda.

MDOT – Ironwood Welcome Center Roof Replacement - Received bids and conducted contractor interviews. Project is within budget. Processing recommendation for next week's agenda.

Scott DeKorte:
New Projects:
MDOC – RMI – Sally Port Security Upgrades – Conducted pre-bid meeting.

Reviewing bids on four MDOC security upgrade projects.

Joel Gordon:
Nothing significant to report.

Gerald Gregorski:
Nothing significant to report.

Jan Miller:
Accomplishments:
Flint State Office Building, Interior Renovations – Started installing carpet tiles on the 4th floor 6/8. DHHS approved the 6th floor layout 6/12, 6 days ahead of schedule. Only 1 floor to ceiling office will be added which should not impact the schedule.

Capital Area Reconfiguration Project – Programming continues; met with administration and epidemiology for the second time. Held a team kick-off meeting 6/12 with Helen Dennis of 300 Decisions, the move manager for MSP, DHHS and FBSA.

Dave Sproul:
Nothing significant to report.

Steve Urban:
Accomplishments:
Mason Building, ORS Move - First move of ORS to 4th and 5th floors to take place this weekend.

Met with representative with BWL to review the status of the job and determine as-built information to submit to them for SOM to receive cost rebates due to electrical and HVAC upgrades.

OPS Center Parking Lot Repairs - Paving contractor was able to crack-fill and seal coat the remaining 4 lots over the weekend of 6/6 ahead of schedule. Contractor took advantage of ideal weather conditions. Patching of road surfaces took place during the course of the week. All work is complete for the Oldsmobile Car show on 6/13 and 6/14.

Potential Issues/Solutions:

MDOC Gus Harrison Roofing Restorations Project - Roofing contractor violated MDOC construction security protocol which lead to the contractor's project superintendent being removed from the job. A number of roofing insulation screws (8 inches long) were inadvertently dropped on site. It could not be determined if all screws were accounted for.

Section Manager: Harold Belcher, Project Management B

Shiawassee State Game Area Siphon Tube meeting with Spicer; MadDog Energy Solutions vendor visit; HAL.

Chris Bahjet

Accomplishments:

DCH - WRPH – Showers Renovations – Held the substantial completion meeting and reviewed closing requirements.

DCH – Walter Reuther Hospital – New Activity Center – Held a meeting to coordinate between the agency and the contractor to review the new system at the demarcation point. When the project was in design the phone conversion plans were not clear, now that the existing has converted the planning will be simple.

Tim Hall

Nothing significant to report.

Bruce Hassen

Nothing significant to report.

Chris Kulhanek

Accomplishments:

Forest Fire Experiment Station – Close-out meeting held on 6/10. A few punch list items need to be completed and the rest of the close-out documents submitted, but the project is otherwise complete. A final no-cost change order was negotiated with the contractor to take care of outstanding issues and resolve unused balances. The project was completed within the overall budget.

Potential Issues/Solutions:

Washtenaw Armory – The project missed the substantial completion date. A walk-through on 6/12 revealed that there were too many items to complete for the project to be substantially complete.
Solution – DMVA has agreed to extend the substantial completion date by two weeks due to the large number of changes that have been requested. The facility personnel has agreed to stay out of areas that have had final cleaning done.

Matt Miles

Nothing significant to report.

Rashmi Patel

Nothing significant to report.

Sadi Rayyan

Accomplishments:

MDOC Marquette Branch Prison – Pre-construction meeting held at the site with agency, PSC and construction contractor to paint/repair the water tower.

DEQ Market 103 Site – Reviewed and recommended an award of construction contract to TSP Construction to excavate, remove and dispose contaminated soils and restore the site.

DMVA Climate Preparedness Planning Project – Reviewed and recommended changes to the agreement with LIAA to provide adaptation planning for Selfridge Guard Base.

Construction Starts:

DEQ State Road Service Site – Field activities for petroleum impacted soil removal and site restoration begin 6/8 with substantial completion by 9/6.

Non-Project Related Activities:

Attended a meeting with the vendor MadDog Energy.

Attended "IKEA Taps Geothermal" Webinar.

Jud Sorensen

Construction Starts:

A pre-bid meeting was held for the installation of primary disconnect switches at the Romney Building. Five potential bidders along with the Lansing Board of Water and Light were in attendance. This project was specified to be complete by 10/30, but due to an issue with lead time on disconnect switches, an addendum has been issued extending project completion to 12/18.

A pre-construction meeting was held for the Geagley Laboratory elevator upgrades and curtain wall insulation on 6/11 with the general contractor, Laux Construction Company, the professional, Byce and Associates, and MDARD representatives. Work is anticipated to commence in early July and be complete by September.

Terry O'Brien

Accomplishments:

Survey at Caro.

Bruce Watkins

Accomplishments:

Kawkawlin Dam – Held conference call with the owner, PSC (Wade Trim) and the dam safety unit to discuss minimum requirements for work to repair the temporary plug and final solution to the inadequate flood flows.

New Projects:

North & South Higgins Lake State Parks – Trail Connectors – Held design kickoff meeting with PSC (C2AE) and the owners to get the project design started. Walked the North Higgins Lake State Park and RAM Center portions of the trail to re-iterate the project scope of work for the team.

Projects Complete:

Lakeland Correctional – Above Ground Storage Tanks Removal – The project is substantially complete, as of 6/2.

Section Manager: Dennis Stamm, Project Supervision

Nothing significant to report.

Section Manager: Pat Mullen, Contract Services

Nothing significant to report.

WR Ending June 19, 2015

Section Manager: Irene Henry, Project Management Section 'A'

Started environmental surveys for Hardest Hit Fund Demolitions; issued Addendum 1 for demo bids; and created/populated the MLB's spreadsheet. Met with AG to review the first section of MICHSpec revisions.

Bob Adams:

New Projects:

MDOC - Baraga Correctional – Perimeter Security Fence B Upgrades – Provide draft ISID project statement to MDOC for review and comment.

Design:

MDOC Kinross CF Housing Unit K Roof System Upgrades – Received and initiated review of phase 500 50% design documents, schedule and cost estimate.

MSP – Calumet Post – Roof Replacement - Conduct design kickoff meeting with agency and PSC.

Bidding:

MDOT – Ironwood W.C. Roof Replacement – PSC provided contractor interviews and recommendation for award. Submitted construction contract justification for Red Jacket to Lansing.

DMVA - Jacobetti Boiler Replacement - PSC provided contractor interviews and recommendation for award. Submitted construction contract justification for United Contractors to Lansing.

Construction:

DNR Pigeon River SF Footbridge and Streambank Restoration – Participated in substantial completion site visit.

LSSU School of Business Renovation – Participated in progress meeting and site visit.

DNR Muskallonge Lake SP HQ Relocation – Submitted justification for SAB approval of owner-added scope.

DNR – Presque Isle Dam Repair – Visit site and report on progress. Project is ahead of schedule and weather permitting should be complete 6/26. A substantial completion meeting is pending.

Projects Complete:

Otter Lake Dam Repair – DNR Fisheries indicates the project has been put on hold and requests the MOP be closed out.

MSP – Negaunee Roof Replacement – Sent PSC and contractor evaluations to Anne.

Scott DeKorte:

New Projects:

Nothing significant to report.

Joel Gordon:

New Projects:

DNR – Warren Dunes State Park – Day Use Area Redevelopment – The project team conducted the 50% design review meeting. The project is scheduled to be issued for bidding the second full week of July.

DTMB – Michigan Law Enforcement Officers Memorial – Construct a New Monument – I attended the monthly MLEOM Commission meeting to review project status with the full commission.

Construction Starts:

DNR – Wilderness State Park – Lakeshore Campground Redevelopment, Phase 2 Bluffs Campground – The pre-construction meeting was conducted on site with the PSC, contractor, DNR and DTMB.

Gerald Gregorski:

New Projects:

DNR/Parks & Recreation Div. - Lincoln Hills Bridge – Engineering Design for Replacement or Rehabilitation – An on-site scope review meeting was held with DNR staff and a structural engineer from Northwest

Design Group. It was decided from the obviously poor condition and age of the bridge that an engineering study was not required and rehabilitation was not practical. NDG will provide an ISID assignment request to provide design and construction administration services for total bridge replacement.

MDOC – Woodland Center Correctional Facility - Perimeter Fence Security System Upgrades – The contract award recommendation for the low bidder, Midstate Security, was approved by the State Administrative Board.

MDOC – Gus Harrison Perimeter Enhancements – The contract award recommendation for the low bidder, American Fence, was approved by the State Administrative Board.

DNR/Parks & Recreation Div. – Petoskey State Park Trail Development – The pre-bid meeting for the first phase of the trail was well attended by ten contracting firms. Bids are due 6/24 with construction targeted for Fall-2015.

MDOC – Personal Emergency Location Systems Phase-2 at Six Locations – Bids were received for the three separate bid packages which combined sites according to geographic location. Three bids were received for both the Chippewa site and the combined Brooks and Central Michigan sites. Contract award recommendations for the low bidder, Master Electric in both cases, were submitted to the 7/21 State Administrative Board Agenda. Only a single bid was received for the third bid package combining the Cooper Street, Parnall, and Gus Harrison sites. The bid amount was significantly above budget and the contract will not be awarded at this time.

Construction Starts:

DTMB/BOD – Grand Tower AHU Replacement – AHU replacement on all 16 floors is completed and the units are in operation. The crane lift for the old cooling tower removal and new energy recovery unit placement on the roof was successfully completed without incident on Saturday while the building was vacated. This required partial closure of Grand Avenue and the sidewalk around the building. Approval was received for the chilled water supply booster pumps CCO and work is underway. The PSC contract modification for phase two design and construction, replacement of the VAV boxes, controls, and perimeter hot water heating, was approved by the Ad Board.

DMVA/Grand Rapids Home for Veterans – Backup Generators – Full systems startup testing and checkout was performed on all three new generators and transfer switches. Proper transfer switch sequencing from the utility, to new generators, to existing life safety systems generator, was successfully verified. Testing was performed by both Cummins, the equipment supplier, and a required third party independent testing firm.

DMVA - Grand Rapids Home for Veterans – Networked Door Access Control and Video Surveillance System – Work on the video surveillance system, door access control, and new security office is nearly complete. The patient wandering system installation is in progress with completion expected by July. The substantial completion meeting is tentatively planned for 7/2.

DMVA - Grand Rapids Home for Veterans – Chiller Replacement – Carriers factory rep was not able to start chiller-1 after being shut down all winter, which was installed last spring in the first phase, because of a suspected freon leak. After some discussions, Carrier finally agreed to perform the repairs under warranty.

Jan Miller:

Accomplishments:

Flint State Office Building, Interior Renovations – Worked with WTA and DHHS on laying out the 7th floor build out. We anticipate a sign off the week of 6/22 so a bulletin can be issued for pricing and DBI can layout the cubicles.

Capital Area Reconfiguration Project – Attended a programming session for the DTMB relocation to the LTA. Furniture options and images were presented.

DNR Silver Lake State Park Day Use & BAS Improvements – ISID contract was awarded to PSI for material testing. Pre-construction meeting is scheduled for 6/30.

Dave Sproul:

Accomplishments:

Capital Area Reconfiguration, State Police – Met with PARTNERS In Architecture and The Christman Company to review the schematic design cost estimate. PARTNERS In Architecture presented the final programing layouts for the GOB and Christman has begun their detailed take-offs and estimating. We are scheduled to meet periodically within the next several weeks to continue reviewing and completion of the schematic cost estimate. In addition, we met with the DTMB cyber group to begin the programing process for their space within the GOB. We have previously held space within the 2nd floor GOB in anticipation of their inclusion with the project.

MDOC, Michigan Reformatory Power Plant, Water Softeners and DeAlkalizer System Replacement – The new brine system silo tank has been professionally cleaned and we are working to be substantially complete by the end of June. Sterling Water Treatment has been on site providing checkout and startup inspections.

Jackson College, Bert Walker Hall Renovations – Completed and approved the release of construction subcontracts for the structural steel and hydraulic elevators.

Potential Issues/Solutions:

MDOC, Ionia Energy Project – Met with ESG and MDOC staff to review and discuss the final construction documents for the mechanical retrofit and heating system conservation measures. Major discussion points included the new heating building for MTU and boiler floor design within the Michigan Reformatory power plant. We are working to have the final construction bid package ready for release within July. Construction activities may begin tentatively by September.

Steve Urban:

Accomplishments:

Mason Building Renovations - Met with ORS management to discuss their need for a main lobby toilet room. It was agreed that a uni-sex toilet room will be provided at the main lobby in the MIOSHA waiting area. MIOSHA has agreed to give up this area for the toilet room. MIOSHA's waiting area will now be located in the 1st floor east wing. CSM was given authorization to proceed with the design and cost estimates.

Food Concessions Area - Met with LARA to confirm that a new food concessions area was/was not to be provided. LARA has decided that even a downsized food concessions area is not economically justifiable. Vending machines only will be provided in the building.

ORS – Accessibility Issues - Met with parking office, BOD, and ORS to discuss accessibility issue to the ORS Retirement Outreach Center located on Mason 1st floor. Signage/way finding is to be provided along Allegan St. as well as other feeder streets to the Capital Complex ORS Outreach Center. Nowak & Fraus will be providing signage and way finding options based upon their Capital Complex signage/way finding study.

DNR, Porter Ranch Barn Re-roofing - Posted design/build proposal on Buy4Michigan. This project involves re-roofing of an historically significant barn structure.

Projects Complete:

OPS Center Parking Lot Repairs - Conducted construction punch list inspection. Contractor completed all parking lot repairs in time for the car show which is to take place the weekend of 6/18-6/19.

Potential Issues/Solutions:

MDOC St. Louis Door Replacement Project - Conducted construction pre-bid meeting; only one bidder attended. It was decided that the bid period will be extended and another mandatory pre-bid meeting is to occur. St. Louis personnel have notified potential bidders to attend.

Section Manager: Harold Belcher, Project Management B
DCD/DNR quarterly meeting (met with Janice Hebekeuser and Pat Avendt); HAL.

Chris Bahjet
Nothing significant to report.

Tim Hall
New Projects:
DTMB State Warehouse Facility Building 100 Renovation – Design team meetings to advance programming and review prior "Purposeful Facilities" workshop visions for new workplace designs completed in 2014 by DCD, RED and BOD staff. Conducted preliminary programming estimate workshop with Christman and Hobbs+Black to kick off initial cost estimate preparations.

DCH Center for Forensic Psychiatry Perimeter Lighting Upgrades – Conducted pre-proposal meeting for PSC selection, received proposals and distributed to evaluation committee to prepare for selection and contract recommendation.

DCH Center for Forensic Psychiatry Shower/Toilet Upgrades – Conducted 90% construction document review meeting with WTA and agency. Established schedule for bid document completion, advertisement and bidding.
Bidding/Construction:
DMVA Fort Custer Vehicle Storage Addition CST – DMVA provided MOP revision adjusting funding to support bids received; C2AE proceeding with bidder evaluations and will forward contract award recommendation.

MDOC Women's HVCF ADA Walks & Paving – Contractor mobilized and began work on initial sequences of phase 2 walk and paving work; minor detail coordination with facility during first few days, contractor worked weekend to complete first segment of east ring road and will begin segment 2 next week.
Potential Issues/Solutions:
DCH Center for Forensic Psychiatry On-site Warehouse – Contractor re-mobilized after resolution of unforeseen underground interferences were resolved with no additional costs; foundation installation completed and block wall installation is now underway.

MDOC Women's HVCF Prisoner Service Building – Multiple pricing of solutions for numerous concealed existing conditions is under review for change order evaluation and recommendation. Agency/facility leadership have been advised of preliminary costs and funding needs as well as completion impact. Expect recommendations next week with projected time extension of roughly 115 calendar days.

Bruce Hassen
Accomplishments:
The successful contractor for the Camp Baraga demolition and redevelopment contract was selected; MD Contracting, Inc. of Baraga.

Chris Kulhanek
Nothing significant to report.

Matt Miles
Nothing significant to report.

Rashmi Patel
Accomplishments:
Saginaw, Oaks and Chippewa Correctional Facility - Video Management Systems - Initial meeting with PSC at the Saginaw Correctional Facility. MDOC met at Oak and Chippewa Correctional Facility. Reviewed

scope for the project and MDOC master plan to cover all existing cameras, perimeters and lighting improvements. PSC will provide contract modification.

Macomb Correctional Facility - Video Management Systems – Attended progress meeting. Contractor is ahead of schedule. PSC has received cost estimate for bulletin #1.

Thumb Correctional Facility - Video Management Systems – Attended progress meeting. Contractor is on schedule. PSC has received cost estimate for bulletin #1.

Carson Correctional Facility - Security Fence Upgrade - Received bids and received PSC recommendation to award contract.

Ionia Correctional Facility - Restore Roofing, Housing Units 1-7 – Attended mandatory walk-through meeting at site for roofing contractors.

Parnall Correctional Facility - Food Service Roof Replacement - Received bidding documents.

Sadi Rayyan
Accomplishments:
DEQ Ott Story Site – Met with agency and Bruce Hassen to discuss contracting terms and options for operating the system if and when staff employment issues within the current O&M contractor escalate.

DEQ Memphis Shell Site – Reviewed specifications for free product removal utilizing chemical injection and vacuum extraction. Discussed with agency scope of work and recommended putting the construction activities on hold. The PSC to conduct a pilot test before implementing the designed system.

DEQ Generic Exposure Assumption Values Project – Reviewed and recommended an agreement with SRC to compile, evaluate, select, document and tabulate the best available generic exposure assumption values used to derive the Part 201 generic residential and nonresidential cleanup criteria.

DMVA Fort Custer Training Center – Reviewed and recommended an agreement with KNC to conduct research activities on Cerulean Warbler and other migratory birds.

DMVA Fort Custer Training Center – Reviewed and recommended changes to the agreement with Potawatomi RC&D to provide erosion and sediment control activities for the repair of eroded maneuver trails in training areas 6 and 8.
Non-Project Related Activities:
Met with DEQ to discuss new ISID contracts for the environmental expanded triage.

Attended "Cut Costs with Cool Roofs" Webinar.

Jud Sorensen
Nothing significant to report.

Terry O'Brien
Accomplishments:
Survey at Gaylord. SESC plan and spec review for DNR Petoskey State Park.

Bruce Watkins
Nothing significant to report.

Section Manager: Dennis Stamm, Project Supervision
Projects:
MDOC - Carson City Corrections – Underground Electrical Cable Replacement – Draft copy of the Design Build bid documents completed. Design meeting scheduled for 6/26.

DTMB – GSB Painting the Exterior of Building – Performance bond received, so a notice to proceed will be issued to the contractor the week of 6/22.

DMTB – ISID Insulation of Pipe and Duct Insulation Project – Completed final draft of bid proposal documents to be posted on Buy4Michigan.

Section Manager: Pat Mullen, Contract Services

Nothing significant to report.

WR Ending June 26, 2015

Section Manager: Irene Henry, Project Management Section 'A'

Took bids for MLB demolitions. Attended DTMB All-Manager's Meeting. Pulled stored records from the US Bankruptcy Court for Real Estate, reviewed them and uploaded the as-builts into TRIM. Met with Byce and Jerry Gregorski to discuss a request for additional fee.

Bob Adams:

New Projects:

MDOC Marquette CF Generator – Held PPP and issued ISID project statement to Matrix Consulting.

MDOC AMF Fence B Upgrade – Held PPP and issued ISID project statement to Tower Pinkster.

Design:

MDOC Kinross CF Housing Unit K Roof System – Participated in phase 500 50% design meeting.

DNR Mackinac Island SP Road Repairs – Participated in PSC kickoff design meeting.

DNR Fayette Historic SP Snail Shell Harbor Dock Replacement – Prepared draft project statement based on new direction from agency.

MSP Calumet Post Roof Replacement – Conducted 50% design review meeting with PSC and agency.

Bidding:

DNR Mackinac Island SP Visitors Center and British Landing Roof Upgrades – Advertised on Buy4Michigan.

Construction:

DNR Indian Lake SP Shoreline Restoration – Participated in substantial completion meeting.

DNR Palms Book SP Toilet Building Replacement – Participated in progress meeting and review for substantial completion.

Projects Complete:

DNR Presque Isle Dam Repair – Conducted substantial completion meeting.

Scott DeKorte:

Nothing significant to report.

Joel Gordon:

Nothing significant to report.

Jerry Gregorski:

Nothing significant to report.

Jan Miller:

Accomplishments:

Flint State Office Building, Interior Renovations – The 5th floor was punched out 6/25. DHHS signed off on the 7th floor build out 6/24, WTA is working on the bulletin for the change.

Potential issues/Solutions:

DNR Maybury State Park Trail Improvements – The contractor is behind schedule. The PSC notified Pavex, the contractor, that liquidated damages would be assessed starting 6/29.

New Projects:

DNR Island Lake Recreation Area Connector Trail – Held the project planning partnering (PPP) meeting 6/22 with DNR regional planner and park manager.

Dave Sproul:

Nothing significant to report.

Steve Urban:

Nothing significant to report.

Section Manager: Harold Belcher, Project Management B
Annual leave.

Chris Bahjet
Nothing significant to report.

Tim Hall
New Projects:
DTMB State Warehouse Facility Building 100 Renovation – Conducted design meeting for campus site planning with all tenant users of the warehouse complex to begin development of master campus plan for integration of FBSA offices on the campus with all other on-going activities.

DMVA Jackson Armory Maintenance Bay Addition – PSC has performed a site evaluation and is completing expedited 90% design for final review and release for bidding as per DMVA requested schedule.
Potential Issues/Solutions:
MDOC Women's HVCF Prisoner Service Building – Initial reviews completed for various significant field conditions and recommendation from PSC in final review. Agency/facility leadership have been advised of probable costs and funding needs as well as completion impact and are preparing necessary revisions. Expect time extension of roughly 115 calendar days due to unforeseen conditions.

MDOT Blue Water Bridge HVAC Replacement – Design/build contractor continuing adjustments to troublesome booth system operations and have made significant progress resolving the operational concerns. Building systems are operating consistently and coordinating with BWB team to adjust booth approach for final operation.

Bruce Hassen
Construction Starts:
The demolition of Camp Cusino has been delayed because LARA – Bureau of Construction Codes has demanded that we get a permit from them and pay an estimated $4,676 in fees. We will comply.
Potential Issues/Solutions:
Three professionals were invited to provide price proposals for preparing bid package and overseeing the demolition of a structure in Iron River. The pricing was unaffordable so D&C will have to work with the agency to scale down the scope of work definition and try again.

The effort to renew all the air permits for the many MDOC central heating plants have been underway for half of a year. There are paperwork deficiencies associated with the current permits and these have been discussed during this period. At the most recent high-level meeting between DEQ-AQD, MDOC, and MDOC's professional (FTCH), the penalty phase was discussed and the schedule for the formal meetings pursuant to this phase will be scheduled soon. MDOC needs to know all options before selecting the path to compliance and AQD agreed to supply the information.

Chris Kulhanek
New Projects:
Ham Creek Trail Bridge Replacement – Set up PPP meeting at site in early July. Most likely will be considering an ISID assignment due to urgency of project.
Potential Issues/Solutions:
MSP Training Academy – Window Replacement – Existing frames at cafeteria windows have been cut out to accommodate supply lines to fin tube radiators.
Solution – Rather than move the lines, which would be quite costly, the window frames are going to be shifted to avoid the supply lines altogether.

Matt Miles
Accomplishments:
Completed field work for DNR Gaylord Railroad project.

Attended All Manager's Meeting.

Completed SEOC State Building Authority drawing.

Rashmi Patel
Nothing significant to report.

Sadi Rayyan
Accomplishments:
DEQ Crystal Refinery Site – Reviewed and recommended an award of construction contract to Clean Harbors Environmental Services to provide 2 years of system O&M of the ozone/airsparge and bioreactor treatment system.

DEQ Torch Lake Superfund Site – Reviewed specifications for removing contaminated soils for posting on Buy4Michigan website. Discussed with agency scope of work and provided comments.

DEQ Fort Gratiot Sanitary Landfill Site – Reviewed specifications to repair erosional issues, modify/add structures to improve water flow/drainage and plant trees/grass for posting on Buy4Michigan website. Discussed with agency scope of work and provided comments.

DEQ Helmer I-94 Site – Reviewed specifications for installing AS/SVE remediation system and providing O&M services for posting on Buy4Michigan website. Discussed with agency scope of work and provided comments.

DEQ Americhem Site – Reviewed and recommended changes to the contract with Environmental Consulting & Technology to perform multi-phase extraction (MPE) event and provide additional maintenance/monitoring/sampling.

DEQ Tiel Oil Bulk Site – Reviewed and recommended changes to the contract with Mannik & Smith Group to install monitoring wells, conduct vapor intrusion assessment and complete the remediation design.

DEQ Slagg's Auto Service Site – Reviewed and recommended changes to the contract with Global Remediation Technologies to install 3 monitoring wells for soil/groundwater sampling to complete the contaminant boundry.
New Projects:
DEQ Various Sites – Assigned to Sagasser & Associates under their expanded triage ISID contract to screen, investigate and assess the current risks at 10 LUST sites.
Non-Project Related Activities:
Attended "New Building Delivery: Constructed, Commissioned, Warrantied and Inefficient" webinar.

Jud Sorensen
Construction Starts:
A pre-bid meeting was held for the installation of roof top HVAC units for the Jackson State Office Building. To expedite this project, these roof top units had been purchased under a separate contract. It is anticipated that this contract will be awarded in August 2015 with work to be completed by January 2016. The project is being expedited due to an existing chiller that is in poor condition and subject to failure. Due to the age of this unit, repair is not an option.
Potential Issues/Solutions:
Materials Testing Consultants, Inc. was contacted and requested to provide a proposal for an assignment to their ISID contract to perform an inspection of those portions of the building that will be disturbed by the proposed installation, including demolition of the existing chiller and cooling tower, demolition of existing air handling units and modification of existing duct work. A walk-through of the facility with Materials Testing Consultants was completed on 6/17. Although this building was constructed in 1982 at a time when asbestos containing building materials were being regulated and banned, inspection, sampling and testing is being performed to assure that asbestos will not be disturbed during the execution of this project.

Terry O'Brien

Accomplishments:

SESC authorization for DNR Muskallonge Lake State Park and DNR Ionia State Recreation Area.

Bruce Watkins

Accomplishments:

Harrisville State Park – Restroom/Shower Building – Held an 11 month warrantee review meeting. The meeting was well received by the DNR staff in attendance and lessons learned portion of the discussion was helpful to new DNR staff to hear and for the design professional to provide input on how design decisions were made.

New Projects:

Portland State Game Area – Trail Repairs – Met on site with the contractor and DNR to review erosion of work completed last year. Contractor will prepare cost quotation to make the repairs and to construct culverts.

Sharonville SGA – 10 Yard Shooting Stations – Held 90% review meeting.

Potential Issues/Solutions:

Marquette Branch Prison – AST Replacement – Contractor provided excessive cost quotation for asbestos removal. We removed abatement from their contract and had the design professional contract separately for the work. We only saved about $2,000, but we are hoping the contractor will use a sharper pencil for any future change orders. Thanks to Dave Sproul for the idea.

Section Manager: Dennis Stamm, Project Supervision

Projects:

MDOC - Carson City Corrections – Underground Electrical Cable Replacement – Design meeting held on 6/26. Discussed alternates to keep the cost of the project in line with the budget.

DTMB – GSB Painting the Exterior of Building – Notice to proceed issued to the contractor. Work will likely start within 2-3 weeks on site.

DMTB – ISID Insulation of Pipe and Duct Insulation project – RFP posted on Buy4Michigan.

Accomplishments:

Continued with staff yearly IPM reviews.

Attended DTMB All Managers Meeting.

Section Manager: Pat Mullen, Contract Services

Nothing significant to report.

APPROVED
July 7, 2015
Michigan State
Administrative Board

A G E N D A

BUILDING COMMITTEE / STATE ADMINISTRATIVE BOARD

June 23, 2015 / July 7, 2015
11:00 A.M. Forum Room, 1st Floor
Michigan Library and Historical Center

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This agenda is for general informational purposes only. At its discretion, the Building Committee may revise this agenda and may take up other issues at the meeting.

AWARD OF CONSTRUCTION CONTRACT

1. DEPARTMENT OF CORRECTIONS, VARIOUS LOCATIONS - Various Correctional Facilities - Security Rounding Equipment
   File No. 472/12434.RMP – Index No. 11107 – Contract No. Y 15284
   Recommended Contract Award: MKC Group, Inc., Bay City; $1,398,066.00

Description and Justification
The purpose of the contract is to provide, install and configure all equipment, software and training required for the implementation of a system to monitor and track prison guards as they make their rounds at various correctional facilities statewide.
Funding Source
100% Agency Operating Funds

2. DEPARTMENT OF NATURAL RESOURCES, MEARS – Silver Lake State Park – Day Use and Boating Access Site Improvements
   File No. 751/10373.JAN - Index Nos. 56060 and 58060 - Contract No. Y 15285
   Recommended Contract Award: Hallack Contracting, Hart; $1,069,960.16

Description and Justification
The purpose of this contract is to relocate the boat access site, improve the beach, picnicking and parking for the day-use areas. The Department of Natural Resources has recently acquired the adjacent property in order to increase boating parking and provide for an efficient and safe access to the lake and beach area. Currently the campers and beach users have to pass through the boat launch area causing an unsafe condition.
Funding Source
50% Waterways Funds
50% Recreation Passport Fees

3. DEPARTMENT OF NATURAL RESOURCES, GARDEN, Fayette Historic State Park – Structural Repairs of Fayette Furnaces
   File No. 751/14043.RAA - Index Nos. 51023 and 52100 - Contract No. Y 15286
   Recommended Contract Award: Northern Restoration and Waterproof Systems, Inc., Grawn; $530,213.00

APPROVED
July 7, 2015
Michigan State
Administrative Board

Description and Justification
The purpose of this contract is to complete structural repairs of the deteriorating historic furnaces. This project is necessary to preserve these historic structures and improve site safety. This work will provide necessary maintenance to the historic focal point of the site and is key to continued public interest.
Funding Source
100% Waterways Funds

4. DEPARTMENT OF ENVIRONMENTAL QUALITY, WYOMING – Spartan Chemical Superfund Site – Soil Removal AS/SVE System Installation
   File No. 761/10107.SAR - Index No. 44061 - Contract No. Y 15287
   Recommended Contract Award: E.T. MacKenzie, LLC, Grand Ledge; $1,869,127.00

Description and Justification
The purpose of this contract is to remove/dispose of contaminated soils, install an air sparging/soil vapor extraction (AS/SVE) system and restore the site. Originally, the site was a bulk chemical transfer, blending, and repackaging plant that processed a variety of chemicals including aromatic solvents, naphthas, alcohols, ketones, ether, chlorinated solvents, and lacquer thinners. Groundwater and soil contamination, including solvents, have been detected at the site and surrounding areas. The project is funded through a cooperative agreement with EPA. The soil removal and remediation activities will reduce the potential risk posed by the presence of soil/groundwater contamination. The work is needed to protect public health, safety, welfare and the environment.
Funding Source
90% Federal Funds
10% Strategic Water Quality Initiative Funds

AWARD OF DESIGN BUILD CONTRACT

5. DEPARTMENT OF NATURAL RESOURCES, DETROIT – Belle Isle (Lake Muscoday and Detroit Yacht Club Canal) - Canoe and Kayak Development
   File No. 751/15126.MNB - Index No. 59715 - Contract No. Y 15288
   Recommended Contract Award: WCI Contractors, Inc., Detroit; $287,920.00

Description and Justification
The purpose of this contract is to design and construct an ADA compliant kayak and canoe launch facility on a strip of land connecting the Detroit River to an inland lake at Belle Isle. The current undeveloped location where citizens launch their canoes and kayaks does not comply with the American with Disabilities Act (ADA).
Funding Source
65.27% Michigan Natural Resources Trust Fund
34.73% Coastal Zone Management Funds

MODIFICATION TO PROFESSIONAL SERVICES CONTRACTS

WR Ending July 3, 2015
Section Manager: Irene Henry, Project Management Section 'A'
Revised the bidding documents and re-bid the MLB demolitions, reviewed proposed demolition properties.

Bob Adams:
Nothing significant to report.

Scott DeKorte:
New Projects:
Belle Isle Building Assessments – Conducted pre-proposal meeting and subsequent tour of the six buildings.

Handlon CF Security Upgrades – Attended meeting to strategize possible reduction of the total scope of work to re-bid the project.

Joel Gordon:
Nothing significant to report.

Jerry Gregorski:
New Projects:
DNR Petoskey State Park Trail Development – Received bids from five construction contractors for phase-1a trail development. Unfortunately all five bids were significantly above the funded amount, even if all five deductive alternates were accepted. The DNR is looking into the possibility of additional funding, but that does not seem likely. The PSC is investigating strategies to reduce the scope of work and/or lowering bid costs.

DMVA Grand Rapids Home for Veterans Kitchen Exhaust Replacement – Held the 95% design review. The bid advertisement will be posted the week of 7/6 with bids due 7/29. This work will require a five day shutdown with around the clock work to minimize kitchen down time.

MDOC Ionia CF Perimeter Fence Security System Upgrades – The project planning and partnering meeting was held on site along with the PSC to develop the scope of work for their ISID assignment request.
Construction Starts:
DNR Below-Ground Sewer and Water Study at Eight Parks – A contract modification was approved for the PSC to perform sewage effluent and soil testing on the existing lagoon while in operation this summer. This will allow them to categorize the waste stream and develop plans with the DEQ for lagoon closure in the fall after connecting to the municipal sewer system.

DTMB Grand Tower AHU Replacement – Received bulletin pricing for upgrading VAV box controllers on each floor to integrate with perimeter heat zone controls, along with a new communications network to integrate the controllers with the building automation system. This new network cable will be routed so that it can accommodate future replacement of VAV boxes with controller upgrades in phase two. This work will be done completely after hours to avoid tenant disruption from the overhead work. The proposal is being evaluated by the PSC and BOD.

DMVA Grand Rapids Home for Veterans Backup Generators – Substantial completion has been delayed until 7/9. The powerhouse generators automatic transfer switch requires field repairs and then additional testing. The other two generator and transfer switch pairs have been commissioned and are in operation.

DMVA Grand Rapids Home for Veterans Networked Door Access Control and Video Surveillance System – Substantial completion has been delayed until 7/23 for the contractor to meet all requirements, including training and final system turnovers to the facility.

Potential Issues/Solutions:
DMVA Grand Rapids Home for Veterans Chiller Replacement – Carrier's factory service were on site to complete warranty repairs to chiller #1. The repairs were completed at no charge and the unit was successfully put back into operation.

Jan Miller:
Accomplishments:
DNR Island Lake Recreation Area Connector Trail – Posted the request for proposal on Buy4Michigan. Pre-proposal meeting is scheduled for 7/20 with proposals due 7/30.

DNR Silver Lake State Park Day Use & BAS Improvements – Held pre-construction meeting on site 6/30.
Potential issues/Solutions:
Flint State Office Building, Interior Renovations – Concerned about the contractor meeting the 6th floor completion date due to lack of manpower. Scheduled a meeting for 7/9 with B&B to discuss.

Dave Sproul:
Accomplishments:
Capital Area Reconfiguration, State Police – Continuing to develop the schematic design cost estimate. We are meeting with PARTNERS In Architecture and The Christman Company to review the final programming layouts and Christman has begun initial detailed take-offs.

Attended the 24 hour, 3-day, Hazwoper training program. The course included regulatory overview, chemical hazard identifications, handling procedures, personnel requirements, levels of protection, and actual demonstrations with protective suits.

MDOC, Michigan Reformatory Power Plant, Water Softeners and DeAlkalizer System Replacement – Continuing to complete the overall installation of the new systems. Sterling Water Treatment is required to provide some additional onsite training and inspections.

SEOC – Exterior construction continues to make good progress and there is notable structural steel and CMU block throughout the building site. Interior drywall and finishes is progressing in both the first and second floors of the GOB. DMVA is completing the contract award for the National Guard modules, we may need to make some minor adjustment to coordinate the delivery and installation.

DCH, State Laboratory, New Waste Incinerator – UL has completed their required inspection of the new incinerator and we are now beginning to schedule the actual on-site installation effort. The on-site activities may begin by late July.
Potential Issues/Solutions:
MDOC, Ionia Energy Project – ESG is incorporating comments and revisions to the proposed heating building to serve MTU. We are continuing to work to have the final construction bid package ready for release within the month of July. The water construction activities and pre-construction meeting is scheduled to begin in July as well.

Steve Urban:
Nothing significant to report.

Section Manager: Harold Belcher, Project Management B
DCD Budget meeting.

Chris Bahjet:
Accomplishments:
DCH - WRPH – Activity Building – Held a conference call with the PSC to address delay issues that are current with the contractor, Daniels Building Co.

DNR – Selfridge BAS – Substantial completion was declared, site was turned over to DNR. Remaining issue is the handrail. Currently being galvanized in Ohio.

DMVA – Selfridge Building 1416 – Attempting to collect as-built after the PSC changed their business. Contacting same engineers and architects who used to work at the firm in an effort to collect any as-builts. PSC has not responded to registered letters and they still have a $20,000 balance to be paid.

Tim Hall

New Projects:

DTMB State Warehouse Facility Building 100 Renovation – Conducted preliminary estimating workshop meeting with Christman and Hobbs+Black to confirm scope and intent upon which Christman is basing their estimate preparation. Preliminary estimate will be reviewed over the next few weeks and ready to present to DTMB team later in July.

DCH Center for Forensic Psychiatry Perimeter Lighting Upgrades – Conducted proposal evaluation, made recommendation and PSC contract to Peter Basso Associates was approved on this week's agenda.

Bidding/Construction:

DNR Yankee Springs Shop/Garage Replacement – Contractor mobilized, laid out and installed foundations and prepared to begin wall construction.

MDOT Southwest Region Laboratory – Participated in bi-weekly progress meeting and site review. Construction is progressing very well and nearing completion on schedule for early August move in. MDOT has recently authorized additional scope to incorporate bid alternates due to very limited changes impacting the budget as the project has advanced.

Bruce Hassen

Construction Starts:

A notice to proceed was issued for the Nokomis Challenge Center demolition. A kickoff meeting will be held at 10:00 a.m. on 7/6.

Chris Kulhanek

Potential Issues/Solutions:

Rose Lake Shooting Range – New Education Building - Pre-design meeting held after contract mod was expedited to get a PSC on board. The PSC expressed concerns that even if the project were to be bid for fall construction, it is unlikely materials with long lead times such as roof trusses would be delivered before winter. He also cautioned about the costs and pitfalls of cold-weather construction. Solution – PSC will review their schedule for preparing documents, design review time will be minimized and the bidding/contract delivery will be shortened as much as possible. Despite these actions, the DNR project manager will inform his division leadership that a spring start of construction is a more likely scenario.

Matt Miles

Nothing significant to report.

Rashmi Patel

Accomplishments:

Cooper Street Correctional Facility - Phase II Video Management System – Attended pre-construction meeting for phase II construction.

Charles Egeler Reception and Guidance Center - Video Management System – Attended progress meeting. Contractor is on schedule, installing foundation for lighting and camera poles and control cabinet.

MDOT C and T Building Masonry and Window Repair - Met with agency and PSC to discuss scope for the design and construction phase. PSC will provide contract modification based on previously prepared phase 100 study and recommendation under option 4.

Sadi Rayyan

Accomplishments:

DNR Otsego Township Dam Project – Reviewed request for qualifications (RFQ) to construct water control structure, construct a new spillway and stabilize the existing spillway. Discussed with agency and PCS contracting issues and provided comments. Posted on Buy4Michigan website.

DMVA Fort Custer Training Center Site – Reviewed and recommended changes to the contract with DLZ to perform forest inventory/evaluation, clearing and removing invasive/exotic plants.

DEQ Sunshine Foods #119 Site – Reviewed and recommended changes to the contract with Mannik & Smith Group to conduct annual groundwater sampling events for two years.

New Projects:

DEQ Howard Jameson A & H Racing Site – Assigned to AKT Peerless under their ISID contract to prepare design/bid specifications for the removal of the contaminated soils and provide construction oversight services.

Jud Sorensen

Potential Issues/Solutions:

In a 7/2 progress meeting with J. Ranck Electric for the primary cable replacement between housing units 3 and 5 at the Women's Huron Valley Correctional Facility, the project superintendent indicated that he was approximately 10 to 14 calendar days behind schedule with only 17 calendar days remaining in his contract. Failure to complete this project on time will delay the start of the utility tunnel steam piping replacement project which could leave housing units without heat during the upcoming heating season. A notice requiring assurance of due performance has been issued by Tower Pinkster to J. Ranck Electric on 7/6 and a meeting with J. Ranck to review their plan to correct the issue is scheduled for 7/8.

Terry O'Brien

Nothing significant to report.

Bruce Watkins

Accomplishments:

Ionia Recreation Area – Sessions Creek Bridge Replacement – Contactor has prepared forms for installation of bridge footings. Area was wet for most of the past two weeks so installation was delayed for the area to dry out and be accessible for concrete delivery. Project is on time and no budget changes or other unforeseen conditions were encountered.

Construction Starts:

Hayes State Park – Lake Hudson Dam Improvements – Established bid schedule for this work. Budget is in place to move forward.

Section Manager: Dennis Stamm, Project Supervision

Nothing significant to report.

Section Manager: Pat Mullen, Contract Services

Nothing significant to report.

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A G E N D A

BUILDING COMMITTEE / STATE ADMINISTRATIVE BOARD

July 14, 2015 / July 14, 2015
11:00 A.M. Forum Room, 1st Floor
Michigan Library and Historical Center

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This agenda is for general informational purposes only. At its discretion, the Building Committee may revise this agenda and may take up other issues at the meeting.

AWARD OF CONSTRUCTION CONTRACT

1. DEPARTMENT OF CORRECTIONS, CARSON CITY – Carson City Correctional Facility – Upgrade Perimeter Fence Security Systems
   File No. 472/14202.RMP- Index No. 51220 - Contract No. Y 15307
   Recommended Contract Award: RMD Holding, Ltd., dba Nationwide Construction, Chesterfield; $338,000.00

Description and Justification
The purpose of this contract is to provide enhancements to the perimeter security systems. The upgrades will correct existing deficiencies, increasing security at this facility.
Funding Source
100% Agency Operating Funds

2. DEPARTMENT OF CORRECTIONS, IONIA – Bellamy Creek Correctional Facility – Security Upgrades
   File No. 472/14326.SMD - Index No. 62240 - Contract No. Y 15308
   Recommended Contract Award: Midstate Security Company, LLC, Wyoming; $264,600.00

Description and Justification
The purpose of this contract is to provide enhancements to the perimeter security systems. The upgrades will correct existing deficiencies, increasing security at this facility.
Funding Source
100% Agency Operating Funds

3. DEPARTMENT OF CORRECTIONS, MUSKEGON – Earnest C. Brooks and West Shoreline Correctional Facilities – Security Upgrades
   File No. 472/14329.SMD - Index No. 37180 - Contract No. Y 15309
   Recommended Contract Award: MKC Group, Inc., Bay City; $931,948.00

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Description and Justification
The purpose of this contract is to provide enhancements to the perimeter security systems. The upgrades will correct existing deficiencies, increasing security at this facility.
Funding Source
100% Agency Operating Funds

4. DEPARTMENT OF CORRECTIONS, MUSKEGON – Muskegon Correctional Facility – Security Upgrades
   File No. 472/14346.SMD - Index No. 38570 - Contract No. Y 15310
   Recommended Contract Award: Midstate Security Company, LLC, Wyoming; $649,500.00

Description and Justification
The purpose of this contract is to provide enhancements to the perimeter security systems. The upgrades will correct existing deficiencies, increasing security at this facility.
Funding Source
100% Agency Operating Funds

5. DEPARTMENT OF CORRECTIONS, MUSKEGON AND ST. LOUIS – Earnest C. Brooks and Central Michigan Correctional Facilities – Personal Emergency Location Systems
   File No. 472/14135.GAG - Index Nos. 52260 - Contract No. Y 15311
   Recommended Contract Award: Master Electric, Inc., Gladwin; $2,346,983.00

Description and Justification
The purpose of this contract is to install a complete Personal Emergency Location System (PELS) covering all buildings and grounds areas within the correctional facilities. Building interior coverage will provide location accuracy to within 30 feet. Coverage of the grounds areas within the secured perimeter will provide location accuracy to within 350 feet. Work is to include all sensors, personal transmitters, raceway, cabling, fiber-optics, network hardware, programming, configuration, system commissioning, etc. for a complete and operational system.
Funding Source
55% Lump Sum Special Maintenance Funds - GF
45% Agency Operating Funds

6. DEPARTMENT OF CORRECTIONS, KINCHELOE – Chippewa Correctional Facility – Personal Emergency Location Systems
   File No. 472/14135.GAG - Index No. 52260 - Contract No. Y 15312
   Recommended Contract Award: Master Electric, Inc., Gladwin; $1,667,533.00

Description and Justification
The purpose of this contract is to provide and install a complete Personal Emergency Location System (PELS) covering all buildings and grounds areas within the correctional facility.

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Building interior coverage will provide location accuracy to within 30 feet. Coverage of the grounds areas within the secured perimeter will provide location accuracy to within 350 feet. Work is to include all sensors, personal transmitters, raceway, cabling, fiber-optics, network hardware, programming, configuration, system commissioning, etc. for a complete and operational system.

Funding Source
100% Agency Operating Funds

7. DEPARTMENT OF STATE POLICE, LIVONIA – Livonia Post Crime Unit – Roof Replacement
   File No. 551/14089.MNB - Index No. 44000 - Contract No. Y 15313
   Recommended Contract Award: J.D. Candler Roofing Company, Inc., Livonia; $329,019.00

Description and Justification
The purpose of this contract is to replace the existing roof which is past its service life. This project will eliminate roof leaks and prevent damage to the interior of the building.

Funding Source
100% Agency Operating Funds

REVISIONS TO CONSTRUCTION CONTRACTS

8. DEPARTMENT OF NATURAL RESOURCES, NEWBERRY – Muskallonge Lake State Park – Park Headquarters Facility Relocation Phase 1
   File No. 751/13108.RAA - Index No. 52190 - Contract No. Y15233
   Olsen and Olsen Building Contractors, Inc., Manistique; CCO No. 1, Increase $120,629.00

Description and Justification
The purpose of this change order is to provide two additional bays of cold storage in the new maintenance building being constructed. This will allow a portion of Phase 2 work to be included under Phase 1. This change is necessary for facility operations and will result in savings of material and future construction costs.

Funding Source
100% Recreation Passport Fees

Base Contract	$537,013.00	Construct the maintenance shop portion (Phase 1) of a new headquarters facility. This project is necessary to replace the existing facility before further Lake Superior shoreline bluff erosion necessitates abandonment of the facility. Approved State Ad Bd Agenda 06/02/15
Change Order No. 1	$120,629.00	100% Scope Change See justification above

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Total Contract	**$657,642.00**	

AMENDMENT TO AGREEMENT FOR TRAINING AREA 5 MANEUVER TRAIL REPAIR

9. DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, AUGUSTA – Fort Custer Training Center Site – Maneuver Trail Repair
File No. 511/11202.SAR - Index No. 22000 - Contract No. Y 11136
Potawatomi Resource Conservation and Development Council, Calhoun County;
Amendment No. 4, Increase $145,750.00
Agreement Date April 22, 2011

Purpose/Business Case
The purpose of this amendment to the agreement is to provide additional erosion and sediment control activities for the repair of eroded maneuver trails at the site. Heavy use of trails has degraded them and the trails are in need of repairs. Under this amendment, Potawatomi Resource Conservation and Development will grub, grade and resurface sections of the maneuver trails; install erosion control near stream crossings, ditch bottoms and critical slopes; and grade/stabilize with erosion mats critical areas in Training Areas 6 and 8 as needed due to training damage. Potawatomi Resource Conservation and Development is a 501(c)(3) not-for-profit organization with experience in conservation and restoration projects. The work is needed to prevent soil erosion and comply with the Soil Conservation Act of 1935.
Funding Source
100% Federal - National Guard Bureau Funds

Original Agreement	$60,000.00	Purpose of this agreement is to provide for repair of an eroded maneuver trail near a high quality wetland area to meet the standards of the natural resources conservation specifications. Approved Director's Agenda – 4/22/2011
Amendment No. 1	$37,000.00	Purpose of this amendment to the agreement is to provide additional erosion and sediment control activities for the repair of the maneuver trail near a high quality wetland area. Approved Director's Agenda – 8/12/2011
Amendment No. 2	$100,000.00	Purpose of this amendment to the agreement is to provide additional erosion and sediment control activities for the repair of eroded maneuver trails at the site.

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		Approved Director's Agenda – 6/20/2014
Amendment No. 3	$100,000.00	Purpose of this amendment to the agreement is to provide additional erosion and sediment control activities for the repair of eroded maneuver trails at the site. Heavy use of trails has degraded them and the trails are in need of repairs. Approved State Ad Bd Agenda 04/28/15
Amendment No. 4	$145,750.00	See justification above
Total Contract	**$442,750.00**	

GRANT OF EASEMENT

10. DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET (DTMB) FOR THE DEPARTMENT OF CORECTIONS, TOWNSHIP OF KINROSS, CHIPPEWA COUNTY, MI recommends that the State Administrative Board grant to Cloverland Electric Cooperative, whose address is 2916 West M-28, Dafter, MI 49783, a permanent non-exclusive easement for the purposes of electric power transmission utility construction, repair, maintenance and operation. Said easement is described as follows:

Section 1:

A 10.00 foot wide easement for the purposes of underground electric power utility construction, repair, maintenance and operation located in the Northeast 1/4 of Section 32, Township 45 North, Range 1 West, Kinross Township, Chippewa County, Michigan, more particularly described as commencing at the East 1/4 corner of said Section 32; thence N02°16'00"W along the East line of said Northeast 1/4 a distance of 112.95 feet to the POINT OF BEGINNING; thence lying 5.00 feet on both sides of the following described line with shortened and extended side lines to meet property lines:

thence S89°12'16"W a distance of 162.85 feet;
thence N54°12'13"W a distance of 172.16 feet;
thence N48°21'35"W a distance of 167.53 feet;
thence N25°59'12"W a distance of 440.68 feet;
thence S63°48'33"W a distance of 82.12 feet to the POINT OF ENDING, said point bears N45°40'53"W a distance of 976.87 feet from the East 1/4 corner of said Section 32.
Section 2:

A 30.00 foot wide easement for the purposes of above-ground electric power utility construction, repair, maintenance and operation located in the Northeast 1/4 of Section 32, Township 45 North, Range 1 West, Kinross Township, Chippewa County, Michigan, more particularly described as commencing at the East 1/4 corner of said Section 32 and considering the East line of said Northeast 1/4 as bearing N02°16'00"W;

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thence N45°40'53"W a distance of 976.87 feet to the POINT OF BEGINNING; thence lying 15.00 feet on both sides of the following described line with shortened and extended side lines to meet property lines:

thence N57°35'50"W a distance of 252.31 feet; thence S78°36'57"W a distance of 21.30 feet to a point on the West line of the East 900.00 feet of said Northeast 1/4, said point is the POINT OF ENDING and bears N48°54'33"W a distance of 1237.71 feet from the East 1/4 corner of said Section 32.

The easement (all sections) is subject to easements, conditions, reservations, exceptions and restrictions of record, if any.

The Attorney General's office has approved this easement agreement as to legal form.

Purpose:
The grant of this easement will allow the construction and operation of above and below ground electric power transmission infrastructures that will primarily serve nearby private property owners/developers.
Benefit:
Granting of this easement will allow the State to help facilitate economic development in the area while earning $1,850.20 in revenue for the General Fund in accordance with the Easement Fee Schedule adopted by the State Administrative Board on January 19, 2011. It is not deemed to be a hindrance or burden for the State to grant this easement and it does bring accessible electric power to State Property should the State ever need it there.
Funding Source:
Revenue from Grantee
Commitment:
This easement will be a permanent, non-exclusive easement subject to existing easements and restrictions of record, if any. If the easement remains unused for a continuous period of two years, it will revert to the Grantor.
Risk Assessment:
Failure to grant this easement will preclude the State from earning the easement revenue specified above for the General Fund.
Zip Code:
49788

CONTRACT CHANGE ORDER

11. DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS, OKEMOS – CCO No. 6 for Lease No. 10469 approved by the State Administrative Board on April 15, 1997, between Van W. Martin and William G. Martin, and subsequently assigned to MWC Associates LLC, as Lessor, and the State of Michigan by the Department of Technology, Management and Budget for the Department of Licensing and Regulatory Affairs, as Lessee.

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This CCO provides for the building-out of client/attorney rooms and hearing rooms and will also provide new floor-to-ceiling walls and doors with a new key card access system, as requested by the Department of Licensing and Regulatory Affairs at a cost not-to-exceed $44,964.42. The space is located at 2501 Woodlake Circle, Okemos, MI 48864.

Purpose/Business Case:
The purpose of this CCO is to provide a floor-to-ceiling office, client/attorney rooms and hearing rooms including a new key card access system added to all doors.
Benefit:
This CCO allows the judges and staff to be secured behind locked doors within a safe working environment in case a hearing becomes disorderly.
Source of Funds:
48.7% Securities
48.6% Corporations Funding
2.7% General Funding
Commitment Level:
Present through July 31, 2017; however, this Lease contains an Executive Legislative cancellation with 180-days' notice.
Risk Assessment:
Non-approval of this CCO will hinder the Department from being in a safe, controlled environment in which to conduct business.
Zip Code:
48864

12. DEPARTMENT OF MICHIGAN STATE POLICE, FLINT - CCO No. 8 for Lease No. 10235 approved by the State Administrative Board on June 6, 1995, between Genesee County 911 Consortium, as Lessor, and the State of Michigan by the Department of Technology, Management and Budget for the Department of Michigan State Police, as Lessee. This CCO provides for conversion of the current garage into offices at the MSP Flint Post as requested by the Department of Michigan State Police at a cost not-to-exceed $32,769.00. The space is located at 4481 Corunna Road, Flint, MI 48532.

Purpose/Business Case:
The purpose of this CCO is to provide demolition and reconstruction of the current garage area into additional offices at the Michigan State Police Flint Post.
Benefit:
This CCO allows the offices to be expanded to provide long-term offices for the overcrowded conditions at this Post.
Source of Funds:
100% General Funds
Commitment Level:
Present through December 19, 2025; however, this Lease contains an Executive cancellation clause with 60-days' notice through December 19, 2015 and a Standard cancellation clause with 90-days' notice after December 20, 2015.

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Risk Assessment:
Non-approval of this CCO will hinder the Department from having adequate space for staff to perform their investigative work.
Zip Code:
48532

WR Ending July 10, 2015

Section Manager: Irene Henry, Project Management Section 'A'

Reviewing inspection reports on demolition properties. Working on updating procedures. Investigating the IT standard for sizes of telecom closets; 8 x 10 is stated as the minimum size and this seems large for small leased offices of a couple thousand square feet.

Bob Adams:

New Projects:

MSP St. Ignace Cold Storage Design – Received work order. PPP meeting setup for 7/20.

DNR Spring Dam Demo – Held PPP, wrote project statement for ISID proposal from Ohm and distributed.

MDOC Baraga Fence B Security – Held PPP on site and processed an ISID assignment with Tower Pinkster.

MDOC MBP Circulating Pumps – Held PPP and processed an ISID assignment with Matrix Consulting.

MDOC MBP Generator Upgrade – Held PPP and processed an ISID assignment with Matrix Consulting.

Design:

DNR Mackinac Island SP Road Repairs – 50% phase 500 design meeting.

DNR Union Bay BAS – Held the 100% review meeting and posted project for bidding.

DNR Snail Shell Harbor – Provided draft project statement to DNR for comment.

Bidding:

DNR Mackinac Island SP Visitors Center Roof Upgrades – Conducted mandatory pre-bid meeting.

Scott DeKorte:

New Projects:

Riverside/Deerfield CF Storm Water Cross Connection - Conducted 90% design review meeting.

Huron Valley CF East Sally Port Security Upgrades – Conducted 90% design review meeting.

Lakeland CF Perimeter Security Upgrades – Conducted pre-bid meeting.

Construction Starts:

Thumb CF - Perimeter Security Upgrades – Conducted pre-con meeting.

Joel Gordon:

New Projects:

DNR Thompson State Fish Hatchery Raceway End Closures – Bids were received on 7/8. The letter of recommendation is forthcoming from the PSC.

DNR Hoffmaster SP Construct New Dune Stairs – Bids were received 7/8. The letter of recommendation is expected from the contractor this week.

DNR Stoney Creek Flooding Reconstruct Existing Dam – The pre-bid meeting was conducted at the project site. Bids are due 7/22.

DTMB Michigan Law Enforcement Officers Memorial – I attended the monthly MLEOM Commission meeting to review project status with the full Commission.

Construction Starts:

DNR Wolf Lake Fish Hatchery Erosion Control – A preconstruction meeting was conducted at the project site. On site work is expected to begin the week of 7/13.

Jerry Gregorski:
New Projects:
DNR Harrietta Fish Hatchery Wells #2 & 4 Generator Backups and VFD Controls – The pre-bid meeting was held on-site and the bids are due 7/15.

MDOC St. Louis CF Perimeter Fence Security System Upgrades – Held the PPP with the prospective ISID PSC to develop the scope of work for their ISID assignment proposal.

DMVA Grand Rapids Home for Veterans Kitchen Exhaust Replacement – Advertised for bids with the pre-bid meeting scheduled for 7/20 and the bids are due 7/29. This work will require a five day shutdown with around the clock work to minimize kitchen down time.

MDOC Woodland Center CF Perimeter Fence Security System Upgrades – The construction contract with Midstate Security was executed and the preconstruction kickoff meeting was setup for 7/22.

MDOC Gus Harrison CF Perimeter Security Enhancements – The construction contract with American Fence was executed and the pre-construction kickoff meeting was setup for 7/22.
Construction Starts:
DTMB Grand Tower AHU Replacement – Submitted a contract change order request to the 8/4 State Administration Board Agenda for upgrading VAV box controllers on each floor to integrate with perimeter heat zone controls, along with a new communications network to integrate the controllers with the building automation system. The base scope of work is currently targeted for substantial completion on 7/23. The change order will extend the additional work approximately three months past this date.

DMVA Grand Rapids Home for Veterans Backup Generators – Substantial completion is still delayed pending successful field repairs and additional testing of the powerhouse generators automatic transfer switch. The other two generator and transfer switch pairs have been commissioned and are in operation.

Jan Miller:
Annual leave.

Dave Sproul:
Annual leave.

Steve Urban:
Accomplishments:
DNR Porter Ranch Barn Re-roofing – Construction bids received on 7/8; only 1 bid submitted.

MDOC St. Louis Door Replacement Project – Construction bids received on 7/8; 2 bids submitted.

DTMB Mason Building Renovations – Final ORS move took place the weekend of 7/11.
New Projects:
Lake Superior Hosting Center, Electrical Upgrades – IT upper management has authorized DTMB to proceed with design phases 400 and 500.

Section Manager: Harold Belcher, Project Management B
Meeting with Financial Services regarding performance contracting fees.

Chris Bahjet
Nothing significant to report.

Tim Hall
New Projects:
DMVA Jackson Armory Maintenance Bay – Conducted 90%+ final design review with C2AE and DMVA, minor modifications will be implemented and release for bidding is expected within 2 weeks.

DTMB State Warehouse Facility Building 100 Renovation – Conducted preliminary estimating and programming reviews in preparation for team evaluations and preliminary budget/scope package for presentation to DTMB team.

Potential Issues/Solutions:

MDOC Women's HVCF ADA Walks & Paving – Contractor has struggled to meet the contract requirements for phasing and continuous access for the facility during initial weeks and has submitted several requests for additional compensation. Conducted review of requests with Nowak Fraus and Dave Woods to discuss prompt response; all of the issues were deemed clear contract requirements or very minor in nature.

Bruce Hassen

New Projects:

The DEQ staff is going through their files looking for idle projects that are not completed or formally closed. This resulted in their Southeast Michigan office (Warren) calling about the heating oil release at Camp Pontiac (Brownfield #101) and the Flint office sending a form letter to Tracy Clark at Real Estate essentially saying get back to work on the Flint School for the Deaf LUST Site (Brownfield #195). DTMB has no funding to do either (at least not for fiscal year 2015). More of these are expected from DEQ.

Construction Starts:

The demolition work at the Nokomis Challenge Center began on the morning of 7/6 after the local TV station conducted a photo-op for one of the local politicians who took a few ceremonial sledgehammer swings at the building.

Potential Issues/Solutions:

The funding available for the demolition of Highland Park High School is not adequate per DTMB – D&C. The idea put forward at last meeting is to get the bid package out and find out for sure. We are in agreement that the firm that did the environmental evaluation, and who has an ISID contract besides, would be the best choice to produce the bid package.

Chris Kulhanek

Nothing significant to report.

Matt Miles

Non-Project Related Activities:

I attended the DTMB New Supervisor Training administered by the DTMB HR.

Arranged interview appointments for the candidates who wish to fill the Land Surveyor 9, 10 and 11 position.

Rashmi Patel

Nothing significant to report.

Sadi Rayyan

Accomplishments:

DEQ Ott/Story/Cordova Superfund Site – Reviewed and recommended an award of construction contract to Quality Maintenance Contractors to paint/repair the components of the existing groundwater remediation system.

DEQ U.S. Aviex Superfund Site – Reviewed and recommended changes to the contract with Weston to provide vapor intrusion risk evaluation and technical support.

DEQ Utica Landfill Site – Reviewed and recommended an award of construction contract to E. T. MacKenzie to excavate, remove and dispose of soil/waste and restore the site.

DEQ Riverside Park-Parcels Site – Reviewed and recommended changes to the contract with Global Remediation Technologies to conduct pilot tests and install seven monitoring wells for soil/groundwater sampling to complete the contaminant boundry.

DMVA Fort Custer Training Center Site – Reviewed and recommended changes to the contract with DLZ for conducting archeology/bat/butterfly/wetland hydrology surveys as part of the EIS activities.

DEQ Cal's Car Care Site – Reviewed and recommended changes to the contract with AMEC to provide evaluation of vapor intrusion risks in off-site areas.

DEQ Logan's Gas & Deli Site – Reviewed and recommended changes to the contract with AECOM to conduct one year of quarterly monitoring and subsequently abandon the site monitoring wells.

DEQ Coe's Cleaner's Site – Reviewed and recommended changes to the contract with Weston to provide O&M contractor oversight, sampling, bulletin preparation and technical support.

New Projects:

DEQ Former Wickes TCE Plume Site – Assigned to AMEC Engineering under their ISID contract for expanded pressure transducer testing, semi-annual groundwater monitoring, well network expansion and technical support.

Construction Starts:

MDOC Oaks Correctional Facility Site – Field activities for elevated tank painting and repairs begin 7/6 with substantial completion by 8/31.

Jud Sorensen

Nothing significant to report.

Terry O'Brien

Nothing significant to report.

Bruce Watkins

Nothing significant to report.

Section Manager: Dennis Stamm, Project Supervision

Nothing significant to report.

Section Manager: Pat Mullen, Contract Services

Nothing significant to report.

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A G E N D A

BUILDING COMMITTEE / STATE ADMINISTRATIVE BOARD

July 28, 2015 / August 4, 2015
11:00 A.M. Forum Room, 1st Floor
Michigan Library and Historical Center

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This agenda is for general informational purposes only. At its discretion, the Building Committee may revise this agenda and may take up other issues at the meeting.

AWARD OF CONSTRUCTION CONTRACT

1. DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET, LANSING – Michigan Library and Historical Center – Restroom Upgrades
   File No. 071/13014.CAK - Index No. 44121 - Contract No. Y15337
   Recommended Contract Award: Laux Construction, Holt; $495,000.00

Description and Justification
The purpose of this contract is to renovate eight existing restrooms on the first floor of the Michigan Library and Historical Center. The existing plumbing fixtures use higher amounts of water to function, which causes capacity problems with existing sanitary sewer lines. Renovation work includes removal and replacement of all existing plumbing fixtures, toilet partitions, toilet accessories, tile flooring, counter tops, lighting, and modifications to gypsum board metal framed partitions.
Funding Source
47% Agency Operating Funds - BOC
53% Lump Sum Special Maintenance - GF

2. DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET, JACKSON – Jackson State Office Building – HVAC Renovations – Installation of Roof Top Units 1 and 2
   File No. 071/15103.JNS - Index No. 11814 - Contract No. Y15338
   Recommended Contract Award: Laux Construction, LLC, Holt; $532,700.00

Description and Justification
The purpose of this contract to provide HVAC renovations to the Jackson State Office Building including the installation of two new Roof Top Cooling Units purchased by the State of Michigan under a separate contract.
Funding Source
94% Lump Sum Special Maintenance - General Fund
6% Agency Operation Funds – General Fund

3. DEPARTMENT OF CORRECTIONS, Ionia – Michigan Reformatory – New Sally Port and Security Systems

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File No. 472/14343.SMD - Index No. 41670 - Contract No. Y15339
Recommended Contract Award: Robbert Construction, Inc., Lakeview; $707,000.00

Description and Justification
The purpose of this construction contract is to provide new security upgrades for the perimeter fencing and sally port areas. The new security upgrades will correct the existing deficiencies within the perimeter fencing.
Funding Source
100% Agency Operating Funds

4. DEPARTMENT OF CORRECTIONS, Jackson – Cooper Street Correctional Facility – Perimeter Security Upgrades
File No. 472/14363.SMD - Index No. 70110 - Contract No. Y15340
Recommended Contract Award: Midstate Security Company, LLC, Wyoming; $397,300.00

Description and Justification
The purpose of this construction contract is to provide new security upgrades for the perimeter fencing and sally port areas. The new security upgrades will correct the existing deficiencies within the perimeter fencing.
Funding Source
100% Agency Operating Funds

5. DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, BATTLE CREEK
Fort Custer – Civil Support Team – Construct Vehicle Ready Bays
File No. 511/14114.TMH - Index No. 22000 - Contract No. Y15341
Recommended Contract Award: Frederick Construction, Inc., Vicksburg; $822,000.00

Description and Justification
The purpose of this contract is to provide construction services for a Vehicle Ready Bay addition to the Civil Support Team Building. The bays will provide workspace and storage required to maintain readiness and provide security/protection of the critical and valuable equipment the Civil Support Team utilizes as first responders to potential nuclear and biological events.
Funding Source
91% Federal Funds
9% State Funding

6. DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS, KALAMAZOO – Bureau of Services to Blind Persons - Kalamazoo Training Center – Exterior Upgrades
File No. 641/14224.BDW- Index No. 36400 - Contract No. Y15342
Recommended Contract Award: To Be Determined (TBD), TBD; $TBD

Description and Justification

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The purpose of this contract is to provide parking lot seal coating, bituminous patching, grading and drainage work, concrete flatwork, supply and installation of textural indicator pavers and bollards, restoration seeding, and exterior ramp/retaining wall replacement. The work is necessary to provide access to the building that meets the Americans with Disabilities Act (ADA).

Funding Source

100% Agency Operating Funds

7. DEPARTMENT OF NATURAL RESOURCES, EMMET COUNTY – Alanson to Mackinaw City Trail – Bridge over Maple River
   File No. 751/13244.HRB - Index No. 50915 - Contract No. Y15343
   Recommended Contract Award: John Henry Excavating, Inc., East Tawas; $562,634.00

Description and Justification

The purpose of this contract to replace the bridge over the Maple River on the Alanson to Mackinaw City segment, of the Northwestern State Trail, as part of the overall trail upgrade.

Funding Source

100% Recreational Trail Program Funds

8. DEPARTMENT OF ENVIRONMENTAL QUALITY, MUSKEGON – Ott/Story/Cordova Superfund Site – Process Painting
   File No. 761/10345.BDH - Index No. 44081 - Contract No. Y15344
   Recommended Contract Award: Quality Maintenance Contractors, Inc., Muskegon; $408,400.00

Description and Justification

The purpose of this contract to paint/repair the components of the existing groundwater remediation system. The contractor will clean surfaces and paint selected tanks, piping, equipment, apparatuses and pipe supports. The remediation system is needed to protect public health, safety, welfare and the environment

Funding Source

100% Strategic Water Quality Initiative Funds

9. DEPARTMENT OF ENVIRONMENTAL QUALITY, UTICA – Utica Landfill Site – Removal, Transportation and Disposal of Soil/Waste Piles
   File No. 761/15144.SAR - Index No. 44701 - Contract No. Y15345
   Recommended Responsive Proposal: E.T. MacKenzie Company, LLC, Grand Ledge; $874,908.00

Description and Justification

The purpose of this contract is to remove and dispose of soil/waste and restore the site. The site has stockpile soils and historically was used as a privately owned and operated unlicensed landfill. The soil removal will reduce the potential risk posed by the presence of soil/waste contamination. The work is needed to protect public health, safety, welfare and the environment.

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Funding Source
100% Refined Petroleum Funds

ISID ASSIGNMENT

10. DEPARTMENT OF ENVIRONMENTAL QUALITY, MANCELONA – Former Wickes TCE Plume Site – Monitoring and Technical Support
File No. 761/15238.SAR - Index No. 44351 - Contract No. Y15346
Recommended Firm: AMEC Engineering and Consulting of Michigan, Inc, Novi; $586,996.93
ISID No. 00464 - Assignment No. 8

Description and Justification
The purpose of this assignment is to provide professional services for groundwater monitoring and technical support services. The tasks defined for this work include expanded pressure transducer testing, semi-annual groundwater monitoring, well network expansion and technical support. The work is needed to protect public health, safety, welfare and the environment.
Funding Source
100% Other Environmental Cleanup and Redevelopment Program Funds

MODIFICATION TO ISID ASSIGNMENT

11. DEPARTMENT OF ENVIRONMENTAL QUALITY, NORTHVILLE – Cal's Car Care Inc. Site – Environmental Investigation and Free Product Recovery Services
File No. 761/09314.SAR - Index No. 44701 - Contract No. Y09221
AMEC Engineering and Consulting of Michigan, Inc. (Formerly MACTEC); Novi; Modification No. 7, Increase $75,664.00
ISID No. 00283 - Assignment No. 6

Description and Justification
The purpose of this modification is to provide evaluation of vapor intrusion risks in off-site areas. The professional will install four soil gas monitoring points and quarterly sample 12 monitoring points to evaluate the potential for vapor intrusion and provide technical support. The work is needed to protect public health, safety, welfare and the environment.
Funding Source
100% Refined Petroleum Funds

Base Contract	$110,192.00	Provide professional architectural and/ or engineering services for environmental investigation to determine the extent of soil and groundwater contamination and the potential presence of additional

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		leaking underground storage tanks at the site. Approved Director's Agenda – 05/01/2009
Modification No. 1	$66,000.00	To authorize the formal closing of remediation wells and monitor wells and provide for two monitoring sumps to replace the function of the closed wells. Approved Director's Agenda – 05/27/2011
Modification No. 2	$48,838.00	Provide for additional investigative services. Because of planned redevelopment at this site, the severity and extent of contaminant vapors, in the soil, above the water table, need to be known. Approved Director's Agenda – 12/02/2011
Modification No. 3	$24,437.00	Provide for removal of contaminated soil at this leaking underground storage tank site. Approved Director's Agenda – 04/20/2012
Modification No. 4	$18,801.00	Provide additional environmental services including off-site groundwater/soil gas investigation and technical support. The professional will evaluate vapor intrusion risks in off-site locations. Approved Ad Board Agenda – 01/29/2013
Modification No. 5	$25,617.00	Provide additional environmental services including off-site groundwater/soil gas investigation and technical support. The professional will provide a preliminary survey of offsite buildings to evaluate the potential for vapor intrusion and sample offsite monitoring wells. Approved Ad Board Agenda – 09/13/2013
Modification No. 6	$24,715.00	Purpose of this modification is to provide additional evaluation of off-site groundwater and soil gas. Approved Ad Board Agenda – 11/12/2013

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Modification No.7	$75,664.00	See justification above
Total Contract	**$394,264.00**	

12. DEPARTMENT OF ENVIRONMENTAL QUALITY, BATTLE CREEK – Logan's Gas & Deli Site – Remedial Investigation
File No. 761/09335.SAR - Index No. 44501 - Contract No. Y11249
AECOM Texhnical Services, Inc., Grand Rapids; Modification No. 3, Increase $44,435.00
ISID No. 00279 - Assignment No. 8

Description and Justification
The purpose of this modification is to provide quarterly monitoring of selected wells, abandon some wells and provide reporting. This modification is for conducting one year of quarterly monitoring/reporting and subsequently abandon the wells. The cleanup of the site is needed to protect public health, safety and welfare of the environment.
Funding Source
100% Refined Petroleum Funds

Base Contract	$97,300.00	Provide remedial investigation including monitoring well installation, soil and groundwater monitoring, and to determine the effectiveness of Air Sparge/Soil Vapor Extraction remedy. Approved Director's Agenda – 08/05/2011
Modification No. 1	$109,967.00	Provide additional environmental services. The additional scope of work includes two additional years of quarterly groundwater monitoring and reporting, installation of three monitoring wells, direct-push mounted Laser-Induced Flourescence Ultra-Violet Optical Screening Tool (LIF-UVOST) investigation in the former source area and soil verification sampling. This work in needed to verify the remedy of the site by the Air Sparge/Soil Vapor Extraction technology and to close the site. Approved Director's Agenda – 04/06/2012
Modification No. 2	$11,898.00	Purpose of this modification is to provide construction coordination and oversight services. Approved Director's Agenda – 09/28/2012
Modification No. 3	$44,435.00	See justification above

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Total Contract	**$263,600.00**	

13. DEPARTMENT OF ENVIRONMENTAL QUALITY, MILFORD – Coe's Cleaner's Site – Operation and Maintenance Oversight Services
File No. 761/09424.SAR- Index No. 44701 - Contract No. Y09327
Weston Solutions, Inc.; Okemos; Modification No. 7, Increase $40,000.00
ISID No. 00289 - Assignment No. 5

Description and Justification
The purpose of this modification is to provide additional operation and maintenance (O&M) contractor oversight, sampling, National Pollutant Discharge Elimination System (NPDES) reporting services, preparation of a bulletin for performing an additional eight months of O&M services and technical support. It is anticipated that the existing treatment system will continue to operate until the groundwater meets cleanup standards. The work is needed to protect public health, safety, welfare and the environment.

Funding Source
100% Strategic Water Quality Initiative Funds

Base Contract	$60,000.00	Provide professional services for operation and maintenance (O & M) oversight and National Pollutant Discharge Elimination System (NPDES) services including oversight of current O & M contractor, monthly NPDES reporting and providing support to the agency to ensure that the treatment system operates as designed. Approved Director's Agenda – 08/06/2009
Modification No. 1	$34,925.00	Provide free product investigation to determine the extent of the free product at the site. Approved Director's Agenda – 10/09/2009
Modification No. 2	$13,872.00	Provide additional free product investigation using laser induced fluorescence technology to determine the extent of the free product at the site. Approved Director's Agenda – 01/22/2010
Modification No. 3	$42,596.00	Provide oversight of the operation and maintenance (O & M) contractor, the submittal of monthly filings for the National Pollutant Discharge

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		Elimination System permit, and serving as project manager for an additional year. Onsite contamination still exists and it is the intent to continue O & M until remediation is complete. Approved Director's Agenda – 03/16/2012
Modification No. 4	$54,120.00	Provide additional operation and maintenance (O & M) contractor oversight, sampling, National Pollutant Discharge Elimination System reporting services, preparation of bid specifications to procure a new O & M contractor and technical support. The original assignment was for an O & M oversight, NPDES reporting and technical support. Subsequent modifications allowed for free product investigation and additional O & M oversight services. However, the site is still contaminated and requires continuation of the O&M/monitoring services. Approved Director's Agenda – 05/07/2013
Modification No. 5	$41,432.00	Provide additional operation and maintenance (O&M) contractor oversight, sampling, National Pollutant Discharge Elimination System (NPDES) reporting services, preparation of a bulletin for performing an additional year of O&M services and technical support. Approved Director's Agenda – 07/26/2013
Modification No. 6	$71,500.00	Purpose of this modification is to provide professional design services for the remediation system upgrade, additional operation and maintenance contractor oversight. Appoved Ad Board Agenda – 09/30/2014
Modification No. 7	$40,000.00	See Justification Above
Total Contract	**$358,445.00**	

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14. DEPARTMENT OF ENVIRONMENTAL QUALITY, NILES – U.S. Aviex Site – Groundwater Monitoring Services
File No. 761/10238.SAR - Index No. 44081 - Contract No. Y10231
Weston Solutions, Inc.; Okemos; Modification No. 3, Increase $91,150.86
ISID No. 00289 - Assignment No. 9

Description and Justification
The purpose of this modification is to provide vapor intrusion risks evaluation. The site is a superfund site. The professional will supervise the installation of vapor points, sample the points and provide vapor intrusion analysis. The work is needed to protect public health, safety, welfare and the environment.
Funding Source
100% Other Environmental Cleanup and Redevelopment Program Funds

Base Contract	$124,725.00	Provide groundwater monitoring at the U.S Aviex site. The professional will perform two years of groundwater monitoring services to determine the effectiveness of the monitored natural attenuation remedy at the U.S. Aviex Site. Approved Director's Agenda – 06/18/2010
Modification No. 1	$197,097.00	Provide extended groundwater monitored natural attenuation activities, documentation of historical activities and reporting at the U.S Aviex site. Approved Ad Board Agenda – 10/16/2012
Modification No. 2	$61,938.67	Purpose of this modification is to provide additional environmental monitoring and investigation services. Approved Ad Board Agenda – 05/06/2014
Modification No. 3	$91,150.86	See justification above
Total Contract	**$474,911.53**	

15. DEPARTMENT OF ENVIRONMENTAL QUALITY, DETROIT – Riverside Park – Parcels #3 Site – Remedial Investigation
File No. 761/14080.SAR - Index No. 44701 - Contract No. Y14069
Global Remediation Technologies, Inc.; Traverse City; Modification No. 2, Increase $120,033.70
ISID No. 00471 - Assignment No. 1

Description and Justification

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The purpose of this modification is to provide supplemental environmental investigation and pilot testing services. The professional will conduct pilot tests and install seven monitoring wells for soil/groundwater sampling to complete the contaminant boundry. The work is needed to protect public health, safety, welfare and the environment

Funding Source

100% Strategic Water Quality Initiative Funds

Base Contract	$182,714.71	Purpose of this assignment is to provide remedial investigation and focused feasibility study services. Approved Director's Agenda – 01/03/2014
Modification No. 1	$175,864.02	Purpose of this modification is to provide shallow soil and soil gas remedial investigation. Approved Ad Board Agenda – 01/13/2015
Modification No. 2	$120,033.70	See Justification Above
Total Contract	**$478,612.43**	

MODIFICATION TO PROFESSIONAL SERVICES CONTRACTS

16. DEPARTMENT OF ENVIRONMENTAL QUALITY, MUSKEGON, Ott Story Cordova Site – Remediation System Operation and Maintenance
File No. 761/10345.BDH - Index No. 44081 - Contract No. Y14339
Fishbeck, Thompson, Carr & Huber, Inc., Grand Rapids, Modification No. 1, Increase $1,576,600.00

Description and Justification

The purpose of this modification is to extend the contract to allow the remediation system to be run for another year. It is anticipated that the existing treatment system will continue to operate until the groundwater meets cleanup standards. The work is needed to protect public health, safety, welfare and the environment.

Funding Source

100% Strategic Water Quality Initiative Fund

Base Contract	$1,563,600.00	The purpose of the contract is to operate the already existing remediation system at this former chemical manufacturing site for at least one and possibly up to five years. Approved Ad Board Agenda – 08/12/2014
Modification No. 1	$1,576,600.00	See Justification Above
Total Contract	**$3,140,200.00**	

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REVISIONS TO CONSTRUCTION CONTRACTS

17. DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET, LANSING – Grand Tower – Air Handling Units Replacement
File No. 071/13034.GAG - Index No. 44120 - Contract No. Y15001
Laux Construction, LLC, Holt; CCO No. 4, Increase $281,788.38

Description and Justification
The purpose of this change order is to provide: 90 new VAV box controllers to integrate with perimeter heating zone controls; new communications network cable connecting the new VAV controllers; extend the cable to allow for connections to future upgraded controllers on the remaining 237 VAV boxes throughout the building; new zone controllers to integrate the networks to the building automation system; all work to be performed after hours to minimize tenant disruption.
Funding Source
1% Agency Operating Funds - BOC
99% Lump Sum Special Maintenance - GF

Base Contract	$3,214,900.00	Purpose of this contract is to replace 16 refrigerated Air Handling Units (AHU) with a new AHU per floor that will use Lansing municipal chilled water. Approved Ad Board Agenda – 10/14/2014
Change Order No. 1	$56,314.50	100% Field Condition Approved Director's Agenda – 4/10/2015
Change Order No. 2	$21,978.14	100% Field Condition Approved Director's Agenda – 4/17/2015
Change Order No. 3	$136,412.96	100% Field Condition
Change Order No. 4	$281,788.38	100% Scope Change See Justification Above
Total Contract	**$3,711,393.98**	

18. DEPARTMENT OF CORRECTIONS, MUNISING – Alger Correctional Facility – Video Management and Perimeter Surveillance Enhancement
File No. 472/12216.RMP - Index No. 49220 - Contract No. Y14175
Master Electric, Inc., Gladwin; CCO No. 5, Increase $104,079.00

Description and Justification
The purpose of this change order is to provide labor, material, and additional interior/exterior cameras, uninterruptible power supply and digital storage drives. The cameras, UPS and drives, requested by the agency, will improve security inside the

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buildings and inside the perimeter fence in order to protect workers and secure the areas.

Funding Source

100% Agency Operating Funds

Base Contract	$843,221.00	Purpose of this contract is to upgrade the perimeter security lighting system and install a Closed Circuit Television (CCTV) camera system at the Alger Correctional Facility. Approved Ad Board Agenda – 04/08/2014
Change Order No. 1	$0.00	Used $10,719.00 of Owner's Contingency Allowance 100% Field Condition
Change Order No. 2	$5,526.49	100% Scope Change Approved Director's Agenda – 8/15/2014
Change Order No. 3	$415,064.65	100% Scope Change Approved Ad Board Agenda – 1/13/2015
Change Order No. 4	$279,751.00	100% Scope Change Approved Ad Board Agenda – 03/31/2015
Change Order No. 5	$104,079.00	100% Scope Change See Justification Above
Total Contract	**$1,647,642.14**	

19. DEPARTMENT OF CORRECTIONS, MUNISING – Hiawatha Correctional Facility – Video Management and Perimeter Surveillance Enhancement
File No. 472/13119.RMP - Index No. 53250 - Contract No. Y15188 J. Ranck Electric, Inc., Mount Pleasant; CCO No. 1, Increase $165,231.74

Description and Justification

The purpose of this change order is to provide labor, material, and additional interior/exterior cameras, uninterruptible power supply and digital storage drives. The cameras, UPS and drives, requested by the agency, will improve security inside the buildings and inside the perimeter fence in order to protect workers and secure the areas.

Funding Source

100% Agency Operating Funds

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Base Contract	$1,154,500.00	Purpose of this contract is to upgrade the perimeter security lighting system and install a Closed Circuit Television (CCTV) camera system at the Hiawatha Correctional Facility. Approved Ad Board Agenda – 04/28/2015
Change Order No. 1	$165,231.74	100% Owner Scope Change See Justification Above
Total Contract	**$1,319,731.74**	

20. DEPARTMENT OF ENVIRONMENTAL QUALITY, MILFORD – Coe's Cleaners Site – Operation and Maintenance of Groundwater Pump and Treatment System File No. 761/09183.RRD - Index No. 44701 - Contract No. Y09175 NESA & Associates, Inc., Warren; CCO No. 7, Increase $369,921.00

Description and Justification
The purpose of this change order is to continue operation and maintenance of the remediation system for an additional 244 days. In addition, the contractor shall remove and replace several remediation devices which are worn from use. This work is needed to protect public health, safety, welfare and the environment.

Funding Source
100% Strategic Water Quality Initiative Fund

Base Contract	$151,305.00	The purpose of this contract is to operate and maintain the existing remediation system for two years. Approved Director's Agenda – 03/27/2009
Change Order No. 1	$41,862.50	100% Scope Change Approved Director's Agenda – 1/14/2011
Change Order No. 2	$132,228.00	100% Field Condition Approved Ad Board Agenda – 7/19/2011
Change Order No. 3	$65,834.00	100% Scope Change Approved Director's Agenda – 3/30/2012
Change Order No. 4	$53,368.42	95% Scope Change 5% Field Condition Approved Ad Board Agenda – 4/16/2013
Change Order No. 5	$111,133.99	100% Scope Change Approved Ad Board Agenda – 3/25/2014
Change Order No. 6	$71,916.75	100% Scope Change

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		Approved Ad Board Agenda – 10/3/2014
Change Order No. 7	$369,921.00	See justification above
Total Contract	**$997,569.66**	

21. DEPARTMENT OF ENVIRONMENTAL QUALITY, MUSKEGON – Zephyr Naph Sol Site – Operation and Maintenance
File No. 777/11109.BDH - Index No. 44901 - Contract No. Y11169, Superior Environmental Corp., Inc., Marne, CCO No. 8, Increase $100,000.00

Description and Justification
The purpose of this change order is to increase the length of the contract to allow the remediation system to be run another year. The cash allowance will be increased $25,000.00 and the provisional allowance will be increased $75,000.00 to fund the anticipated repairs needed for the upcoming year.
Funding Source
100% - Strategic Water Quality Initiative Fund

Base Contract	$251,230.00	The purpose of the contract is to operate the already existing remediation system at this former refinery site. The contract is for one year. Approved Ad Board Agenda – 06/07/2011
Change Order No. 1	$20,000.00	80% Field Condition 20% Scope Change Approved Director's Agenda – 04/27/2012
Change Order No. 2	$180,000.00	100% Scope Change Approved Ad Board Agenda – 08/15/2012
Change Order No. 3	$375,000.00	100% Scope Change Approved Ad Board Agenda – 03/05/2013
Change Order No. 4	$300,000.00	100% Scope Change Approved Ad Board Agenda – 04/22/2014
Change Order No. 5	$0.00	Reallocation
Change Order No. 6	$5,796.35	100% Field Condition Approved Director's Agenda – 4/10/2015
Change Order No. 7	$31,654.51	100% Scope Change Approved Ad Board Agenda – 07/02/2015
Change Order No. 8	$100,000.00	See Justification Above
Total Contract	**$1,263,680.86**	

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ADDENDUM TO LEASE FOR PRIVATE PROPERTY

22. DEPARTMENT OF HEALTH AND HUMAN SERVICES, TRAVERSE CITY - Addendum No. 5 to Lease No. 10301 approved by the State Administrative Board on December 5, 1995, between River Front Plaza, Inc., 8692 M-32 Highway, Elmira, MI, 49730, as Lessor, and the State of Michigan by the Department of Technology, Management & Budget for the Department of Human Services, subsequently named the Department of Health and Human Services, as Lessee, for 25,813 square feet of space located at 315 E. Front Street, Traverse City, MI 49684. This Addendum provides for the modification of the floor plan; however the square footage and rental rates remain the same. This Addendum is effective upon obtaining State Administrative Board approval and required signatures and continues to the termination date of the Lease, or any extension. The annual per square foot rental rate for this space, is $18.54 ($39,878.00 per month). This Lease contains two 5-year renewal options with a per square foot rental rate of $18.54 ($39,878.00 per month). This Lease contains an Executive cancellation clause with 60-days' notice until February 9, 2016. A Standard cancellation clause with 60-days' notice is effective February 9, 2016, if the renewal option is exercised. The Attorney General has approved this Addendum as to legal form.

Purpose/Business Case:
The purpose of this Addendum is to modify the floor plan due to a change to the space occupied by the Department.
Benefit:
The benefit of this Addendum will allow the Lessor to lease the adjacent space while still providing the required space to the Department.
Source of Funds:
100% Federal funds.
Commitment Level:
Eight months; however, this Lease contains an Executive cancellation with 60-days' notice.
Risk Assessment:
Non-approval of this Addendum will hinder the Lessor from being able to rent out the adjacent space.
Zip Code:
49684

23. DEPARTMENT OF STATE, St. Clair Shores - Addendum No. 1 to Lease No. 11111 approved by the State Administrative Board on April 19, 2005, between NGP/24000 HARPER, LLC, subsequently assigned to Danford Properties, LLC, 27172 Woodward Avenue, Suite 150, Royal Oak, MI, as Lessor, and the State of Michigan by the Department of Technology, Management & Budget for the Department of State, as Lessee, for 5,007 square feet of space located at 24040 Harper Avenue, St. Clair Shores, MI 48080. This Addendum provides for reducing the rental rate in the option period of July 1, 2015 through June 30,

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2020, updating the Civil Rights language, removing the reference to lease adjustments, updating the notifications language, and adding the EFT requirements to the Lease. This Addendum is effective upon obtaining State Administrative Board approval and required signatures and continues to the termination date of the June 30, 2020, or any extension. The annual per square foot rental rate for this space beginning July 1, 2015, is $27.25 ($11,370.06 per month). This Lease contains an additional 5-year renewal option with an annual per square foot rental rate of $31.00 ($12,934.75 per month). This Lease contains a Standard cancellation clause with 60-days' notice. The Attorney General has approved this Addendum as to legal form.

Purpose/Business Case:
The purpose of this Addendum is to decrease the rental rate in the renewal option that will begin on July 1, 2015, to add the EFT language to the Lease, update the Civil Rights language, and update the notifications language.
Benefit:
The Department will remain at their current location with a substantial savings over the next renewal period, allowing them to provide uninterrupted service to the citizens of St. Clair Shores.
Source of Funds:
26.3% General Fund; 73.7% Restricted Fund (TACF 60.4%; Auto Repair Facilities Fees 1.3%; Driver Fees 7.3%; Parking Ticket Court Fines 4.4%; Enhanced Driver License & personal ID 0.3%)
Commitment Level:
Five years; however, this Lease contains a Standard cancellation clause with 60-days' notice.
Risk Assessment:
Non-approval of this Addendum will hinder the Department from recognizing the negotiated lease savings, possibly forcing them to relocate at a higher overall cost.
Zip Code:
48080

CONVEYANCE OF SURPLUS STATE REAL PROPERTY

24. THE DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET (DTMB) recommends the conveyance of surplus state real property described below, located in Plymouth Township, Wayne County, Michigan (the "Property") to the Michigan Land Bank Fast Track Authority, for consideration of One Dollar ($1.00). The office of the Attorney General has approved the quitclaim deed and the affidavit of jurisdictional transfer of land, as to legal form.

Legislative Background
2014 Public Act 427 (the "Act") authorizes the State Administrative Board to convey the following property, located in the Township of Prairieville, County of Barry, Michigan, more particularly described as follows:
DESCRIPTION OF PROPERTY - WESTERN WAYNE CORRECTIONAL FACILITY
LAND DESCRIPTION

APPROVED
August 4, 2015
Michigan State
Administrative Board

A parcel of land in the N ½ of section 20, T1S, R8E Plymouth Township, Wayne County, Michigan, more particularly described as beginning at the NW corner of said section 20; thence N89°50'10"E 2650.86 feet on the north line of said section to the N ¼ corner of said section; thence continuing on said north line S89°45'02"E 1319.14 feet; thence S01°03'21"W 2532.18 feet to the northerly right of way of the Chesapeake and Ohio Railroad; thence along said northerly right of way for the following four (4) courses:

1) 116.58 feet on a curve to the right with a radius of 2596.27 feet, a central angle of 02°34'22" and a long chord bearing and distance of N56°44'27"W 116.57 feet
2) N55°27'04"W 1052.13 feet
3) 672.28 feet on a curve to the left with a radius of 3889.51 feet, a central angle of 09°54'12" and a long chord bearing and distance of N60°24'17"W 671.45 feet
4) N65°21'16"W 2614.21 feet to the west line of said section 20;

thence N00°05'01"E 447.57 feet on said west line to the point of beginning, containing 127.27 acres, more or less.

EXCEPT a parcel of land described as commencing at the N ¼ corner of said section 20; thence S89°45'02"E 1119.14 feet on the north line of said section to the point of beginning of this description; thence continuing on said north line S89°45'02"E 50.00 feet; thence S01°03'21"W 225.00 feet; thence S89°45'02"E 150.00 feet to the east line of a parcel recorded at Liber 22436, Page 520; thence S01°03'21"W 200.00 feet on said east line; thence N89°45'02"W 200.00 feet; thence N01°03'21"E 425.00 feet to the point of beginning, containing 1.18 acres, more or less.

Subject to a 60 foot wide easement adjacent and parallel to the west and north section lines for roadway purposes.

The property description is approximate and is subject to adjustment as the State Administrative Board or Attorney General considers necessary by survey or other legal description.

Purpose/Business Case

The conveyance satisfies the criteria set forth in P.A. 427. That Act authorizes the conveyance of vacant property that has been declared surplus. The Property is not being utilized and the recommended conveyance will allow the Michigan Land Bank Fast Track Authority to return the Property to productive use.

Benefit

The approval of this recommendation releases vacant surplus property into full utilization and relieves the State of further ownership responsibilities.

Funding Source

The net revenue received from the sale of the Property must be distributed as follows: 100% General Fund.

Risk Assessment

Failure to approve this conveyance would result in the property not being placed back into productive reuse, with loss of potential tax revenue to the local community and ongoing financial responsibility to the State.

APPROVED
August 4, 2015
Michigan State
Administrative Board

Zip Code
48160

CONTRACT CHANGE ORDER

25. DEPARTMENT OF EDUCATION, FLINT - CCO No. 6 for Lease No. 11530 approved by the State Administrative Board on May 3, 2011, between Lurvey White Ventures 1, LLC, as Lessor, and the State of Michigan by the Department of Technology, Management and Budget for the Department of Education, as Lessee. This CCO provides for a new playground and new playground equipment expenditures, as requested by the Department of Education at a cost not-to-exceed $208,751.40. The space is located at the Michigan School for the Deaf Campus, Flint, Michigan 48502

Purpose/Business Case:
The purpose of this CCO is to provide a new playground and new playground equipment for outdoor activities for the Michigan School for the Deaf (MSD) school children.
Benefit:
This CCO allows the Department to provide equipment for the students who occupy the school during the week.
Source of Funds:
100% Federal Funds
Commitment Level:
Present through June 30, 2032; however, this Lease contains a Legislative cancellation clause with 90-days' notice.
Risk Assessment:
Non-approval of this CCO will hinder the Department from obtaining the necessary equipment to meet the needs of its students.
Zip Code:
48502

WR Ending July 24, 2015

Section Manager: Irene Henry, Project Management Section 'A'

Met with MSP and RED on proposed St. Ignace MSP Storage Building; the building would be on Bridge Authority Land and can be done as part of the MSP lease with the Bridge Authority. Meeting with staff for IPMs and workload reviews. Debriefed prospective ISID PSC. Met with AGs on MICHSPEC revision.

Bob Adams:

New Projects:

MDOC Baraga Max Roof Coating – Received MOP and conducted PPP.

MDOC Marquette CF Fence Upgrades – Reviewed contract status - Matrix and Commtech.

Design:

MDOC Kinross CF Housing Unit K Roof Improvements – Participated in phase 500 90% design meeting.

DNR Mackinac Island SP Road Repairs – Reviewed phase 500 100% design documents.

DNR Hancock to Calumet Rail Trail Lake Linden Washout – Received contract modification draft and forwarded to DNR for review.

Bidding:

MSP Calumet Roof Replacement – Received bids and directed PSC to conduct interview.

Construction:

DNR Pigeon River Footbridge Stabilization and Stream Bank Restoration – Participated in a meeting to review a request for equitable adjustment regarding helical pier work.

DNR Union Bay Toilet/Shower – Conducted progress meeting at site.

Projects Complete:

DNR Eagle Harbor Boathouse Roof – Final inspection.

MSP Negaunee Roof – Processed final contract modification to PSC.

Scott DeKorte:

Construction Starts:

DOE Camp Tuhsmeheta Miscellaneous Repair Projects – Conducted pre-construction meeting.

Joel Gordon:

Nothing significant to report.

Jerry Gregorski:

New Projects:

DNR Campground Electrical System Study Statewide at Eight Locations – A request for proposals for professional services was posted on Buy4Michigan. The pre-proposal meeting will be held at Petoskey State Park on 8/3 and the proposals are due 8/12.

DMVA Grand Rapids Home for Veterans Kitchen Exhaust Replacement – The pre-bid meeting and site walk-through was attended by only a single prospective bidder. The bidder is a well-qualified reputable mechanical contractor and so a single bid may be acceptable if the pricing is reasonable. The bids are due 7/29 and this work will require a five day shutdown with around the clock work to minimize kitchen down time.

MDOC Personal Emergency Location Systems Phase-2 at Six Locations – Contract awards to Master Electric were approved by the Ad Bd for both the Chippewa site and the combined Brooks & Central Michigan sites. Plans are underway to re-package and re-bid the Cooper Street, Parnall, and Gus Harrison sites individually with a staggered release schedule to increase bidder response.

DNR Petoskey SP Trail Development – All five bids for the phase-1a trail development were significantly above the funded amount. The PSC has provided cost estimates for construction of the full phase-1 trail,

both phase-1a and 1b, for requesting additional FY16 funding. Plans are to re-bid the entire phase-1 during the fall/winter with construction scheduled for spring and/or fall 2016. It is hoped that the better bidding schedule and economy of scale of the full phase-1 will improve the bid results.

Construction Starts:

MDOC Gus Harrison CF Perimeter Security Enhancements – Held the pre-construction meeting with American Fence. The 120 day contract time was started with substantial completion set for 9/18. MDOC is currently evaluating a technology upgrade to change the replacement shaker box cable perimeter security system to the new SenStar Flex-Zone system. If this decision comes within the next two to three weeks the project schedule should not be impacted.

MDOC Woodland Center CF Perimeter Fence Security System Upgrades – Held the pre-construction meeting with Midstate Security. The 120 day contract time was started with substantial completion set for 11/18. MDOC is currently evaluating a technology upgrade to change the replacement shaker box cable perimeter security system to the new SenStar Flex-Zone system. If this decision comes within the next two to three weeks the project schedule should not be impacted.

DTMB Grand Tower AHU Replacement – The contractor was not quite ready for substantial completion at the regular project meeting this week. A punch-list walk-through and substantial completion meeting for the base scope of work was scheduled for 7/31. The added VAV controller and communication network will not begin until after approval of the contract change order on the 8/4 Ad Bd Agenda.

DMVA Grand Rapids Home for Veterans Networked Door Access Control and Video Surveillance System – Substantial completion has again been delayed until 8/20. Internally creating and distributing the photo ID door access cards to all facility staff has been a bottle neck. The final door access control tie-ins cannot be made until all staff have been issued their door access cards.

Jan Miller:

Accomplishments:

Flint State Office Building, Interior Renovations – Received an updated schedule from B&B showing the 6th floor completion date of 9/1, as agreed upon. We'll have to closely monitor progress relative to the schedule in order to meet the critical deadline set by DHHS.

DNR Dodge #4 SP Boat Access Site and Park Improvements – The contractor, Blue Spader, has completed 2 of the 4 phases of the project on schedule. Phase 3 is underway without issue.

DNR Island Lake Recreation Area Connector Trail – Held the pre-proposal meeting 7/20, 13 professional firms attended. Proposals are due 7/30.

Dave Sproul:

Accomplishments:

Capital Area Reconfiguration, State Police – The Christman Company has completed their initial take-offs and released the construction estimate of $7.2M total to move MSP into the GOB. This initial construction estimate includes the base building scope with the proposed fitness and locker room estimated at $1.4M. Overall professional fees, furniture and IT costs are being assembled as well.

MDOC, Michigan Reformatory Power Plant, Water Softeners and DeAlkalizer System Replacement – All construction activities have been completed and we are scheduling some additional onsite training and inspections by the water treatment manufacture.

MSP/DMVA SEOC – Exterior construction continues with better weather conditions and the roof panels are scheduled to begin installation the last week of July. The site has very little standing water remaining. DMVA has completed the award of the final secure modules and they are now in the manufacturing stage; however, the delivery schedule for the secure units is now projected for next March, 2016. We are working to have the SEOC substantially complete by the end of December.

DCH, State Laboratory, New Waste Incinerator – The contractor is tentatively scheduled to begin installation of the new incinerator the week of 8/17. Complete installation shall be provided within 45 days.

Wayne State University, Multidisciplinary Biomedical Research Building – We have received from WSU the Certificate of Tenantability for the project.

MDOC, Ionia Energy Project – ESG is incorporating comments and revisions to construct a new separate heating building to serve MTU. This design is being incorporated within the bidding documents and we are working to have the final construction bid package ready for release within August. The water and electrical construction activities have begun with the pre-construction meetings as well.

Potential Issues/Solutions:

MDOC, Thumb Correctional Facility, Water & Sewer System Improvements – Conducted the pre-construction meeting for this project. However, DTE has now indicated they will not provide a new primary power feed as originally planned. We are working with DTE to develop a new plan that will result in a bulletin and change order to our contractor.

Steve Urban:

New Projects:

DNR Shiawassee State Game Area Bridge – DNR management would like to pursue the design and construction of a pre-engineered/pre-fabricated pedestrian bridge in lieu of a more robust vehicular bridge to save cost. I instructed the professional (Williams & Works) to provide a preliminary construction cost estimate.

Potential Issues/Solutions:

DNR Porter Ranch Barn Re-roofing – The only construction bid submitted exceeded the MOP amount. Waiting for DNR to provide additional funding before proceeding with the contract approval process.

Section Manager: Harold Belcher, Project Management B

Surveying position interviews; review Bruce Watkins project status preparatory to his going on annual leave; DCD Financial Report meeting.

Chris Bahjet

Nothing significant to report.

Tim Hall

Nothing significant to report.

Bruce Hassen

Nothing significant to report.

Chris Kulhanek

Accomplishments

Au Sable River Foot Bridge Replacement – Pre-design meeting held on 7/22. Design is finally underway after long delays that resulted from revising work scope to fit limited budget. Contract was executed before grant funds expired.

Potential Issues/Solutions:

Alma Armory Modifications – DMVA sent letter to contractor warning of liquidated damages due to incomplete project.

Solution – By working with DMVA, the PSC and the contractor, it appears an agreement is in place to waive damages if the contractor completes punch list and change order work as expected.

Matt Miles

Nothing significant to report.

Rashmi Patel

Accomplishments:

E.C. Brooks, Correctional Facility - Video Management System – Attended mandatory walk-through meeting at the site with contractors.

West Shoreline Correctional Facility - Video Management System – Attended mandatory walk-through meeting at the site with contractors.

Parnall Correctional Facility - Food Service Building Roof Replacement - Received bids, recommended low bidder.

Ionia Correctional Facility - Food Service Building Roof Replacement - Received recommendation letter and recommended 2nd bidder per PSC best value evaluation.

Sadi Rayyan

Accomplishments:

DNR Otsego Township Dam Project – Received 7 SOQs to construct water control structure and stabilize the existing spillway.

DNR Lead Reclamation at Shooting Ranges – Received an estimate from the PSC to implement lead recovery at the Pontiac Lake & Sharonville Shooting Ranges. Discussed options and available funding with agency.

DEQ Commercial Steel Industrial Area Site – Reviewed and recommended changes to the contract with Nova Consultants to provide 1 year of O&M services of the existing groundwater treatment system.

DEQ Marshall Iron & Metal Site – Reviewed revised specifications for monitoring well abandonment and excavation, transportation, and disposal of waste oil and impacted soils for posting on Buy4Michigan website.

DMVA Fort Custer Training Center Site – Reviewed and recommended changes to the contract with DLZ for soil/sediment/surface water/groundwater sampling activities associated with the wetlands.

New Projects:

DEQ Kihn's Superette Site – Assigned to Sagasser & Associates under their ISID contract to provide environmental investigation, conduct environmental risk assessment/contamination pathway evaluation and reporting.

DEQ Van Stolen Shell Site – Assigned to Sagasser & Associates under their ISID contract to provide focused feasibility study, bid specifications for interim response, construction oversight and reporting.

Construction Starts:

DEQ Spartan Chemical Site – Field activities for contamination source removal and AS/SVE system installation begin 7/21/15 with substantial completion by 2/24/17.

Potential Issues/Solutions:

DOE Flint School for the Deaf & Blind Site – DEQ sent RED a letter requesting that DTMB must comply with the environmental regulations with regard to a confirmed release from the USTs. The site was sold "As Is" back in 2011 and it appears that the release was confirmed/reported to DEQ in 2014. RED is waiting for a legal advice from the attorney general about the purchase agreement & liability issue. DEQ agreed to meet with us to discuss our options after we hear back from the AG.

Non-Project Related Activities:

Attended "Presenting 5 Critical Roofing Performance Considerations" Webinar.

Jud Sorensen

Sick leave.

Terry O'Brien

Accomplishments:

SESC authorization for DNR Ionia State Rec Area. Surveys at U of M Dearborn and Gaylord.

Bruce Watkins

Nothing significant to report.

Section Manager: Dennis Stamm, Project Supervision

Nothing significant to report.

Section Manager: Pat Mullen, Contract Services

Nothing significant to report.

WR Ending July 31, 2015

Section Manager: Irene Henry, Project Management Section 'A'

Starting to prepare IPMs in HRMN. Working on the IT telecom closet/infrastructure design/construction standard. Prepared and issued a bid set for demolitions of four residences for the Land Bank. Reviewing proposals for Belle Isle Historic Buildings Evaluations. Attended a design workshop for the new FBSA office space.

Bob Adams:

Design:

DNR Hancock to Calumet Rail Trail – Processed PSC mod #5 for additional DNR requested design services to address a washout at Hammel Creek.

DNR Spring Dam Removal – Requested approval from DNR for the OHM ISID proposal.

Bidding:

DNR Mackinac Island SP Visitors Center and British Landing Roof Improvements – Conducted Best Value Evaluation of bids.

Construction:

MDOC Alger CF Roof Restoration – Submitted CCO justification for SAB Agenda approval.

Palms Book SP Toilet Building Replacement – Submitted CCO justification for Director's Agenda approval.

DMVA Jacobetti Boiler Replacement – Processing CCO #1.

MDOT Ironwood Welcome Center - Processing CCO #1.

Projects Complete:

DNR Eagle Harbor Boathouse – Conducted final inspection to verify punch list is complete.

Potential Issues/Solutions:

DNR must close accounting for Detour State Harbor; however, the PSC has not invoiced in approximately 4 years and is unresponsive. Will research and prepare a settlement invoice in order to close out this project, retrieve the contractor's markup as-builts, and close the project.

Scott DeKorte:

Nothing significant to report.

Joel Gordon:

New Projects:

DNR Marquette State Fish Hatchery Raceway End Closure – The pre-bid meeting was conducted on site on 7/27. Bids are due 8/5.

DNR Foch Lake Flooding Reconstruct Existing Dam and Outlet Structure – The pre-bid meeting was conducted on site on 7/28. Bids are due 8/5.

Jerry Gregorski:

New Projects:

DMVA/Grand Rapids Home for Veterans Kitchen Exhaust Replacement – Only a single bid was received for this work. Unfortunately the bid price was much higher than expected and the bidder was unable to meet the five day shutdown requirement, proposing a fifteen day window instead. A meeting with the PSC and bidder is scheduled for 8/4 at the facility to discuss recommendations for reducing the price and shutdown window.

MDOC Pugsley Correctional Facility Waste Water Treatment Plant Engineering Study – Additional funding was added to the project to cover the full scope of the proposed engineering study. An ISID assignment for Gosling-Czubak to perform the study was approved on the DCD Directors Agenda.

DNR Harrietta Fish Hatchery Wells #2&4 Generator Backups and VFD Controls – The construction contract award recommendation for the low bidder, Top Line Electric from Traverse City, was approved on the DCD Directors Agenda.

Construction Starts:

MDOC Personal Emergency Location Systems Phase-2 at Six Locations – A PSC contract modification request was submitted to the 8/18 Ad Board Agenda. This modification will add design and construction administration for another seven facilities to the overall project. The Cooper Street Facility will be posted for re-bidding individually next week with Gus Harrison and Parnall to follow with one being released each month.

DTMB Grand Tower AHU Replacement – The punch-list walk-through and substantial completion meeting for the base scope of work was held on-site. The added VAV controller and communication network work will begin after approval of the contract change order on the 8/4 Ad Board Agenda. Design work for phase two, for full replacement of all VAV boxes and the heating hot water distribution system, is underway.

Jan Miller:

Accomplishments:

DTMB FBSA Relocation to the LTA – Attended the design workshop 7/31 that was facilitated by Karen DeShon.

DNR Island Lake Recreation Area Connector Trail – Received 8 proposals. Evaluation committee is scheduled to meet 8/12 to select a professional.

Potential Issues/Solutions:

Flint State Office Building, Interior Renovations – The 6th floor construction is progressing somewhat per the critical schedule; however, the contractor stated that little has progressed in the lobby due to lack of manpower. Alternate options are being discussed internally.

DNR Maybury State Park Trail Improvements – Held substantial completion meeting 8/31; however, at the meeting it was determined that the contractor was not substantially complete. The contractor was again notified that liquidated damages continue to be assessed, which began 6/29 at $500/day.

Dave Sproul:

Nothing significant to report.

Steve Urban:

Nothing significant to report.

Section Manager: Harold Belcher, Project Management B

Carp River Bridge Go To Meeting; HAL.

Chris Bahjet

Nothing significant to report.

Tim Hall

Nothing significant to report.

Bruce Hassen

Potential Issues/Solutions:

At the Nokomis Center demolition site, a bulletin was issued to enable the completion of the demolition of one part of the building having vermiculite inside of block walls. This will enable the contractor to keep working while funding is arranged to cover the vermiculite inside the gymnasium block walls.

The recent recommendation by USEPA that vermiculite insulation be treated as asbestos-containing material, no matter what lab results indicate, will cost the state an extra $26.4K in demolition costs at the Nokomis site and twice to five times that at the Camp Cusino Site.

Chris Kulhanek

Construction Starts:

Camp Grayling – Light Demo Range – Pre-con meeting held on 7/27. DMVA has completed access road so project can move ahead.

Bolles Harbor – BAS Re-Paving – Pre-con meeting held on 7/31. It was decided in the meeting that it would be best to close the park during the construction of the drive due to the tight working area and to avoid liability issues with the public trying to pass through the construction area.

Matt Miles

Nothing significant to report.

Rashmi Patel

Nothing significant to report.

Sadi Rayyan

Accomplishments:

DNR Otsego Township Dam Project – Bid specs to construct water control structure and stabilize the existing spillway distributed to 4 preselected contractors. Walk-through conducted at the site. Bids are due on 8/12.

DEQ Memphis Shell Site – Reviewed and recommended changes to the contract with Environmental Resources Group to conduct two pilot tests and six quarterly groundwater monitoring.

DEQ Clare's Country Corners Site – Reviewed and recommended an award of construction contract to Ripman Construction Company to demolish the existing on-site building, remove/dispose of contaminated soils and restore the site.

New Projects:

DEQ Former MDOC Optical Property Site – Assigned to Hamp, Mathews & Associates under their ISID contract to conduct environmental investigation/vapor intrusion and reporting.

DEQ 216 Millbrook Site – Assigned to compliance under their ISID contract to remove and dispose of the two USTs, abate contaminated soil and restore the site.

Non-Project Related Activities:

Attended "Design and Construction Challenges of the Krejci Dump Site Restoration" Webinar.

Jud Sorensen

Sick leave.

Terry O'Brien

Nothing significant to report.

Bruce Watkins

Nothing significant to report.

Section Manager: Dennis Stamm, Project Supervision

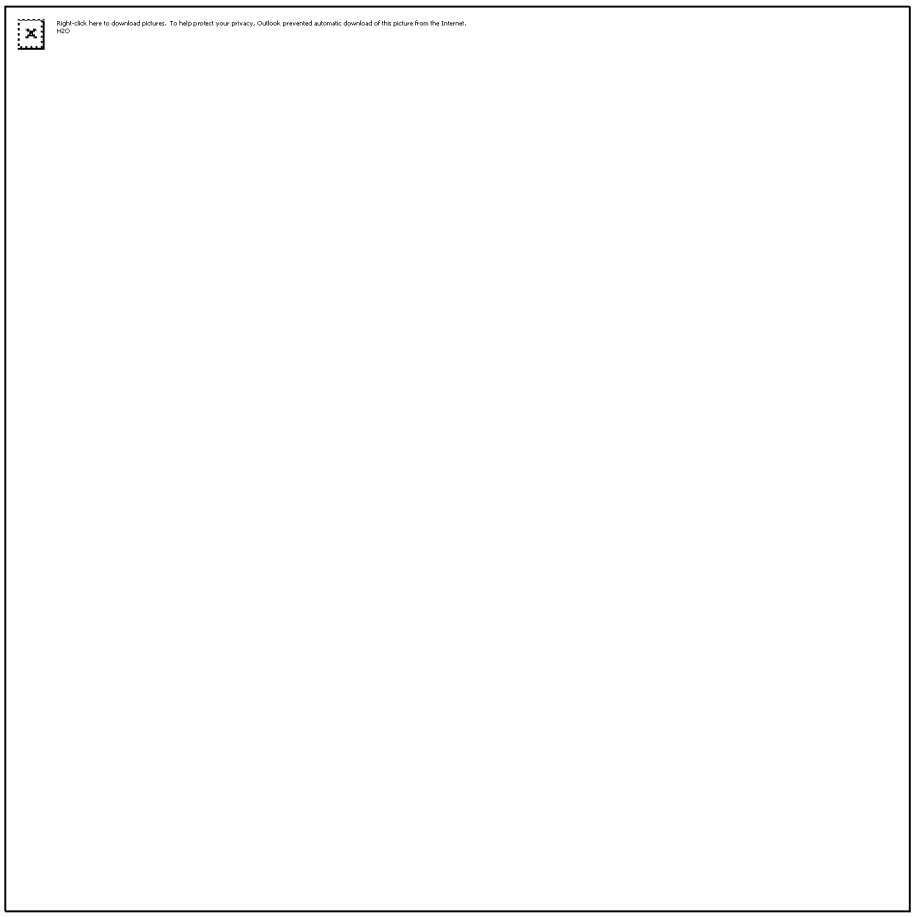
Nothing significant to report.

Section Manager: Pat Mullen, Contract Services

Nothing significant to report.

From: Dept. Technology, Management & Budget <dtmb@govsubscriptions.michigan.gov>
Sent: Tuesday, January 26, 2016 8:39 AM
To: Lach, Adam (DTMB)
Subject: Contributing time, muscle and money

During this month's Martin Luther King Jr. holiday weekend, some state employees turned their "day off" into a "day on" in Flint. There, they delivered bottled water, water filters, replacement cartridges and water testing kits to families. The volunteers joined other Michiganders, turning Dr. King's birthday observance into a day of service.



Mike Zimmer, director of the Office of Good Government and the Department of Licensing and Regulatory Affairs, has shared a link – www.helpforflint.com – that offers other opportunities to contribute time, muscle and money to bring clean drinking water to the community.Here in DTMB, some of our employees didn't wait for an invitation to lend a hand. Office of Retirement Services staff contributed funds that were used to buy 31 cases and 23 gallons of water, which a local organization transported to Flint.

Autumn Hubbard, Ambrea Mack and Sarah Esquivel, who are in the photo at the left, nearly emptied the shelves at their local grocery store. Thanks for your efforts.

everyone.

Now work.

Last week, I signed a new policy that formalizes the annual employee review process and sets expectations for employees and managers. Administrative Policy 200.37 establishes consistent standards for implementing performance plans and reviews. Some of the standards are practices we have followed for years. Others are new. Some of particular note include:

- The mandatory use of HRMN
- A standard Feb. 1-Jan. 31 rating period for all employees
- An Individual Development Plan that specifies training or development programs for each employee
- Competencies and objectives that align to DTMB goals or scorecard metrics
- Consequences for managers and supervisors who do not complete the review process as required

A fundamental role of each DTMB manager or supervisor is to provide employees with direction and feedback on their performance. Employees also are expected to take an active role in pursuing professional development opportunities and achieving their competencies and objectives. I encourage you to review the new policy and talk with your manager or supervisor if you have questions. Of course, I welcome your questions and input as well. Please send your comments and ideas to me at behend@michigan.gov.

I know these have been busy weeks for many of you as you take on additional responsibilities and work hard to provide resources and services for our customers and citizens across the state. Please know that your hard work has not gone unnoticed. Thank you for everything you do, every day.

Have a great week,

David

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WR Ending January 29, 2016
Section Manager: Irene Henry, Project Management Section 'A'
Sorting/scanning drawings. HR matters for selecting and acquiring new Owner's Field Representative.

Bob Adams:
New Projects:
DNR Mclain SP Master Plan – Review 3 PSC proposals, create evaluation spreadsheet and distribute to DNR. Held evaluation meeting with project team.
Design:
DNR Fayette SP Toilet and Shower Building Shower – Met to review DEQ permit application.

DNR Craig Lake Culvert – Held 50% review meeting.

MDOC Baraga Max Roof – Received PSC Mod Request to revise roof coating process to new membrane roofing; forwarded this to MDOC for approval and revised MOP status. Sent to Logan for processing PSC Mod #2.

DNR Porkies Chalet Roof – Held conference call to review PSC structural evaluation.
Bidding:
MDOC Baraga Maximum New Classroom – Received construction bids within budget. PSC performed bidder interviews. Sent to Logan for processing construction contract.
Construction:
DMVA – Jacobetti Remodel – Forwarded LARA fire safety inspection report to PSC and contractor for resolution of issues.

Scott DeKorte:
DNR – Belle Isle Aquarium / Conservatory Heating Systems – Kickoff meeting with project team members to discuss phase 2 requirements.

DNR – Belle Isle Casino Fire Suppression Replacement – Met with PSC to discuss their initial proposal prior to awarding an ISID contract.

DNR – Belle Isle Various Additional Projects – Reviewed several future projects with DNR and how they might be combined into a larger more encompassing project.

Joel Gordon:
Nothing significant to report.

Jerry Gregorski:
New Projects:
DMVA / Grand Rapids Home for Veterans – Backflow Preventers on Two Municipal Water Mains – The construction bid advertisement was posted with the pre-bid site meeting scheduled for 2/4 and bids due 2/17.

MDOC – St. Louis Correctional Facility - Perimeter Fence Security System Upgrades –The contract award recommendation was approved by the Ad Board.

DTMB/BOD – Grand Tower AHU Replacement – The construction bid advertisement for the second phase replacement of all VAV boxes and hot water heating system improvements was posted with the pre-bid meeting scheduled for 2/4 and bids due 2/17.

MDOC – Special Alternative Incarceration Facility - Perimeter Fence Security System Upgrades – The 90% design review meeting was held with the project team. The construction bid advertisement will be posted by 2/4 with bids due 3/2.

MDOC – Detroit Re-Entry Center - Perimeter Fence Security System Upgrades – The 90% design review meeting was held with the project team. The construction bid advertisement will be posted by 2/11 with bids due 3/9.

MDOC / Gus Harrison Correctional Facility – Asphalt Reconstruction – Bids were received from five contractors. The low bidder is well within budget and none of the deductive bid alternates need to be accepted.

MDOC – Gus Harrison Correctional Facility - Perimeter Security Enhancements – Bids were received from three contactors for second phase security system upgrades. The apparent low bidder is within budget after accepting the two deductive bid alternates.

Construction Starts:

MDOC – Personal Emergency Location Systems Phase-2 & 3 at Multiple Locations – Fiber-optic conduits underground work at the Central Michigan site is encountering issues with frozen excavation spoils causing safety and security issues in the yard. The construction contract award recommendation for the Parnall site was approved by the Ad Board. Construction bid advertisements were posted for the Muskegon and West Shoreline facilities. Pre-bid site meetings will be held 2/8 with bids due 2/17.

Jan Miller:

Accomplishments:

Flint State Office Building, Re-Roofing, Ice Storage and Solar Panel Installation – Held pre-construction meeting 2/28 with WTA, DTMB and Blue Spader Contractors, Inc.

Flint State Office Building, Interior Renovations –The lobby completion date has been moved back from 3/11 to 4/5. Working with B&B to try and get a majority of the lobby earlier if it's only the metal panels holding up the schedule.

Tom Pawlowski:

New Projects:

MDOC Alger CF Asphalt Maintenance and Repair – Finalized project statement and forwarded to ISID professional for proposal development.

MDOC Alger CF Housing Unit Heating Boiler Replacement – Finalized project statement and forwarded to ISID professional for proposal development.

DNR Prout Road Bridge Replacement – Finalized project statement and forwarded to ISID professional for proposal development.

Bidding:

DNR Mackinac Island Visitor Center Roof Improvements – Assisted agency with completion of bid documents and posting on Buy4Michigan.

Construction:

DNR Fayette Historic State Park Floating Dock Replacement – Assisted contractor with project budget submittal for Design Build Contract.

MSP Sault Ste. Marie Post HVAC Upgrades – Assisted MSP by providing asbestos abatement scope to the SOM-contracted abatement contractor and scheduled pre-bid walk-through.

Dave Sproul:

Nothing significant to report.

Steve Urban:

Accomplishments

MDOC Saginaw Paving Project – Mandatory pre-bid meeting was conducted with Design Professionals on 01/27/16. Representative from 8 engineering companies participated. RFP is due 02/11/16. .

Potential Issues/Solutions:
DTMB Scenario 3 Renovation, Lake Superior Hosting Center 208v to 480v Upgrades – Pre-award meeting with Moore-Trosper was conducted on 1/28. Representative from the LSHC project team were satisfied with Moore-Trosper being awarded the construction contract. I received the recommendation letter from Engineering Applications. The approval of project funding by IT upper management is still an open issue.

Section Manager: Harold Belcher, Project Management B
DCD Quarterly Financial Meeting.

Chris Bahjet
Accomplishments:
DHHS – Walter Reuther Hospital – Activity Building – We are benefiting now from prior planning to switch the hospital phone system to the new system. Now the added phones and computers at the new Activity Building will simply be added to the new system. This planning started in November 2013 at a time when there was no active physical plant manager at the hospital.
Projects Complete:
DNR – Belle Isle – Bathymetry Study Lake Okanoke – Received and discussed final report from the PSC. The report was helpful to show variance in lake depths and location of fallen tree trunks at the bottom of the lake. The results of this study will help in future lake recreation plans.

Tim Hall
Accomplishments:
DTMB State Warehouse Building 100 FBSA Renovation – Achieved FBSA team review of final finish/color palette; conducted final door hardware and security coordination with DTMB OIP with construction and design team; conducted successful review to kick off final stage of logistical adjustments of buildings 600/100 and overall campus flow due to FBSA operation coming into complex as part of CAR.

DCH Center for Forensic Psychiatry Patient Shower & Bathroom Repairs – Project team reached final acceptance of phase 1 and owner will be moving patients between wings next week; construction of phase 2 expected to start week of 2/8.

DNR Yankee Springs Shop/Garage Replacement – Received all final closeout documents and coordinated for delivery to DNR team and final project closeout and records archiving.

MDOT Blue Water Bridge HVAC Replacement – Conducted 6 month warranty review meeting with contractor and agency operations team to review operations to date, maintenance procedures and requirements, etc. Very beneficial training and best practices review for BWB user team to improve their O&M processes, particularly with several newer staff since the project completed. Toll booth HVAC operations have encountered numerous different concerns and Design/Build contractor will perform additional engineering evaluation and recommend actions.

Bruce Hassen
Nothing significant to report.

Chris Kulhanek
Accomplishments:
Washtenaw Armory – Boiler Replacement – Pre-bid meeting held on 1/25. Project is on track to be completed after the current heating season is over.
New Projects:
Camp Grayling – Modify Control Tower Systems – Project involves improvements to electronic and infrastructure systems as well as providing a back-up generator for the recently completed control tower. Improvements must be completed before the old tower can be demolished.

Matt Miles
Nothing significant to report.

Rashmi Patel
Nothing significant to report.

Sadi Rayyan
Accomplishments:
DEQ Osceola Refinery Site – Reviewed and recommended award of construction contract to Clean Harbors to decommission/remove the SVE/AS remediation system and wells.

DNR Otsego Dam Repairs Site – Contractor removed powerhouse and installed spillway boulders.

DEQ Manistique River Site – Met with agency and PSC to discuss issues with draft design and schedule.

DNR Au Gres State Harbor Site - Reviewed and recommended changes to the contract with Superior to install/sample soil borings/monitoring wells and submit to DEQ an initial assessment report.

DEQ Ralph Herman Farm Site - Reviewed and recommended changes to the contract with Mannik & Smith to provide additional sampling and construction oversight services.
Non-Project Related Activities:
ISID Contracts for Expanded Triage Services – Recommended that contracts be awarded to 5 firms.

ISID Contracts for Lab Services – Proposals review and scoring.

Jud Sorensen
Potential Issues/Solutions:
A kickoff meeting was held at the MDOC Jackson Complex with Facility Wardens, Physical Plant Managers and NORESCO on 1/29 to introduce the facilities being impacted to the proposed work scope and project schedule. NORESCO is very anxious to get started being ready to walk contractors through the facilities for solicitation of bids, but at this point they have not provided any documents for DTMB or Agency review. Another meeting is scheduled with the facilities and NORESCO on 2/10 to coordinate work activities and review lighting and water design bid packages.

A meeting was held with the Detroit Water and Sewer Department in an attempt to get a better understanding of charges being assessed to the MDOC Detroit Detention and Detroit Reentry Centers. Unfortunately, little new information was provided. They indicate that when the facilities were first constructed in the late 1980's that any charges for storm water discharge to the Detroit Combined Sewer System was included in the bill for domestic water and sanitary sewer charges. Storm water discharge was apparently separated from this bill in 2003. The Detroit Water and Sewer Department apparently then failed to bill a number of their customers for storm water until 2013. At that time, the assessment of storm water charges to the Detroit Detention and Detroit Reentry Centers was re-established and MDOC started receiving bills for storm water discharge at approximately $19,000 per month. MDOC is in disagreement with these monthly bills and nothing has been paid with Detroit Water and Sewer indicating that charges have now accumulated to approximately $600,000. There are apparently no good records of any agreements that the State of Michigan may have made with the City of Detroit when the decision was made to construct the Detroit Correctional Facilities on old contaminated Chrysler Property that was otherwise unbuildable without a considerable cost for environmental cleanup. This is unlikely to get resolved until MDOC is provided detailed information on how billing rates are determined, agrees that the rates are reasonable, and the City of Detroit Assessors office and the Detroit Water and Sewer Departments correct property descriptions to better represent that property actually owned by the State of Michigan. Currently, the Detroit Water and Sewer Department appears to be making no reduction in rates for three detention basins at the facilities which are designed to reduce peak discharge rates.

Terry O'Brien
Accomplishments:
SESC plan and spec review for DNR Burt Lake SP and DNR Wilderness SP.

Bruce Watkins
Nothing significant to report.

Section Manager: Dennis Stamm, Project Supervision
Nothing significant to report.

Section Manager: Pat Mullen, Contract Services
Nothing significant to report.

From: Hirsch, Andrea (DTMB)
Sent: Monday, February 08, 2016 1:19 PM
To: Adams, Bob (DTMB);Alqurneh, Omar (DTMB);Bahjet, Chris (DTMB);Barr, Dean (DTMB);Belcher, Harold (DTMB);Dao, Ken (DTMB);DeKorte, Scott (DTMB);Devereaux, Chad (DTMB);Droste, Adam (DTMB);Feldpausch, Linda (DTMB);Garrison, Kris (DTMB);Gordon, Joel (DTMB);Gregorski, Gerald (DTMB);Hall, Robert (DTMB);Hall, Timothy M. (DTMB);Hassen, Bruce (DTMB);Henry, Irene (DTMB);Kuiper, Troy (DTMB);Kulhanek, Chris (DTMB);Kunkel, Bill (DTMB);Lach, Adam (DTMB);Mathews, Logan (DTMB);Miles, Matthew (DTMB);Miller, Jan (DTMB);Mullen, Patrick (DTMB);O'Brien, Terry (DTMB);Parker, Daniel (DTMB);Patel, Rashmi (DTMB);Patrick, John (DTMB);Pawlowski, Thomas (DTMB);Rayyan, Sadi (DTMB);Shah, Anup (DTMB);Sorensen, Judson (DTMB);Sproul, David (DTMB);Stamm, Dennis (DTMB);Tossava, Laurie (DTMB);Urban, Steven (DTMB);Watkins, Bruce (DTMB);Watros, Anne (DTMB);O'Brien, Kevin (DTMB);Stinson, Andrea (DTMB);Roe, Megan (DTMB)
Subject: Staff Meeting Notes 2-8-16
Attachments: Staff Meeting Notes 2016-2-8.doc; Flint Emergency Purchasing Procedures.pdf

FYI.....

Design & Construction Division

Staff Meeting Notes – February 8, 2016

Facilitator-Pat Mullen

1. **New Projects List:**
   Posted by the copier & on the Intranet SharePoint
   - **Master List of Projects Intranet Link:**
     This is the pdf on SharePoint 2-8-16.pdf

2. **Flint Emergency Procurement:** (e-mail attached)
   This doesn't apply to anything we are doing, but they want all staff to be aware. Anything purchased through the state has to be approved from the SEOC.

3. **"Contract Info:" in HAL – Include Base & Revised contract amount**
   In order to see the base and revised contract amount on the contract order, must be entered in the upper right corner of HAL. When doing the contract order, if you need help, talk with Logan.

   - **Agenda Justification:**
     Reminder: Pat indicated that we don't have to be as specific for Bob Hall's agenda, but we need more detail of the what/why we are doing for the Director and Ad Board agendas.

4. **Year-End Payments:**
   DNR Financial Services is asking that contract payments that end on September 30 be sent to them by October 10. This is for the work that is being billed in the fiscal year. This is the same thing being done by Kris.

5. The LTA move is on schedule, move expectancy is the end of April, 2016.

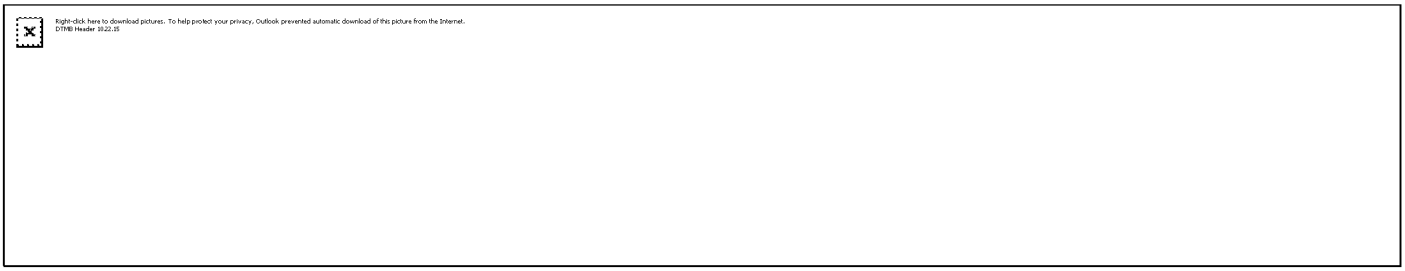
6. Scoreboard Metrics – PPP meetings & contractor evaluations: PPP meetings are from 80% to 75% & contractor evaluations are from 71% to 83%.

7. **Bob's Time:**
   - The SEOC is in their space and now using it; they are operational with the Flint situation.
   - Jim Clark from Real Estate is retiring March 11, 2016.

The next staff meeting is on February 22 with Dennis Stamm as facilitator.
See Dennis if you have topics for a discussion or presentation.

If you cannot attend the meeting in person, you can call in and participate:
Call 1-888-363-4735 and enter the access code 1455994.

From: DTMB Director and CIO David Behen <dtmb@govsubscriptions.michigan.gov>
Sent: Wednesday, February 17, 2016 10:10 AM
To: Lach, Adam (DTMB)
Subject: The Gov. Snyder's Budget Proposal



Good morning everyone. I hope everyone had a great holiday weekend.

I had the good fortune to travel to Marquette on Monday with Chad Laidlaw, DTMB's policy and planning analyst, to meet with city, business and university leaders and to address the Economic Club of Marquette. I told them about the many things DTMB does, placing special emphasis on our work in mobility and cybersecurity. Marquette is really developing and making its mark as an innovative and entrepreneurial community.

Now work.

The executive budget Gov. Snyder presented last week outlined his investment plan for Michigan. Yes, the proposal for fiscal year 2017-18 outlined a strategy to address the critical challenges of addressing the Flint water crisis and turning around Detroit's Public Schools, but the $54.9 billion plan also includes investment in four key areas:

- **Education.** The budget increases investment to K-12 schools, community colleges and the state's public universities. Additional funds are proposed to expand career, technical, science, technology, engineering and math programs.
- **Protecting the Public.** The governor's plan expands the Secure Cities program, which has reduced violent crime in four major Michigan cities. Funds also would support an additional trooper recruit school and an academy to train corrections officers, among other initiatives.
- **Putting People First.** The governor recommends continued expansion of the Healthy Kids Dental Program and funding efforts to ensure residents have access to affordable health care. His proposal boosts funds to help cover new higher cost specialty medications to treat conditions such as hepatitis C and cystic fibrosis, among others.
- **Investing in Infrastructure.** The proposal allocates $1.2 billion to maintain and repair Michigan roads, bridges and other critical infrastructure.

The budget proposal also includes FY 2017-18 funding recommendations for DTMB. Gov. Snyder recommends ongoing funding of $1.3 billion for department operations and a one-time allocation of $32.4 million.

A few highlights include:

- $502 million for information technology support for all state agencies and $132.8 million for 14 high-priority IT projects in seven agencies. He recommends increasing the Information Technology Investment Fund by $7 million, from $65 million to $72 million. This fund supports several major multiyear IT projects and upgrades, including the replacement of outdated legacy systems.
- An additional $5 million to support cybersecurity improvements to safeguard citizens' personal information and protect critical infrastructure and government services.
- IT support of $6.5 million to modernize the Office of Retirement Services' systems and enhance customer service for more than 530,000 current and future retirees.

You can see the full executive budget recommendations, which are posted on the Budget Office website. Details of DTMB's proposed budget begin on page B-75.

We can expect to see many changes before the budgets are signed and become effective Oct. 1. The executive budget will be used by the House and Senate Appropriations Committees as they work on their own budgets and hold committee hearings on the proposals. I'll keep you posted as the process moves ahead.

As always, I welcome your notes, whether about the budget process or any other topic. Please send them to me at behend@michigan.gov.

Thank you again for all the good work you do. I hope you have a great week ahead.

David

The Department of Technology, Management and Budget
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WR Ending February 12, 2016

Section Manager: Irene Henry, Project Management Section 'A'

Finalized response to HopkinsBurns on porch leaks at Governor's Residence with Bob Adams and Tom Pawlowski.

Bob Adams:

New Projects:

DNR - Mclain S.P. Master Plan – Received executed design contract and scheduled kickoff meeting.

Design:

DNR – St. Louis Creek Culvert Repair – DNR provided preliminary easement documents for inclusion in the bid documents.

DNR - Mackinac Island S.P. – Governor's Residence Roof - Consulted with Irene Henry regarding the response to Hopkins and Burns' work on the leaks at the Governor's Residence.

Marquette B.P. – Generator Replacement – Conducted 75% plan review on site.

Construction:

Baraga Correctional – Fence B Upgrades – Submitted construction contract to Master Electric for Ad Board Agenda.

Projects Complete:

MDOT – Ironwood Welcome Center – Roof Replacement – Processed final PSC modification.

DNR – Presque Isle Dam Repair – Processed final PSC invoice.

Scott DeKorte:

New Projects:

DOE – Camp Tuhsmeheta – Swim Dock Decking Replacement – Design kickoff meeting with Landmark Design on site.

Project Closeout:

MDOC – Lakeland CF – Window Replacement Project – Conducted punch list review meeting.

Joel Gordon:

Nothing significant to report.

Gerald Gregorski:

Nothing significant to report.

Jan Miller:

Accomplishments:

Capital Area Reconfiguration Project – Held 1st construction progress meeting for 333 Grand on 2/9. Meetings will be held bi-weekly. Met with each project director and contracts division that will be moving into LTA to review preferred office location and filing needs.

Flint State Office Building Reroofing, Ice Storage and Solar Panel Installation – Construction contract has been executed and notice to proceed issued. Schedule has been submitted showing an 8/10 completion date. Structural steel supports above the 7th floor started 2/8, ahead of schedule, in order to complete the work prior to the floor being occupied.

Flint State Office Building Interior Renovations – Seventh floor is still on schedule for 3/18 move in date. DTMB is working closely with the contractor and professional in an attempt to expedite the turnover of the lobby.

Tom Pawlowski:

New Projects:

MDOC Alger CF Asphalt Repair and Maintenance – Provided site condition photos in an addendum to the RFP/project statement for PSC consideration.

Design:
MSP Sault Post HVAC Upgrades – Conducted pre-proposal site visit with blanket-contract asbestos abatement contractor.
Bidding:
MDOC Alger CF Perimeter Fence Security System Upgrades – Initiated prevailing wage request and post bid addendum with PSC to extend bid acceptance period.

DNR Mk Isld SP Visitors Center Roof Replacement – Conducted mandatory pre-bid walk-through and initiated preparation of addendum.
Construction:
LSSU School of Business Renovation – Attended project team meeting and conducted site visit. Met newly appointed Vice President of Finance and explained DTMB-DCD's role in the project.
Projects Complete:
Mk Isld SP British Landing Roof Replacement – Continued pursuing closeout issues with contractor.

Dave Sproul:
Accomplishments:
MSP to GOB, CAR – The Christman Company continues to work within multiple areas of the GOB. The next major move is set for 3/11. We have been working through some minor unforeseen as built issues that will require bulletins to resolve and keep the project moving as required. We are continuing to hold construction progress meetings to review issues.

MDOC, Thumb Correctional Facility – Final preparations for the week-end tie-in have been completed by the contractor to install the new booster pump system. The actual tie-in will be completed over the week end on 2/13.

MDOC, Ionia Energy Project – ESG has been working to provide recommended value engineering items to reduce the mechanical and control packages. Once recommended major reduction scope item is to construct the new MTU boiler building on site rather than provide through a pre-manufactured assembly. ESG has reviewed and is moving forward with the natural gas installation sub-contract. We continue to install scope of the water and electrical conservation measures.

MSP, Northville Forensic Laboratory – Reviewed and accepted substantial completion of the polygraph unit improvements within the Northville Forensic Laboratory. There are only two minor punch list items to complete.
New Projects:
DTMB, Energy Center, Electrical Automation Study – It has been determined that this project will not meet requirements of FEMA for grant funding. We will however continue with the study to provide the recommended scope and cost estimate to complete the study of a micro grid system.
Potential Issues:
State Police, SEOC – State Police and DTMB staff did successfully move into the SEOC and their portions of the GOB on 2/1. We are still working on some remaining scope items, completing start-up and training requirements. State Police is utilizing a major portion of the SEOC while mobilized for the Flint water issue.

Steve Urban:
Nothing significant to report.

Section Manager: Harold Belcher, Project Management B
Nothing significant to report.

Chris Bahjet:
Nothing significant to report.

Tim Hall:

Accomplishments:

DTMB State Warehouse Building 100 FBSA Renovation – Participated in BIM above ceiling coordination review with Christman team; coordinated all doors hardware & access control with DTMB-OIP; coordinated IT-telecom meeting to confirm budgets/orders and process for completion; initiated programming evaluation with Hobbs-Black for logistical adjustments of buildings 600/100 and overall campus flow due to FBSA operation coming into complex as part of CAR.

DCH Center for Forensic Psychiatry Patient Shower & Bathroom Repairs – Owner moved in and occupied phase 1 and contractor has taken control, set up and begun demolition of phase 2. Construction is expected to be much more efficient for this and following phases.

DCH Center for Forensic Psychiatry On-Site Warehouse – Conducted punch list verification review with agency and PSC; certificate of occupancy is issued and only remaining activity is added scope requests of agency. Final scope additions reviewed with agency and released to contractor for pricing.

MDOC Women's HVCF Utility Tunnel Upgrades – Contractor completed final phase and final section of tunnel cap; punch list issued and completed by contractor pending only repairs and added scope concrete sidewalk, restoration and replacement of deficient phase 2 tunnel cap which have been mutually deferred until spring to ensure a quality result.

Bruce Hassen:

Accomplishments:

The Highland Park High School Demolition project was approved during the supplemental agenda session of 2/9. Homrich will be the contractor. Upon completing this approval process, $2 million dollars in committed federal HUD funds were formally released the next day to help sponsor the project.

New Projects:

A kickoff meeting conference call was held on 2/9 for the hardest hit bid package #2 project which involves the demolition of 70 houses and will be done by the Adamo Group.

Projects Complete:

For the demolition and restoration of the former Camp Baraga site near L'Anse, the professional and DTMB agreed to close the project with the agreement that the site seeding would be treated as a warranty item in 2016.

Chris Kulhanek:

Nothing significant to report.

Rashmi Patel:

Accomplishments:

MDOT C & T Building, Masonry Repair – Attended mandatory walk-through meeting with construction contractor and issued addendum.

MDOC, Pugsley Correctional Facility Video and Perimeter Surveillance Enhancement - Attended mandatory walk-through meeting with construction contractor.

New Projects:

Received PSC proposal for video and perimeter surveillance enhancement system for following facilities: Michigan Reformatory, Ojibway Correctional Facility and Lakeland Correctional Facility.

Potential Issues/Solutions:

MDOC requested to use EMT with compress fitting raceway instead of rigid conduit up to 10 ft. above furnish floor.

Sadi Rayyan:

Accomplishments:

DMVA Fort Custer Training Center - Reviewed and recommended changes to the contract with DLZ Michigan to provide forest inventory/evaluation, timber stand improvement, removing invasive/toxic/noxious plants and management/reporting for the year 2016.

DEQ Verona Well Field Site - Reviewed and recommended changes to the contract with F&V Operations & Resource Management to provide treatment system maintenance, sampling and reporting.

DEQ Nolichucky Industrial Corp Site - Reviewed and recommended changes to the contract with DLZ to provide geophysical survey, limited remedial investigation and focused feasibility study.

DEQ AMCO Group #1209 Site - Reviewed and recommended changes to the contract with Mannik & Smith to provide deep aquifer investigation and report preparation.

Non-Project Related Activities:

ISID Contracts for Expanded Triage Services – Debriefed several firms on the results of the review/selection process.

Jud Sorensen:

Projects Complete:

A closeout meeting was held on 2/9 for the installation of primary electrical switches at the Romney Building.

Potential Issues/Solutions:

An advertisement and design review meeting was held at the MDOC Jackson Complex with Facility Wardens, Physical Plant Managers and NORESCO on 2/10. NORESCO is very anxious to get the lighting and water portions of this project advertised, but did not have design bid documents prepared for DTMB and MDOC review. They felt that they could advertise and pre-qualify bidders, but would not have bid documents prepared until the week prior to the walk-through. As DTMB and MDOC have not seen bid documents from NORESCO in the past, DTMB and MDOC were not in agreement with proceeding with the advertisement until bid documents could be reviewed.

Matt Miles:

Nothing significant to report.

Terry O'Brien:

Nothing significant to report.

Bruce Watkins:

New Projects:

Cass City Field Office – DNR – New Cold Storage Building – Held pre-bid meeting for the cold storage building. There were only three contractors present, two were of a known good quality. Bids are due 2/17.

Highland RA – North-South Regional Connector Trail – Had a meeting with DNR to identify the remaining work that can be done under a minor construction contract versus DTMB bidding process. Some work will be procurement, such as signs, benches and additional aggregate, but guardrail and guard fence will be via construction.

East Tawas State Harbor – Issued final addenda for contract 1 and contract 2. Bids are due 2/17.

Construction Starts:

Kalamazoo Training Center – LARA-BSBP – Exterior Upgrades – Held pre-construction meeting – see problems below.

Potential Issues/Solutions:

Kalamazoo Training Center – LARA-BSBP – Exterior Upgrades – During review of scope of work at the pre-construction meeting, center staff became concerned about the scope of work and expressed disbelief that some elements were deleted from the work during the post bid addenda phase of the bidding process. While there was some poor communication of the scope during this phase, the removal of some of the work of concern turned out to have been identified (and later forgotten) by center staff. LARA Lansing Administration initially requested cancelling the project, but a meeting will be scheduled to identify whether cancelling the project and re-bidding is in the centers best interest.

Portage Lake Campground – Lagoon Reconstruction – Held phone meeting to discuss design parameters with respect to the need to enlarge the lagoon, or if it can get smaller in volume. Rowe will revise

construction estimate for slightly deeper, but smaller in plain view Lagoon. Intent is to bring the work within budget.

Section Manager: Dennis Stamm, Project Supervision
Nothing significant to report.

Section Manager: Pat Mullen, Contract Services
Nothing significant to report.

From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Friday, January 22, 2016 12:50 PM
To: Lach, Adam (DTMB)
Subject: "He's his own best spokesman"

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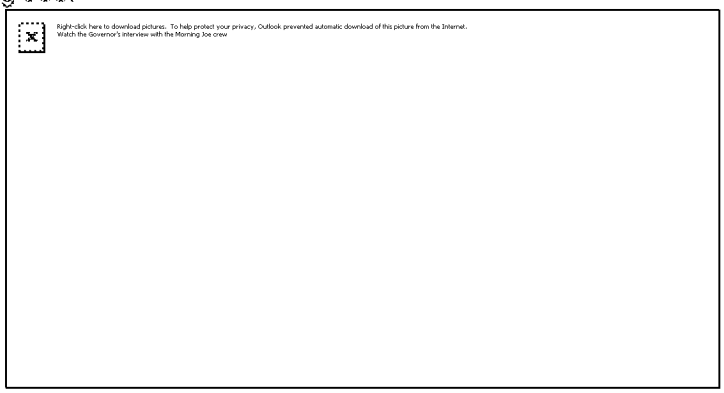
How we are fixing the Flint water crsis

Governor Rick Snyder has committed to spending the rest of his time as Governor to fixing the Flint water crisis. Over the last few days, he has sat down to explain what happened and how we're fixing the Flint water crisis. Watch the interviews below and be sure to read the Governor's Op-Ed in the USA Today.

Governor Snyder on Morning Joe

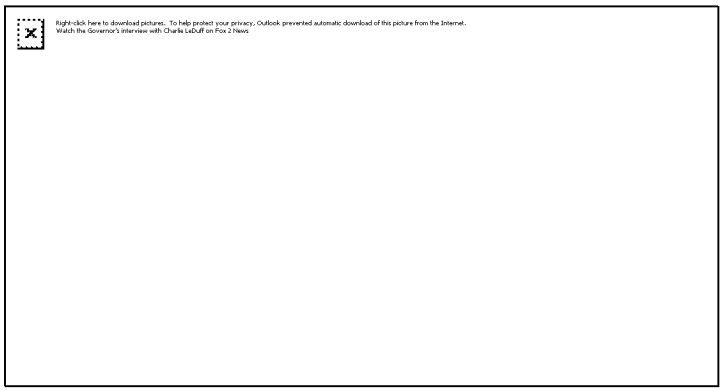
"What is so frustrating and what makes you so angry is you have a handful of experts who were career civil servants that made terrible decisions, in my view. We have to live with the consequences, and they worked for me, so I accept that responsibility. We are going to fix this problem." Watch Governor Snyder address how we are fixing the Flint water crisis on Morning Joe.



Governor Snyder with Charlie LeDuff on Fox 2 Detroit

"I feel awful about this. These are people. They've been harmed. You can't feel good about that. The people of Flint have been harmed and a major influence of that harm

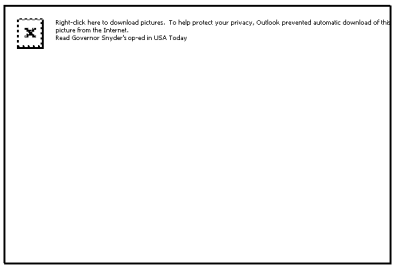
came from people who worked for me, and I feel responsible for that. But I am committed to solving the problem and addressing the damage as much as possible for the rest of the time I'm Governor." Watch Governor Snyder address the Flint water crisis with Charlie LeDuff on Fox 2 News.



Governor Snyder's 2016 State of the State

"Michiganders don't quit, we don't give up, instead we will work with even more passion and commitment to truly improve our state. For everyone who's chosen to make Michigan their home, this is more than a promise, this is my commitment." Watch Governor Snyder's full closing statement from his 2016 State of the State address.

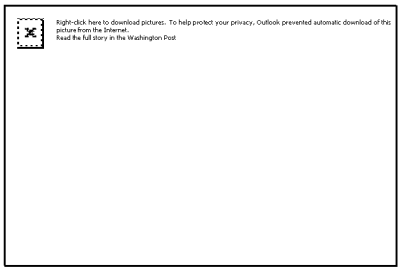
Governor in USA Today: "I will fix this, and I mean it."



"Residents in one of Michigan's proud cities cannot drink their water. That's unacceptable. The crisis in Flint arose from missteps at all levels of government — local, state and federal. But as governor, I take responsibility for what these families are going through, and I'm holding people in my administration accountable for their failures." Click here to read the Governor's full op-ed.

Washington Post: "Michigan Gov. Rick Snyder is in a tough spot, but he's his own best spokesman"

Snyder has born the brunt of criticism in the local health crisis that has turned into a national scandal. But unlike many other politicians facing crises of leadership, Snyder may also be his own best counter-programming. Click here to read the full story in the Washington Post.



Visit HelpForFlint.com to learn how you can help Flint residents.

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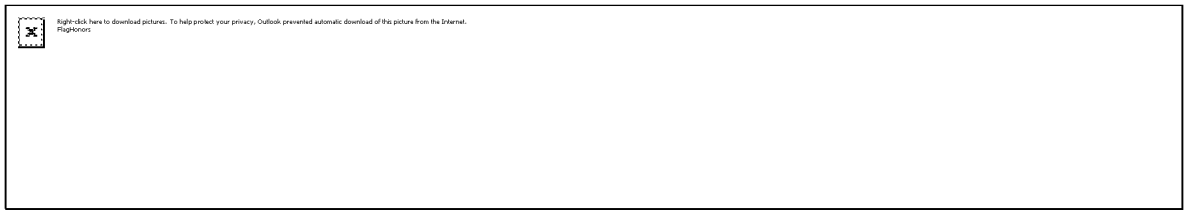
From: Governor's Office <governorsoffice@govsubscriptions.michigan.gov>
Sent: Friday, January 29, 2016 9:47 AM
To: Lach, Adam (DTMB)
Subject: Thank you for your service



THANK YOU!

Fellow employees,

Each day, more than 46,000 state of Michigan employees come to work with the confidence and commitment to make Michigan a better place to live, work and play. I appreciate the way you care about the citizens we serve, and how it is reflected in the work that you do.

As you have heard from me and the media, our reputation and trust can be severely impacted when people do not make good decisions, or use good judgment in solving problems. That principle is universal, but never more so than when public health is at stake. What happened in Flint can never be allowed to happen again anywhere in our state.

I know that you want to work in a place where employee input is valued, efforts are recognized, and teams are always striving for continuous improvement. That's why we introduced employee surveys, Bureaucracy Busters and other reinvention initiatives. We want and deserve a culture of innovation, continuous improvement and employee engagement at every level. We can never take for granted how important the people are who depend on us to do our jobs, and I am asking you not to let the situation in Flint negatively impact your motivation to excel every day.

Many of you have taken an interest in helping the citizens of Flint on your own time, and I'd like to take this opportunity to recognize and thank those who have volunteered over the last couple of weekends. You have worked tirelessly to deliver cases of bottled water, water filters, replacement cartridges and water testing kits to the families in need. I appreciate you donating your time to help our fellow Michiganders. To date, more than 37,000 homes have been visited by one of our water resource teams.

For employees who would like to further help the people of Flint, please visit www.HelpForFlint.com to learn how you can do so. For additional information and to sign up for daily updates, please visit www.mi.gov/FlintWater. I am committed to ensuring that all residents have access to safe and clean water.

Again, I'd like to express my gratitude for the work you do every day to continuously improve our state and earn the trust of those you serve. You make a real difference.

Thanks,

Governor Rick Snyder

Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.
Photos of state employees volunteering

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